

City of Farmington Hills, Michigan

Annual Budget

Fiscal Year

July 1, 2012 - June 30, 2013



Farmington Hills City Council

Standing (l-r): Randy Bruce, Richard Lerner, Ken Massey, Michael Bridges,
Seated (l-r): Mayor ProTem Nancy Bates, Mayor Barry Brickner, Cheryl Oliverio

City Manager

Steve Brock

Executive Management Team

Teri Arbenowske, Economic Development
Corey Bartsch, Fire
David Boyer, Special Services
Dale Countegan, Planning and Community Development
David Gajda, Finance
Nathan Geinzer, City Manager's Office
Michael Lasley, Central Services
Gary Mekjian, Public Services
Charles Nebus, Police
John Randle, Sr., Human Resources
Pam Smith, City Clerk
Dana Whinnery, Assistant City Manager

Budget Preparation Staff

David Gajda, Finance Director
Shu-Fen Lin, Controller
Carolyn Elliott, Secretary to the Finance Director

MAYOR AND CITY COUNCIL

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

Nancy Bates was elected to City Council in 1989, served as Mayor in 1993 and again from 1999 to 2003, and was again elected to City Council in 2005 and 2009. She currently serves as Mayor Pro Tem, was also Mayor Pro Tem in 2008, and serves as Council liaison to the Beautification Commission, the Commission on Aging, and the Mayor's Youth Council. She co-founded the Suicide Prevention Committee and Intergovernmental Task Force. Her term expires in 2013.

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

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

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

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

Cheryl Oliverio was elected to City Council in 1993, 1997, 2001, 2005, and 2009. She served as Mayor Pro Tem in 1997 and 2003. She serves as Council liaison to the Historic District Commission and the Historical Commission, and is a member of the 47th District Court Sobriety Court Advisory Committee. Her term expires in 2013.

City of Farmington Hills







City Facilities

FOURTEEN MILE RD



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

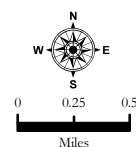
Address

	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, 2012

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/adopted budget. Expenditures are broken down into these categories: personnel, operating supplies, contractual services, and capital expenditures. The General Fund section is further subdivided into major functional areas of activities such as: Boards, Commissions & Agencies, General Government, Public Safety (Police and Fire), Planning & Community Development, Public Services, and Special Services.

Departmental Expenditures are grouped by activity. Included in each section are narratives describing the department or division's mission, followed by goals, performance objectives and performance indicators. The performance indicators are divided into service level and efficiency measures. 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 restricted or committed to expenditures for specific functions or activities. These restrictions/commitments are imposed by State Statute or Constitution, City Council Resolution or action by the City's electorate through the approval of special dedicated millages.

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

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

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

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

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



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Farmington Hills

Michigan

For the Fiscal Year Beginning

July 1, 2011

Linda C. Davison Jeffrey R. Egan

President

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, 2011.

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 26th consecutive award the City of Farmington Hills has received.

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April 2012

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

INTRODUCTION

With this letter I am transmitting the 2012/13 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.

These continue to be financially challenging and dynamic times. Nearly every City in this State continues to deal with declining revenue. Property tax revenue in the City continues to decline from all property classes in FY 2012/13. The Commercial Property Class had the largest decline in total taxable value and the Industrial Property Class had the largest percentage decline in taxable value. Total Residential Property taxable value declined by 3.5%. Total Personal Property taxable value declined by 2.8%. Personal Property is 8% of the tax base and is projected to generate approximately \$2.9 million in Total City Tax Revenue in FY 2012/13. We understand the State Senate Finance Committee intends to introduce legislation soon to eliminate all manufacturing PPT and portions of commercial PPT over a several year timeframe. Although we don't expect this proposed legislation, if passed, to impact FY 2012/13, we will keep a close watch on how this unfolds in the coming months. Total Advalorem Taxable Values declined 5.6% in FY 2009/10, 13.5% in FY 2010/11, 9.3% in FY 2011/12 and another 6.2% in FY 2012/13. Add to that the limits on property tax 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 continue to be significant.

On the positive side, the electorate of the City recently voted an additional 1.7 Public Safety Millage, effective for FY 2012/13, which will maintain current Public Safety (Police & Fire) service levels for the foreseeable future. In addition, State Shared Revenue, which represents our second largest source of revenue, is projected to increase by 2% in FY 2012/13, which is a reflection of a stabilizing and slowly improving State economy, along with the City's commitment to comply with the State's Economic Vitality Incentive Program (EVIP), to retain what was previously known as Statutory Revenue Sharing.

In regards to expenditures, while we are cutting where we can, some fixed and contractual expenses continue to rise. For example, for FY 2012/13, actuarial calculated contributions to the retirement system and retiree healthcare system increased 10.7%, collectively. However, like FY 2011/12, the FY 2012/13 Budget funds 100% of the annual actuarial retirement system contribution and 80% of the annual actuarial retiree healthcare contribution; as well as 100% of the City's expected healthcare costs. Due to changes in State Law and the City's related adoption of the "hard-cap" option, the City's healthcare costs are expected to increase by only 2% in FY 2012/13 compared to the FY 2011/12 year-end projection.

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

1. In order to maintain a General Fund – fund balance within the City’ Policy guideline of approximately 15% of expenditures, total 2012/13 budget requests will be reduced by 3.8% of the original fiscal year 2011/12 budget, exclusive of City-paid healthcare and pension and retiree healthcare costs. However, any FY 2012/13 Budget Cuts are Eligible for Credits based on FY 2011/12 Projected Budget Savings.
2. There is not to be any out-of-state travel in the 2012/13 budget unless it is necessary to maintain approved employee certifications, or to attend required meetings as a standing Board member of an approved professional organization.
3. User Fees should be reviewed and adjusted when appropriate.
4. The General Fund revenue forecast for Fiscal 2013/14 reflects a 0.26% decrease from the 2012/13 projections. Therefore, any plans for expenditure reductions in FY 2012/13 should also be planned for in FY 2013/14.

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 great place to live, work, play and learn. We offer a high quality of life and a high level of service to our residents. The fiscal challenge we face can be met through more collaboration with surrounding Communities, and smarter ways of doing business. Over the past years, we have cut back, done without, and changed how we do some things. This has resulted in cost savings and efficiencies. While the response and effort of each department has been excellent, we continue to seek ways to reduce spending. None of us had been through the kind of revenue decline based on property value reductions that we have and continue to see. Fortunately, it appears the worst is over and we expect property values to stabilize in FY 2013/14. This Budget continues to cut operating expenditures, where possible, without significantly impacting on service delivery. However, we believe there needs to be a stepped up budget effort to maintain, preserve and replace our vital capital assets, which our employees need to provide the service levels our taxpayers expect.

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, building community understanding and support for the budget and for the services and programs that we provide is essential. The budget addresses current and future community needs and balances service demands with conservative financial management. It supports the following goals:

1. Employ a multi-disciplined, well-planned strategic approach to address the financial, social, and environmental dimensions of sustainability for the City of Farmington Hills.
2. Provide high quality, dependable public services that residents and businesses expect in order to enjoy a City that is safe and clean. This includes effective fire and police protection, advanced life-support services, safe and efficient water and sewer systems, and refuse pickup including curbside recycling and composting.

3. Support social, cultural, and recreational programs and services that enhance the lives of our residents, help build strong families, and showcase Farmington Hills as a desirable place to live, work, play and learn.
4. Increase the tax base by maintaining a healthy business climate by working cooperatively with federal, state, county, and local agencies to provide assistance to new and existing businesses in the community.

GENERAL FUND REVENUE

The FY 2012/13 General Fund Budget is Balanced, with No Use of Fund Balance. The Total General Fund Revenue Budget of \$51,432,472 (including transfers-in from other Funds) decreased by \$27,497 or 0.05% compared to the FY 2011/12 Adopted Budget of \$51,459,969 and decreased by \$951,617 or 1.8% compared to the FY 2011/12 Year-end Projection of \$52,384,089. In comparing the FY 2012/13 Revenue Budget to the FY 2011/12 Year-end Revenue Projection, Property Taxes decreased 5.1%, Licenses & Permits increased by 4.2%, Grants decreased by 0.94%, State Shared Revenue increased by 2.09%, Fees increased by 3.69%, Sales decreased by 9.78%, Fines & Forfeits decreased by 0.04%, Interest Earnings increased by 9.98%, Inter-fund Transfers-in increased by 0.89%, Recreation User Charges increased by 1.30%, and Other Revenue increased by 14.22%.

TAX RATE AND TAX ROLL

The average residential property taxable value decreased by 3.5% from \$78,421 in 2011 to \$75,690 in 2012. Using the 2011 millage rates, this equates to an overall average of a \$111 property tax reduction per residential owner, of which approximately \$29 would be reduced from City taxes. The budget is based on a property tax rate of 12.3506 mills, a 1.7326 millage increase over FY 2011/12. The increase in millage from the public safety millage (1.7 mills), refuse millage (0.0316 mills) and the economic development millage (0.001 mills) will generate an approximate \$131 in additional City property tax revenue from the average residential property owner, which netted with the decreased taxable value will result in an average \$102 increase in City property taxes from the average residential taxpayer compared to FY 2011/12, of which \$100 will be dedicated to public safety. The millage comparison and allocation is outlined below.

	FY 2008/09	FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13
Operations*	6.5435	6.5139	6.3279	7.2148	6.6396
Capital & Drains*	0.4800	0.4800	0.4800	0.2400	0.7467
Debt*	0.5402	0.5362	0.6481	0.5012	0.5697
Refuse Removal	0.4933	0.5269	0.6010	0.6822	0.7138
Economic Develop./Public Information **	0.0000	0.0000	0.0000	0.0152	0.0162
Public Safety	1.4764	1.4764	1.4764	1.4764	3.1764
Parks & Recreation	0.4882	0.4882	0.4882	0.4882	0.4882
TOTAL	10.0216	10.0216	10.0216	10.6180	12.3506
* Charter Authorized Operating Millage.					
** Public Act 59					

The City's Advalorem Taxable Value decreased 6.2% from \$3,283,783,240 to \$3,080,204,340. Sixty-five (65%) percent of the tax roll is residential. Thirty-five (35%) percent of the roll is non-residential and includes commercial (24%) and industrial (3%) and personal property (8%). The Recycling Fee is proposed to be reduced by \$0.05 per unit collected.

The Unassigned Fund Balance in the General Fund is estimated to be \$7,704,231 at June 30, 2012 and \$7,737,827 at June 30, 2013, which is at 15% of Total General Fund Expenditures for both years. The total budget expenditure allocation for All Budgeted Funds for FY 2012/13 is approximately \$76.0 million compared to \$68.7 million for FY 2011/12, and \$77.9 million for FY 2010/11, excluding inter-fund transfers. This is a 10.6% increase in expenditures from 2011/12. This \$7.3 million increase in expenditures is due primarily to increases in capital expenditures in roads and other non-utility capital Projects.

BUDGET HIGHLIGHTS

Through fiscal responsibility, we have been able to implement programs that strengthen our community and enhance the lives of our residents. The following is a brief summary of major programs and projects that are completed, ongoing and included in the FY 2012/13 budget. They are broken down into FY 2011/12 accomplishments and current ongoing projects and FY 2012/13 programs.

Fiscal Year 11/12 Accomplishments

- **2020 Visioning.** The City embarked on a Visioning Process to the year 2020 with the establishment of five Citizen Committees in the study areas of Tax & Services, Transportation & Energy, Redevelopment & Economics, Activities & Citizen Retention, and Education & Jobs. Each Committee was tasked with developing a Report to the City Council with its mission, goals and a plan to accomplish the goals. Together with a comprehensive survey document, the City is now positioned for a future long-range plan for a sustainable City.
- **Environmental Sustainability.** The City continues to take an active role in promoting “green efforts” throughout the community with the work of the Commission for Energy and Environmental Sustainability. This group champions energy and environmental sustainability through innovative City policies and initiatives to lessen the City’s impact on the environment. Most notably this year was the announcement of the single-stream recycling program, which will simplify recycling and significantly expand the types of materials that can be diverted from the landfill. This program enhancement will boost recycling rates to an estimated 5,320 tons vs. the 3,800 tons that was recycled in 2011. Overall this increase will help boost total waste diverted from the landfill to over 41%. The City also benefited from the Great Lakes Restoration Initiative. These grant dollars, along with a match by ITC, led to the planting of 272 trees throughout the community. We were also named a Tree City USA for the third year in a row!
- **Safe City.** Farmington Hills was again recognized by C. Q. Press as being the third safest city in Michigan and 46th safest City in the United States among cities with populations exceeding 75,000 people (2010 crime data). In addition, during 2011, serious Group A crime decreased 6.2%. Moreover, during the past three years, these offenses which represent the most serious crimes have decreased 21%.

- **Intranet.** This online communication service continues to increase employee productivity and make accessing information easier for employees. Employee news, forms, benefit information, health and wellness, and more are all found on the Intranet.
- **Repaving.** The following roads were or will be completed in FY 2011/12: Grand River Ave., 10 Mile to Haggerty; and 14 Mile, NW Highway to Middlebelt.
- **Sidewalks/Pathways.** In addition to the ongoing sidewalk replacement and maintenance program, the following sidewalks are planned to be built in FY 2011/12: 8 Mile, Northside, Lujon to West; and 10 Mile, Northside, I-275 to Research Drive.
- **New Development and Improvements.** The Planning and Community Development Department oversaw the construction of twenty-four (24) new single-family homes with a value of over \$8 million. New commercial development and improvements had a construction value of over \$36.5 million. Permits for \$3.8 million in improvements and additions to existing homes were issued.
- **New Equipment.** The following equipment was or will be placed into service in FY 2011/12: DPW – Radio System Replacement, Vacuum-type Road Sweeper, Roadside Mowing Tractor w/Attachments, Ten-yard Dump Truck, Pre-wet Controller Upgrades for Dump Trucks, and a Remote Control Sewer Camera/Trailer; Special Services – Pickup Replacement; Fire – Radio Repeaters; and Police – Radar Units.
- **Public Facilities.** The following public facility improvements were or will be completed in FY 2011/12: Fire Station Roof Repair and Generator; Police Building Exterior Repairs; DPW HVAC (Main Storage/Tool Crib); and LED Lighting Retrofits.

In Process or FY 2012/13 Programs

- **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 award winning After-school and summer Youth Program for middle school students. This innovative, free program focuses on middle school youth and offers supervised activities consisting of recreation, social skill development, group discussion, and educational tutoring.
- **Special Services Capital Projects.** The Parks & Recreation Millage Fund will finance \$171,000 of capital projects/outlays for Heritage Park, Founders Sports Park, Athletic Fields, Equipment, Comfort Station, Activities Center, and Playground Equipment.
- **Construction Projects.** The Major and Local Road Funds will expend over \$6.6 million in road improvements in 2012/13. The primary projects to be completed and the recommended funding sources are as follows:
 - 14 Mile, Haggerty to Drake – funded by Gas & Weight Taxes/Grant.
 - 13 Mile, Orchard Lake to Middlebelt – funded by Gas & Weight Taxes.
 - Independence Avenue – funded by a Water Fund Appropriation and a Grant.
 - Traffic Lights – funded by a Grant.
 - Holly Hill Farms SAD – funded by Capital Improvement Bonds for both the property owner's share and the City's Local Match.

- Glenbrook Road SAD – funded by Capital Improvement Bonds for both the property owner’s share and the City’s Local Match.
- LaMuera Estates SAD – funded by Capital Improvement Bonds for both the property owner’s share and the City’s Local Match.
- Springland Road SAD – funded by Capital Improvement Bonds for both the property owner’s share and the City’s Local Match.

CAPITAL IMPROVEMENT FUND

In addition to the construction projects contained in the Parks & Recreation Millage Fund and Road Fund budgets, the City plans to invest approximately \$4.0 million on infrastructure and capital improvements benefiting the entire community. This program is comprised of facility improvements, sidewalk construction, drainage improvements, technology enhancements, and the acquisition of Public Works equipment, Fire Department and Police Department equipment. While the revenue situation is difficult, a proper balance of capital vis-a-vis operating cost needs to be maintained. Next year's program includes:

- Drainage improvements will concentrate on the Storm Water Pollution Prevention Initiative, GIS Storm Phases I, II, and III, replacement of the 14 Mile Culvert, replacement of the Edgemoor Culvert, Drainage Improvements to Lamuera Estates (tied into the Road SAD Project) the miscellaneous detention basin maintenance and improvements.
- Facility improvements include Window Replacements at the Activity Center, Fire Station Roof Repairs, Police Building Exterior Repairs and Interior Updates, Gas Pump – Key Card and Canopy Upgrades, and continued Energy & Environmental Sustainability Projects.
- A number of sidewalk improvements will take place this next fiscal year including: 12 Mile, Southside, Inkster to Herndonwood; and Independence, Southside, Roosevelt to Waldron.
- Equipment for the Police Department includes Patrol Vehicle In-car Camera Systems and Forensic Software.
- Equipment for the Fire Department includes a Battalion Chief Vehicle, a replacement of a Fire Engine and a refurbishment of a Medic Vehicle.
- Equipment for the Division of Public Works includes a Ten Yard Dump Truck with a Slip-in Salt Unit, a Five Yard Hook Truck with Attachments, a Refurbished Vactor Truck and Refurbished Winter Maintenance Equipment.
- Phone system voice-mail upgrades, and various equipment and technology upgrades City-wide to keep the network fast and reliable.

CITY-WIDE CAPITAL EXPEDITURES

The total dollar amount of capital expenditures for fiscal year 12/13 is \$11,077,327, which is approximately \$6.9 million more than budgeted in FY 2011/12. Of that total, \$6,648,797 is for Major and Local Road construction projects; \$3,959,313 is for infrastructure/capital improvements included in the Capital Improvement Fund; \$247,217 is for various General Fund capital outlays including \$228,520 for Public Services, \$10,297 for Public Information and \$8,400 for Police. \$171,000 is for Parks & Recreation capital projects; and \$51,000 is for the Golf Course Capital Improvement Fund. Specific information about the capital projects is included in each respective Fund/Department.

PERSONNEL COSTS AND STAFFING

With a reduction of 50 full-time employees or 13% of the full-time workforce in FY 2010/11, and a further reduction of 4 full-time employees in FY 2011/12, this Budget reflects nine additional full-time positions, two of which were converted from part-time status and the remaining seven are public safety positions. Full-time staffing remains down 12% from FY 2009/10 and still is one of the lowest employee-to-resident ratios of any local community while continuing to provide efficient and comprehensive services. As we have gone through the transition of significantly less staff resources over the last few years, we have restructured operations where appropriate to better utilize existing staff resources to maintain a base level of City services. All employee groups are being asked to accept a 0% pay increase for the third year in a row. We are always looking for ways to reduce costs while maintaining a quality workforce. City government is a people business. We serve people's needs and wants with people. This is a good staff with dedicated people who enjoy their work. I am proud of them every day.

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:

- Mary LaPorte, Senior Human Resources Analyst, Human Resources Department was named Employee of the Year. Four others were named Outstanding Employees: Jean Coil, Secretary to the Fire Chief, Fire Department; Jeff Hotchkiss, Facilities Coordinator, Special Services Department; Bryan Pickworth, DPW Maintenance Supervisor, Public Services Department, and Jane Vivyan, Assessor I, Finance Department. In addition, the 2011 IDEAS Award winner was Matt Dingman, City Assessor, Finance Department.
- Police Officer Mark Mostek was named Police Officer of the Year.
- Fire Fighter Lt. Jason Olszewski was named Firefighter of the Year.
- The City received the Distinguished Budget Presentation Award from the Government Finance Officers' Association. This is the 26th 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, 2011, which was the thirteenth year in a row that the City received this award.

I would like to personally thank all of the department heads for not only doing their usual excellent job of submitting reasonable and prudent budget requests, but also acknowledging the economic realities and uncertainties facing us and budgeting accordingly. We remain committed to the core values of health and safety for our residents and customers. Mindful of the current economic challenges, our eyes are also trained on the future of our fine City. I am proud of the team effort that went into producing this extremely lean budget which holds down operating expenditure costs while maintaining core services. 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
Corey Bartsch, Fire Chief
David Boyer, Director of Special Services
Dale Countegan, Director of Planning and Community Development
Dave Gajda, Finance Director/Treasurer
Nathan Geinzer, Management Assistant
Michael Lasley, Director of Central Services
Shu-Fen Lin, Controller
Gary Mekjian, Director of Public Services
Chuck Nebus, Police Chief
Pam Smith, City Clerk
Dana Whinnery, Assistant City Manager



Steve Brock
City Manager

PS. The City's Annual Budget and the Comprehensive Annual Financial Report are and have been available to provide detailed data on the City's finances to the general public. In addition, the City has developed a Financial Dashboard to make it easier to understand the City's Budget and Financial Reports at-a-glance and to enhance transparency for the City's customers.

MID-TERM AND LONG-TERM GOALS

MID-TERM GOALS (1 to 5 years)

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

LONG-TERM GOALS (5 years or more)

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

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

THE BUDGETING PROCESS

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

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

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

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

The Master Plan for Future Land Use

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

The Parks and Recreation Master Plan

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

The Capital Improvements Plan

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

The Budget Process

The Economic Development Plan

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

The Master Storm Drainage Plan

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

LEGAL REQUIREMENTS

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

Budget Document

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

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

The Budget Process

Budget Procedure

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

FY Budget

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

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

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

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

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

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

Budget Appropriation and Amendments

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

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

FY 2012/13 BUDGET CALENDAR

January 7, 2012	City Council Goal Setting
January 9, 2012	Distribution of budget instructions and forms
January 17-20, 2012	IT discussions with departments on technology plans
February 10, 2012	Departments, Boards and Commissions submit budget requests to Finance Department.
February 21- March 2, 2012	Budget meetings with Departments on General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, and Component Units.
March 8, 2012(2 PM)	Budget meeting with 47th District Court staff and City of Farmington staff on FY 2012/13 budget requests.
March 12-April 20, 2012	Budget Preparation
April 23, 2012	Transmittal of FY 2012/13 budget document to City Council.
April 30 – May 8, 2012	Budget review study sessions with City Council.
May 14, 2012	Council budget changes & direction to staff to publish public hearing notice.
May 24 & 27 2012	Public Notice of Public Hearing on FY 2012/13 proposed budget and tax rate.
June 11, 2012	Public Hearing and Adoption of FY 2012/13 budget and tax rate.

FINANCIAL POLICIES

GENERAL

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

The City will strive to establish and maintain an 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 fund balance and automatically be reappropriated in the new budget year and when paid charged to the new fiscal year.

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

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

FUND ACCOUNTING

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

BUDGETARY & GOVERNMENTAL FUNDS:

General Fund

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

Financial Policies

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of earmarked revenues or financing activities requiring separate accounting because of legal or regulatory provisions. The primary special revenue funds are the Major and Local Road Funds, and the Special Assessment Capital Projects Fund for Roads, 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 enterprise fund bonds payable. The Special Assessment Debt Service Fund has been identified as a major fund by the criteria of GASB 34.

Capital Projects Funds

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

Enterprise Funds

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

COMPONENT UNITS:

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

FIDUCIARY FUNDS:

Trust and Agency Funds

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

BASIS OF ACCOUNTING

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

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

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

CAPITAL ASSETS

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

WATER AND SEWER SYSTEMS

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

INVESTMENTS

Investments are recorded at cost, which approximates market value.

ELIMINATIONS

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

LEASE-PURCHASE CONTRACTS

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

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

CAPITAL IMPROVEMENT BUDGET POLICIES

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

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

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

FINANCIAL REPORTING & AUDITING POLICIES

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

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

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

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

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

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

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

CASH AND INVESTMENT POLICIES

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

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

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

Financial Policies

The document covers the following areas and topics:

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

DEBT MANAGEMENT POLICY

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

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

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

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

Financial Policies

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

All other bonds are not subject to financial limitations.

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

TAX ABATEMENT POLICY

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

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

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

PURCHASING POLICIES

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

Financial Policies

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

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

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

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

REVENUE POLICIES

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

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

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

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

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

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

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

FINANCIAL POLICY BENCHMARKS

Financial Policy Benchmarks

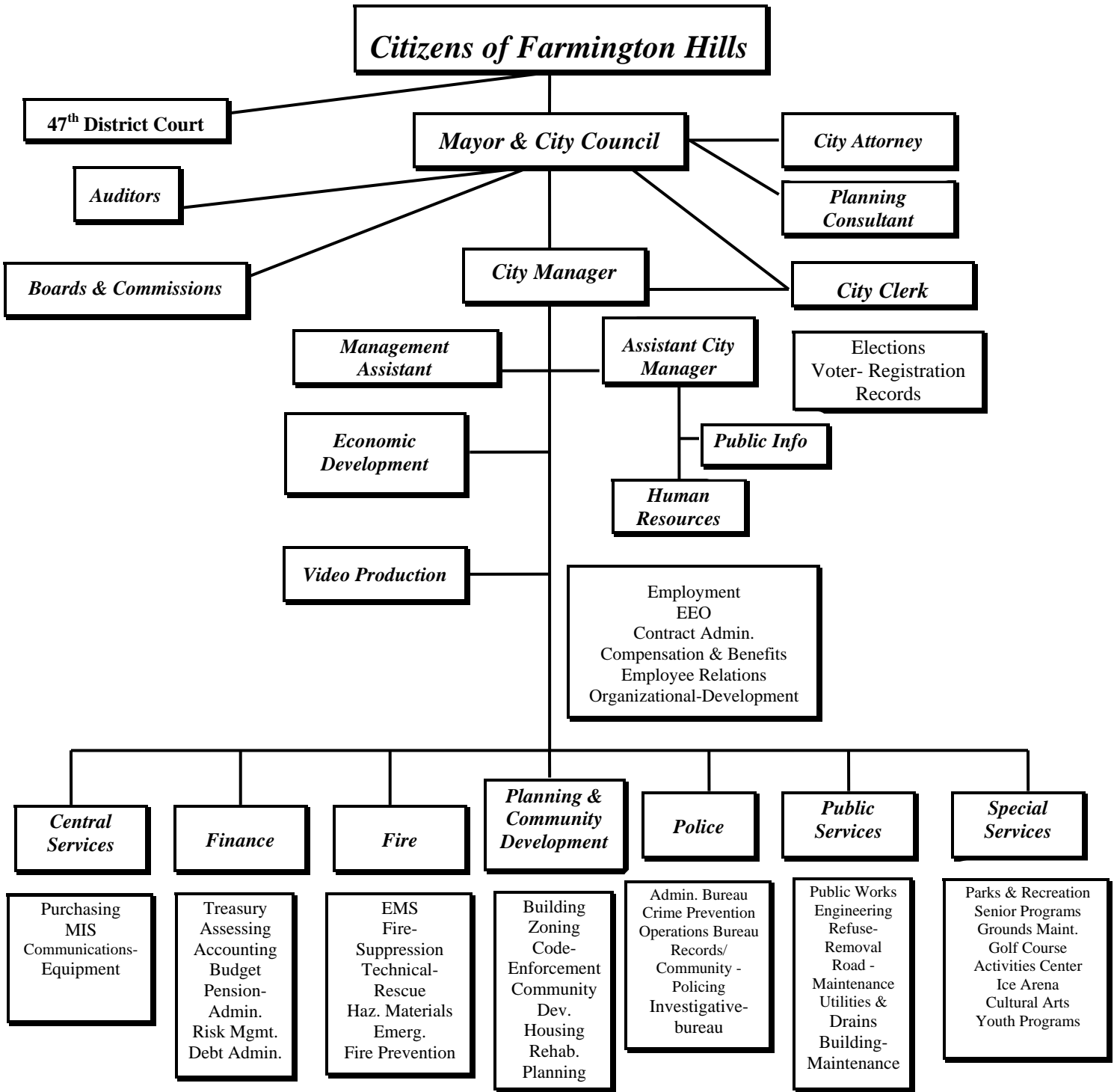
Status

<u>Fund Balance</u> 10-15% unassigned general fund balance.	<u>Fund Balance</u> 18% unassigned fund balance (2011 audit).
<u>Accounting, Auditing, Financial Reporting Policy</u> Produce Comprehensive Annual Financial Report in accordance with GAAP.	<u>Accounting, Auditing, Financial Reporting Policy</u> Certificate of Achievement for Excellence in Financial Reporting received June 2011.
<u>Revenue Policy</u> Maintain a diversified and stable taxable revenue base.	<u>Revenue Policy</u> Tax base comprised of: Residential 65% Non residential 35%
Maintain sound appraisal procedures and practices to reflect accurate property rates.	Equalization factor of 1.
<u>Investment Policy</u> Analyze market conditions to maximize yields while maintaining the integrity and safety of principal.	<u>Investment Policy</u> The City's average rate of return on investments routinely exceeds the benchmark 3-month Treasury Bill Rate and the Fed Funds Rate.
<u>Debt Policy</u> Maturity of bond issues will not exceed useful life of capital improvements they finance.	<u>Debt Policy</u> No bond issue has a maturity schedule beyond 25 years.
Maintain a sound relationship with major bond rating agencies and an investment grade bond rating.	Moody's rating: Aa1 Standard & Poors rating: AA+

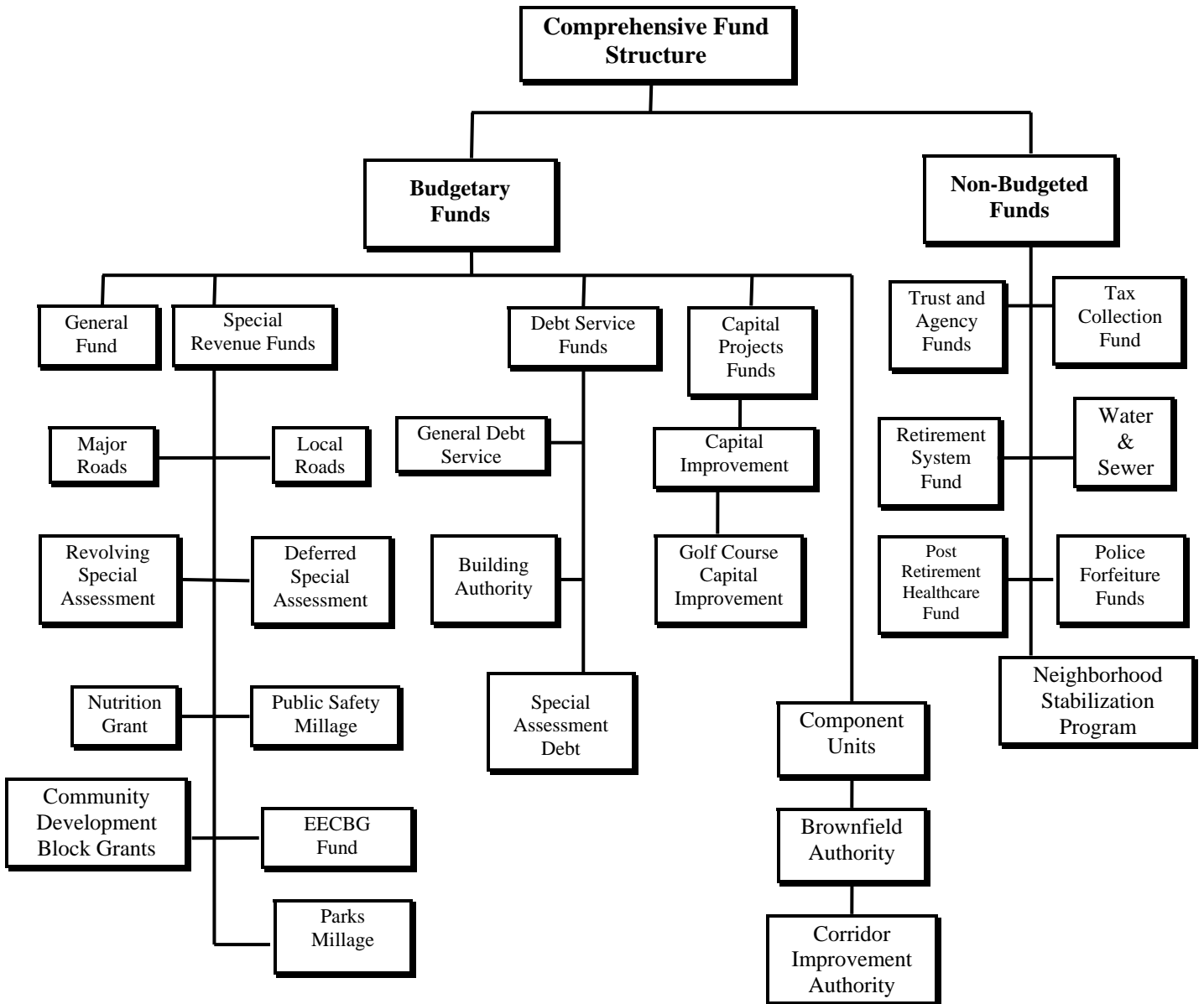
FINANCIAL POLICY BENCHMARKS (Continued)

<u>Financial Policy Benchmarks</u>	<u>Status</u>
<u>Capital Improvement Policy</u> Maintain long range pre-planning of capital improvements and infrastructure.	<u>Capital Improvement Policy</u> The Planning Commission annually prepares a six-year Capital Improvement Plan.
Implement annually capital improvements in accordance with an adopted six-year capital improvement program within revenue restraints.	Capital Improvements budgeted in 12/13: Drainage: \$ 865,000 Sidewalks: \$ 470,000 Equipment: \$ 1,846,313 Public Facilities \$ 778,000
<u>Financial Policy</u> Place emphasis on areas of long-term importance such as, employee relations, automation, and technology improvements.	<u>Financial Policy</u> Funding for City-wide technology ensures a reliable network and funding for employee development maintains positive employee relations.
Produce a budget document that is a policy tool, a public information document, a financial control mechanism and a management tool.	Received “Distinguished” Budget Presentation award for the past 26 years.
Integrate performance measurement and productivity indicators in the budget.	Continue to update budget document with performance measures including output and efficiency.
All budgetary funds must be balanced.	The budget is balanced – estimated revenue and available fund balance are equal to or greater than estimated expenditures.
Maintain adequate level of funding for employee retirement systems.	Pension benefit: Post retirement 83% funded Healthcare 61% funded
Enhance the property tax base.	Community investment: Residential: 24 new homes valued at \$8 million. \$3.8 million in improvements / additions to existing homes. Commercial Additions & Alterations: \$36.5 million.

CITY OF FARMINGTON HILLS



CITY OF FARMINGTON HILLS FINANCIAL ORGANIZATION STRUCTURE



**Descriptions of each Fund are contained
behind each Fund category tab.**

FULL-TIME EMPLOYEE STATISTICS

	FY	FY	FY	FY 2012-2013		
	09-10	10-11	11-12	Full Time	Part Time FTE*	Total
City Administration	5	5	5	5	0.50	5.50
Public Information	4	4	4	4	0.00	4.00
Finance Department	21	17	17	18	1.00	19.00
City Clerk	7	5	5	6	0.62	6.62
Human Resources	4	4	4	4	0.00	4.00
Central Services	9	9	9	9	0.40	9.40
Police Department	160	136	136	140	12.72	152.72
Fire Department	48	45	45	48	36.95	84.95
Planning & Community Development	24	18	18	18	0.60	18.60
Public Services - Administration	4	4	4	4	0.00	4.00
Road Maintenance	22	19	19	19	3.46	22.46
Building Maintenance	4	4	4	4	0.00	4.00
Engineering	17	14	13	13	1.28	14.28
D.P.W. Garage	10	10	10	10	1.00	11.00
Waste Collection/Recycling	0	0	0	0	1.00	1.00
Special Services Administration	14	12	11	11	8.90	19.90
Youth and Families Division	1	1	1	1	7.00	8.00
Senior Adults	5	5	5	5	22.53	27.53
Parks Division	12	10	8	8	16.10	24.10
Cultural Arts	2	2	2	2	0.65	2.65
Golf Course Division	2	2	2	2	10.50	12.50
Ice Arena	4	3	3	3	11.13	14.13
TOTAL	379	329	325	334.00	136.34	470.34

FULL TIME EMPLOYEE STATISTICS SUMMARY

	09-10	10-11	11-12	12-13
FULL TIME	379.00	329.00	325.00	334.00
FTE	126.82	126.82	131.91	136.34
TOTAL FULL TIME AND FTE	505.82	455.82	456.91	470.34

The number of full-time employees will increase by nine in 12/13, by filling converting the City Clerk from part-time to full-time, converting an Accountant from part-time to full-time, and adding two new dispatchers, three new fire fighters, and two police officers.

The number of part-time employees will increase by 4.43 F.T.E.'s in 12/13, primarily in the Police Department.

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

BUDGET OVERVIEW

The City's General Fund accounts for 60.9% or \$51,432,472 of the total expenditure budget, including inter-fund transfers. City resources for all the City's operating departments are financed through the General Fund. The City Council has wide discretionary power over the financial resources attributable to this Fund. Detailed revenue and expenditures by fund and revenue by source and expenditures by type are portrayed in schedules and graphs within this section as well as their percentage share of the total financial picture. The composition of the fund category expenditures in the budget document including other financing uses (transfers out) are:

Categories	Amount	Percentage
General Fund	\$51,432,472	60.9
Special Revenue	24,074,735	28.5
Debt Service	4,520,847	5.4
Capital Projects	4,014,523	4.8
Component Units	348,513	0.4
Total	\$84,391,090	100.0

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 2012/13 and the last three fiscal years and the taxable value for FY 2012/13 are outlined below:

Advalorem Taxable Value (subject to City taxation)* = \$3,077,626,770

	Actual Tax Rate FY 2009/10	Actual Tax Rate FY 2010/11	Actual Tax Rate FY 2011/12	Adopted Tax Rate FY 2012/13
<u>Charter Authorized Limit Allocation:</u>				
Operating: Operations	6.5139	6.3279	7.2148	6.6396
Capital and Drains	.4800	.4800	.2400	0.7467
Debt	.5362	.6481	0.5012	0.5697
Total Operating Millage**	7.5301	7.4560	7.9560	7.9560
Refuse Removal Millage	.5269	.6010	.6822	0.7138
Economic Development Millage	0.0000	0.0000	0.0152	0.0162
Voted Parks Millage	.4882	.4882	.4882	0.4882
Voted Public Safety Millage	1.4764	1.4764	1.4764	3.1764
Total Voted Millage	1.9646	1.9646	1.9646	3.6646
TOTAL TAX RATE	10.0216	10.0216	10.6180	12.3506

* Less Taxable Value on Renaissance Zone Property.

**Subject to Headlee Capped Charter Maximum of 8.4252.

2012 TAXABLE VALUE ANALYSIS BY CLASS

CLASS	2011 Taxable	Net New	Adjustment	2012 Taxable	% of Taxable Adjustment	% of Taxable Roll
COMMERCIAL	814,312,450	15,753,860	(95,865,050)	734,201,260	-11.77%	23.84%
INDUSTRIAL	146,524,070	(23,095,650)	(21,195,090)	102,233,330	-14.47%	3.32%
RESIDENTIAL	2,070,714,280	2,661,220	(74,772,040)	1,998,603,460	-3.61%	64.89%
REAL PROPERTY	3,031,550,800	(4,680,570)	(191,832,180)	2,835,038,050	-6.33%	92.04%
PERSONAL	252,232,440	(7,066,150)	-	245,166,290	0.00%	7.96%
GRAND TOTAL	3,283,783,240	(11,746,720)	(191,832,180)	3,080,204,340	-5.84%	100.00%
GRAND TOTAL*	3,283,783,240	(11,746,720)	(191,832,180)	3,080,204,340	-6.20%	100.00%

* Including Net New.

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

	2012 S.E.V.	2012 TAXABLE	S.E.V. TO T.V. REDUCTION
COMMERCIAL	744,122,910	734,201,260	9,921,650
INDUSTRIAL	103,508,970	102,233,330	1,275,640
RESIDENTIAL	2,015,322,830	1,998,603,460	16,719,370
REAL PROPERTY	2,862,954,710	2,835,038,050	27,916,660
PERSONAL	245,169,110	245,166,290	2,820
GRAND TOTAL	3,108,123,820	3,080,204,340	27,919,480

Property taxpayer savings (using 2011 millage rates) are:

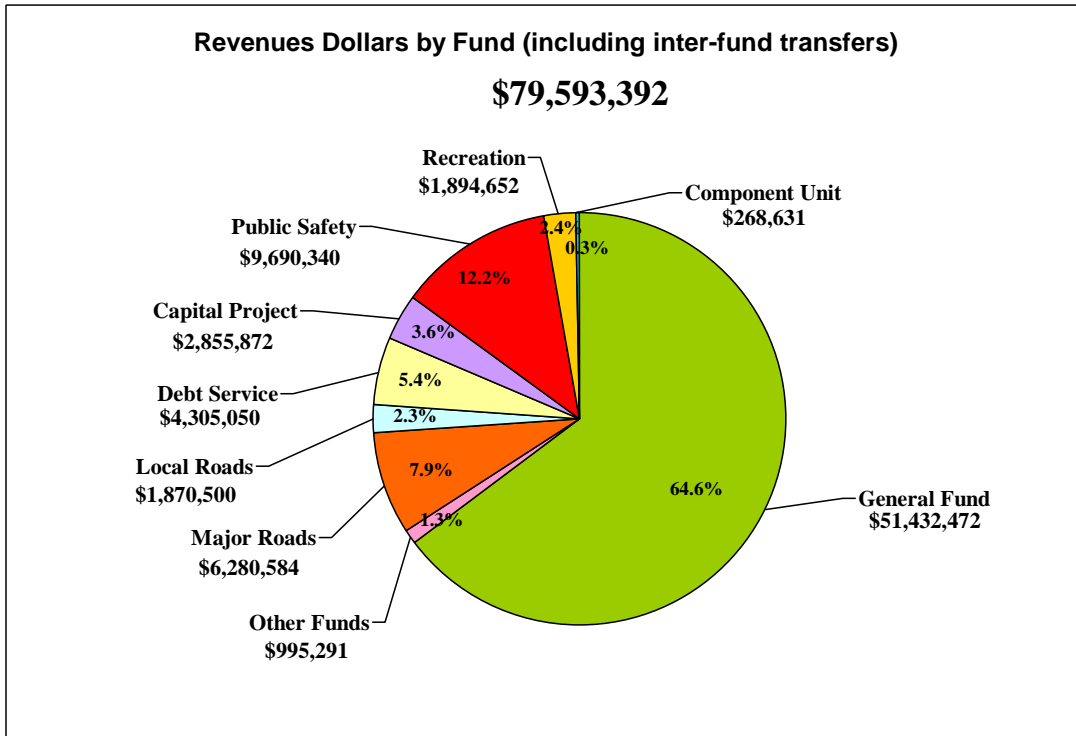
City Taxes at	10.6180 mills	\$ 296,449
Total Taxes at	40.8265 mills **	\$ 1,139,855

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

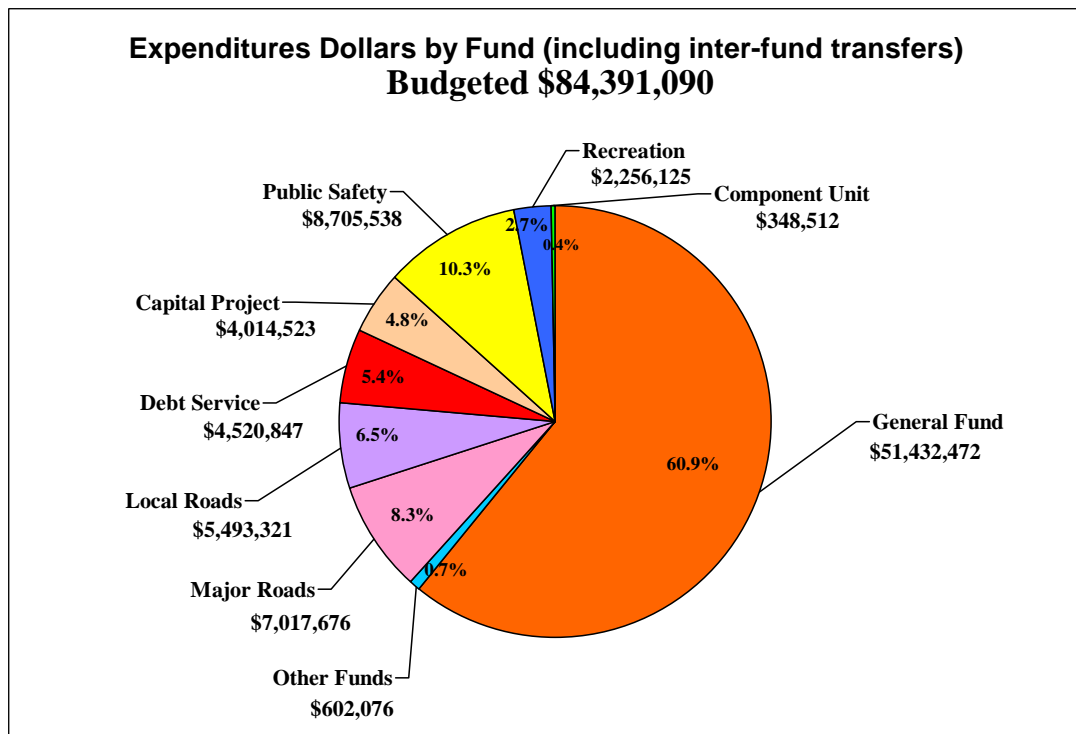
**2011 Farmington Schools Homestead tax rate

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

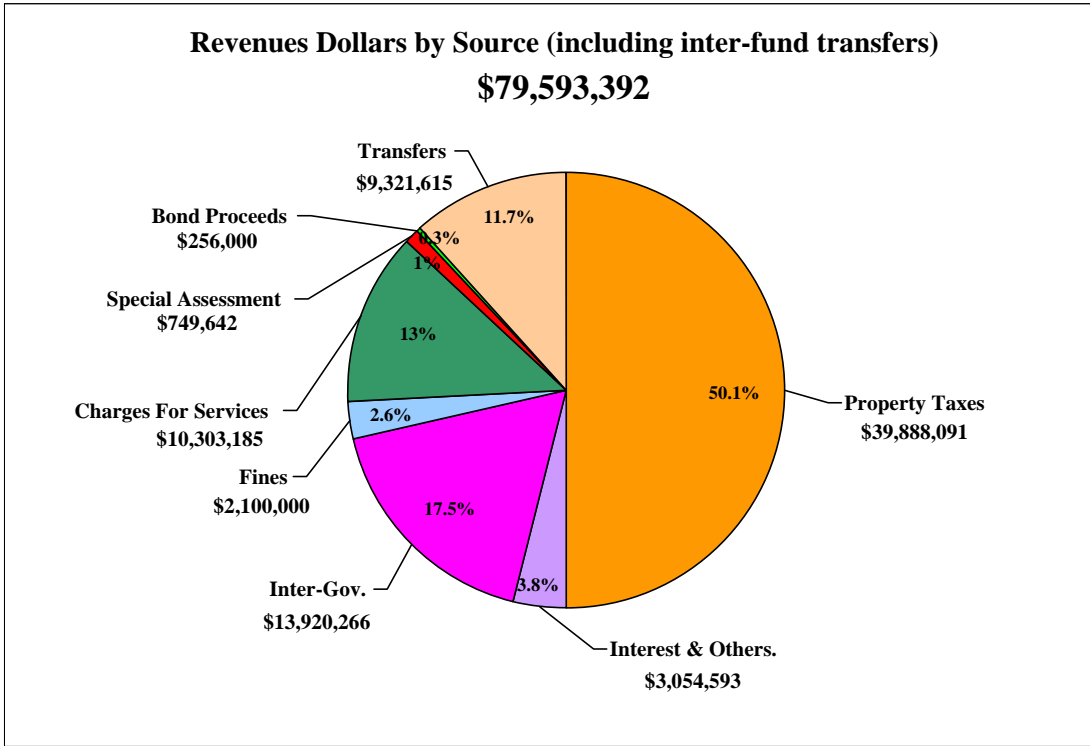
SUMMARY OF BUDGETARY FUNDS BY FUND FY 2012/13



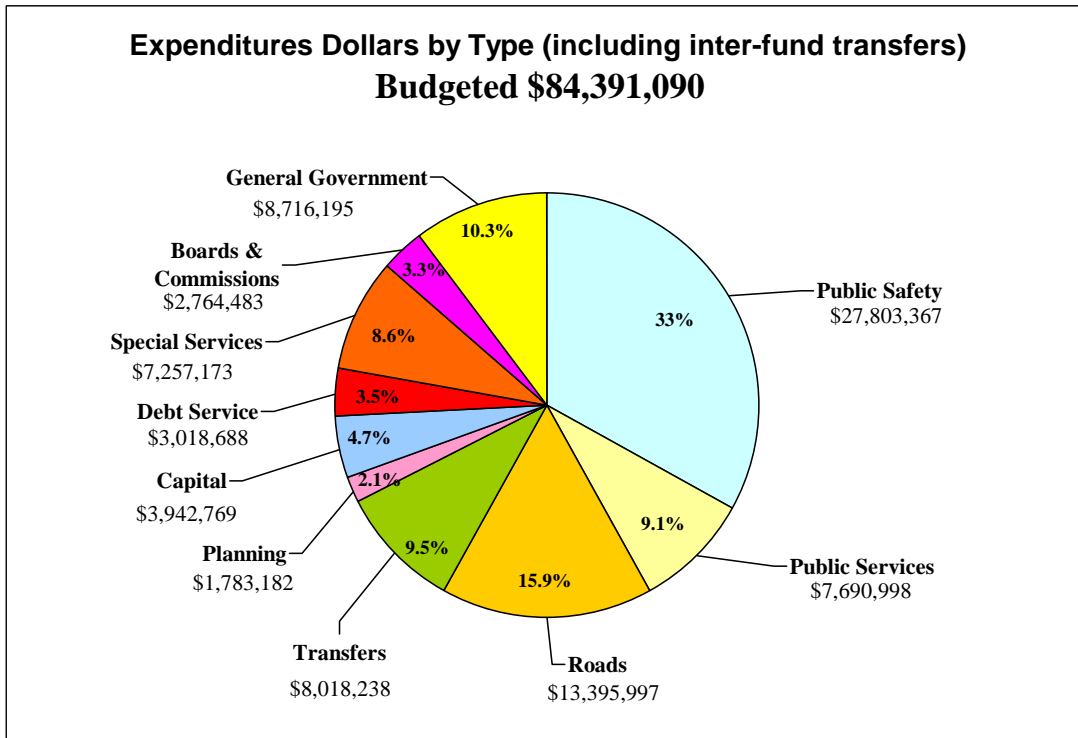
Variiances between revenues and expenditures are appropriations to and from Fund Balance.



**SUMMARY OF BUDGETARY FUNDS
REVENUES AND EXPENDITURES
FY 2012/13**



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



CONSOLIDATED BUDGET SUMMARY
FISCAL YEAR ENDING 6/30/13

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Project Fund	Component Unit	Total Funds
FUND BALANCE AT JULY 1, 2012	15,731,100	9,622,790	1,441,609	2,693,493	288,668	29,777,659
REVENUES						
Property Taxes	28,475,831	11,174,576	0	0	237,684	39,888,091
Intergovernmental	6,560,999	7,124,079	235,188	0	0	13,920,266
Charges for Service	10,303,185	0	0	0	0	10,303,185
Special Assessment	0	0	749,642	0	0	749,642
Interest Income	112,400	13,441	340,874	3,025	947	470,687
Fines and Forfeitures	2,100,000	0	0	0	0	2,100,000
Other/Miscellaneous	2,363,207	171,887	0	48,813	0	2,583,907
Total Revenues	49,915,622	18,483,983	1,325,704	51,838	238,631	70,015,777
EXPENDITURES						
Boards and Commissions	2,764,483	0	0	0	0	2,764,483
General Government	8,716,195	0	0	0	0	8,716,195
Public Safety	19,099,029	8,704,338	0	0	0	27,803,367
Planning, Commun. & Econ. Dev.	1,783,182	0	0	0	0	1,783,182
Public Services	7,690,998	0	0	0	0	7,690,998
Special Services	7,257,173	0	0	0	0	7,257,173
Highways and Streets	0	12,060,997	0	1,335,000	0	13,395,997
Land Acquisition, Capital Improvements and Other	0	921,758	1,975	2,679,523	339,513	3,942,769
Debt Service Principal	0	0	2,066,572	0	0	2,066,572
Debt Service Interest	0	0	952,116	0	0	952,116
Total Expenditures	47,311,060	21,687,093	3,020,662	4,014,523	339,513	76,372,852
Revenues over/(under) Expenditures	2,604,562	(3,203,110)	(1,694,959)	(3,962,685)	(100,882)	(6,357,074)
OTHER FINANCING						
SOURCES AND USES						
Proceeds from Bond Sale	0	0	0	256,000	0	256,000
Transfers In	1,516,850	2,247,385	2,979,346	2,548,035	30,000	9,321,616
Transfers Out*	(4,121,412)	(2,387,641)	(1,500,185)	0	(9,000)	(8,018,238)
Total	(2,604,562)	(140,256)	1,479,161	2,804,035	21,000	1,559,378
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	(3,343,366)	(215,798)	(1,158,651)	(79,882)	(4,797,697)
FUND BALANCE AT JUNE 30, 2013	15,731,100	6,279,424	1,225,811	1,534,842	208,786	24,979,962

* Does not include a non-budgetary Water Fund transfer-out of \$1,303,377.

Schedule of Interfund Transfers FY 2012/13

Fund Transfer From	Fund Transfer To	Amount
General Fund	Capital Improvement Fund	2,338,034 (3)
	General Debt Service Fund	1,753,378 (2)
	Corridor Improvement Authority Fund	<u>30,000 (1)</u>
	Total General Fund	<u>4,121,412</u>
Major Road Fund	Local Road Fund	450,000 (4)
Special Assessment Revolving Fund	Local Road Fund	30,000 (3)
	General Debt Service Fund	<u>93,167 (2)</u>
	Total S.A. Revolving Fund	<u>123,167</u>
Parks Millage Fund	General Fund	1,507,850 (1)
	General Debt Service Fund	<u>150,000 (2)</u>
	Total Parks Millage Fund	<u>1,657,850</u>
General Debt Service Fund	Building Authority Fund	982,801 (2)
Special Assessment Debt Service Fund	Revolving Special Assessment Fund	517,384 (5)
CDBG Fund	Capital Improvement Fund	156,624 (3)
Brownfield Redevelopment Authority Fund	General Fund	9,000 (1)
Water Fund	Capital Improvement Fund	53,377 (3)
	Major Road Fund	<u>1,250,000 (3)</u>
	Total Water Fund (Non-budgetary)	<u>1,303,377</u>
	Total Interfund Transfers	<u><u>9,321,615</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.
- (5) Transfer to repay interfund loan.

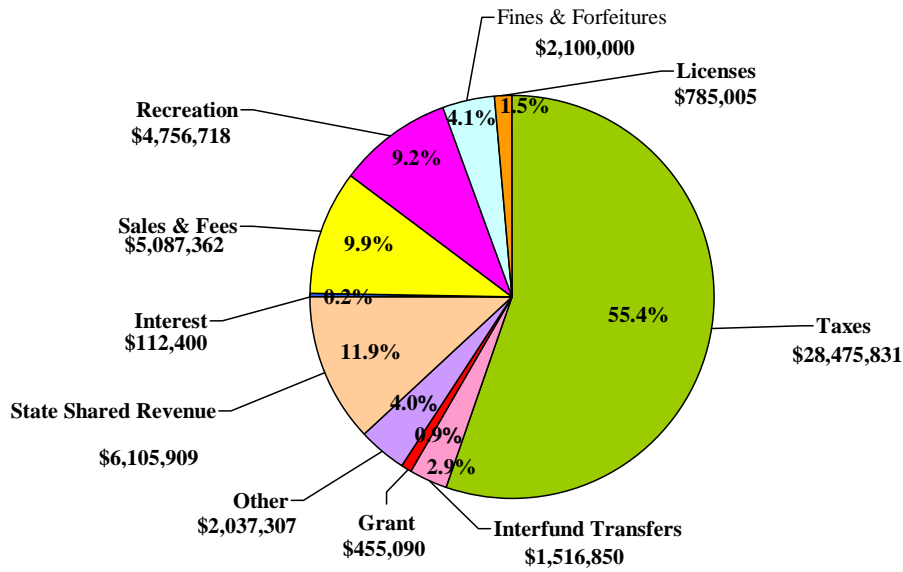
GENERAL FUND

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

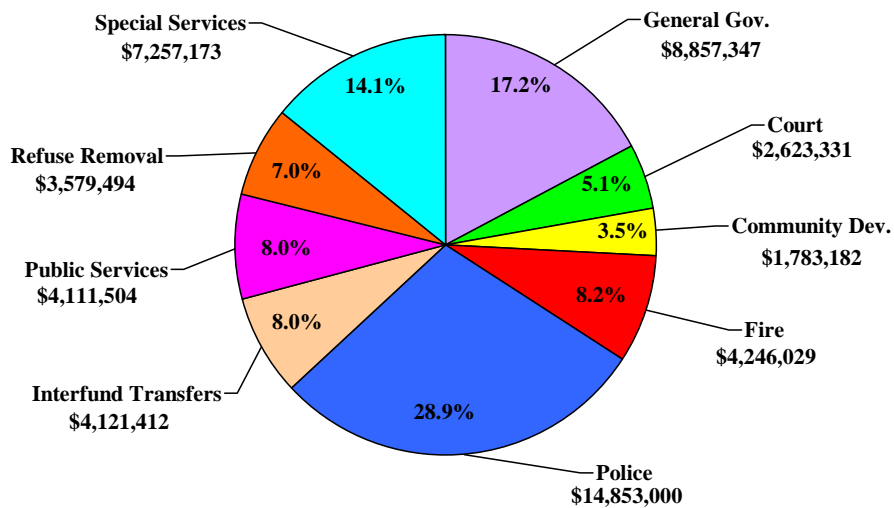


GENERAL FUND FY 2012/13

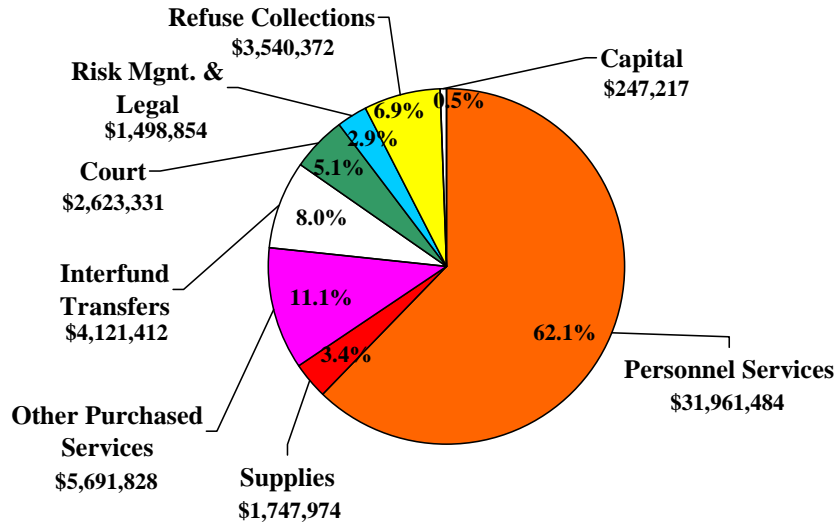
Total General Fund Revenues and Transfers In Budgeted \$51,432,472



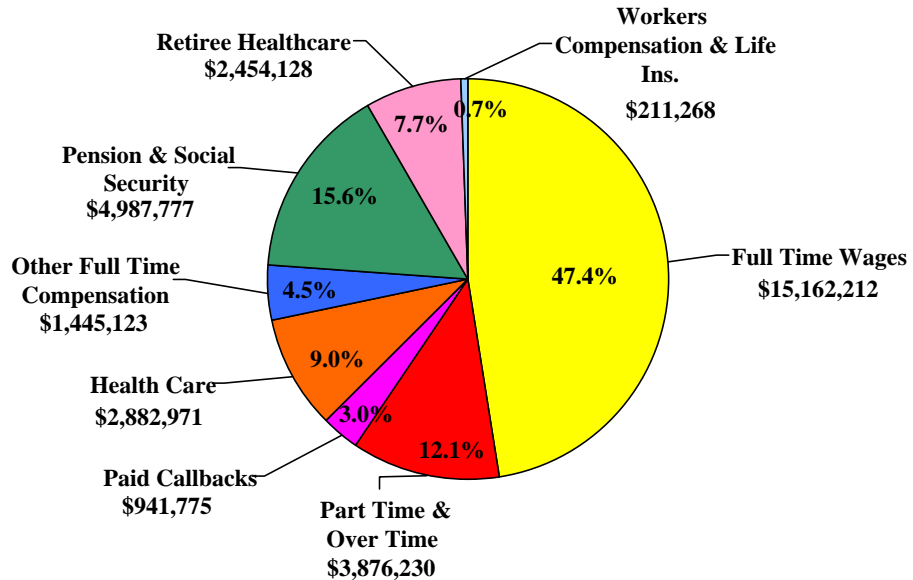
Total General Fund Expenditures and Transfers Out Budgeted \$51,432,472



General Fund Expenditures by Classification
Budgeted \$51,432,472



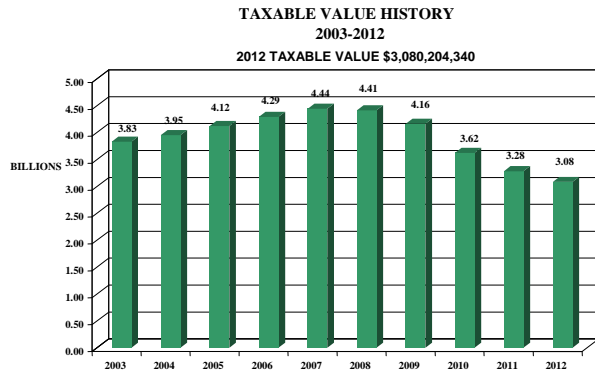
General Fund Personnel Services
Budgeted \$31,961,484



GENERAL FUND REVENUE ANALYSIS

City Property Taxes

The Major Source of Local Revenue for the General, Public Safety, General Debt Service, 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 Total Taxable Value (less Renaissance Zone) multiplied by the Tax Rate allocated to the General Fund will calculate the total property tax for the General Fund.

Property Taxes represent 55.4% of the General Fund, down from 58% just one year ago. The proposed General Operating Millage (\$1 per \$1,000 of Taxable Value) is 7.956, which covers operations, debt service and capital outlays. The Taxable Value of \$3,080,204,340 for FY 2012/13 was established on 12/31/11.

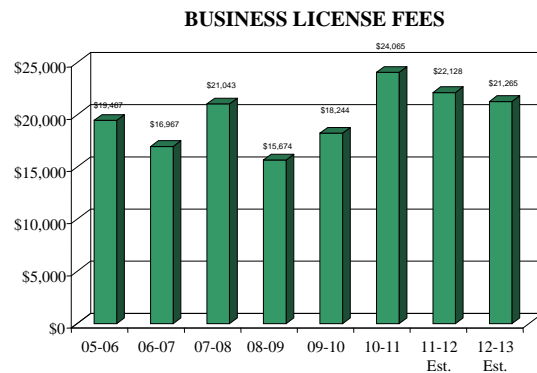
This category also consists of delinquent tax collections, penalties, interest, delinquent taxes, IFT Payments, and administration fees. Total general fund property tax related revenues are projected at \$28,475,831 for FY 2012/13.

Real Property Taxes that are delinquent at March 1, 2013 will be sold to the County Treasurer. Therefore, real property taxes will be 100% collectable for cash flow purposes.

Business Licenses and Permits

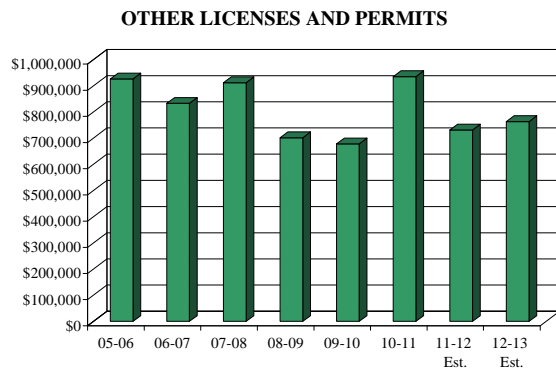
Business licenses and permits are revenues derived from licenses issued to various classes of businesses conducting operations within the City boundaries.

This category of revenue is projected at \$21,265.



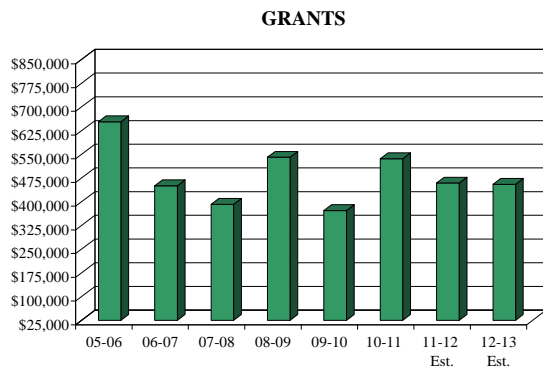
Other Licenses and Permits

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 \$763,740 of the General Fund Budget.



Grants

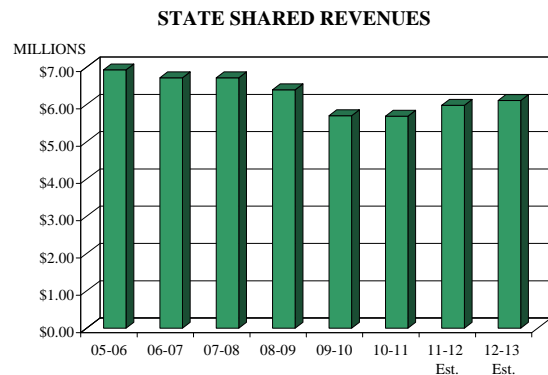
Grant revenue is primarily based on a Suburban Mobility Authority for Regional Transportation (SMART) Grant and an EVIP State Grant. Grant Revenue is estimated at \$455,090 for the FY 2012/13 General Fund Budget.



State Shared Revenues

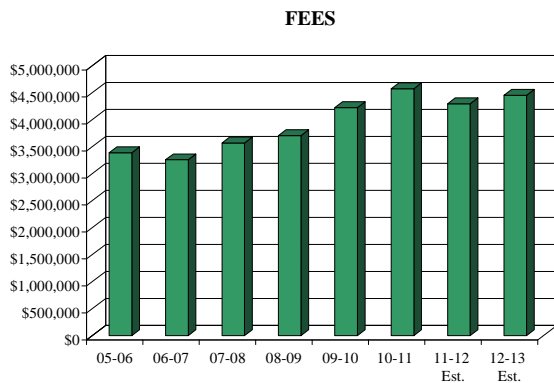
A major source of revenue for the City are State levied and collected taxes on sales, which are shared with local units of government. The Michigan Constitution allocates a portion of the state sales tax to be distributed to local units on a per capita basis, using the last decennial census to determine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

The FY 2012/13 revenues are based on the State's Budget estimates. This amount is projected to be \$6,068,909 or 12% of the General Fund Revenue Budget, up from 11% last year.



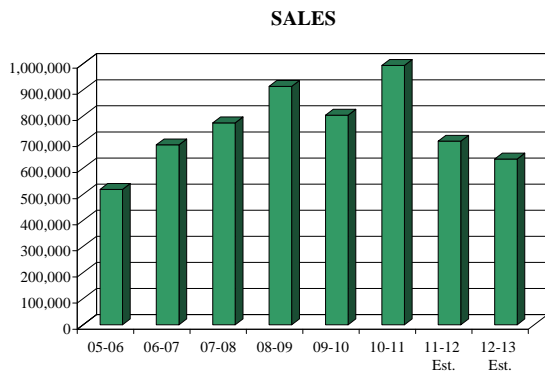
Fees

Sources for these revenues are fees charged for various services provided by the City. This category accounts for \$4,452,352 of the General Fund Revenues. The largest revenue fee items in this group are \$1,388,052 for curbside recycling fees, \$1,232,000 for advance life support fees, and \$1,133,000 for Cable Franchise Fees. Other revenues are estimated on anticipated development and construction and past revenue trends.



Sales

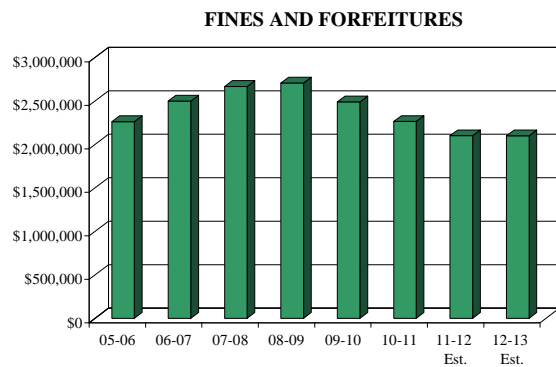
This category of revenue is generated by the sale of various products, fixed asset sales, vital statistics (birth and death records) and radio tower rentals for cellular antennas. At \$635,010 this comprises 1% of the General Fund Revenues.



Fines and Forfeitures

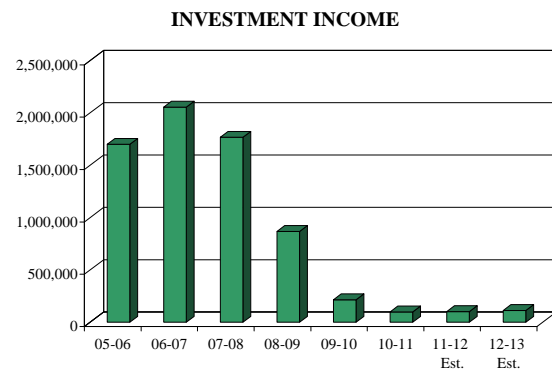
These revenues are collected from the 47th District Court for fines levied on individuals, businesses, and/or corporations who have violated various State statutes, local ordinances or laws. A major portion of this activity is initiated by the Police Department for traffic violations.

These revenues are projected at \$2,100,000 for FY 2012/13 and comprise 4% of the General Fund Budget, the same as the budget last year.



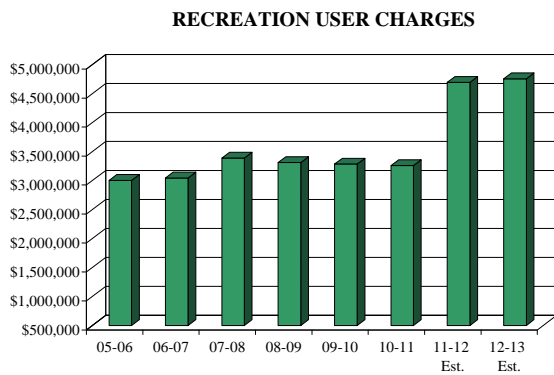
Investment Income

Investment Income is revenue derived from investing funds, which are not needed for disbursement for goods and/or services until a later date. This investment or cash management program is anticipated to add \$112,400 to the City's revenue.



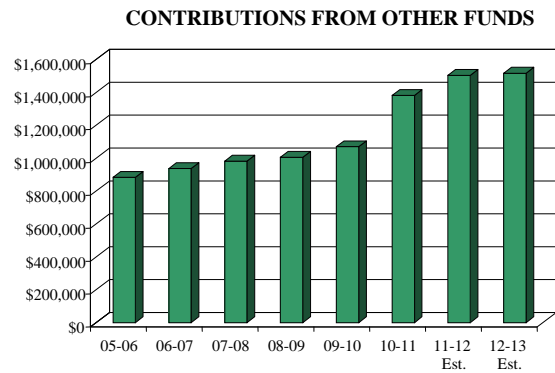
Recreation User Charges

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 category also includes Ice Arena User Fees. This group of revenue accounts for \$4,756,718 or 9% of the FY 2012/13 General Fund Revenue Budget.



Contributions from Other Funds

FY 2012/13 contributions will be \$1,516,850. This category represents the Parks Millage Fund, interfund transfers to assist in the funding of Special Service’s programs for park maintenance, recreation, seniors, youth, and cultural programs contained in the General Fund. This category also includes an appropriation from the Brownfield Redevelopment Authority Fund for administrative costs of the General Fund.



Other Revenue

This category includes the rental fees for the Road Funds use of DPS equipment, Bond/Insurance Recoveries and Distributions, as well as various refunds and reimbursements from other governments and agencies. The Other Revenue budget for FY 2012/13 is \$2,037,307.

GENERAL FUND SUMMARY

	2009/10 Actual	2010/11 Actual	2011/12 Budget	2011/12 Estimated	2012/13 Adopted
FUND BALANCE AT JULY 1					
Nonspendable & Assigned	7,637,671	5,060,961	6,272,774	6,272,774	8,026,869
Unassigned	10,026,540	8,664,137	8,437,112	8,437,112	7,704,231
TOTAL FUND BALANCE	17,664,211	13,725,098	14,709,886	14,709,886	15,731,100
REVENUES					
Property Taxes	29,096,212	26,193,182	30,014,070	30,006,970	28,475,831
Business Licenses & Permits	18,244	24,065	16,350	22,128	21,265
Other Licenses & Permits	677,993	935,064	701,975	731,315	763,740
Grants	372,080	536,346	485,149	459,428	455,090
State Shared Revenues	5,703,873	5,691,982	5,349,000	5,980,661	6,105,909
Fees	4,221,824	4,571,571	4,082,450	4,293,907	4,452,352
Sales	803,289	994,640	794,600	703,810	635,010
Fines & Forfeitures	2,490,154	2,264,792	2,175,000	2,100,833	2,100,000
Interest Earnings	214,509	98,274	200,500	102,200	112,400
Recreation User Charges	3,285,943	3,259,105	4,825,711	4,695,620	4,756,718
Other Revenue	0	167,972	1,311,647	1,783,700	2,037,307
TOTAL OPERATING REVENUE	46,884,121	44,736,993	49,956,452	50,880,572	49,915,622
EXPENDITURES					
Boards & Commissions	2,972,599	2,731,270	2,828,631	2,785,125	2,764,483
General Government	8,190,259	7,212,460	8,317,782	8,354,311	8,716,195
Public Safety	22,309,233	20,379,056	22,386,566	21,475,028	19,099,029
Planning & Community Development	2,021,741	1,746,151	1,798,288	1,722,361	1,783,182
Public Services	6,969,302	6,327,167	7,382,934	7,353,397	7,690,998
Special Services	6,586,965	6,543,104	7,465,727	7,238,747	7,257,173
TOTAL EXPENDITURES	49,050,099	44,939,208	50,179,928	48,928,969	47,311,060
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(2,165,978)	(202,215)	(223,476)	1,951,603	2,604,562
OTHER FINANCING SOURCES (USES)					
Operating Transfers In	1,069,400	1,381,570	1,503,517	1,503,517	1,516,850
Operating Transfers Out*	(2,842,535)	(194,567)	(2,433,906)	(2,433,906)	(4,121,412)
TOTAL OTHER FINANCING FINANCING SOURCES (USES)	(1,773,135)	1,187,003	(930,389)	(930,389)	(2,604,562)
EXCESS OF REVENUE AND FINANCING SOURCES (USES) OVER (UNDER) EXPENDITURES	(3,939,113)	984,788	(1,153,865)	1,021,214	0
FUND BALANCE AS OF JUNE 30					
Nonspendable & Assigned	5,060,961	6,272,774	4,942,376	8,026,869	7,993,273
Unassigned	8,664,137	8,437,112	8,613,645	7,704,231	7,737,827
TOTAL FUND BALANCE	13,725,098	14,709,886	13,556,021	15,731,100	15,731,100
Unassigned Fund Balance As Percent Of Expenditures	16.7%	18.7%	16.4%	15.0%	15.0%

General Fund Summary

	Actual	Budget	Actual	Actual
	June 30, 11	June 30, 12	June 30, 12	June 30, 13
<u>Nonspendable Fund Balance</u>				
SWOCC Advance of Principal	<u>1,117,317</u>	<u>940,783</u>	<u>940,783</u>	<u>757,187</u>
Total Nonspendable Fund Balance	<u>1,117,317</u>	<u>940,783</u>	<u>940,783</u>	<u>757,187</u>
<u>Assigned Fund Balance</u>				
Next Year's Budgeted Expenditures	1,117,672	0	0	0
Encumbrances Carried Forward	36,192	0	200,000	200,000
Future Inspections	300,000	300,000	300,000	300,000
Communications	100,000	100,000	200,000	200,000
Information Technology	150,000	150,000	250,000	250,000
Finance Software	250,000	250,000	250,000	250,000
Police Patrol Cars	100,000	100,000	200,000	200,000
Activities Center	786,086	786,086	786,086	586,086
Buses	400,000	400,000	400,000	400,000
Storm water	150,000	150,000	250,000	250,000
Sidewalks & Bike paths	300,000	300,000	300,000	300,000
Misc. Capital Expenditures	215,507	215,507	300,000	300,000
Retiree Healthcare	<u>1,250,000</u>	<u>1,250,000</u>	<u>3,650,000</u>	<u>4,000,000</u>
Total Assigned Fund Balance	<u>5,155,457</u>	<u>4,001,593</u>	<u>7,086,086</u>	<u>7,236,086</u>
Total Nonspendable & Assigned Fund Balance	<u>6,272,774</u>	<u>4,942,376</u>	<u>8,026,869</u>	<u>7,993,273</u>

GENERAL FUND ESTIMATED REVENUE ANALYSIS

ACCT. NO.	DESCRIPTION	2009/10 Actual	2010/11 Actual	2011/12 Budget	2011/12 Projection	2012/13 Budget
<u>PROPERTY TAXES</u>						
403 005	Current Operating Property Tax	29,058,166	25,022,719	25,951,533	25,774,993	24,322,940
006	Current Refuse Removal Property Tax	0	0	2,224,254	2,208,808	2,187,414
007	Economic Development Property Tax	0	0	50,000	49,150	49,792
020	Delinquent Personal Property	2,221	0	2,000	56,600	57,000
025	Interest & Penalty	699,217	392,404	345,591	459,475	436,501
027	Transfer Affidavit Penalty Fee	25,030	19,972	15,000	22,010	22,000
030	Payments in Lieu of Taxes	13,128	13,678	11,475	13,000	13,100
031	IFT Payments	25,958	7,907	8,731	9,283	8,130
032	Administration Fee	0	1,486,776	1,402,736	1,410,951	1,376,253
035	Trailer Taxes	2,787	2,690	2,750	2,700	2,700
036	MTT Payments	(730,295)	(752,964)	0	0	0
	Total Property Taxes	29,096,212	26,193,182	30,014,070	30,006,970	28,475,831
<u>BUSINESS LICENSES & PERMITS</u>						
025	Vendor Permits	3,644	3,900	2,300	2,575	2,900
030	Business Licenses	2,325	5,970	3,000	7,388	6,100
050	Landfill Permit	65	65	50	65	65
055	Residential Builders Registration	12,210	14,130	11,000	12,100	12,200
	Total Business Licenses & Permits	18,244	24,065	16,350	22,128	21,265
<u>OTHER LICENSES & PERMITS</u>						
476 006	Fire Damage Reports	391	302	400	330	340
009	Zoning Compliance Permit	1,170	1,610	1,200	1,300	1,300
010	Building Permits	431,286	637,549	450,000	465,000	490,000
015	Electrical Permits	82,354	94,810	85,000	92,000	93,000
020	Heating Permits	93,580	117,748	95,000	103,000	105,000
025	Plumbing Permits	47,950	55,652	50,000	48,000	52,000
035	Over - Size / Weight Permits	750	1,020	875	925	925
045	Cab Card Permits	6,900	7,200	5,000	6,200	6,125
050	Dog Licenses	2,307	2,193	2,000	2,200	2,325
060	Sidewalk R.O.W. Utility	3,890	4,225	4,000	4,500	4,500
065	Residential Improvement & Engineering	5,960	10,000	6,500	6,500	6,425
066	Residential Improvement Building	750	1,250	1,000	800	800
070	Soil Erosion & Sediment	705	1,505	1,000	560	1,000
	Total Other Licenses & Permits	677,993	935,064	701,975	731,315	763,740
<u>GRANTS</u>						
004	Federal FEMA Safer Grant	0	180,606	144,780	131,674	0
006	Urban Areas Security Initiative Grant	0	0	0	0	0
007	State Homeland Security Grant	0	0	0	0	0
029	SMART Grant Revenue	264,478	246,371	246,369	246,369	224,740
032	Police Training Grant, P.A. 302	23,798	21,471	24,000	20,000	20,000
033	State Act 32 Dispatch Training	20,114	17,292	12,500	16,000	16,000
045	Auto Theft Grant	40,882	38,833	25,000	33,663	33,600
047	Fire/Engineering Federal Equipment Grant	4,992	0	0	0	0
050	County Grants	17,816	17,580	17,500	11,722	12,500
051	EVIP Dispatch Grant	0	0	0	0	148,250
500	Medicare Subsidy Grant	0	14,193	15,000	0	0
	Total Grants	372,080	536,346	485,149	459,428	455,090

Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2009/10 Actual	2010/11 Actual	2011/12 Budget	2011/12 Projection	2012/13 Budget	
<u>STATE SHARED REVENUE</u>							
574	005	Income, Sales & Intangibles	5,655,971	5,655,971	5,313,000	5,943,752	6,068,909
	010	Liquor License Tax	47,902	36,011	36,000	36,909	37,000
		Total State Shared Revenue	5,703,873	5,691,982	5,349,000	5,980,661	6,105,909
<u>FEEES</u>							
607	030	Police Accident Reports	30,684	33,323	30,500	34,500	34,100
	031	Police Services	0	35,211	21,000	38,300	36,800
	035	Miscellaneous Police Fees	22,631	45,756	28,000	41,200	33,200
	036	False Alarms	39,660	32,685	40,000	30,100	30,100
	037	Liquor License Processing	8,350	12,100	9,000	9,600	10,900
	038	Fire Department Cost Recovery	24,126	3,088	2,500	2,500	3,000
	039	Fire Inspection	36,450	48,321	35,000	47,100	47,100
	040	Weed Cutting	8,524	15,589	8,250	8,250	11,800
	041	Advance Life Support Fees	1,105,708	1,436,779	1,125,000	1,232,000	1,232,000
	042	Animal Appeal Hearing	0	1,000	0	300	500
	045	Planning Commission	7,863	20,716	10,000	15,664	13,500
	048	IFT Application Fees	0	600	600	600	600
	055	Zoning Board	6,690	6,430	6,000	6,000	6,300
	065	Zoning Site Plan Review	815	1,920	1,000	2,395	1,500
	070	Engineering Site Plan Review	45,144	34,530	35,000	45,924	32,800
	076	In-House Engineering Fees	334,018	150,884	100,000	216,511	189,000
	077	S.A.D. Administration Fees	50,878	0	10,000	10,000	60,000
	078	Soil Erosion Inspection	4,020	4,205	4,500	4,000	4,000
	082	S.A.D. Engineering Fees	336,370	182,954	200,000	20,000	176,500
	083	Revenues Cable TV	877,649	1,157,271	1,130,000	1,133,000	1,133,000
	084	SWOCC Contribution	8,316	7,682	8,500	7,682	7,600
	085	Recycling Fees	1,273,925	1,340,527	1,277,600	1,388,281	1,388,052
		Total Fees	4,221,821	4,571,571	4,082,450	4,293,907	4,452,352
<u>SALES</u>							
642	005	Maps & Publications	279	347	300	430	410
	009	Franklin Dispatch	49,835	50,458	45,000	50,400	50,000
	010	Police Auction	20,958	11,233	10,000	15,313	10,000
	013	Permits Expired - Uncompleted	50,680	65,400	50,000	80,600	58,800
	015	Miscellaneous Income	157,331	214,241	175,000	175,000	175,900
	016	Excess Nutrition Funds	75,702	33,230	60,000	26,216	29,700
	017	Recycling Products	7,048	7,696	7,250	4,500	4,500
	019	Health Care Co-Pay	152,899	143,181	145,000	80,567	0
	020	Vital Statistics	83,270	80,605	81,500	78,400	82,200
	021	Passport Fees	4,700	4,003	4,000	5,450	4,900
	025	Fixed Asset Sales	134,753	317,289	150,000	114,400	150,000
	051	Sale of Blueprints	20	0	0	4,000	0
	052	Topo Maps, Plans, Specs.	35	65	50	100	100
	055	Building Demolition	1,100	0	0	0	0
	056	Rental Income (Radio Tower)	64,679	66,392	66,000	67,934	68,000
	057	Phone Franchise Fees	0	500	500	500	500
		Total Sales	803,289	994,640	794,600	703,810	635,010

Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2009/10 Actual	2010/11 Actual	2011/12 Budget	2011/12 Projection	2012/13 Budget	
<u>FINES & FORFEITURES</u>							
655	001	207,001	226,190	220,000	206,724	206,724	
	002	600,222	512,700	484,000	565,616	565,616	
	003	257,595	207,558	200,000	186,392	186,392	
	004	37,385	33,269	34,000	30,636	30,636	
	005	1,096,048	985,456	978,000	766,176	766,176	
	007	175,942	235,123	185,000	308,300	308,300	
	015	81,500	49,638	59,000	26,869	26,036	
	025	34,461	14,858	15,000	10,120	10,120	
		Total Fines & Forfeitures	2,490,154	2,264,792	2,175,000	2,100,833	
<u>INTEREST EARNINGS</u>							
664	005	214,509	98,274	200,500	102,200	112,400	
<u>INTERFUND TRANSFERS</u>							
676	243	0	0	9,000	9,000	9,000	
	410	350,000	360,500	371,315	371,315	382,450	
		Parks Millage - Naturalist	69,000	71,070	73,202	73,202	75,400
		Parks Millage - Youth	150,000	150,000	150,000	150,000	150,000
		Parks Millage - Activities Center Programs	305,400	500,000	600,000	600,000	600,000
		Parks Millage - Facility/Programs	45,000	150,000	150,000	150,000	150,000
		Parks Millage - Cultural Arts	150,000	150,000	150,000	150,000	150,000
		Total Inter-Fund Transfers	1,069,400	1,381,570	1,503,517	1,503,517	1,516,850
<u>RECREATION USER CHARGES</u>							
695	015	2,310	9,343	9,000	696	1,000	
		Youth & Family Contributions (incl.					
	020	124,040	162,555	209,500	226,700	187,796	
	201			0	204,021	0	
		Recreation Programs	65,547	59,663	58,240	0	54,339
		Senior Programs	141,879	141,004	136,895	0	129,974
		Cultural Arts	13,275	9,189	8,886	0	7,502
		Youth & Family	38,128	35,613	37,222	0	38,704
	027	Transportation Sponsorship	37,137	37,000	42,000	37,000	38,000
	028	Kroger Transportation	17,760	18,120	15,800	15,800	15,800
	029	Other Transportation Revenues	39,455	37,161	44,900	38,028	39,500
	030	Senior Revenues	150,648	133,139	161,053	148,683	149,700
	032	Senex Program Revenues	72,462	81,811	82,295	82,295	82,295
	033	Senior Trips	3,430	2,923	3,800	3,800	4,000
	034	Special Functions Revenues	5,200	5,800	4,550	7,800	5,900
	035	Grounds & Recreation	3,131	20,507	30,500	34,590	36,000
	041	Swimming	288,812	216,680	284,180	286,028	290,360
	044	Cultural Arts	275,353	292,001	297,031	326,429	326,493
	045	After School Recreation	14,301	18,564	25,525	23,391	26,460
	050	Summer Fun Centers	200	0	0	0	0
	055	Day Camp	106,865	117,671	128,960	115,697	134,520
	057	Gym	45,949	56,341	40,725	48,338	47,685
	060	Classes	46,340	47,642	58,180	60,066	64,860
	065	Tennis	14,220	15,318	17,680	14,134	15,430
	070	Golf	3,445	4,765	5,300	4,355	4,300
	071	Junior Golf League	6,460	5,540	6,460	6,290	6,205

Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2009/10 Actual	2010/11 Actual	2011/12 Budget	2011/12 Projection	2012/13 Budget
075	Softball	22,450	19,670	22,690	18,765	19,150
085	Safety Clinic	833	754	1,180	690	660
105	Special Events	107,052	66,641	60,375	62,538	45,130
110	Youth Soccer	54,342	51,182	58,000	54,624	58,500
120	Youth Basketball	25,006	23,301	26,170	26,315	25,450
170	Teen Programs	36,224	35,670	40,100	37,367	39,430
200	Ticket Sales	18	0	0	0	0
202	Golf Course Revenues	1,010,509	970,661	1,038,000	1,008,588	1,023,000
203	Farmington Hills Golf Club Concessions	5,704	4,117	6,500	4,731	17,500
204	Farmington Hills Golf Club Reimbursement	7,029	12,844	11,700	12,420	14,800
205	Travel Trips	451	848	645	0	300
206	Driving Range Fees	194,392	181,418	207,500	190,000	190,000
208	Adult Chorale	8,268	8,505	8,700	8,008	8,000
212	Nature Study	3,909	19,377	16,825	18,301	22,475
216	Safety Town	8,782	11,580	10,710	10,395	11,800
218	Children's Travel	28,551	19,520	39,634	34,513	40,800
300	Activities Center Rent	113,158	135,194	125,000	135,000	135,000
301	Grant Center Rental	23,765	27,863	23,000	24,500	26,500
302	Longacre House Rental	103,028	114,517	105,500	110,500	110,800
408	Heritage Rental Fees	16,125	27,093	21,750	22,750	22,750
805	Youth Hockey Contract	0	0	600,000	621,400	622,150
807	Figure Skating Contract	0	0	20,000	15,050	15,050
809	Other Ice Contract Ice	0	0	150,000	100,000	120,000
812	Misc. Hourly - Figure Skating	0	0	100,000	70,000	80,000
822	Single Usage - Shift Hockey	0	0	20,000	22,000	22,000
824	Single Usage - Open Skate	0	0	35,000	30,000	30,000
826	Adult Hockey	0	0	60,000	87,860	73,600
830	Learn to Skate	0	0	48,000	60,000	50,000
831	Non-Ice Activities	0	0	25,000	25,000	25,000
840	Special Events - Ice Show	0	0	6,000	6,000	6,000
841	Ice Retail Sales	0	0	500	1,114	1,000
842	Skate Sharpening	0	0	500	0	0
843	Ice Tax Exempt	0	0	50	50	50
844	Ice Food Sales	0	0	100,000	100,000	100,000
845	Ice Arena Vending Machine Revenue	0	0	9,000	9,000	9,000
846	Ice Arena Coin Locker Revenue	0	0	100	100	100
847	Ice Arena Video Game Revenue	0	0	1,500	500	500
848	Ice Arena Outside Concession	0	0	55,000	55,000	55,000
849	Ice Arena Room Rentals	0	0	6,000	5,000	5,000
850	Ice Arena Advertising	0	0	5,000	4,000	4,000
851	Youth & Families Services	0	0	30,000	0	0
852	Ice Arena Pro-shop Lease	0	0	2,400	2,400	2,400
853	Ice Arena Skate Rental	0	0	19,000	17,000	17,000
	Total Recreation User Charges	3,285,943	3,259,105	4,825,711	4,695,620	4,756,718

Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2009/10 Actual	2010/11 Actual	2011/12 Budget	2011/12 Projection	2012/13 Budget
<u>OTHER REVENUE</u>						
696 000	Bond/Insurance Recoveries	0	158,895	8,000	417,287	640,000
001	Reimbursements	0	7,984	2,000	10,380	10,000
002	State Reimbursement for Elections	0	0	48,271	45,000	0
	School Reimbursement for High School					
003	Officer	0	0	78,287	78,287	78,287
004	Rx Cost Recovery Rebate	0	0	65,500	59,621	60,000
005	Equipment Rental - Force Account	0	0	1,005,750	1,005,750	1,089,600
006	Farmington Refuse Removal Contribution	0	0	2,065	1,483	2,000
007	Refunds	0	0	41,000	61,190	61,000
008	O.C.C. Payroll Reimbursement		0	0	6,883	7,000
	Traffic Improvement Assoc. Bypass					
011	Reimbursement	0	0	0	11,015	11,000
012	Vending Machine Rebates	0	0	0	2,353	2,400
013	Fuel & Maintenance Reimbursement	0	0	0	12,702	12,700
014	Overhead Street Lighting Reimbursement	0	0	0	53,429	54,000
016	Contribution from SWOCC	0	0	59,774	8,320	8,320
017	Contributions from Other Governments	0	1,093	1,000	10,000	1,000
	Total Other Revenue	0	167,972	1,311,647	1,783,700	2,037,307
TOTAL OPERATING REVENUE		47,953,518	46,118,563	51,459,969	52,384,089	51,432,472

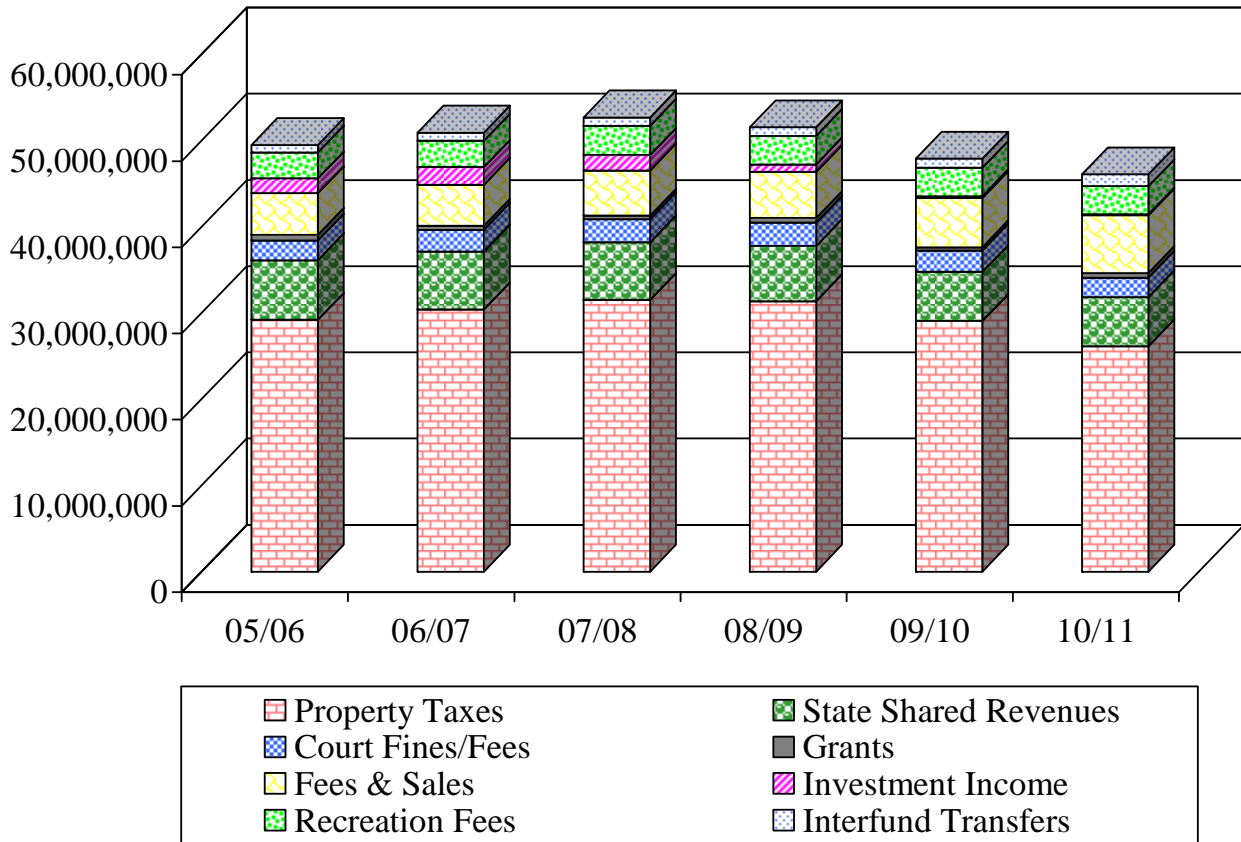
GENERAL FUND EXPENDITURE SUMMARY FY 2012/13

DIV. NO.	Category and Line Item	2009/10 Actual Expenditures	2010/11 Actual Expenditures	2011/12 Adopted Budget	2011/12 Estimated Expenditures	2012/13 Proposed Budget	2012/13 Adopted Budget
115	Boards & Commissions	2,972,599	2,731,270	2,828,631	2,785,125	2,764,483	2,764,483
<u>GENERAL GOVERNMENT:</u>							
101	City Council	107,755	104,921	112,622	105,740	108,236	108,236
172	City Administration	795,366	786,302	838,707	826,247	841,356	841,356
175	Public Information	369,413	391,215	420,192	403,558	418,031	418,031
202	Finance	2,243,858	1,750,540	1,785,036	1,723,069	1,756,055	1,756,055
210	Corporation Counsel	635,694	584,589	586,330	575,130	597,830	597,830
215	City Clerk	776,896	617,901	638,060	650,354	723,297	723,297
226	Human Resources	419,309	425,947	468,122	418,086	434,665	434,665
250	Central Services	1,143,794	1,221,544	1,350,907	1,303,701	1,355,457	1,355,457
290	Support Services	1,698,170	1,329,501	2,117,806	2,348,426	2,481,268	2,481,268
TOTAL GENERAL GOVERNMENT		8,190,255	7,212,460	8,317,782	8,354,311	8,716,195	8,716,195
<u>PUBLIC SAFETY:</u>							
300	Police	17,438,496	15,590,444	16,212,269	15,676,545	14,853,000	14,853,000
337	Fire	4,870,737	4,788,612	6,174,297	5,798,483	4,246,029	4,246,029
TOTAL PUBLIC SAFETY		22,309,233	20,379,056	22,386,566	21,475,028	19,099,029	19,099,029
443	Planning, & Community Development	2,021,741	1,746,151	1,798,288	1,722,361	1,783,182	1,783,182
<u>PUBLIC SERVICES:</u>							
440	DPS Administration	535,027	398,858	457,258	467,850	516,383	516,383
442	Road Maint & Supervision	2,253,446	2,044,657	2,149,148	1,978,495	2,178,318	2,178,318
444	Building Maintenance	368,775	386,414	442,902	437,751	465,295	465,295
449	Engineering	1,618,327	1,482,763	1,511,927	1,343,271	1,422,594	1,422,594
450	DPW Maintenance Facility	1,306,985	1,214,596	1,312,889	1,281,275	1,389,436	1,389,436
451	Road Reimbursement	(2,575,447)	(2,699,877)	(2,003,850)	(1,690,715)	(1,860,522)	(1,860,522)
523	Waste Removal	3,462,186	3,499,756	3,512,660	3,535,470	3,579,494	3,579,494
TOTAL PUBLIC SERVICES		6,969,299	6,327,167	7,382,934	7,353,397	7,690,998	7,690,998
<u>SPECIAL SERVICES:</u>							
752	Administration	2,101,199	2,040,515	1,992,016	1,958,529	1,979,081	1,979,081
760	Youth Services	361,333	354,373	366,079	351,155	351,511	351,511
765	Senior Services	861,749	876,780	925,625	885,997	831,744	831,744
770	Parks Maintenance	1,690,848	1,503,416	1,568,012	1,512,460	1,535,424	1,535,424
775	Cultural Arts	363,818	365,266	383,462	392,393	403,981	403,981
780	Golf Course	694,516	986,411	732,578	712,651	719,666	719,666
785	Recreation Programs	513,505	416,343	465,303	439,582	451,843	451,843
790	Ice Arena	0	0	1,032,652	985,980	983,923	983,923
TOTAL SPECIAL SERVICES		6,586,968	6,543,104	7,465,727	7,238,747	7,257,173	7,257,173
TOTAL EXPENDITURES		49,050,095	44,939,208	50,179,928	48,928,969	47,311,060	47,311,060
OTHER FINANCING USES							
299	Interfund Transfers	2,842,535	194,567	2,433,906	2,433,906	4,121,412	4,121,412
TOTAL EXPENDITURES AND OTHER FINANCING USES		51,892,630	45,133,775	52,613,834	51,362,875	51,432,472	51,432,472

**General Fund
Actual Revenues by Source
Fiscal 05/06 Through Fiscal 10/11**

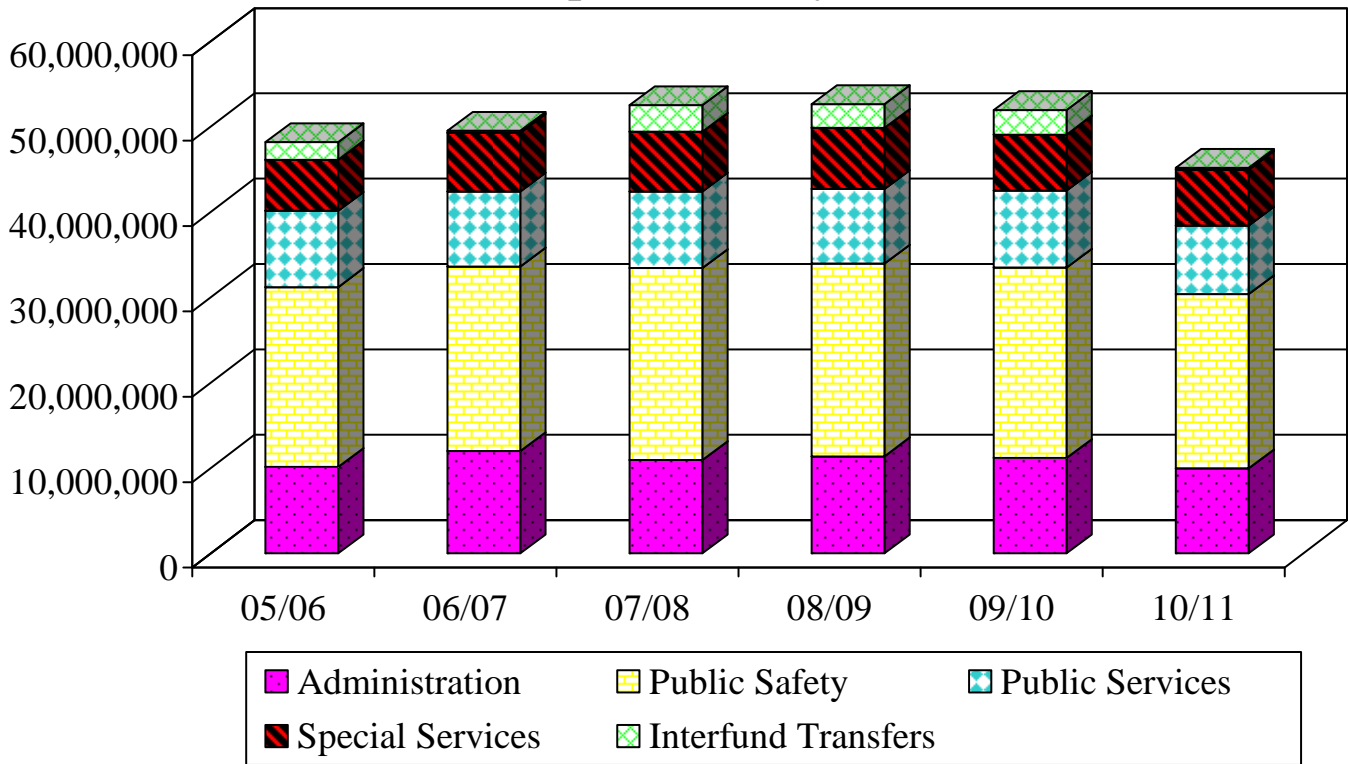
	05/06	06/07	07/08	08/09	09/10	10/11
Property Taxes	29,249,047	30,470,668	31,539,600	31,419,841	29,096,212	26,193,182
State Shared Revenues	6,932,486	6,719,632	6,719,665	6,396,790	5,703,873	5,691,982
Court Fines/Fees	2,262,481	2,498,603	2,667,589	2,706,691	2,490,154	2,264,792
Grants	653,203	450,727	392,072	541,025	372,080	536,346
Fees & Sales	4,850,533	4,795,916	5,274,312	5,331,443	5,721,347	6,693,312
Investment Income	1,699,399	2,054,329	1,766,133	867,195	214,509	98,274
Recreation Fees	3,003,900	3,045,932	3,389,288	3,313,540	3,285,943	3,259,105
Interfund Transfers	883,318	936,879	982,670	1,006,263	1,069,400	1,381,570
Total Revenues	49,534,367	50,972,686	52,731,329	51,582,788	47,953,518	46,118,563

**General Fund
Revenues by Source**



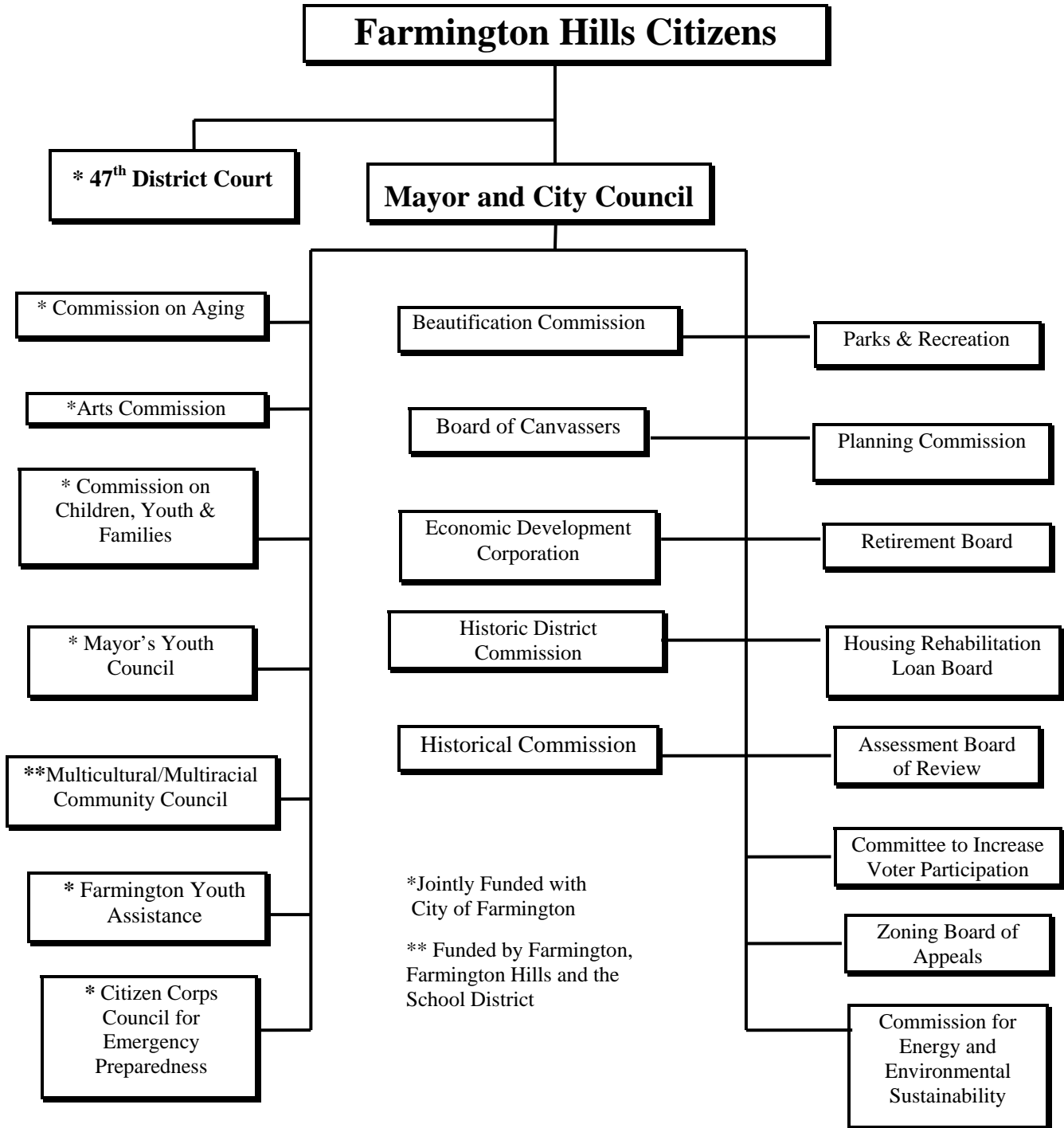
General Fund Actual Expenditures by Function Fiscal 05/06 through 10/11						
	05/06	06/07	07/08	08/09	09/10	10/11
Administration	10,102,470	11,937,774	10,918,107	11,352,751	11,162,858	9,943,730
Public Safety	21,085,582	21,641,868	22,480,849	22,584,028	22,309,231	20,379,056
Public Services	8,908,706	8,807,109	8,955,316	8,724,100	8,991,045	8,073,318
Special Services	6,002,851	6,841,552	6,996,253	7,173,848	6,586,965	6,543,104
Interfund Transfers	2,080,000	270,000	3,125,000	2,760,000	2,842,535	194,567
Total Expenditures	48,179,609	49,498,303	52,475,525	52,594,727	51,892,634	45,133,775

General Fund Expenditures by Function



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 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.
- If funded, implement a document imaging/management system that would allow for greater efficiencies in record management and access.

	Performance Indicators *	2010/11 Actual	2011/12 Projected	2012/13 Estimated
Service Level	Farm. Hills Contribution to Court Expenses	\$2,594,554	\$2,641,086	\$2,623,331
	Farmington Contribution to Court Expenses	\$413,973	\$463,882	\$474,970
	Total Farmington Hills Court Revenue	\$2,264,792	\$2,100,833	\$2,100,000
	Total Farmington Revenue	\$637,362	\$645,000	\$645,000
	Community Work Program Revenue	\$119,139	\$104,000	\$104,000
	Total New Case Filings – (Calendar Year)	28,836	27,316	27,250
	Total Dispositions (Calendar Year)	31,584	30,108	30,000
	Total Community Work Program Labor Hours	18,224	14,108	14,000
	Sec. of State Abstracts Processed Timely	99%	99%	99%
	Efficiency	Cost to Cities Per Case Disposition	\$95.25	\$102.17
Revenue to Cities Per Case Disposition (Excluding CWP Revenue)		\$95.59	\$94.49	\$94.83
Estimated Minimum Labor Value of Community Work Program to Cities (Based on minimum wage labor rate; includes insurance, supervision, and transportation costs paid).		\$225,266	\$194,400	\$194,400

*Caseload, CWP labor hours, and abstract processing statistics reported are for the calendar year 2011, projected calendar year 2012, and projected calendar year 2013. Financial statistics reported (except CWP value) are for fiscal year July 1 – June 30.

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.

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.

COMMISSION FOR ENERGY & ENVIRONMENTAL SUSTAINABILITY

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

BOARDS, COMMISSIONS AND AGENCIES

DEPARTMENT NUMBER: 115

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(800)	JOINTLY FUNDED AGENCIES						
021	Farmington Area Youth Assistance	60,568	50,453	45,333	45,333	43,591	43,591
031	47th District Court	2,827,357	2,594,554	2,679,194	2,641,086	2,623,331	2,623,331
033	Farmington Area Arts Commission	945	832	853	853	820	820
034	Commission on Aging	1,933	929	1,705	1,705	1,640	1,640
038	Multicultural/Multiracial Comm. Council	8,910	560	8,608	8,608	8,278	8,278
039	Comm. on Children/Youth/Families	122	1,299	2,526	2,526	2,429	2,429
042	Mayor's Youth Council	1,916	(581)	4,070	4,070	3,914	3,914
043	Emergency Preparedness Commission	177	411	2,425	2,425	2,331	2,331
		<u>2,901,928</u>	<u>2,648,457</u>	<u>2,744,714</u>	<u>2,706,606</u>	<u>2,686,334</u>	<u>2,686,334</u>
(800)	OTHER BOARDS, COMMISSIONS, AND COMMITTEES						
002	Zoning Board of Appeals	12,363	5,445	8,607	8,378	8,229	8,229
005	Assessment Board of Review	9,221	9,206	10,602	8,600	9,680	9,680
024	Beautification Commission	6,823	5,013	5,623	5,150	5,410	5,410
032	Historical Commission	2,977	5,911	4,658	4,658	4,481	4,481
036	Historic District Commission	6,281	8,835	5,323	5,323	5,121	5,121
037	Parks & Recreation Commission	1,015	1,476	5,323	2,000	1,500	1,500
040	Comm. to Increase Voter Participation	281	214	693	693	667	667
044	Commission for Energy & Environmental Sustainability	586	844	747	747	719	719
109	Planning Commission	31,124	45,869	42,342	42,970	42,342	42,342
		<u>70,671</u>	<u>82,813</u>	<u>83,917</u>	<u>78,519</u>	<u>78,149</u>	<u>78,149</u>
	DEPARTMENT TOTAL	<u>2,972,599</u>	<u>2,731,270</u>	<u>2,828,631</u>	<u>2,785,125</u>	<u>2,764,483</u>	<u>2,764,483</u>

GENERAL GOVERNMENT SUMMARY

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

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

DIV. NO.	Category and Line Item	2009/10 Actual Expenditures	2010/11 Actual Expenditures	2011/12 Adopted Budget	2011/12 Estimated Expenditures	2012/13 Proposed Budget	2012/13 Adopted Budget
GENERAL GOVERNMENT:							
101	City Council	107,755	104,921	112,622	105,740	108,236	108,236
172	City Administration	795,366	786,302	838,707	826,247	841,356	841,356
175	Public Information	369,413	391,215	420,192	403,558	418,031	418,031
202	Finance	2,243,858	1,750,540	1,785,036	1,723,069	1,756,055	1,756,055
210	Corporation Counsel	635,694	584,589	586,330	575,130	597,830	597,830
215	City Clerk	776,896	617,901	638,060	650,354	723,297	723,297
226	Human Resources	419,309	425,947	468,122	418,086	434,665	434,665
250	Central Services	1,143,794	1,221,544	1,350,907	1,303,701	1,355,457	1,355,457
290	Support Services	1,698,170	1,329,501	2,117,806	2,348,426	2,481,268	2,481,268
TOTAL GENERAL GOVERNMENT		8,190,255	7,212,460	8,317,782	8,354,311	8,716,195	8,716,195
OTHER FINANCING USES							
299	Interfund Transfers	2,842,535	194,567	2,433,906	2,433,906	4,121,412	4,121,412
TOTAL		11,032,790	7,407,027	10,751,688	10,788,217	12,837,607	12,837,607

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

- Evaluate the recommendations of the 20/20 Visioning Process and engage City staff, boards and commissions, and the public to plan for implementation as determined to be appropriate for the long-term health and vitality of the City.
- Support environmental sustainability and energy efficiency through efforts of the Commission on Energy and Environmental Sustainability and their educational efforts.
- Expand communication with the public through further use of technology such as the City website, listservs, the low frequency radio station, and other alternatives.
- Improve public bus transportation by continuing to lobby for the legislative action necessary to create a truly regional transportation system and monitor progress.
- Continue to evaluate further cooperative relationships with the neighboring communities of Farmington, Livonia, Novi, and Southfield.
- Continue to evaluate the recommendations of the Sustainability Study and engage the City's boards and commissions, public, and staff to implement some, all, or parts of the recommendations as determined to be appropriate for the future long-term health of the City.
- Educate the public regarding emergency preparedness through the Emergency Preparedness Commission to increase the City's ability to respond in the event of a major emergency.
- Continue to invest in 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.
- Work proactively to engage millennial residents (age 18 – 35) in the local government process.
- Address strategic policy issues in the areas of public safety, traffic, community and economic development, telecommunications, transportation, and technology.
- Equitably administer the City's tax abatement policy and encourage economic development while protecting the long-term financial interests of the City.
- Encourage redevelopment throughout the City by continuing to support policies that streamline the permitting process, simplify the PUD process, and make way for current and future residential and commercial building needs.

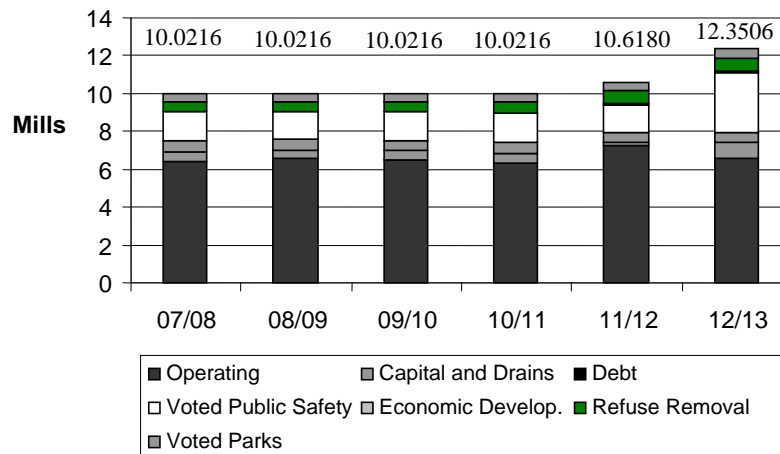
City Council

Service Level	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
	Regular Meetings Held	22	25	25
	Special Meetings Held	2	2	2
	Goals Sessions	1	1	1
	Study Sessions	20	22	22
	Public Hearings	17	23	23
	Ordinances Enacted	12	15	15
Agenda Items Requiring Action/Resolutions Adopted	278	357	357	

DEPARTMENT NUMBER: 101

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702)	SALARIES & WAGES						
010	Wages	46,622	46,622	46,633	46,633	46,633	46,633
200	Social Security	3,566	3,566	3,567	3,567	3,567	3,567
350	Workers Compensation	42	52	52	40	40	40
	Category Total	50,230	50,240	50,252	50,240	50,240	50,240
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conference & Workshops	19,228	16,423	22,100	19,400	21,876	21,876
002	Memberships & Licenses	37,062	35,313	37,470	33,600	33,620	33,620
070	Miscellaneous Expense	1,235	2,945	2,800	2,500	2,500	2,500
	Category Total	57,525	54,681	62,370	55,500	57,996	57,996
DEPARTMENT TOTAL		107,755	104,921	112,622	105,740	108,236	108,236

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. (2, 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, reduces energy costs, promote economic development, and advance community pride. (2, 10, 12, 13)
- Commit to the redevelopment of maturing sections of the City and aging areas in 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. (7, 14)
- Work in partnership with City Council to achieve the City's mission and goals. (1-14)

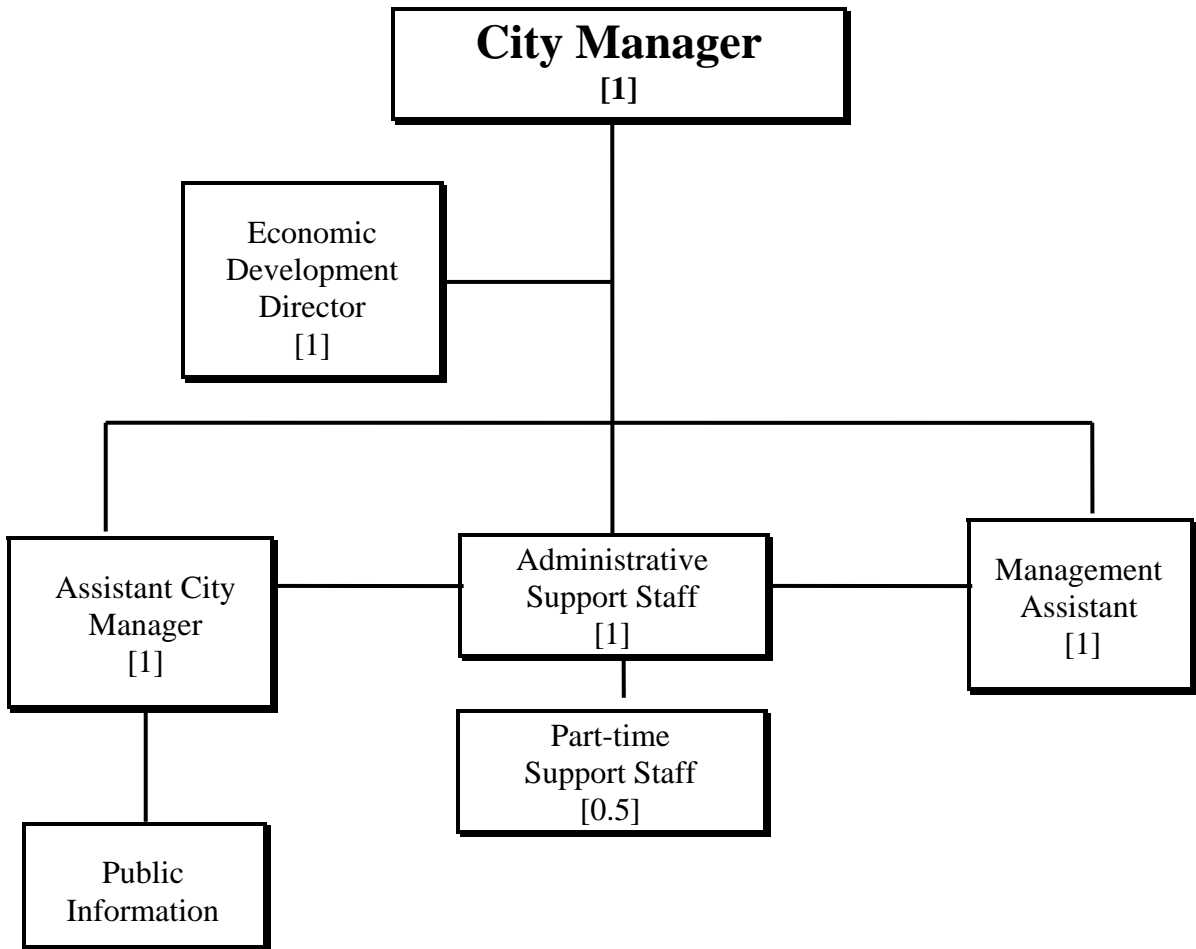
PERFORMANCE OBJECTIVES

- Continue to systematically review operations and services for greater efficiency and cost reductions.
- Promote and pursue additional outside funding for infrastructure improvements, capital items, and other special projects.
- Oversee and plan for the long-term implementation of the recommendations of the community-based 2020 Visioning Process as prioritized by the City Council.
- 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 the City Council.
- Work with state, county, and local officials to continue the City’s business retention and attraction efforts, and identify ways to keep businesses in and attract businesses to Farmington Hills despite challenging economic times.
- Negotiate with affected collective bargaining units to arrive at settlements that are fair to the parties and reflective of the current economic times.
- Continue to lobby for and monitor the development of a truly regional mass transportation system, with the objective of significantly improving and expanding the availability of public transportation services.
- Work with the newly established Corridor Improvement Authority (CIA) Board of Directors, Grand River Avenue stakeholders, City of Farmington CIA Board of Directors, and local taxing jurisdictions to develop the necessary development and tax increment financing plans to guide and fund the redevelopment of Grand River Avenue.
- Work with the City Council, Community Stakeholders, Non-Profit Organizations, such as the Michigan Municipal League, and other appropriate parties to develop a comprehensive place making strategy designed to attract and retain knowledge-based workers, entrepreneurs and growing industries.

Service Level	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
		Council, Board, and Commission Meetings Staffed	76	89
	City Council Agenda Items prepared for Council Action	278	357	357
	Executive Staff Meetings	50	50	50
	Administrative Policies Implemented	3	3	3
Efficiency	Average Response Time to Citizen Inquiry	4 hours	4 hours	4 hours



CITY ADMINISTRATION



Total Full Time Equivalent [5.5]

STAFFING LEVELS

Acct. No.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
(010) Administrative and Clerical					
	City Manager	1	1	1	1
	Assistant City Manager	1	1	1	1
	Secretary to City Manager	1	1	1	1
	Economic Development Director	1	1	1	1
	Management Assistant	1	1	1	1
		5	5	5	5
(038)	PART-TIME	0	0	0.50	0.50
	DEPARTMENT TOTAL	5	5	5.50	5.50

DEPARTMENT NUMBER: 172

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(700)	COST REIMBURSEMENT						
250	EECBG Grant	(1,800)	(1,629)	0	0	0	0
279	NSP Grant	(13,908)	0	0	0	0	0
	Category Total	(15,708)	(1,629)	0	0	0	0
(702)	SALARIES & WAGES						
010	Administrative & Clerical	474,568	473,917	471,650	480,230	483,817	483,817
038	Part-time	46,116	7,767	0	10,400	10,400	10,400
106	Sick & Vacation	2,124	5,706	4,797	5,706	4,797	4,797
112	Overtime	39	0	0	78	0	0
200	Social Security	38,417	33,868	33,458	34,400	36,373	36,373
250	Blue Cross/Optical/Dental	75,954	86,941	103,584	67,387	60,644	60,644
275	Life Insurance	3,158	2,846	2,961	2,961	3,006	3,006
300	Pension - DC	15,117	15,329	15,144	16,000	16,562	16,562
305	Pension - DB	104,540	110,160	95,398	95,398	102,381	102,381
308	Post Retirement Healthcare	0	0	59,112	59,112	69,354	69,354
325	Longevity	27,415	26,617	26,824	26,858	28,182	28,182
350	Worker's Compensation	1,057	1,256	1,229	910	920	920
700	Salary & Wage Charged to EECBG	0	0	0	(1,478)	0	0
	Category Total	788,505	764,407	814,157	797,962	816,436	816,436

City Administration

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(740)	OPERATING SUPPLIES						
001	Gas & Oil	2,637	3,011	3,531	3,961	4,080	4,080
002	Books & Subscriptions	0	108	49	108	59	59
008	Supplies	2,151	1,955	2,200	2,200	2,200	2,200
040	Miscellaneous Expense	390	318	400	400	400	400
	Category Total	5,178	5,392	6,180	6,669	6,739	6,739
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	4,583	4,618	4,445	7,618	4,500	4,500
002	Memberships & Licenses	2,721	3,494	3,525	3,595	3,635	3,635
005	Fleet Insurance	2,475	2,400	2,400	2,400	2,046	2,046
006	Vehicle Maintenance	412	320	800	800	800	800
013	Education & Training	0	100	0	0	0	0
041	Vehicle Allowance	7,200	7,200	7,200	7,200	7,200	7,200
042	Mileage Reimbursement	0	0	0	3	0	0
	Category Total	17,391	18,132	18,370	21,616	18,181	18,181
	DEPARTMENT TOTAL	795,366	786,302	838,707	826,247	841,356	841,356

PUBLIC INFORMATION

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

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

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

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

GOALS

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

PERFORMANCE OBJECTIVES

- Promote the benefits of living and working in the City of Farmington Hills.
- Provide information to assist residents in making informed decisions about City government.
- Disseminate information on City services, City events, and emergency conditions.

	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
	Service Level	Programs produced	154	142
Studio programs produced		55	58	58
Remote programs produced		99	84	84
News releases produced		276	250	250
Resolutions and proclamations produced		38	32	32
Newspaper columns produced		19	20	20
Newsletters/annual report produced		3	3	3
Efficiency	Number of programs produced per full time staff	61.6	56.8	56.8

STAFFING LEVELS

Acct. No.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
PUBLIC INFORMATION					
(010)	Salaries & Wages				
	Video Manager	1	1	1	1
	Production Specialist	2	2	2	2
	Public Information Coordinator	1	1	1	1
		<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
038	PART-TIME	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	PUBLIC INFORMATION TOTAL	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>

This Department is partially supported by an \$8,320 contribution from SWOCC for Personnel Costs in FY 2012/13..

Public Information

DEPARTMENT NUMBER: 175

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702)	Salaries & Wages						
010	Salary - Full Time	203,058	205,019	205,050	205,050	204,264	204,264
106	Sick & Vacation	608	3,176	1,031	584	580	580
112	Overtime	129	0	0	0	0	0
200	Social Security	15,873	16,259	16,387	16,225	16,314	16,314
250	Blue Cross/Optical/Dental	69,369	74,876	87,061	66,850	63,300	63,300
275	Life Insurance	1,018	920	920	920	920	920
300	Pension - DC	5,269	5,269	5,270	5,270	5,256	5,256
305	Pension - DB	35,972	43,376	37,678	37,678	40,410	40,410
308	Post Retirement Healthcare	0	0	23,347	23,347	27,374	27,374
325	Longevity	7,475	7,589	8,133	8,134	8,399	8,399
350	Worker's Compensation	393	578	573	400	391	391
	Category Total	<u>339,164</u>	<u>357,062</u>	<u>385,450</u>	<u>364,458</u>	<u>367,208</u>	<u>367,208</u>
(740)	Operating Supplies						
001	Gas and Oil	387	495	642	462	510	510
008	Supplies	2,505	1,578	2,500	2,500	2,500	2,500
	Category Total	<u>2,892</u>	<u>2,073</u>	<u>3,142</u>	<u>2,962</u>	<u>3,010</u>	<u>3,010</u>
(801)	Professional & Contractual						
005	Fleet Insurance	0	0	0	0	366	366
006	Vehicle Maintenance	181	214	300	300	300	300
007	Equipment Maintenance	0	0	300	300	300	300
013	Education & Training	0	0	0	0	0	0
015	Equipment Rental	0	0	0	0	0	0
024	Newsletter	27,176	31,866	31,000	35,538	36,550	36,550
	Category Total	<u>27,357</u>	<u>32,080</u>	<u>31,600</u>	<u>36,138</u>	<u>37,516</u>	<u>37,516</u>
	Capital Outlay						
001	Office Furniture	0	0	0	0	0	0
020	Production Equipment	0	0	0	0	10,297	10,297
	Category Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,297</u>	<u>10,297</u>
	DEPARTMENT TOTAL	<u>369,413</u>	<u>391,215</u>	<u>420,192</u>	<u>403,558</u>	<u>418,031</u>	<u>418,031</u>

CAPITAL OUTLAY

Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
					Quantity	Amount
020		PRODUCTION EQUIPMENT				
		Production Equipment			1	10,297
		Total Production Equipment		<u>0</u>	<u>1</u>	<u>10,297</u>
		CAPITAL OUTLAY TOTAL		<u>0</u>	<u>1</u>	<u>10,297</u>

FINANCE DEPARTMENT

MISSION STATEMENT:

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

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

The fiduciary and accounting functions include the control and accountability for all the monies received, disbursed or held in trust for all the financial activity of the City, which includes 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.

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

GOALS

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

- Issue the Comprehensive Annual Financial Report in accordance with Generally Accepted Accounting Principles that meets the Government Finance Officers Association 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 customer service and easy access to our property records. (1)

- Ensure compliance with financial reporting standards set by the Governmental Accounting Standards Board (GASB) and State of Michigan Public Acts. (9)
- Provide risk management activities, which will safeguard all City assets in the most cost-effective manner. (2,9)
- Insure a competent audit firm performs an annual audit and that a comprehensive annual financial report is distributed to City Council and available to all residents. (9)
- Maintain investment grade bond 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)
- Provide programs and procedures that ensure a fair and equitable assessment administration system, according to the City Charter and the Michigan General Property Tax Laws. (9)
- Provide a professionally certified and educated staff to meet objectives. (8)
- Prepare the staff for professional advancement opportunities. (8)

PERFORMANCE OBJECTIVES

- Continue to train/cross-train all staff, and maintain/update Standard Operating Procedures in order to better serve internal and external users.
- Continue to expand the use of the City’s Financial Software by broadening the use of Project Accounting, implementing the Budget Module, providing an ACH/Direct Debit payment option to the City’s vendors, and to convert all employees to direct deposit or pay card payroll, including paperless pay stubs to be received by employees electronically.
- Manage the City’s Debt to leverage funding for long-term capital projects while continuing to maintain or enhance the City’s strong bond ratings.
- Account for all City financial transactions timely and accurately to limit the number of auditor adjusted journal entries.
- Manage the City’s Investments, in order of priority; to safeguard the assets, provide adequate liquidity and maximize yield.
- Utilize GIS information for greater departmental efficiency and expand the options through which the public can access property record information.
- Continue to accept Passport Applications according to the requirements of the U.S. Department of State.
- Improve document retention, storage and retrieval by the use of City’s LaserFiche system.
- Administer the City’s Retirement System to the benefit of its members and beneficiaries.

	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
Service Level	Number of Passports processed.	160 *	280	300
	Pension calculations prepared.	9	19	25
	Market value of pension/retiree healthcare assets.	\$175,000,000	\$180,000,000	\$194,000,000
	Number of tax bills mailed	60,073	60,620	60,700
	Amount of interest income	\$1,003,000	\$1,103,000	\$1,213,000
	City taxes billed/levied	\$35,915,797	\$34,645,052	\$32,597,260
	Adjusted Ad Valorem Taxable Value	\$3,583,838,609	\$3,262,860,425	\$3,077,626,770
	Cash and cash equivalents at June 30 th	\$82,984,000	\$78,952,000	\$75,936,000
	Number of payroll direct deposits	14,185	14,300	14,400
	Number of payroll checks issued.	2,423	2,460	2,500
	Number of accounts payable checks.	6,629	7,800	7,300
	Number of Invoices Paid	13,342	15,400	14,500
	Commercial/Industrial property appraisals	415	425	450
	Residential property appraisals	1,610	1,650	1,700
	Board of Review Appeals	777	750	725
	Preparation of Special Assessment rolls	7	4	4
	Property splits/combinations processed	6	8	10
	Homestead exemption affidavits processed	2,040	2,300	2,500
Property Transfer Affidavits	1,938	2,000	2,200	
Efficiency	City's bond rating – Moody's.	Aa1	Aa1	Aa1
	City's bond rating – Standard & Poor's.	AA+	AA+	AA+
	Total percent of tax roll collected.	97.30	97.50	98.00
	Auditor's Adjusted Journal Entries.	3	0	0
	Number of years G.F.O.A. Distinguished Budget Awards received.	25	26	27
	Number of years the Financial Reporting Achievement Awards received.	13	14	15
	Activity Expenditures as a % of General Fund	3.9%	3.4%	3.4%
	Average Rate of Return on Investments	0.52%	0.57%	0.63%

* Number of passports processed from April 1, 2011 to June 30, 2011, Clerk's office handled before April 1, 2011.

Debt Management

A Special Assessment Bond Issue in the amount of \$3.6 - \$4.0 million is planned for in the last quarter of FY 2011/12.

SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

The FY 2011/12 Year-end Projection is \$61,967 or 3% less than the FY 2011/12 Adopted Budget, and \$27,471 or 2% less than the FY 2010/11 Actual. The FY 2012/13 Proposed Budget is \$28,981 or 2% less than the FY 2011/12 Adopted Budget.

Salaries, Wages & Benefits

Net salaries, wages and benefits for FY 2012/13 are \$31,854 or 2% less than the FY 2011/12 adopted budget, and \$23,708 or 2% more than the FY 2011/12 projected actual. The budget-to-budget decrease is primarily due to health care cost reductions from the new “hard cap” requirements, less anticipated sick and vacation payouts in FY 12/13, and the shifting of the part-time temporary Board of Review (BOR) Clerk to the BOR budget within the Boards and Commission activity budget. The increase in the FY 12/13 proposed budget compared to the FY 11/12 year-end projections are primarily the result of unionized employee’s step increases in FY 12/13, 12 full months of the part-time Treasury Account Clerk expenditures in FY 12/13 compared to about 10 months of expenditures in FY 11/12, and some Assessing staff adjustments. Although the Accounting Division absorbed 1/3 of the cost of converting the part-time Pension Accountant to a full-time Pension/City Accountant, this new cost has been almost fully offset by the combination of the lower defined benefit pension contributions the new employee who now occupies the Account Clerk II position in Accounting, the reduction in health care costs from the “hard cap”, and 5% of the 1/3 cost of the Pension/City Accountant position being allocated to the Water & Sewer Funds, like the other Accounting positions.

Operating Supplies

Operating supplies for FY 2012/13 are \$1,594 or 12% less than the FY 2011/12 adopted budget, and \$92 or <1% more than the FY 2011/12 projected actual. The budget-to-budget decrease is the result of less of a need for treasury and assessing supplies, partially offset by more of a need for accounting and administration supplies. The small budget increase in FY 12/13 over the FY 11/12 year-end projection is for general anticipated price inflation.

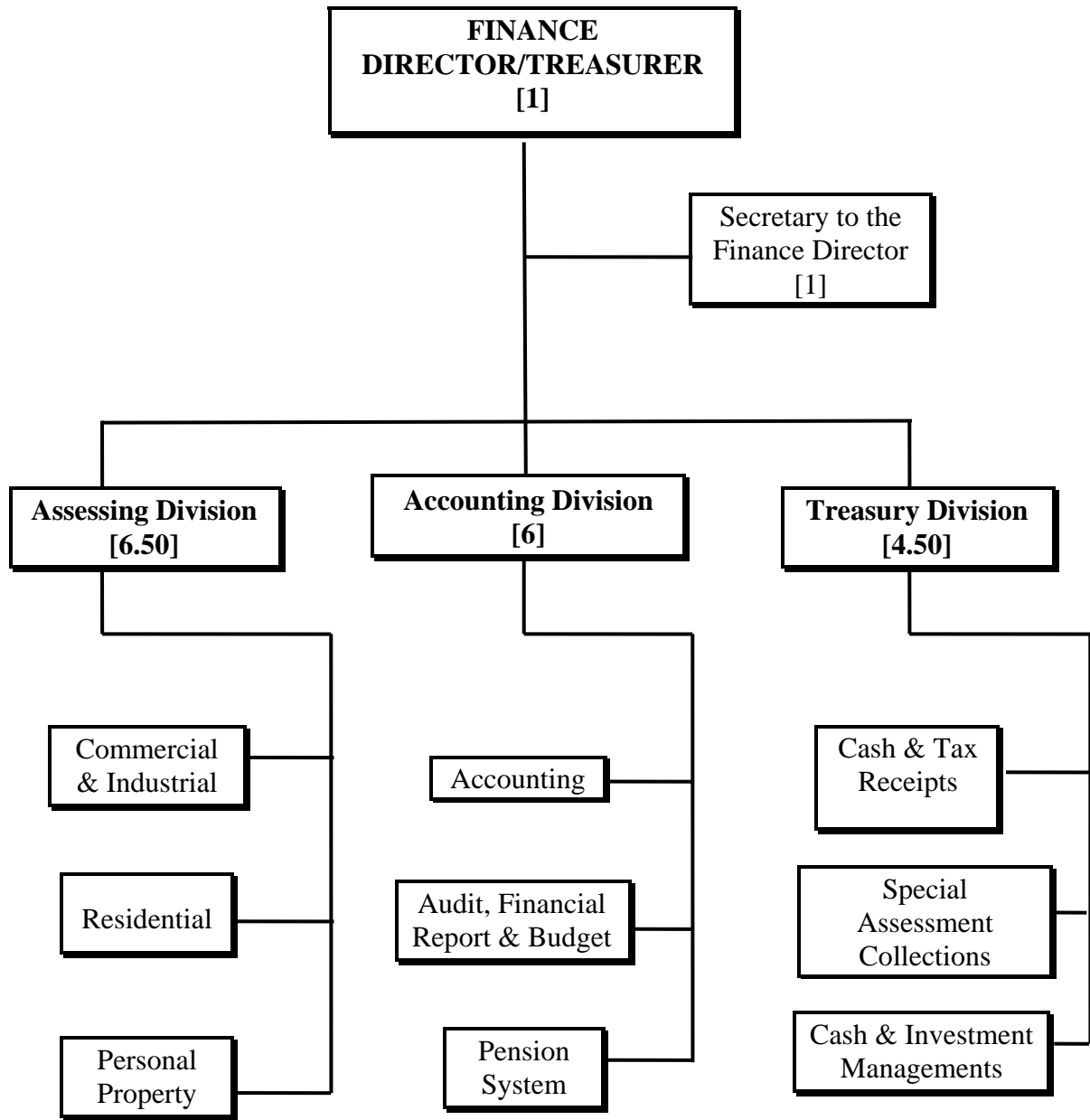
Professional & Contractual

Professional and contractual services for FY 2012/13 are \$5,067 or 3% more than the FY 2011/12 adopted budget, and \$9,832 or 6% more than the FY 2011/12 projected actual. The budget-to-budget increase is the result of an increased appropriation for contracted appraisal services. The decrease in the FY 11/12 year-end projection is due the expectation that the \$5,000 budgeted for contracted appraisal services will not be needed this year, but rather re-appropriated in FY 2012/13. All other accounts remain about the same.

Capital Outlay

Capital outlay FY 2012/13 is \$600 less than the FY 2011/12 adopted budget, and \$646 less than the FY 2011/12 projected actual. No operating capital items are being requested for FY 12/13.

FINANCE DEPARTMENT



Total Full Time Equivalent [19]

STAFFING LEVELS

Acct.	Title	Authorized		Requested	Authorized
		Positions	Positions	Positions	Positions
702		10/11	11/12	12/13	12/13
		Budget	Budget	Budget	Budget
202	ADMINISTRATIVE				
	Director/Treasurer	1	1	1	1
	Secretary to Finance Director	1	1	1	1
	ADMINISTRATIVE TOTAL	2	2	2	2
207	ACCOUNTING				
	Controller	1	1	1	1
	City/Pension Accountant	2	1	2	2
	Payroll Coordinator	1	1	1	1
	Accounting Technician	1	1	1	1
	Account Clerk II	1	1	1	1
	Total	6	5	6	6
	Part Time	0.87	0.63	0.00	0.00
	ACCOUNTING TOTAL	6.87	5.63	6.00	6.00
208	TREASURY				
	Deputy Treasurer	0	1	1	1
	Account Processing Supervisor	1	1	1	1
	Account Clerk II	1	1	1	1
	Account Clerk I	1	1	1	1
	Total	3	4	4	4
	Part Time	0.53	0.63	0.50	0.50
	TREASURY TOTAL	3.53	4.63	4.50	4.50
209	ASSESSING				
	City Assessor	1	1	1	1
	Assessor III	2	2	2	2
	Assessor II	1	1	1	2
	Assessor I	1	1	1	0
	Clerk Typist II	1	0	0	0
	Clerk Typist I	0	1	1	1
	Total	6	6	6	6
	Part Time	0.54	0.53	0.50	0.50
	ASSESSING TOTAL	6.54	6.53	6.50	6.50
FINANCE DEPARTMENT TOTAL		18.94	18.79	19.00	19.00

Finance Department

DEPARTMENT NUMBER: 202 - ADMINISTRATION

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(700)	COST REIMBURSEMENT						
736	Pension Reimbursement	(62,200)	(20,625)	0	0	0	0
	Category Total						
(702)	SALARIES & WAGES						
010	Administrative Salaries	154,972	146,888	144,163	162,309	162,027	162,027
011	Accounting Salaries	405,033	267,756	0	0	0	0
012	Treasury Salaries	198,317	169,093	0	0	0	0
038	Part-time	48,328	48,325	0	0	0	0
106	Sick & Vacation	143,491	15,769	0	0	0	0
112	Overtime	10,704	5,622	0	4	0	0
200	Social Security	75,250	50,728	11,246	12,732	12,711	12,711
250	Blue Cross/Optical/Dental	152,472	118,438	13,103	13,062	12,379	12,379
275	Life Insurance	2,360	1,434	874	1,013	988	988
300	Pension - DC	26,666	21,734	11,070	12,554	12,546	12,546
305	Pension - DB	125,173	157,336	10,802	12,002	12,852	12,852
308	Post Retirement Healthcare	0	0	6,693	7,437	8,706	8,706
325	Longevity	32,046	14,481	3,713	4,126	4,125	4,125
350	Worker's Compensation	1,745	1,647	377	300	305	305
	Allocate to Water fund				(11,277)	(11,332)	(11,332)
	Allocate to Sewer fund				(11,277)	(11,332)	(11,332)
	Category Total	1,376,557	1,019,251	202,041	202,985	203,975	203,975
(740)	OPERATING SUPPLIES						
002	Books & Subscriptions	1,455	955	415	0	0	0
008	Supplies	10,196	9,214	1,027	2,210	2,200	2,200
041	Over & Short	(32)	44	0	0	0	0
	Category Total	11,619	10,213	1,442	2,210	2,200	2,200
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	283	1,524	1,610	1,070	1,825	1,825
002	Memberships & Licenses	2,368	1,618	1,045	1,035	865	865
004	Consultants	0	2,580	1,000	1,105	1,025	1,025
005	Fleet Insurance	0	0	840	840	840	840
013	Education & Training	4,074	951	500	30	0	0
021	Audit Services	64,355	56,640	0	0	0	0
024	Printing Services	5,669	12,515	0	22	0	0
041	Auto Allowance	3,410	3,000	3,600	3,600	3,600	3,600
042	Mileage Reimbursement	155	173	0	43	50	50
500	Banking Service	0	49,761	0	0	0	0
	Category Total	80,314	128,762	8,595	7,745	8,205	8,205
(970)	CAPITAL OUTLAY						
001	Office Furniture	0	152	300	346	0	0
002	Office Equipment	0	0	0	0	0	0
	Category Total	0	152	300	346	0	0
FINANCE - ADMIN. TOTAL		1,406,290	1,137,753	212,378	213,286	214,380	214,380

Finance Department

DEPARTMENT NUMBER: 207 - ACCOUNTING

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702)	SALARIES & WAGES						
010	Accounting Salaries	0	0	261,457	298,900	322,378	322,378
106	Sick & Vacation	0	0	5,718	6,244	6,228	6,228
112	Overtime	0	0	3,800	3,939	4,187	4,187
200	Social Security	0	0	21,366	24,246	26,079	26,079
250	Blue Cross/Optical/Dental	0	0	69,994	66,097	60,469	60,469
275	Life Insurance	0	0	605	700	714	714
300	Pension - DC	0	0	0	8,843	11,820	11,820
305	Pension - DB	0	0	58,721	61,812	55,911	55,911
308	Post Retirement Healthcare	0	0	36,386	38,301	37,875	37,875
325	Longevity	0	0	8,313	7,859	8,103	8,103
350	Worker's Compensation	0	0	652	549	581	581
	Allocate to Water fund			0	(12,356)	(12,250)	(12,250)
	Allocate to Sewer fund			0	(12,356)	(12,250)	(12,250)
	Allocate to Pension fund			0	(23,022)	(44,335)	(44,335)
	Category Total	0	0	467,012	469,756	465,509	465,509
(740)	OPERATING SUPPLIES						
002	Books & Subscriptions	0	0	580	557	590	590
008	Supplies	0	0	2,018	3,000	2,730	2,730
041	Over & Short	0	0	0	0	0	0
	Category Total	0	0	2,598	3,557	3,320	3,320
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	0	0	1,080	1,080	1,166	1,166
002	Memberships & Licenses	0	0	535	545	720	720
004	Consultants	0	0	0	550	0	0
005	Fleet Insurance	0	0	0	0	0	0
013	Education & Training	0	0	2,100	1,530	2,075	2,075
021	Audit Services	0	0	67,300	67,300	67,300	67,300
024	Printing Services	0	0	1,250	2,846	2,050	2,050
041	Auto Allowance	0	0	0	0	0	0
042	Mileage Reimbursement	0	0	350	327	500	500
500	Banking Service Fee	0	0	0	403	0	0
	Category Total	0	0	72,615	74,581	73,811	73,811
FINANCE - ACCOUNTING		0	0	542,225	547,894	542,640	542,640
TOTAL							

Finance Department

DEPARTMENT NUMBER: 208 - TREASURY

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702)	SALARIES & WAGES						
010	Treasury Salaries	0	0	193,048	189,134	190,177	190,177
038	Part-time Salary	0	0	19,617	13,116	15,392	15,392
106	Sick & Vacation	0	0	4,640	4,640	1,016	1,016
112	Overtime	0	0	2,500	2,500	2,500	2,500
200	Social Security	0	0	17,048	16,237	16,245	16,245
250	Blue Cross/Optical/Dental	0	0	52,446	30,000	30,558	30,558
275	Life Insurance	0	0	503	480	503	503
300	Pension - DC	0	0	13,170	13,010	12,899	12,899
305	Pension - DB	0	0	20,439	20,439	21,793	21,793
308	Post Retirement Healthcare	0	0	12,665	12,665	14,763	14,763
325	Longevity	0	0	3,036	2,853	3,251	3,251
350	Worker's Compensation	0	0	558	371	377	377
	Category Total	0	0	339,670	305,445	309,474	309,474
(740)	OPERATING SUPPLIES						
002	Books & Subscriptions	0	0	298	298	300	300
008	Supplies	0	0	3,756	1,700	2,000	2,000
041	Over & Short	0	0	0	0	0	0
	Category Total	0	0	4,054	1,998	2,300	2,300
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	0	0	1,800	1,827	1,750	1,750
002	Memberships & Licenses	0	0	70	100	333	333
004	Consultants	0	0	0	0	0	0
005	Fleet Insurance	0	0	0	0	0	0
013	Education & Training	0	0	740	0	740	740
021	Audit Services	0	0	0	0	0	0
024	Printing Services	0	0	8,600	8,600	8,600	8,600
041	Auto Allowance	0	0	0	0	0	0
042	Mileage Reimbursement	0	0	200	100	150	150
500	Bank Service Fees	0	0	53,763	53,763	53,763	53,763
	Category Total	0	0	65,173	64,390	65,336	65,336
(970)	CAPITAL OUTLAY						
001	Office Furniture	0	0	300	300	0	0
002	Office Equipment	0	0	0	0	0	0
	Category Total	0	0	300	300	0	0
FINANCE - TREASURY TOTAL		0	0	409,197	372,133	377,110	377,110

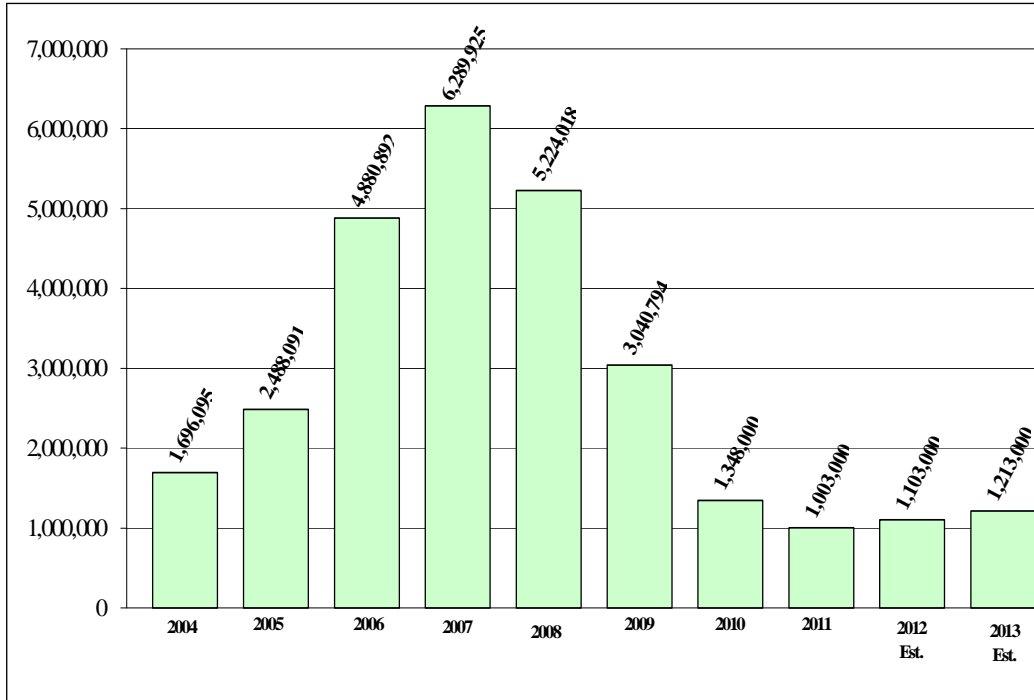
Finance Department

DEPARTMENT NUMBER: 209 - ASSESSING

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702)	SALARIES & WAGES						
010	Administrative & Clerical	457,426	348,007	367,962	366,629	379,853	379,853
038	Part-time	31,753	24,526	17,226	16,651	16,120	16,120
106	Sick & Vacation	58,620	2,531	1,925	1,923	1,923	1,923
112	Overtime	1,418	937	2,200	1,000	1,400	1,400
200	Social Security	43,550	28,440	29,040	30,120	31,168	31,168
250	Blue Cross/Optical/Dental	87,783	74,694	88,892	67,000	68,111	68,111
275	Life Insurance	1,094	748	762	755	762	762
300	Pension - DC	14,738	25,029	28,391	27,815	28,812	28,812
305	Pension - DB	88,905	83,957	32,737	32,738	35,161	35,161
308	Post Retirement Healthcare	0	0	20,285	20,286	23,819	23,819
325	Longevity	19,582	6,109	7,510	7,518	8,142	8,142
350	Worker's Compensation	2,509	2,165	2,146	1,616	1,716	1,716
	Category Total	807,378	597,143	599,076	574,051	596,987	596,987
(740)	OPERATING SUPPLIES						
001	Gas & Oil	2,068	669	1,000	643	680	680
002	Books & Subscriptions	298	553	235	235	235	235
008	Supplies	2,742	1,180	3,500	2,500	2,500	2,500
	Category Total	5,108	2,402	4,735	3,378	3,415	3,415
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	2,663	457	1,000	952	1,000	1,000
002	Memberships & Licenses	1,770	1,120	1,325	1,275	1,725	1,725
005	Fleet Insurance	4,980	4,040	2,400	2,400	1,098	1,098
006	Vehicle Maintenance	511	238	600	600	600	600
009	Consultants	7,000	4,250	5,000	0	10,000	10,000
013	Education & Training	2,595	3,115	2,600	2,600	2,600	2,600
024	Printing Services	3,463	22	4,500	4,500	4,500	4,500
041	Vehicle Allowance	2,100	0	0	0	0	0
	Category Total	25,082	13,242	17,425	12,327	21,523	21,523
FINANCE - ASSESSING TOTAL		837,568	612,787	621,236	589,756	621,925	621,925
TOTAL FINANCE DEPARTMENT		2,243,858	1,750,540	1,785,036	1,723,069	1,756,055	1,756,055

KEY DEPARTMENTAL TRENDS

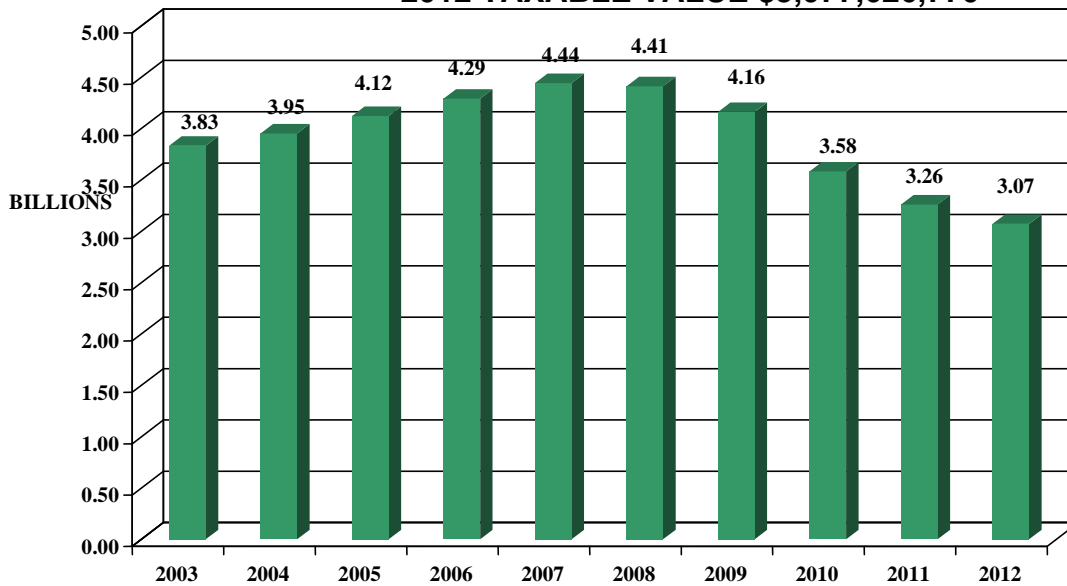
Total Interest Income at June 30th



TAXABLE VALUE HISTORY

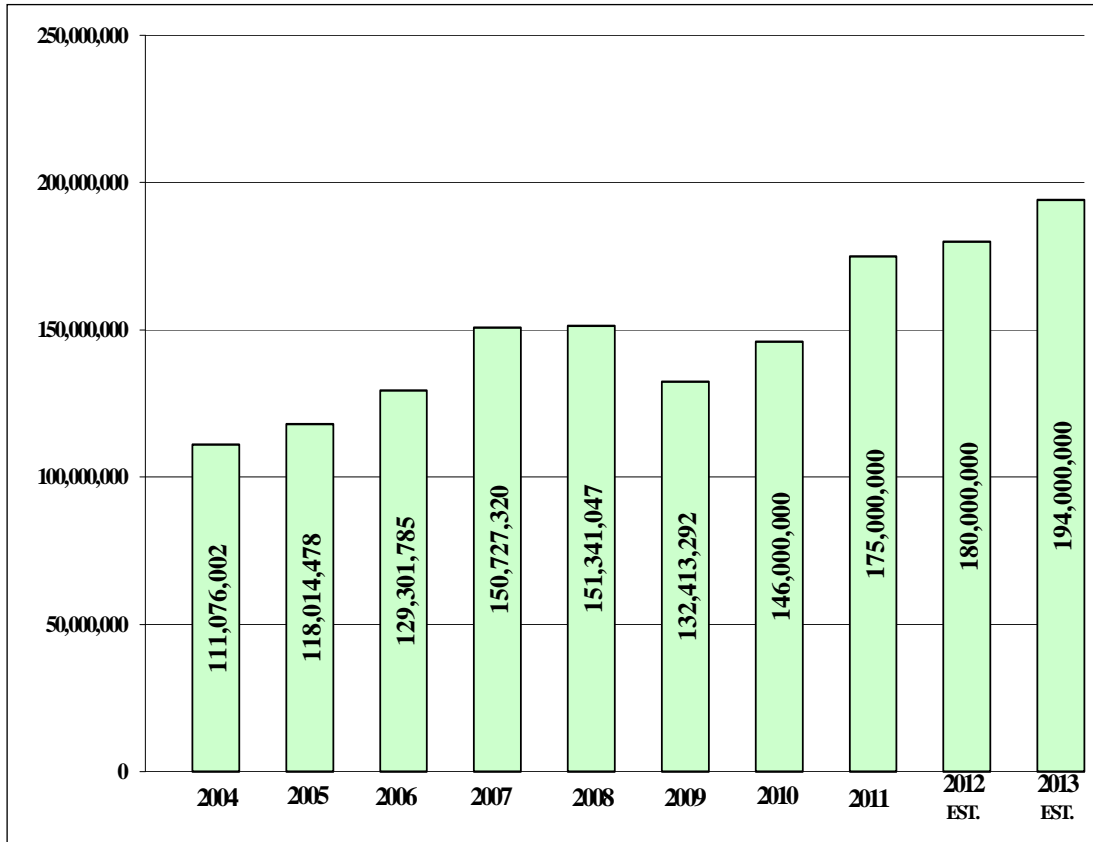
2003-2012

2012 TAXABLE VALUE \$3,077,626,770*



*Less Renaissance Zone.

Retirement System Assets at Market Value at June 30th



CORPORATION COUNSEL

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

Legal Services are provided through a contract with a private firm. Legal services include acting as legal advisor to the City Council, Boards and Commissions, and City Staff; preparing all legal documents; preparing for enactment all additions and amendments to the City 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 establish legal procedures, guidelines and standards in support of the City Council and City Administration’s missions and goals. (1-14)
- To identify key legal priorities of the City. (2)
- To advise and counsel the City regarding developing state and federal legislation, as well as recent court decisions. (7)
- To assist the City Council and other Boards and Commissions regarding legal issues that may arise at meetings. (2,7)

PERFORMANCE OBJECTIVES

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

DEPARTMENT NUMBER: 210

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(801) PROFESSIONAL & CONTRACTUAL							
008	Legal Retainer	170,330	170,330	170,330	170,330	170,330	170,330
009	Prosecution	303,719	280,710	285,000	264,300	283,000	283,000
010	Court Defense (Litigation/MTT)	74,726	109,082	83,000	92,000	92,000	92,000
011	Labor Relations	86,919	21,617	48,000	48,000	52,000	52,000
070	Miscellaneous Expense	0	361	0	500	500	500
071	Special Projects	0	2,489	0	0	0	0
DEPARTMENT TOTAL		635,694	584,589	586,330	575,130	597,830	597,830

CITY CLERK

MISSION STATEMENT:

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

The City Clerk's Office is responsible for many diverse functions and serves as the main information office of the City. The City Clerk attends and records all meetings of the City Council. A summary report of Council's actions is then prepared and distributed to City staff and the public. The City Clerk also prepares the tentative and final City Council meeting agendas and electronic information packets with the assistance of the City Manager. All public hearing notices are posted and submitted for publishing by the City Clerk's office. Additional responsibilities 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 functions as Secretary to the City Council and Building and Hospital Authorities and provides direct recording secretarial services to the Planning Commission and Zoning Board of Appeals; and support clerical services for agendas and minutes for the Arts Commission, Beautification Commission, Commission on Children, Youth and Families, Commission for Energy and Environmental Sustainability, Economic Development Corporation, Emergency Preparedness Commission, Historic District Commission, Historical Commission, Mayor's Youth Council, Parks & Recreation Commission and various Ad-Hoc Commissions and Committees.

During the FY 2012/13 budget two elections will be conducted - the Primary Election to be held August 7, 2012 and the General Presidential Election scheduled for November 6, 2012.

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

GOALS

- Merge to document management and create a simplified filing system within the City's laser fiche system to streamline daily work and sharing of information with other departments. (2)
- Update city ordinances pertinent to the department. (2)
- Implementation of a new state-wide Birth Registry System (BRS) that will allow the City to receive and file birth certificates electronically. (2)
- Streamline various tasks related to administering Elections. (2,8)
- Implementation of new state-wide Electronic Death Registry System (EDRS) that will allow the city to receive and file death certificates electronically. (2)
- Work with the State on enhancements to the state-wide voter registration system (QVF) for use with scheduling Election Inspectors and reporting features. (2,9)
- Work with legislators on legislation changes to assist in better Election Management, such as no-reason absentee voting, filing deadlines, etc. (1,2,4)

PERFORMANCE OBJECTIVES

- Provide appropriate training and education to staff to maintain excellent customer service.
- Provide agendas, minutes and all documents within the time frame required by law.
- Provide updated City Clerk Department information on the City’s website.
- Update and accurately maintain the city’s voter registration system.
- Update and maintain the permanent absent voter list.
- Update and maintain the City Code of Ordinances.
- Maintain accurate counts and documentation of all birth and death records filed with the city.
- Manage city documents in the laser fiche system to limit paper usage and maintain records according to the approved records retention schedules.
- Train and educate staff with regard to new Election laws and develop appropriate methods for implementation of these laws.
- Conduct the Primary Election to be held August 7, 2012 and the General Presidential Election to be held November 6, 2012 in a thorough and efficient manner

	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
Service Levels	Birth Records Processed	895	931	989
	Death Records Processed	998	1,018	1,049
	Voter Registration Records Processed	5,297	4,564	6,450
	Passports Processed	148	*	*
	Sets of City Council Minutes(includes study sessions, special meetings) prepared	45	50	50
	Sets of Planning Commission Minutes prepared	22	18	18
	Sets of Zoning Board of Appeals Minutes prepared	11	12	12
	Agendas & Minutes posted and filed for other various board/commission and committees	257	247	287
	Absentee Ballots Issued	17,472	15,195	24,900
	Council Agendas/Packets Prepared	22	22	22
	No. of Elections Conducted	2	2	2
	No. of Public Notices Published	109	126	126
	No. of Documents Recorded	79	100	110
	No. of Permits Issued- Special Events, Temporary Outdoor Sales, Massage Businesses, Massage Therapist, Home Daycare, Peddler/Solicitor	106	130	135

*Passport processing was transferred to the Finance Department as of April 1, 2011.

SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

SALARIES AND WAGES

010 – Administrative & Clerical: The budget requested reflects several staffing changes within the City Clerk’s Office including a full-time City Clerk, the elimination of one Secretarial position (EDC/Recording Secretary) and the hiring of our part-time Information Clerk to full-time Clerk Typist I.

038 – Part-Time: The budget is significantly reduced as the 2011/12 budget was based on a part-time City Clerk and included salary for our part-time Information Clerk who has been promoted to a full-time Clerk Typist I.

039 – Election Workers: The funding requested reflects the amount required to balance our budget, however, additional funding is requested for this account in the amount of \$87,023.00 in order to adequately administer the August Primary Election and November Presidential Election in 2012.

106 – Sick & Vacation: Reflects anticipated vacation cash out for staff allowed for under contract.

112 – Overtime: Based on two Elections – the August Primary and November Presidential Elections for 2012. No additional overtime is expected as all recording secretarial positions eligible for overtime have been eliminated and those duties are now handled on a contractual basis.

OPERATING SUPPLIES:

001 – Gas & Oil: Account is based on a full time City Clerk allowance for fuel.

012 – Election Supplies: Account is reduced even though we have two large Elections this fiscal year as some supplies had to be ordered from the 2011/12 budget in order to receive prior to July 1, 2012 and in order to take advantage of lower costs through ordering bulk quantities.

PROFESSIONAL & CONTRACTUAL:

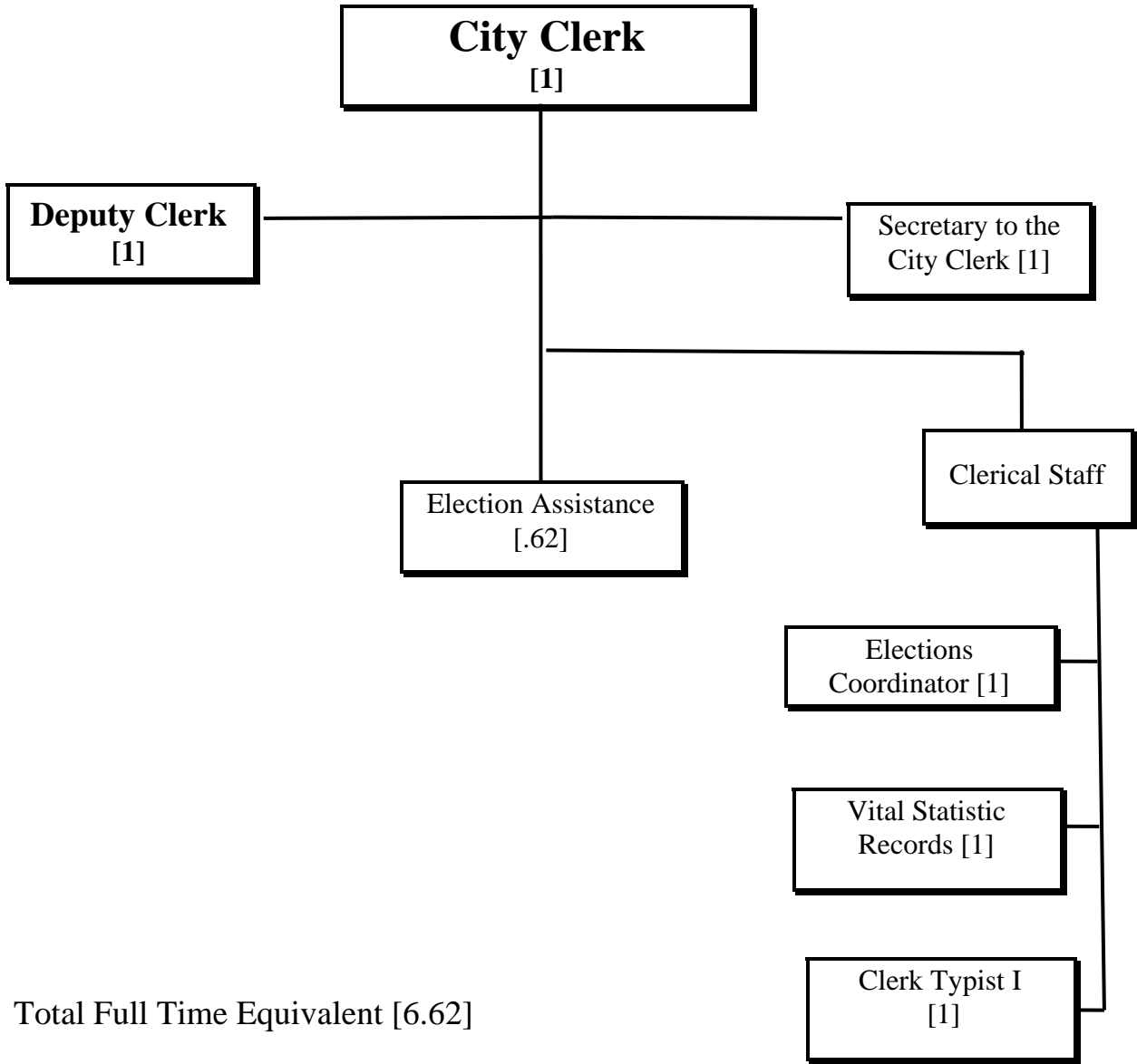
001 & 003 – Conferences & Workshops/ Education & Training: These accounts are slightly increased in order to allow for both the City Clerk and Deputy City Clerk to take advantage of continuing education through master classes offered each year in March and at the State Conferences. Every effort will be made to reduce costs when possible – carpooling, sharing of rooms, etc.

004 – Consultants: Reflects an increase due to the elimination of our recording secretary position that was responsible for our Planning Commission minutes. Those duties are now being handled on a contractual basis along with our Zoning Board of Appeals minutes from this account.

024 – Printing Services: This account is reduced as printing services for the August and November 2012 Elections were budgeted in 2011/12 as they were required services prior to July 1, 2012. The 2011/12 budget also reflected printing of all new Voter ID cards with the anticipated redistricting.

041 – Auto Allowance: This account was added with the hiring of a full time City Clerk as part of the benefit package.

CITY CLERK



Total Full Time Equivalent [6.62]

STAFFING LEVELS

Acct. 215	Title	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
(010) Administrative and Clerical					
	City Clerk	0	0	1	1
	Deputy Clerk	1	1	1	1
	Secretary to the Clerk	1	1	1	1
	Clerk Typist I	1	1	1	1
	Clerk Typist II	1	1	1	1
	Election Coordinator	1	1	1	1
	Total	5	5	6	6
(038) Part Time (FTE)					
	Part Time City Clerk & Election Help	1.84	1.36	0.62	0.62
	Total	1.84	1.36	0.62	0.62
Department Total		6.84	6.36	6.62	6.62

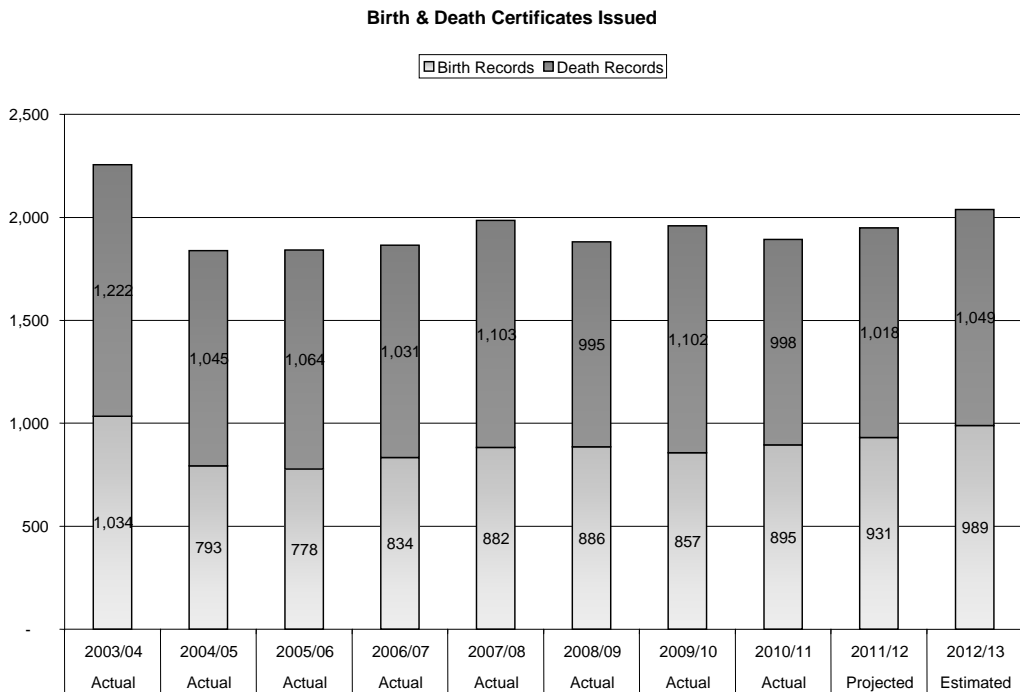
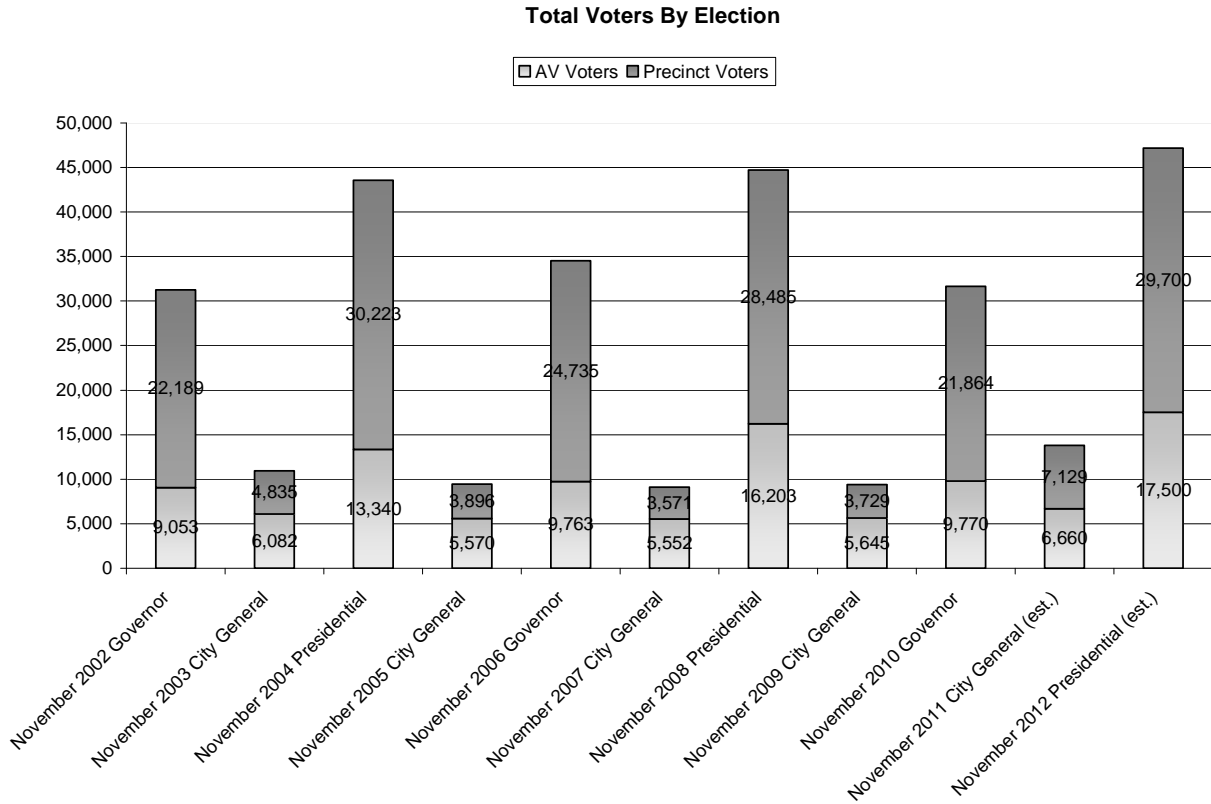
DEPARTMENT NUMBER: 215

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702) SALARIES & WAGES							
010	Administrative & Clerical	380,283	223,393	224,385	301,800	329,471	329,471
038	Part-time	46,680	75,575	79,641	13,625	16,640	16,640
039	Election Workers	21,545	71,838	56,060	56,060	87,960	87,960
106	Sick & Vacation	72,886	0	0	13,787	715	715
112	Overtime	3,764	15,523	11,923	6,500	8,000	8,000
200	Social Security	38,707	22,306	26,740	27,305	28,663	28,663
250	Blue Cross/Optical/Dental	48,878	50,169	58,201	51,000	58,447	58,447
275	Life Insurance	1,505	729	750	1,150	1,420	1,420
300	Pension - DC	6,380	5,758	5,763	10,525	12,585	12,585
305	Pension - DB	79,421	94,818	46,596	46,596	56,224	56,224
308	Post Retirement Healthcare - DB	0	0	28,873	28,873	38,087	38,087
325	Longevity	22,655	11,527	12,489	15,940	15,407	15,407
350	Worker's Compensation	964	859	862	635	662	662
	Category Total	723,668	572,495	552,283	573,796	654,281	654,281

City Clerk

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(740)	OPERATING SUPPLIES						
001	Gas & Oil	1,097	0	0	400	1,200	1,200
002	Books & Subscriptions	298	318	50	0	0	0
008	Supplies	2,403	3,351	4,500	4,500	4,500	4,500
012	Election Supplies	19,048	14,536	29,965	20,000	13,150	13,150
013	Election Exp. Reimbursement	0	0	0	0	0	0
	Category Total	22,846	18,205	34,515	24,900	18,850	18,850
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	680	2,444	860	860	1,510	1,510
002	Memberships & Licenses	440	562	467	400	400	400
004	Consultants	10,343	1,851	5,000	7,500	10,000	10,000
005	Fleet Insurance	825	0	0	0	840	840
006	Vehicle Maintenance	602	0	0	5	0	0
007	Office Equip. Maintenance	918	6,452	16,165	10,400	11,146	11,146
012	Codification	2,464	5,111	3,500	3,500	3,500	3,500
013	Education & Training	515	553	500	823	1,000	1,000
014	Legal Notices	7,651	6,866	10,000	10,000	10,000	10,000
015	Election Site Rentals	1,085	2,470	2,670	2,470	2,670	2,670
024	Printing Services	3,789	394	11,600	11,600	5,000	5,000
041	Vehicle Allowance	0	0	0	3,600	3,600	3,600
078	Recording Fees	1,070	498	500	500	500	500
	Category Total	30,382	27,201	51,262	51,658	50,166	50,166
	DEPARTMENT TOTAL	776,896	617,901	638,060	650,354	723,297	723,297

KEY DEPARTMENTAL TRENDS



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

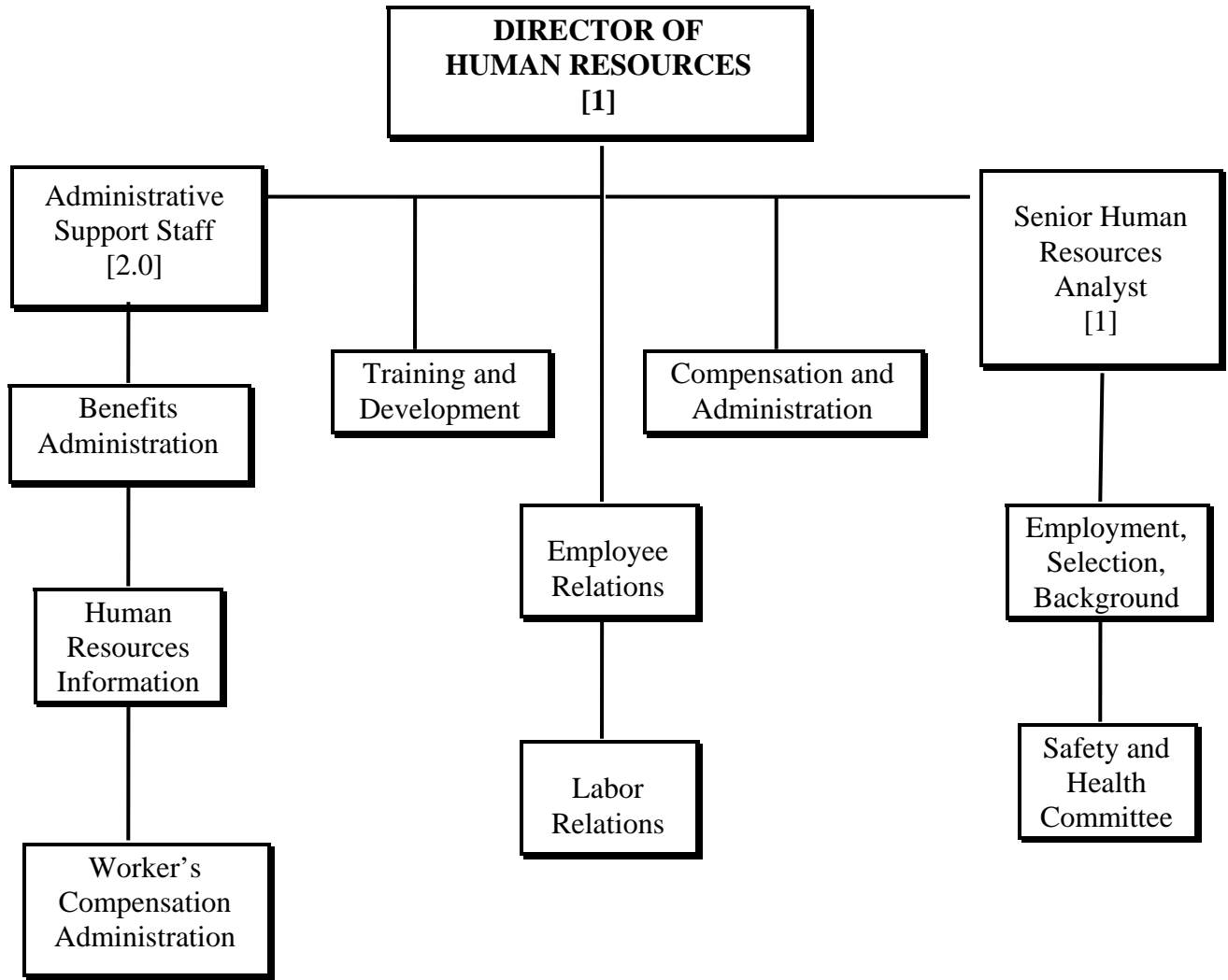
The number in parenthesis shows the link between the departmental goal and the City goals on page 9.

- To assist departments in cost saving measures through reorganization and management of personnel.(1,2)
- 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 for cost saving opportunities. (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

	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
Service Level	Full-time new hires	7	11	7
	Part-time/seasonal new hires	130	132	135
	Full-time terminations/Retirements	13	18	14
	Part-time/seasonal terminations	115	110	110
	Health Insurance Administration (including FT, COBRA and retirees)	523	515	525
	Applications received	745	800	700
	Payroll changes processed	400	380	400
	Occupational injuries or illnesses	50	48	46
	Drivers license checks processed	294	295	295
	Criminal checks processed	337	300	310
	Benefit changes processed	555	650	500
	Employee consultations	3,575	4,300	3,600
	Participation in Fit for Life Program	36%	36%	36%
Efficiency	Number of years awarded MML Lowest Modification Factor for Workers Compensation	17	18	19
	Average # work days to complete internal recruitment	22	20	19
	Average # work days to complete external recruitment	50	70	48
	% Labor grievances resolved before arbitration	88%	100%	90%
	Full-time employee turnover rate (excluding retirements)	2.2%	1.6%	2%
	% Minorities in Work Force	9.9%	10.5%	12%

HUMAN RESOURCES



**Total Full Time Equivalent
[4.0]**

Human Resources

STAFFING LEVELS

Acct.	226 Title or Position	Authorized		Requested	Authorized
		Positions	Positions	Positions	Positions
		10/11	11/12	12/13	12/13
		Budget	Budget	Budget	Budget
(010)	Administrative and Clerical				
	Director of Human Resources	1	1	1	1
	Senior Human Resources Analyst	1	1	1	1
	Secretary to the Director	1	1	1	1
	Human Resources Department Aide	1	1	1	1
		4	4	4	4
(038)	Part Time (FTE)	0	0	0	0
	DEPARTMENT TOTAL	4	4	4	4

DEPARTMENT NUMBER: 226

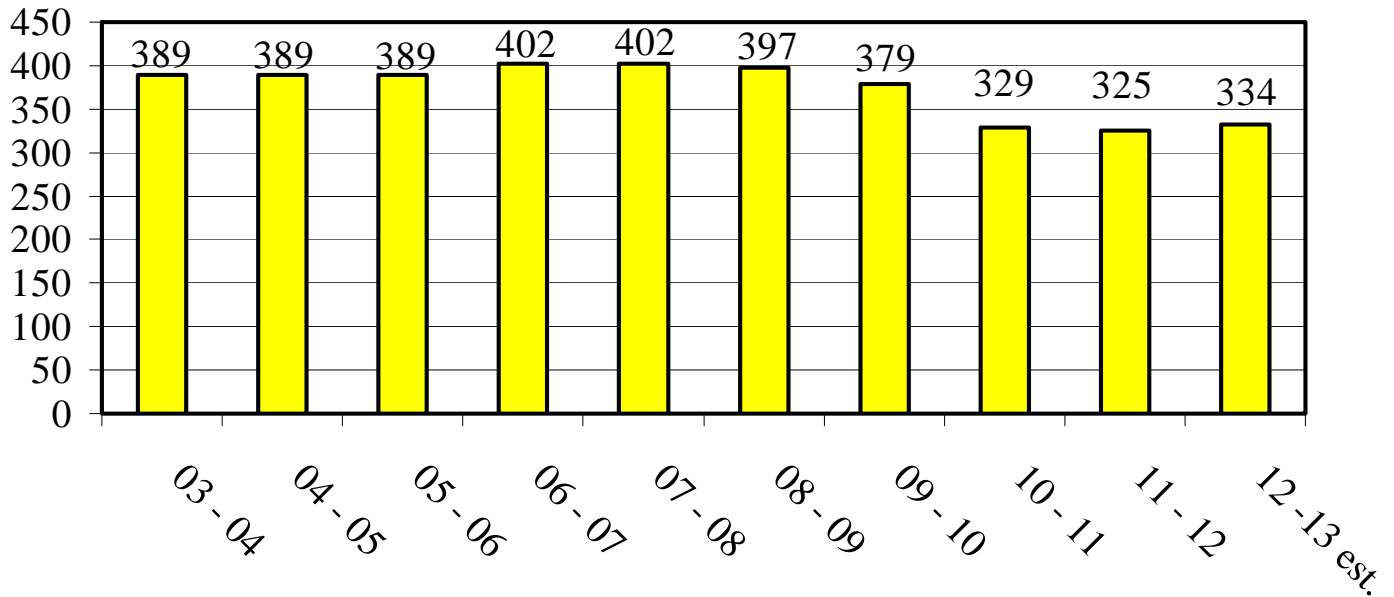
Acct.		2009/10	2010/11	2011/12	2011/12	2012/13	2012/13
No.	Category and Line Item	Actual	Actual	Budgeted	Estimated	Proposed	Adopted
(702)	SALARIES & WAGES						
010	Administrative Salaries	270,255	270,083	270,083	207,287	253,957	253,957
038	Part-time	0	0	0	1,000	0	0
106	Sick & Vacation	2,579	1,839	3,162	27,795	3,079	3,079
112	Overtime	0	0	0	500	0	0
200	Social Security	20,694	20,757	21,253	18,865	20,534	20,534
250	Blue Cross/Optical/Dental	39,094	37,724	44,600	34,100	46,327	46,327
275	Life Insurance	1,632	1,442	1,462	890	1,377	1,377
300	Pension - DC	0	0	0	2,685	16,498	16,498
305	Pension - DB	58,383	69,699	60,366	60,366	38,294	38,294
308	Post Retirement Healthcare	0	0	37,405	37,405	25,940	25,940
325	Longevity	9,649	11,040	11,069	9,966	6,949	6,949
350	Worker's Compensation	504	716	717	425	464	464
	Category Total	402,790	413,300	450,117	401,284	413,419	413,419
(740)	OPERATING SUPPLIES						
001	Gas & Oil	127	0	0	150	750	750
002	Books & Subscriptions	0	15	0	0	0	0
003	Personnel Testing	944	0	170	120	170	170
004	Personnel Advertising	633	1,058	900	3,552	3,500	3,500
008	Supplies	1,035	1,087	800	750	800	800
	Category Total	2,739	2,160	1,870	4,572	5,220	5,220

Human Resources

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	853	201	1,515	510	1,140	1,140
002	Memberships & Licenses	695	715	555	555	555	555
004	Consultants/CDL	2,107	1,715	2,115	2,115	2,115	2,115
005	Fleet Insurance	825	800	800	800	840	840
013	Education & Training	3,465	0	5,000	4,000	5,000	5,000
024	Printing Services	0	0	0	0	0	0
025	Safety & Health Committee	810	880	1,350	1,060	1,350	1,350
026	Physical Exams	1,425	2,576	1,200	1,390	1,426	1,426
041	Auto Allowance	3,600	3,600	3,600	1,800	3,600	3,600
	Category Total	13,780	10,487	16,135	12,230	16,026	16,026
DEPARTMENT TOTAL		419,309	425,947	468,122	418,086	434,665	434,665

KEY DEPARTMENTAL TRENDS

FULL-TIME EMPLOYEES



CENTRAL SERVICES

MISSION STATEMENT:

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

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

GOALS

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

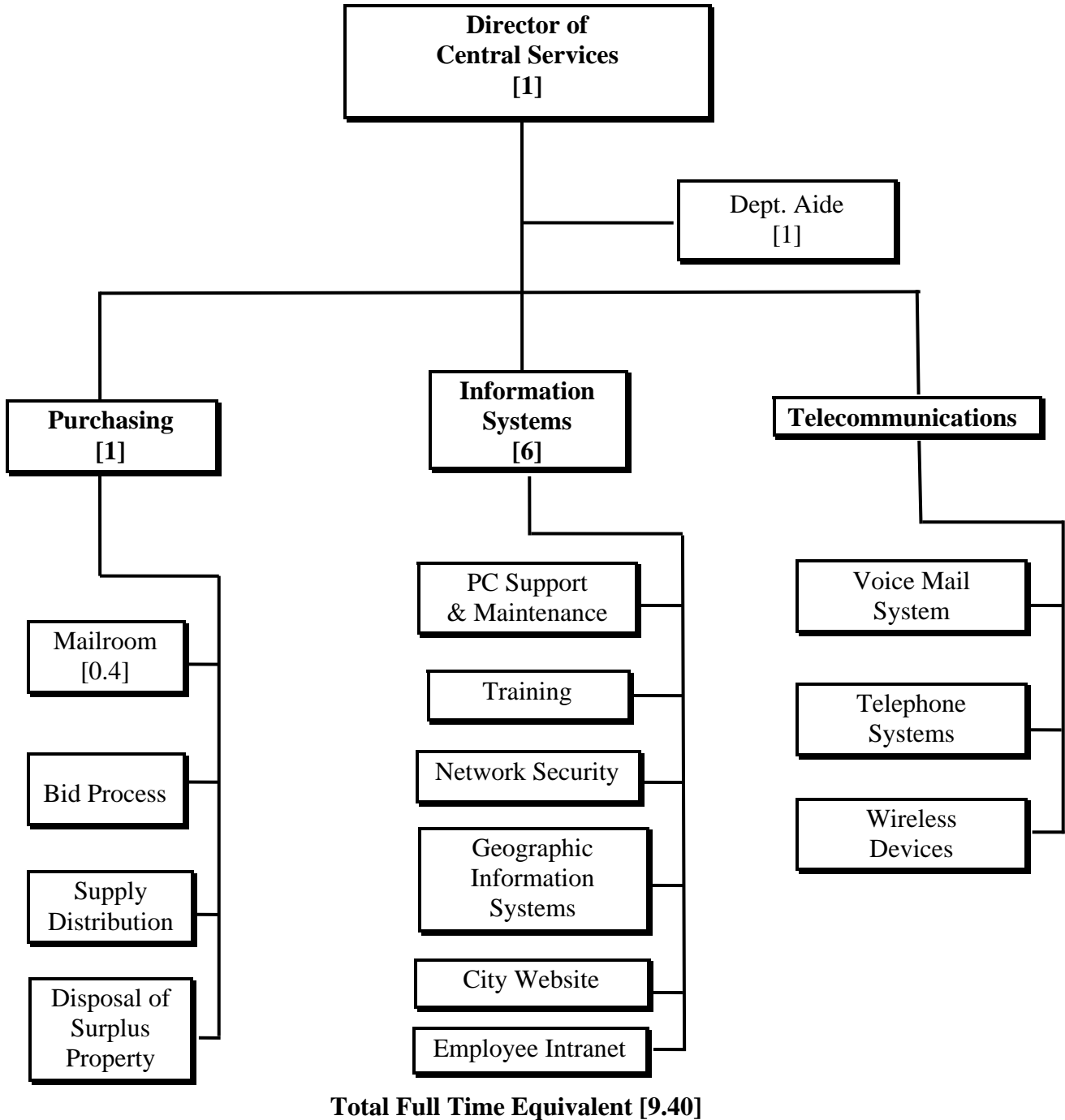
- Streamline routine work-flow with the use of technology. (2,8)
- Maintain a stable, reliable and efficient computer network. (2,8)
- Provide software training opportunities for employees. (2,8)
- Replace obsolete and ineffective technology equipment prior to it becoming a support problem. (2)
- Promote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

PERFORMANCE OBJECTIVES

- Maintain services at existing levels.
- 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 and to disseminate information about the City.
- Expand the use of the employee intranet.
- Implement pro-active contracts with multi year renewal options.
- Eliminate redundancy of information maintenance and promote information sharing.
- Expand and promote cooperative purchasing.
- Support and maintain network to provide uninterrupted work for staff.
- Encourage and promote the use of existing software systems to their fullest capacity.

	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
Service Level	Software Systems Supported	208	212	213
	Software Training Classes Provided	0	15	15
	Computer Hardware Supported (PC's)	380	370	365
	Network Printers	75	77	80
	Desktop Printers	27	30	30
	Portable PC's Supported	38	35	35
	Servers Maintained	27	30	30
	Scanners	8	6	4
	Smart phone devices	37	40	45
	Sealed Bids/RFP's Issued	46	54	56
	MITN e-Procurement members	87	92	95
	City Manager Reports	62	65	66
	Purchase Orders Issued	497	520	530
	Total Amount Purchased	\$9,453,549	\$9,508,167	\$10,023,000
	Outbound U.S. Mail Processed	66,681	74,236	87,000
	Bulk Mailings	68	62	70
	Purchasing Net Aggregate Savings	\$319,660	\$427,842	\$455,000
	Total Dollars purchased with p-card	\$570,535	\$584,323	\$601,850
	Total number of p-card transactions	3,935	4,030	4,150
	Total sold through MITN auction	\$191,782	\$197,536	\$203,462
Number of items sold through MITN auction	250	258	262	
Ratio of FTE's to PC's	.85 : 1	.86 : 1	.89 : 1	
Efficiency	Average Amount of Purchase Order	\$19,021	\$18,284	\$18,911
	Savings per \$1 expended	\$.034	\$.045	\$.045
	Average p-card transaction	\$144.88	\$144.99	\$145.02

CENTRAL SERVICES



STAFFING LEVELS

Acct. 250	Title	Authorized Positions		Requested Positions	Authorized Positions
		FY 2010/11 Budget	FY 2011/12 Budget	FY 2012/13 Budget	FY 2012/13 Budget
(010) Administrative and Clerical					
	Director of Central Services	1	1	1	1
	Senior Buyer	1	1	1	1
	Manager of Information Technology	1	1	1	1
	Information Systems Analyst II	3	3	3	3
	Information Systems Analyst I	1	1	1	1
	GIS Technician	1	1	1	1
	Aide	1	1	1	1
		<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>
(038) Part Time (FTE)					
	Part time help	0.40	0.26	0.40	0.40
	Total	<u>0.40</u>	<u>0.26</u>	<u>0.40</u>	<u>0.40</u>
Department Total		<u>9.40</u>	<u>9.26</u>	<u>9.40</u>	<u>9.40</u>

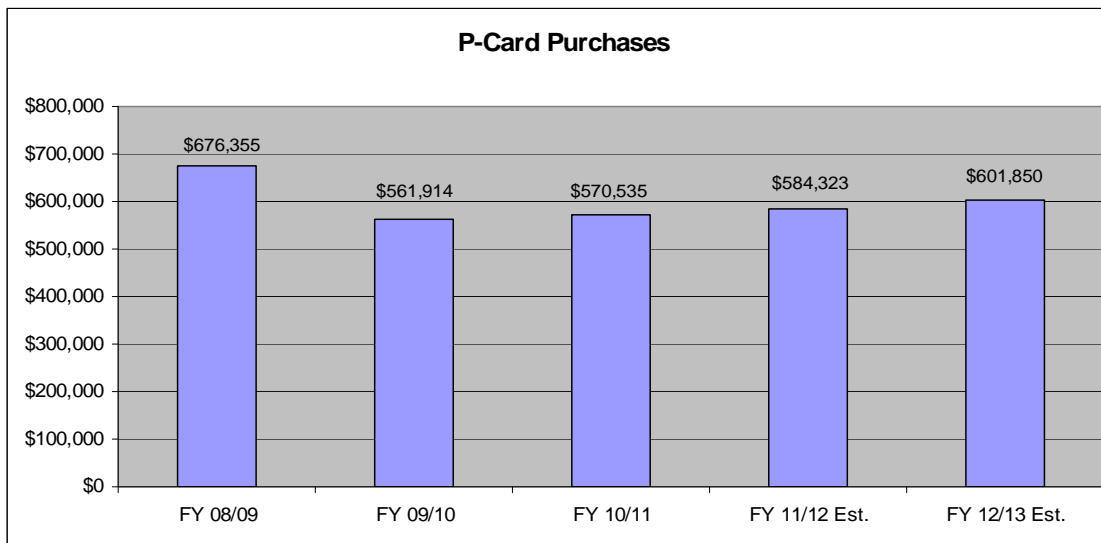
DEPARTMENT NUMBER: 250

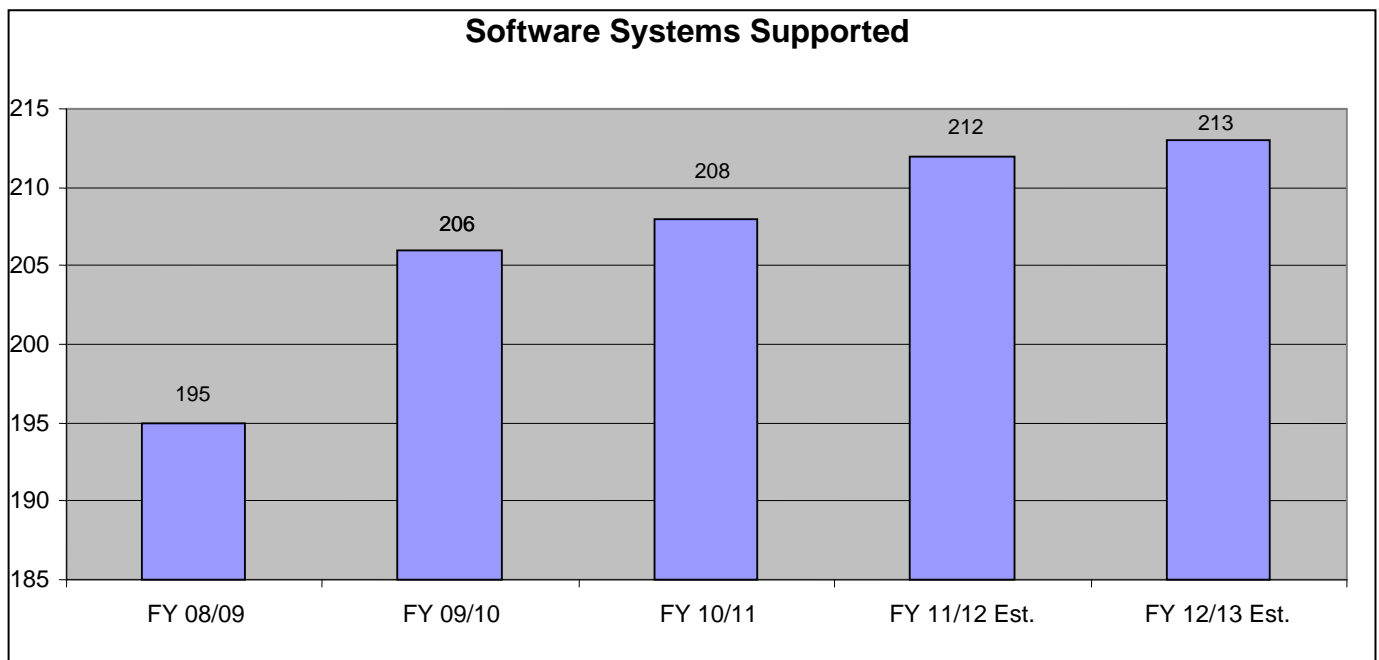
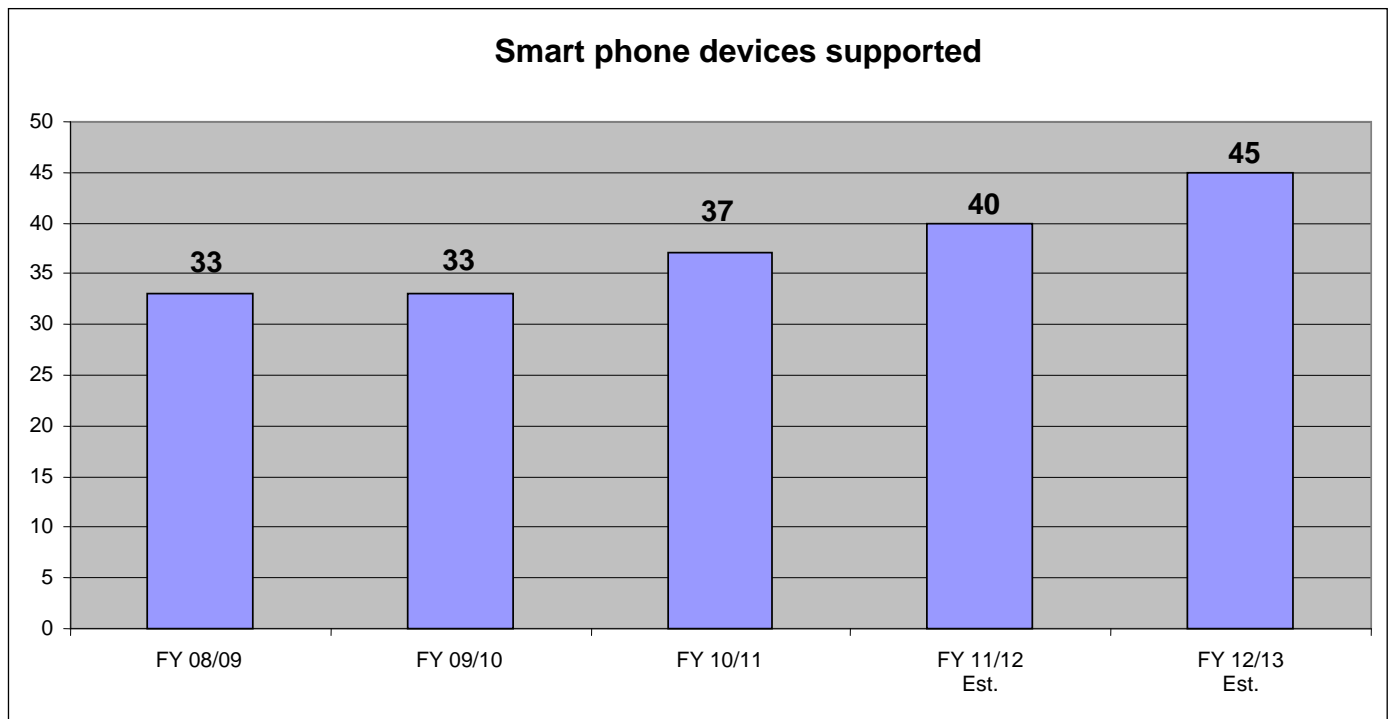
Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702) SALARIES & WAGES							
010	Administrative Salaries	636,710	638,472	637,915	637,915	635,470	635,470
038	Part-time	5,716	6,467	6,012	7,300	9,150	9,150
106	Sick & Vacation	1,912	27,080	12,500	10,750	14,500	14,500
112	Overtime	2,645	0	0	0	0	0
200	Social Security	49,284	50,326	51,173	49,920	51,855	51,855
250	Blue Cross/Optical/Dental	92,828	105,261	116,348	90,500	88,298	88,298
275	Life Insurance	3,138	2,797	2,819	2,819	2,819	2,819
300	Pension - DC	0	0	0	0	0	0
305	Pension - DB	136,693	162,608	142,034	142,034	152,724	152,724
308	Post Retirement Healthcare	0	0	88,010	88,010	103,457	103,457
325	Longevity	18,474	20,136	22,761	22,768	26,311	26,311
350	Worker's Compensation	1,193	1,702	1,675	1,200	1,198	1,198
	Category Total	<u>948,593</u>	<u>1,014,849</u>	<u>1,081,247</u>	<u>1,053,216</u>	<u>1,085,782</u>	<u>1,085,782</u>

Central Services

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(740)	OPERATING SUPPLIES						
001	Gas & Oil	1,710	2,533	3,210	3,100	3,210	3,210
002	Books & Subscriptions	59	59	60	60	60	60
008	Supplies	1,236	1,296	1,350	750	1,350	1,350
	Category Total	3,005	3,888	4,620	3,910	4,620	4,620
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	2,736	801	4,325	1,300	1,675	1,675
002	Memberships & Licenses	161,379	174,788	212,140	210,000	214,790	214,790
004	Consultants/Website Dev.	23,275	22,374	42,500	30,000	42,500	42,500
005	Fleet Insurance	825	825	825	825	840	840
006	Vehicle Maintenance	0	0	0	0	0	0
007	Office Equip. Maintenance	275	255	300	0	300	300
013	Education & Training	94	120	1,000	600	1,000	1,000
024	Printing Services	0	44	350	250	350	350
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
042	Mileage Reimbursement	12	0	0	0	0	0
	Category Total	192,196	202,807	265,040	246,575	265,055	265,055
DEPARTMENT TOTAL		1,143,794	1,221,544	1,350,907	1,303,701	1,355,457	1,355,457

KEY DEPARTMENTAL TRENDS





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.

DEPARTMENT NUMBER: 290

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(740)	OPERATING SUPPLIES						
001	Gas & Oil Pool Cars	4,554	7,629	8,025	11,494	11,900	11,900
008	Miscellaneous Expense	18,648	20,740	20,000	16,000	22,850	22,850
014	Copier Supplies	4,540	4,566	4,800	5,400	5,400	5,400
034	Publications for Resale	266	224	500	885	885	885
046	City-Wide Beautification	6,155	13,487	27,952	24,650	23,713	23,713
	Category Total	34,163	46,646	61,277	58,429	64,748	64,748
(801)	PROFESSIONAL & CONTRACTUAL						
003	Public Relations	35,028	26,044	33,500	28,000	30,000	30,000
004	Consultants	16,415	22,435	45,000	30,000	40,000	40,000
005	Fleet Insurance	9,900	8,800	8,800	8,800	3,660	3,660
006	Vehicle Maintenance	3,558	2,722	4,000	4,000	4,000	4,000
007	Office Equip. Maintenance	636	2,990	4,050	4,050	4,050	4,050
013	Education and Training	0	28	0	0	0	0
015	Copier Rental	27,318	27,350	41,278	41,000	40,473	40,473
016	Phone Expense	193,843	198,101	198,000	198,000	198,000	198,000
018	Postage & Machine Rental	127,934	84,932	130,000	111,000	120,000	120,000
019	Gen. Liability & Contents	776,443	755,375	772,500	750,000	772,000	772,000
020	Liability Claims Settlement	0	0	0	3,647	0	0
050	Overhead Lighting Utilities	132,018	178,120	173,001	150,000	175,000	175,000
082	Unemployment Compensation	113,130	102,231	60,000	74,000	96,787	96,787
083	Disability Funding	6,800	4,651	9,000	7,000	6,150	6,150

Support Services

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
084	Pest Abatement	19,126	14,157	3,000	250	3,000	3,000
085	Cobra Insurance	(22,013)	(773)	0	0	0	0
086	Health IBNR	215,000	(163,497)	158,400	158,400	158,400	158,400
087	Wellness Program	8,871	17,362	13,000	10,000	12,000	12,000
089	State Hlth. Insurance Claims Tax	0	0	0	25,000	50,000	50,000
998	Disaster Emergency Fund	0	1,827	3,000	0	3,000	3,000
999	Tax Tribunal Refunds	0	0	400,000	685,000	700,000	700,000
	Category Total	1,664,007	1,282,855	2,056,529	2,288,147	2,416,520	2,416,520
(970)	CAPITAL OUTLAY						
055	Land Acquisition	0	0	0	1,850	0	0
	Category Total	0	0	0	1,850	0	0
	DEPARTMENT TOTAL	1,698,170	1,329,501	2,117,806	2,348,426	2,481,268	2,481,268

This Department's operations are partially supported by a \$54,000 Reimbursement for Overhead Street Lighting from various affected subdivisions and properties.

INTERFUND TRANSFERS

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

The Interfund Transfer function provides budget appropriations for the City's General Fund contributions to the General Debt Service Fund for existing debt issues, the Capital Improvement Fund for various capital improvements, and for the Corridor Improvement Authority.

DEPARTMENT NUMBER: 299

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(801)	PROFESSIONAL & CONTRACTUAL						
	TRANSFERS FROM OPERATING BUDGET						
203	To Local Road Construction	57,535	109,377	0	0	0	0
242	To Corridor Improvement Authority Fund	0	0	0	0	30,000	30,000
301	To General Debt Service Fund	0	0	1,645,798	1,645,798	1,753,378	1,753,378
590	To Ice Arena	285,000	7,690	0	0	0	0
404	To Capital Improvement Fund:	0	77,500	788,108	788,108	2,298,034	2,298,034
	Municipal Improvement	2,500,000	0	0	0	0	0
	Energy Saving Reimbursement	0	0	0	0	40,000	40,000
	Total Operating Budget	2,842,535	194,567	2,433,906	2,433,906	4,121,412	4,121,412
	DEPARTMENT TOTAL	2,842,535	194,567	2,433,906	2,433,906	4,121,412	4,121,412

PUBLIC SAFETY SUMMARY

DIV.		2009/10	2010/11	2011/12	2011/12	2012/13	2012/13
NO.	Category and Line Item	Actual	Actual	Adopted	Estimated	Proposed	Adopted
		Expenditures	Expenditures	Budget	Expenditures	Budget	Budget
PUBLIC SAFETY:							
300	Police	17,438,496	15,590,444	16,212,269	15,676,545	14,853,000	14,853,000
337	Fire	4,870,737	4,788,612	6,174,297	5,798,483	4,246,029	4,246,029
TOTAL PUBLIC SAFETY		22,309,233	20,379,056	22,386,566	21,475,028	19,099,029	19,099,029



POLICE DEPARTMENT

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

The City of Farmington Hills once again saw a noted decrease in crime during 2011, with “Group A” offenses decreasing by 6.2%. Group A offenses are the most serious crimes, and are most often used as a barometer to judge the overall quality of life and sense of security for residents in a community. Continued efforts from both the Police Department and community resulted in an 8.1% decrease in burglaries during 2011. There were, unfortunately, two tragic cases of murder-suicide investigated during the past year. “Group B” offenses (which include the next most serious crimes) also decreased by 7.8% from 2010. “Group C” incidents (numerous minor traffic and criminal offenses and many non-criminal calls-for-service) decreased by 1.6% during the year. Overall, crimes and activities in Groups A, B, and C decreased by 2.4% from 2010 totals. Farmington Hills was again recognized by C. Q. Press as being the third safest city in Michigan and 46th safest City in the United States (2010 crime data).

GOALS

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

- Continue the overall trend of crime reduction through community and inter-agency cooperation thereby increasing the quality of life for City residents. (2,8)
- Continue the cross training of civilian staff toward increasing efficiency and effectiveness.(2,4)
- Increase the ability to gather, analyze and utilize crime trend data toward effective deployment of personnel. (1,2)
- Continue contribution to the City’s document imaging system, thus reducing redundancy of file storage. (2)
- Implement an automated scheduling program that will streamline and ensure efficiency of this extremely time consuming but necessary task.(2)
- Implement an electronic message communication system that will enable police personnel to communicate with very specific areas of the community to provide safety and alert information only to those affected. (1,3)
- Redevelop and implement several key crime prevention programs with proven track records of reducing crime and building upon law enforcement / community relationships. (2,4,11)

Department Accomplishments

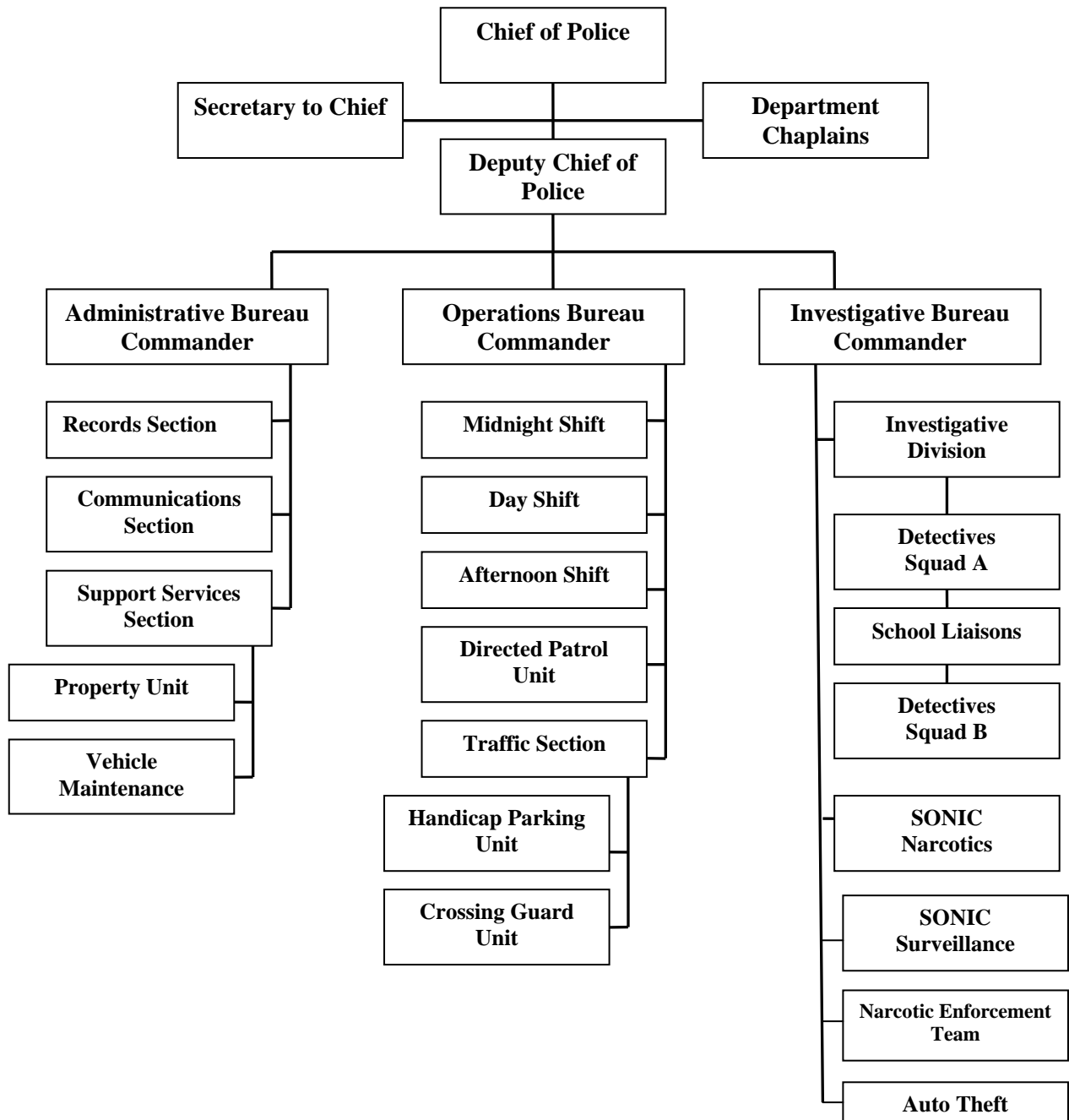
- Investigative personnel established an in-house computer forensic lab. This lab serves to increase the effectiveness of analyzing electronic evidence to include video and cell phone data.
- Necessary and overdue physical updates were initiated with a priority being placed on the revitalization of the Department's command desk. The desk is one of only two locations within the Department that is staffed twenty-four hours a day, seven days a week and serves as the primary point of contact for most residents that interact with department personnel.
- Department staff reestablished the use of no-cost crime mapping technologies to analyze crime trends and assist in the deployment of personnel toward increasing patrol effectiveness.
- The Department increased use of the City's established Document Imaging System, utilizing it to house and make available to personnel all written Department Orders, thus, reducing production costs and increasing accessibility.
- The Police Department Regulations and Operating Guidelines were rewritten during the year proving for updated subject matter. The regulations had not been updated for a number of years.
- Many of the previously outsourced printing services have been eliminated in favor of updating and printing by Department personnel at reduced costs.
- Support Services personnel oversaw the implementation of a CLEMIS based property management module. This new component of the CLEAR reporting writing system will reduce property processing costs and report writing times.
- Through combined efforts of several City departments, the City-wide alarm monitoring system hardware and software located within the Police Department's Communications Section was updated during the year. This system is used by communications personnel to monitor alarmed municipal buildings throughout the City. The updated system has improved response times and identification of activation sites.
- The full-time Cadet program was eliminated and eight part-time Police Service Aides were hired. They provide the same level of service as the Cadets at a significantly reduced cost.
- Many court proceeding are now handled through the implementation of the Video Arraignment System. This system reduced the number of officers necessary to conduct hearings and decreased prisoner transports between the court and the Department. Prisoner related hearings are now conducted directly from the jail lock-up.

PERFORMANCE OBJECTIVES

	Performance Indicators	2010 Actual	2011 Actual	2012 Projected
Service Level	Neighborhood Watch Groups	93	27*	55
	Speech/Service Requests	97	10*	58
	False Alarm Fees Collected	\$35,850	\$30,025	\$28,085
	Report Copy Requests	1,506	1,388	1,104
	Pistol Permits Issued	533	1,453	1,991
	Investigative Division Cases	4,556	4,632	4,631
	Investigative Division Arrest Warrants	389	371	328
	Investigative Division Juvenile Petitions	147	160	147
	Fire Service Calls	7,276	7,680	7,904
	Adults Arrested	2,341	1,970	1,600
	Juveniles Arrested	103	137	126
	O.U.I.L. Arrests	183	141	108
	Traffic Violations Issued	17,295	16,377	16,628
	Graduating T.H.I.N.K. Students-5th Grade	**	**	**
	Dispatched Runs (FHPD/FHFD/FVPD)	35,858	35,784	35,087
	Group A Crimes per 1,000 Population	43.57	40.40	37
	Group B Crimes per 1,000 Population	12.17	10.40	9
	Villages of Franklin & Bingham Farms Runs	2,686	2,795	2,864
	Burglaries-residential	192	212	198
	Burglaries-commercial	105	61	56
	Robberies	14	28	31
	Moving Violations (Hazardous)	11,796	12,718	15,006
	Non-Moving Violations (Non- Hazardous)	5,499	3,659	2,860
Efficiency	Residential Burglaries/1,000 Housing Units	5.33	5.72	5.46
	Cases Closed	4,306	4,095	3,985
	Average Response Time to Primary Calls (Group A Crimes)	6.7	5.76	6

- * These services were historically provided by the Crime Prevention Section which was eliminated in 2010.
- **Due to staffing reductions, the Department was unable to host the T.H.I.N.K. program during 2010 or 2011.

POLICE DEPARTMENT



STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
(010)	Administrative & Clerical				
	Chief of Police	1	1	1	1
	Secretary to the Chief of Police	1	1	1	1
	Records Division Supervisor	1	1	1	1
	Dispatch Coordinator	2	2	3	3
	Secretary	4	3	3	3
	Clerk Dispatcher	8	6	4	4
	Teleprocessing Coordinator	1	1	0	0
	Teleprocessing Operator	2	2	2	2
	Clerk Typist II	3	4	3	3
	Clerk Typist I	0	0	1	1
	Community Service Officers	0	1	1	1
	Administrative Secretary	3	3	3	3
	Traffic Technician	0	0	1	1
	Records Section Coordinator	1	1	1	1
	Record FOIA Technician	0	0	1	1
	Support Services Specialist	1	0	0	0
	Total	28	26	26	26
(017)	Assistant Chiefs	1	1	1	1
(018)	Commanders	3	3	3	3
(019)	Lieutenants	3	4	4	4
(020)	Sergeants	14	15	16	16
(021)	Police Officers	62	62	51	51
(023)	Cadets	3	3	0	0
(050)	Auxiliary Officers (FTE)	0.03	0	0	0
(051)	Crossing Guards (FTE)	1.22	1.22	1.22	1.22
(038)	Part-time (Dispatch & Clerical) (FTE)	8.62	7.62	11.5	11.5
	Total	95.87	96.84	87.72	87.72
	Total	123.87	122.84	113.72	113.72

Police Department

STAFFING LEVELS CON'T

Acct.	Title or Position	Authorized		Requested	Authorized
		Positions	Positions	Positions	Positions
300		10/11	11/12	12/13	12/13
		Budget	Budget	Budget	Budget
705	PUBLIC SAFETY MILLAGE				
(010)	Administrative & Clerical				
	Communications Supervisor (Civilian)	1	1	1	1
	Crime Prevention Technicians	0	0	0	1
	Dispatchers	1	3	6	6
		2	4	7	8
(020)	Sergeant	1	0	0	0
(021)	Police Officers	19	18	29	31
	Total	22.00	22.00	36.00	39.00
DEPARTMENT TOTAL		145.87	144.84	149.72	152.72

DEPARTMENT NUMBER: 300

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(700)	COST REIMBURSEMENT						
205	Public Safety Millage	(2,793,005)	(2,793,311)	0	0	0	0
213	Forfeiture Reimbursement-OT	(62,226)	(64,000)	0	0	0	0
400	School Reimbursement**	(78,287)	(78,287)	0	0	0	0
	Category Total	(2,933,518)	(2,935,598)	0	0	0	0
(702)	SALARIES & WAGES						
010	Administrative & Clerical	1,635,292	1,291,504	1,238,571	1,282,792	1,222,385	1,222,385
017	Assistant Chiefs	150,099	99,381	99,000	99,400	99,000	99,000
018	Commanders	359,505	287,567	286,464	287,570	286,464	286,464
019	Lieutenants	512,192	344,918	344,444	344,715	344,444	344,444
020	Sergeants	1,198,424	1,155,939	1,184,940	1,198,754	1,263,936	1,263,936
021	Patrol	4,597,097	4,229,777	4,127,868	4,075,000	3,433,575	3,433,575
023	Cadets	105,302	96,182	106,769	50,048	0	0
038	Part-time	330,661	319,392	342,720	344,512	500,885	500,885
041	Court Time	229,036	180,939	195,536	127,110	177,151	177,151
042	Holiday Pay	399,597	347,569	343,751	334,200	306,237	306,237
050	Auxiliary Pay	424	0	0	0	0	0
051	Crossing Guards	21,934	15,845	20,690	20,690	20,690	20,690
106	Sick/Personal Leave	539,395	194,918	426,264	323,105	400,767	400,767
112	Overtime	396,670	420,797	427,428	518,286	440,556	440,556
200	Social Security	845,196	718,376	738,979	718,214	689,430	689,430
250	Blue Cross/Optical/Dental	1,523,068	1,464,808	1,690,957	1,308,000	1,182,093	1,182,093
275	Life Insurance	15,608	12,530	12,549	12,549	11,292	11,292
300	Pension - DC	39,661	44,163	54,755	61,900	33,769	33,769
305	Pension - DB	2,888,775	3,036,466	1,680,814	1,680,814	1,520,882	1,520,882
308	Post Retirement Healthcare	0	0	1,343,301	1,343,301	1,366,783	1,366,783
325	Longevity	573,003	479,582	504,063	470,122	503,194	503,194
350	Worker's Compensation	92,585	112,973	119,737	83,123	77,851	77,851
	Category Total	16,453,524	14,853,626	15,289,600	14,684,205	13,881,384	13,881,384

Farmington Hills FY 12/13 – Public Safety

Police Department

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(705)	PUBLIC SAFETY MILLAGE						
010	Administrative & Clerical	215,328	217,425	212,515	220,934	386,432	386,432
020	Sergeants	80,549	5,329	0	0	0	0
021	Patrol	1,206,661	1,219,094	1,211,850	1,265,750	1,885,634	1,979,160
041	Court Time	62,063	47,849	50,000	39,700	52,518	52,518
042	Holiday Pay	74,554	72,405	70,689	72,250	112,827	117,683
106	Sick/Personal/Vacation	3,168	35,204	39,100	39,100	37,323	37,323
112	Overtime	116,461	143,102	165,000	168,208	225,342	225,342
200	Social Security	137,522	135,291	138,261	140,848	211,872	219,398
250	Blue Cross/Optical/Dental	299,604	319,305	381,771	329,505	456,054	489,370
275	Life Insurance	2,398	2,018	1,979	2,200	3,375	3,567
300	Pension – DC	6,459	6,479	6,767	13,269	37,633	40,633
305	Pension – DB	525,002	512,961	315,732	315,732	484,140	484,140
308	Post Retirement Healthcare	0	0	254,212	254,212	324,984	324,984
325	Longevity	47,782	55,562	58,151	56,618	69,459	69,459
350	Worker’s Compensation	15,454	21,287	22,385	16,254	23,395	24,329
	Reallocation to P.S. Millage Fund	0	0	(2,928,412)	(2,934,580)	(4,310,988)	(4,454,338)
	Category Total	2,793,005	2,793,311	0	0	0	0
(740)	OPERATING SUPPLIES						
001	Gas & Oil	191,765	237,309	285,690	288,584	297,500	297,500
002	Books & Subscriptions	3,318	3,139	0	700	700	700
003	Pers. Testing & Advert.	3,081	2,960	13,000	13,000	13,000	13,000
008	Supplies	67,131	43,736	37,911	37,911	57,000	57,000
011	Rental Equipment	21,836	13,488	4,575	17,075	10,000	10,000
018	Ammunition & Weapons	15,231	3,896	7,650	12,650	26,400	26,400
019	Uniforms/Uniform Equip.	55,660	28,490	31,200	31,200	31,925	31,925
040	Miscellaneous Expense	7,940	3,144	900	1,790	3,000	3,000
041	Over and Short	(48)	(5)	0	0	0	0
	Category Total	365,914	336,157	380,926	402,910	439,525	439,525
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	3,123	0	1,738	1,738	1,738	1,738
002	Memberships & Licenses	1,694	648	1,860	1,860	1,740	1,740
005	Fleet Insurance	58,250	56,025	42,800	42,800	32,405	32,405
006	Vehicle Maintenance	106,955	109,951	86,668	111,442	105,350	105,350
007	Office Equip. Maint.	11,722	8,682	11,625	11,625	26,125	26,125
008	Firearms Range Maint.	925	23	6,000	6,000	2,000	2,000
009	In-Car Camera Maint.	101	0	0	0	0	0
012	MJTC Grant Precision Driving	50	0	0	0	0	0
013	Education & Training	29,732	27,074	28,550	28,550	31,625	31,625
014	State Act 302 Training	23,646	22,879	15,000	15,000	15,000	15,000
015	State Act 32 Training	3,718	5,460	8,000	2,000	4,000	4,000
016	Telephone Expense	45,378	42,255	15,500	29,000	43,500	43,500
023	Data Processing	78,737	79,472	69,718	75,552	81,128	81,128
024	Printing Services	7,657	10,059	11,395	11,395	8,695	8,695
026	Physical Examinations	145	193	1,500	3,000	4,000	4,000

Police Department

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
027	Vehicle Radio Maint.	18,472	2,209	0	0	0	0
028	Prisoner Care	18,608	19,826	18,500	9,872	13,500	13,500
029	Building Maintenance	24,338	24,782	15,759	15,759	14,085	14,085
041	Auto Allowances	17,400	18,000	18,000	18,000	18,000	18,000
043	Auto Washing	6,003	5,163	5,000	3,500	4,000	4,000
044	Towing	641	207	300	300	300	300
056	Utilities	89,958	74,408	70,000	70,000	65,000	65,000
065	Uniform Cleaning	22,870	17,436	15,500	15,500	15,500	15,500
070	Crime Prevention	1,552	509	1,500	1,500	2,500	2,500
097	Live Scan Application	10,022	15,022	10,000	23,000	24,000	24,000
098	Polygraph/DNA Services	2,125	2,665	2,500	7,174	9,500	9,500
Category Total		583,822	542,948	457,413	504,567	523,691	523,691
(970) CAPITAL OUTLAY							
001	Office Furniture	0	0	0	0	8,400	8,400
002	Office Equipment	0	0	0	0	0	0
015	Automotive/Auto Equip.	168,664	0	0	0	0	0
019	Radio & Radar Equip.	0	0	7,150	7,141	0	0
020	Miscellaneous Equipment	7,085	0	7,210	7,752	0	0
036	Building Improvements	0	0	69,970	69,970	0	0
Category Total		175,749	0	84,330	84,863	8,400	8,400
DEPARTMENT TOTAL		17,438,496	15,590,444	16,212,269	15,676,545	14,853,000	14,853,000

This Department's operations are partially supported by various Grants (\$217,850), a Reimbursement from the Schools for a High School Officer (\$78,287), and a Reimbursement from a Traffic Improvement Association for some Police overtime costs (\$11,000). In addition, various General Fund User Fee and Fine Revenue helps to support the cost of providing Police Services throughout the City.

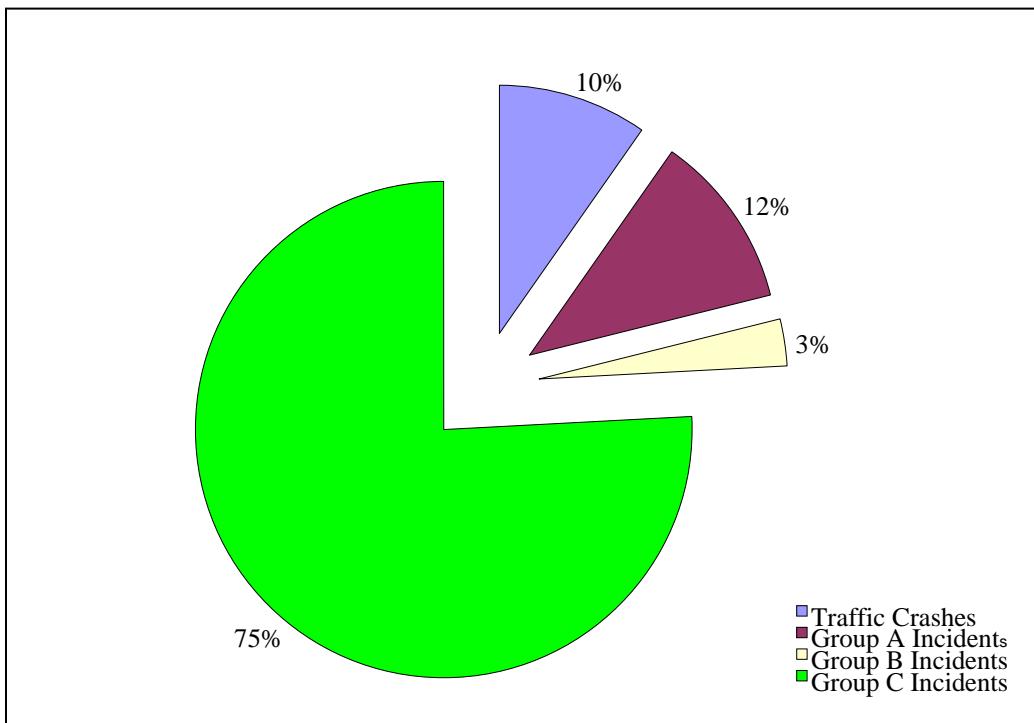
CAPITAL OUTLAY

Department Number: 300

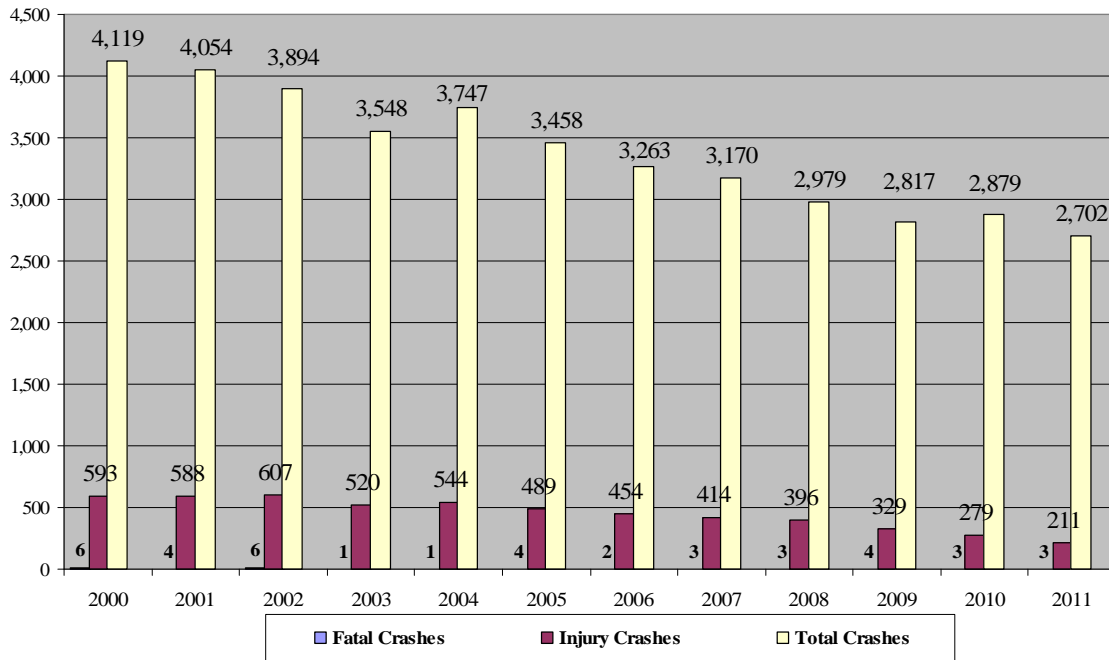
Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
970					Quantity	Amount
001		OFFICE FURNITURE				
	21	Replacement of chairs in Investigative Bureau	400	8,400	21	8,400
		Total Office Furniture		8,400		8,400
		CAPITAL OUTLAY TOTAL		8,400		8,400

Key Department Trends

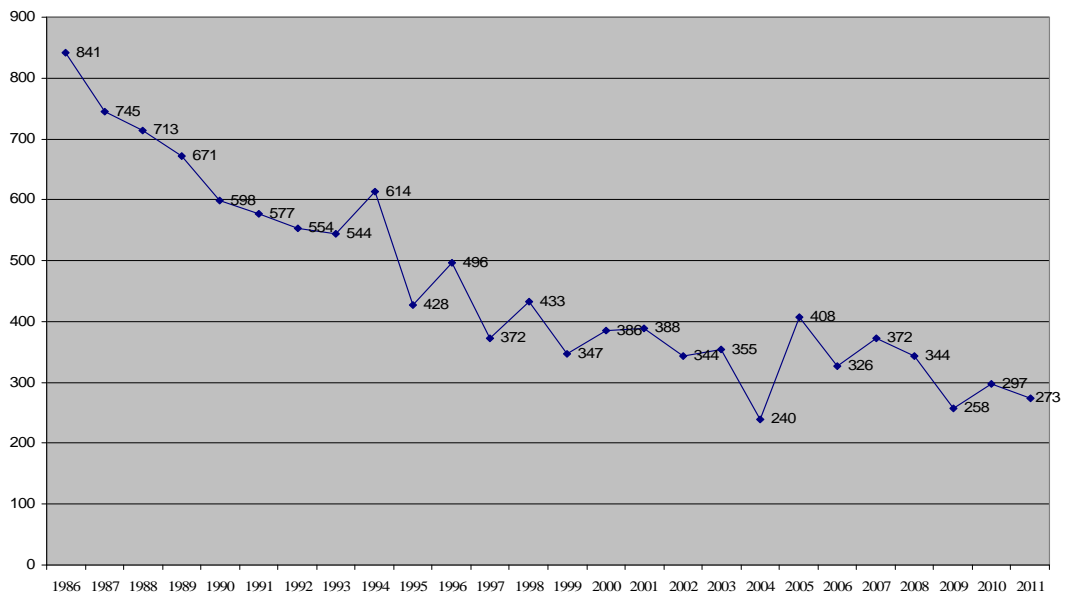
2011 CALLS FOR SERVICE AND DISPATCHED RUNS: 25,309



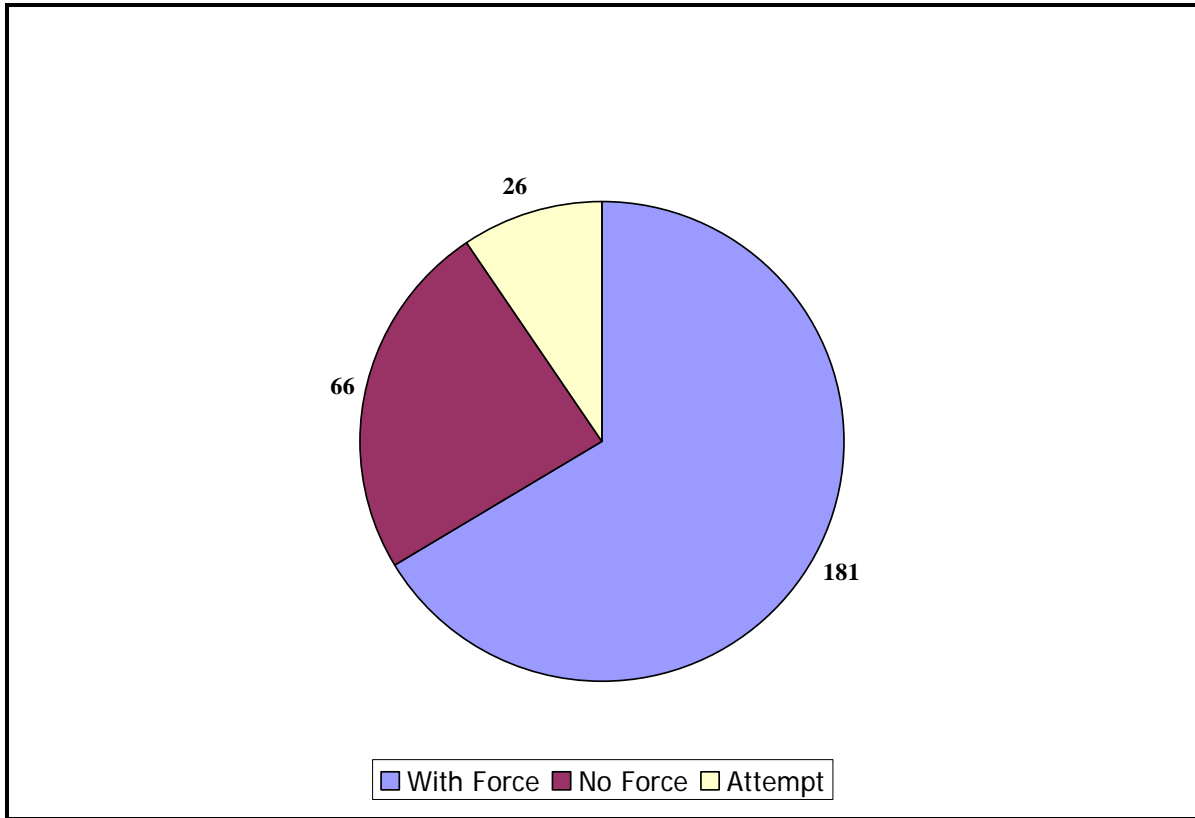
TOTAL TRAFFIC CRASHES



TOTAL RESIDENTIAL AND COMMERCIAL BURGLARIES



2011 BURGLARIES: METHOD OF ENTRY



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.

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

The fire department experienced a 6% increase in overall run volume from the previous year. So far this calendar year, the fire department is already experiencing an 18% higher incident volume than during the same period in the previous year.

GOALS

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

- To provide service to the community during emergency, non-emergency and disaster events. (1,3)
- To maintain personnel training levels and to expand them to meet the ever-changing response needs of the community. (3,8)
- To continually evaluate all aspects of the Department's activities for effectiveness and efficiency. (2,3)
- To emphasize personal and team safety in all task performance. (8)
- To educate children and adults 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 through continued education and necessary equipment.(3,8)
- To provide City-wide planning and coordination of governmental services in the event of a catastrophic event. (3)

PERFORMANCE OBJECTIVES

- Continue to emphasize safety on the fire ground and emergency scenes by training personnel in hazard recognition, 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.
- Continue the integration of the National Incident Management System criteria for both Fire Department and other critical City personnel.
- Participate in local, regional, and State exercises to test and refine disaster preparedness capabilities.
- Enhance the wellness/fitness awareness of all Department personnel and encourage healthy lifestyles thereby minimizing the frequency and severity of job related injury and illness.

Service Level	Performance Indicators	2011 Actual	2012 Estimated	2013 Estimated
	Number of Incidents	7,696	8,157	8,646
	Number of Emergency Medical Incidents	5,304	5,622	5,959
	Number of Public Education Programs	39	36	34
	Number of Training Hours	25,787	32,000	32,000

SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM THE PRIOR YEAR

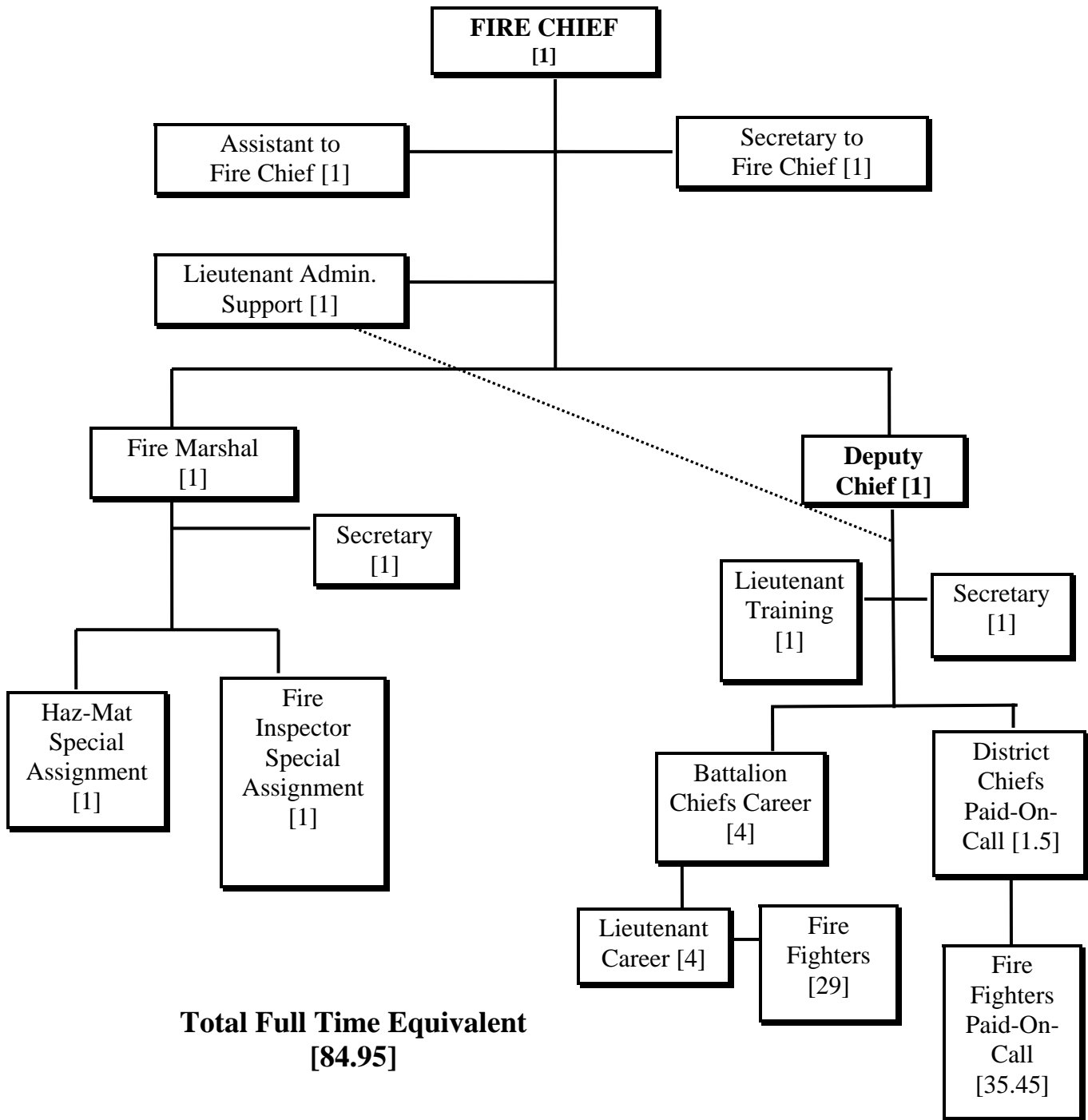
702-106 – Impact from retirements.

740-011 – Increase in medical run volume required additional supplies.

801-029 – Aging buildings resulted in unexpected expenses for repairs.



FIRE DEPARTMENT



Fire Department**STAFFING LEVELS**

Acct.	Title	Authorized		Requested	Authorized
		Positions	Positions	Positions	Positions
337		10/11	11/12	12/13	12/13
		Budget	Budget	Budget	Budget
(010)	Full Time Wages				
	Fire Chief	1	1	0	0
	Deputy Chief	1	1	0	0
	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	2	2	0	0
	Full-time Fire Fighters	17	11	8	11
	Assistant to the Chief	1	1	1	1
	Fire Fighter/Inspector	0	1	1	1
	Hazardous Material Specialist	0	1	1	1
	Battalion Chief	0	3	0	0
	Total	28	27	17	20
(025)	Paid Callback System (FTE)				
	Paid-Callback Wages	31.27	36.95	31.27	31.27
	Total	31.27	36.95	31.27	31.27
	PUBLIC SAFETY MILLAGE				
(010)	Administrative and Clerical				
	Fire Chief	0	0	1	1
	Deputy Chief	0	0	1	1
	Battalion Chief	4	1	4	4
	Shift Lieutenants	2	2	4	4
	Full-time Fire Fighter	11	15	18	18
	Total	17	18	28	28
(025)	Paid-Callback System (FTE)				
	Paid Callback Wages	5.68	0.00	5.68	5.68
	Total	5.68	0	5.68	5.68
	Department Total	81.95	81.95	81.95	84.95

Fire Department

DEPARTMENT NUMBER: 337

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(700)	COST REIMBURSEMENT						
205	Public Safety Millage	(3,223,415)	(3,269,464)	0	0	0	0
(702)	SALARIES & WAGES						
010	Administrative & Clerical	1,761,609	1,764,034	2,047,296	2,041,100	1,319,184	1,319,184
025	Paid Callback Wages	1,000,593	875,904	1,298,221	1,089,693	941,775	941,775
038	Part-time	72	0	0	3,000	2,500	2,500
042	Holiday Pay	52,473	52,198	67,667	68,021	8,529	8,529
106	Sick & Vacation	54,472	28,897	23,000	68,485	68,000	68,000
112	Overtime	146,614	166,073	400,000	341,000	145,000	145,000
200	Social Security	218,747	198,701	301,571	282,580	195,311	195,311
250	Blue Cross/Optical/Dental	340,314	366,722	497,707	378,400	281,591	281,591
275	Life Insurance	4,004	3,519	3,846	3,851	2,209	2,209
300	Pension - DC	0	0	0	0	4,500	4,500
305	Pension - DB	479,065	540,001	342,315	342,315	172,454	172,454
308	Post Retirement Healthcare	0	0	230,394	230,394	142,991	142,991
325	Longevity	89,172	94,053	127,673	131,245	68,077	68,077
350	Workers Compensation	50,161	64,607	96,838	65,950	44,124	44,124
	Category Total	4,197,296	4,154,709	5,436,528	5,046,034	3,396,245	3,396,245
(705)	PUBLIC SAFETY MILLAGE						
010	Full Time Wages	1,603,299	1,584,355	1,321,054	1,346,868	2,181,730	2,181,730
025	Paid Callback Wages	306,422	299,960	0	0	358,000	358,000
042	Holiday	66,064	69,755	52,851	52,736	120,527	120,527
106	Sick & Vacation	30,318	22,291	36,000	36,000	40,000	40,000
112	Overtime	217,863	226,619	0	0	230,000	230,000
200	Social Security	188,484	194,586	111,992	108,638	232,174	232,174
250	Blue Cross/Optical/Dental	325,162	325,233	323,899	244,300	380,476	380,476
275	Life Insurance	2,376	2,016	1,728	1,728	3,635	3,635
300	Pension - DC	0	0	0	0	1,500	1,500
305	Pension - DB	380,018	415,107	209,264	209,264	281,212	281,212
308	Post Retirement Healthcare	0	0	142,703	142,703	251,657	251,657
325	Longevity	63,416	70,575	54,050	53,273	120,808	120,808
350	Workers Compensation	39,993	58,967	31,094	22,570	48,281	48,281
	Reallocation to P.S. Millage Fund	0	0	(2,284,635)	(2,218,080)	(4,250,000)	(4,250,000)
	Category Total	3,223,415	3,269,464	0	0	0	0
(740)	OPERATING SUPPLIES						
001	Gas & Oil	62,904	85,997	108,000	105,170	110,896	110,896
002	Books & Subscriptions	3,039	3,244	4,566	5,000	4,566	4,566
008	Supplies	49,529	94,724	90,422	80,000	85,000	85,000
011	Medical Supplies	52,592	50,395	51,654	67,000	67,000	67,000
019	Uniforms	17,035	15,853	20,000	15,000	20,000	20,000
020	Protective Clothing	5,642	6,435	10,687	12,000	12,000	12,000
040	Miscellaneous	9,638	11,039	8,086	8,590	8,100	8,100
075	Fire Equipment Repair Parts	12,450	11,128	17,575	19,916	20,000	20,000
076	Fire Prevention Materials	3,123	1,605	2,700	2,700	2,700	2,700
	Category Total	215,952	280,420	313,690	315,376	330,262	330,262

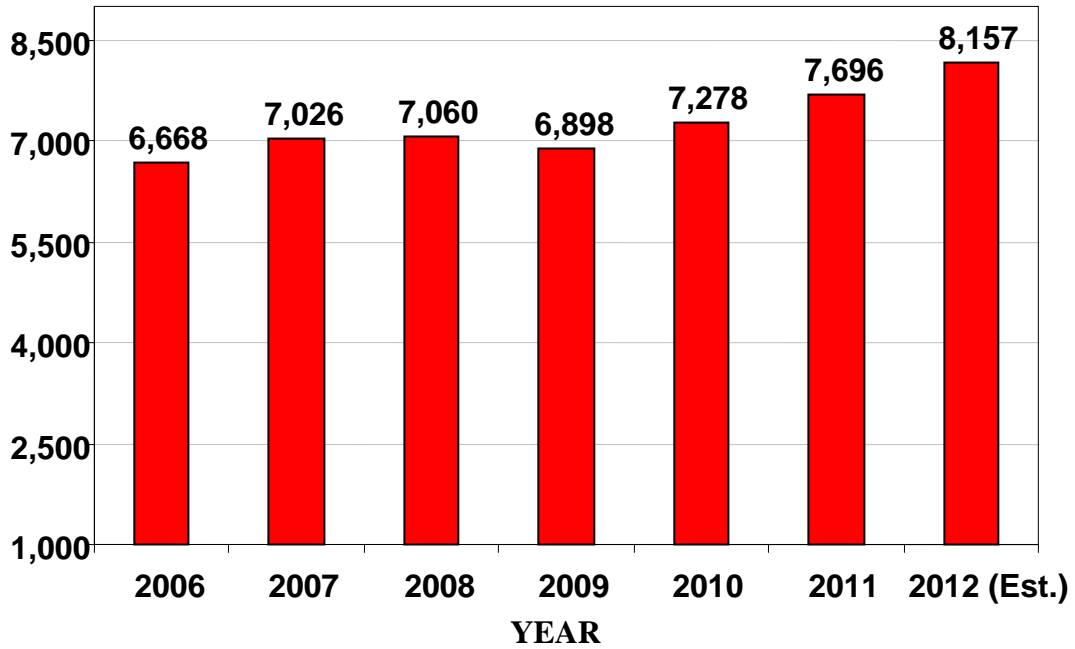
Fire Department

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	865	1,260	0	0	0	0
002	Memberships & Licenses	14,723	12,276	19,052	16,519	19,052	19,052
005	Fleet Insurance	31,965	33,740	33,740	33,740	46,696	46,696
006	Vehicle Maintenance	56,693	26,228	35,000	35,000	35,000	35,000
007	Office Equip. Maintenance	5,900	5,570	6,000	6,000	6,000	6,000
009	Consultants	33,883	53,412	48,502	55,000	55,000	55,000
013	Education and Training	34,141	11,901	14,615	22,487	66,615	66,615
016	Phone Expense	12,172	13,299	15,000	15,171	15,000	15,000
023	Data Processing	18,289	6,022	6,245	6,804	9,789	9,789
025	Utilities	128,836	123,225	148,500	122,830	148,500	148,500
026	Physical Examinations	14,161	8,345	29,527	37,000	30,760	30,760
027	Radio Maintenance	6,771	3,486	3,500	2,500	3,500	3,500
029	Building Maintenance	56,457	28,894	39,173	55,202	54,790	54,790
031	Fire Hydrant Rentals	24,875	25,225	25,225	25,220	25,220	25,220
032	Fire Equipment maintenance	158	0	0	0	0	0
041	Auto Allowance	0	600	0	3,600	3,600	3,600
	Category Total	439,889	353,483	424,079	437,073	519,522	519,522
(970)	CAPITAL OUTLAY						
001	Station Furnishings	0	0	0	0	0	0
002	Office Equipment	0	0	0	0	0	0
007	Equipment	0	0	0	0	0	0
015	Vehicles	0	0	0	0	0	0
019	Radio/Communications	0	0	0	0	0	0
036	Building Improvements	17,600	0	0	0	0	0
075	Training Equipment	0	0	0	0	0	0
077	Hazardous Materials Equip.	0	0	0	0	0	0
	Category Total	17,600	0	0	0	0	0
	DEPARTMENT TOTAL	4,870,737	4,788,612	6,174,297	5,798,483	4,246,029	4,246,029

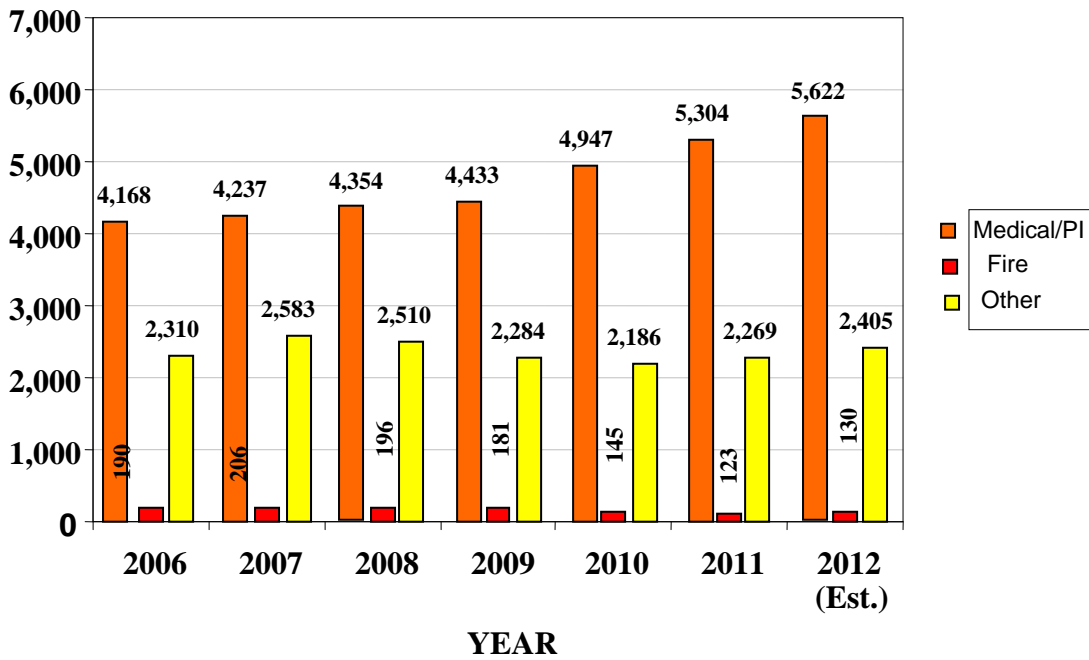
Various General Fund Licenses & Permits and User Fee Revenue helps to support the cost of providing Fire Services throughout the City. The most significant are Advance Life Support Fees which generate approximately \$1.2 million of revenue annually for the City.

KEY DEPARTMENTAL TRENDS

NUMBER OF INCIDENTS



INCIDENTS BY TYPE



PLANNING AND COMMUNITY DEVELOPMENT

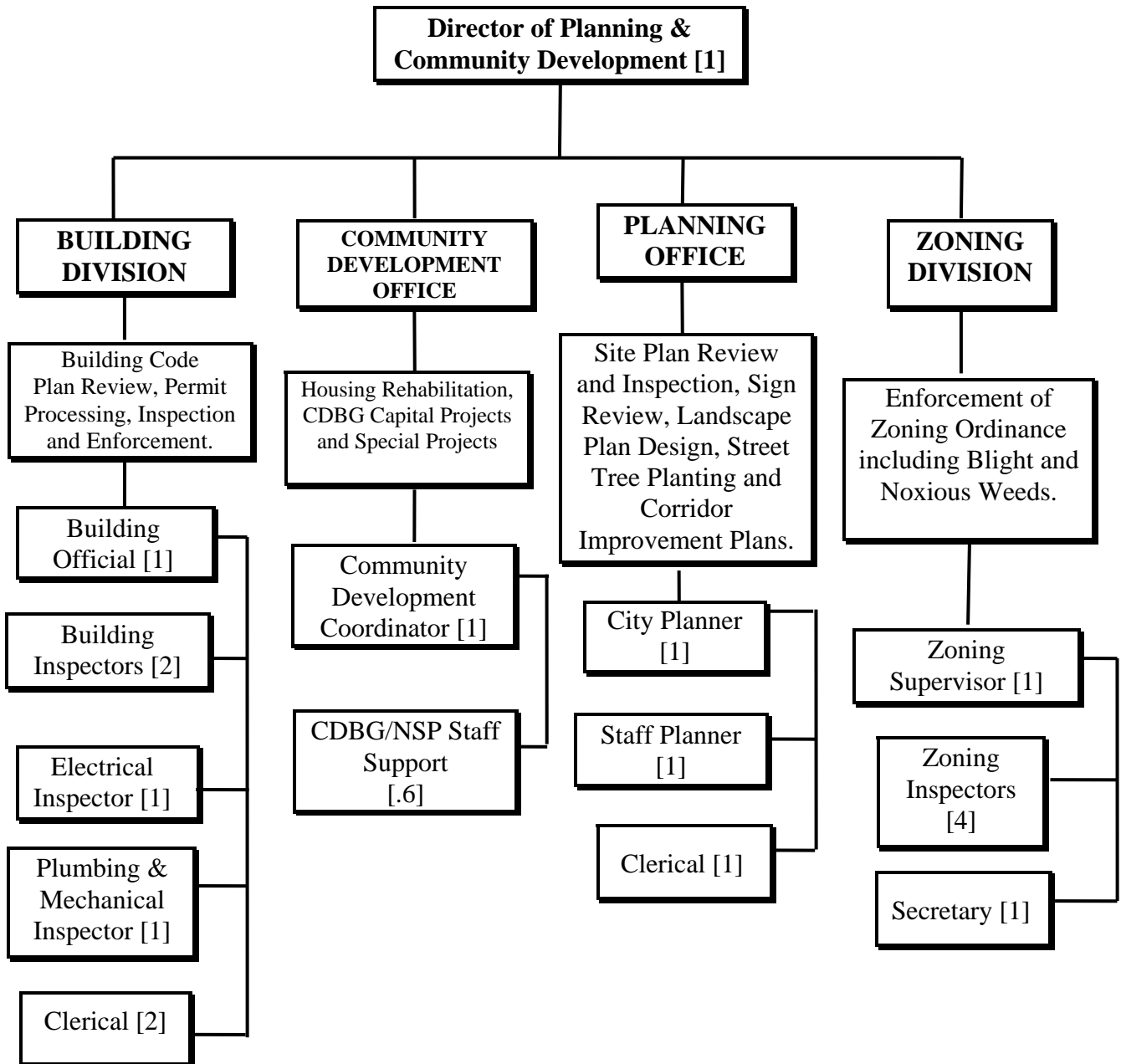
MISSION STATEMENT: Provide professional planning, community and economic development services as required by the City's codes and ordinances with an appreciation for a participatory approach to community change involving residents and property owners.

ADMINISTRATION

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



PLANNING & COMMUNITY DEVELOPMENT



Total Full Time Equivalent [18.60]

BUILDING DIVISION

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

GOALS

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

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

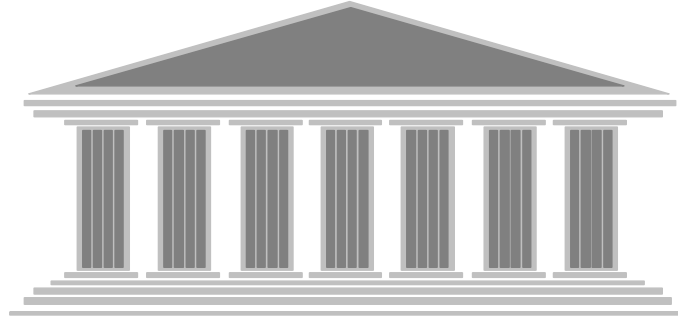
PERFORMANCE OBJECTIVES

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

	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
Service Level	Building Permits Issued	1,517	1,740	1,775
	Electrical Permits Issued	647	606	618
	HVAC Permits Issued	1,070	1,084	1,106
	Plumbing Permits Issued	487	488	497
	Change of Occupancy Permits	66	89	92
	Demolition Permits Issued	24	22	24
	Certificates of Occupancy Issued	1,171	1,352	1,380
	Building Inspections	3,539	3,784	3,860
	Electrical Inspections	1,610	1,946	1,985
	HVAC Inspections	1,251	1,430	1,450
Plumbing Inspections	1,242	1,364	1,400	
Efficiency	Inspections/Inspector/Year	1,910	2,131	2,174
	Inspections Performed within 24 hrs.	99%	99%	99%
	Fees Collected	988,906	800,000	810,000

Building Permits at Market Value

Ten Year History 2002-2011



Residential

Year	New Construction		Additions & Improvements		Total Value
	Number	Value	Number	Value	
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
2009	11	3,569,160	315	5,351,442	8,920,602
2010	29	7,993,496	1,338	6,149,024	14,142,520
2011	18	5,573,463	1,182	9,678,290	15,251,753

Commercial

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
2009	6	6,032,056	127	16,899,337	23,931,393
2010	4	17,856,729	166	14,058,606	31,915,335
2011	3	858,623	150	18,191,427	19,050,050

Source: Building Division records

COMMUNITY DEVELOPMENT OFFICE

The Community Development Coordinator administers the Community Development Block Grant (CDBG) Program, provides professional assistance to the Beautification Commission and oversees various special projects. The purpose of the block grant program is to provide assistance to low and moderate income individuals and eligible areas. In 2011, 30 homes were rehabilitated through the housing rehabilitation program. The Community Development Office coordinated the City’s participation in Rebuilding Together in 2011. Eleven houses were rehabilitated by more than 400 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)
- Provide staff assistance to the Beautification Commission. (1,12)

PERFORMANCE OBJECTIVES

- Rehabilitate 30 homes with a budget of \$215,000.
- Complete capital projects within one year of letting contract.
- Successfully coordinate special projects including Rebuilding Together.

Service Level	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
	Housing Rehabilitations Completed	33	30	30
Housing Rehabilitation Dollars	241,889	235,000	215,000	
CDBG Capital Dollars	0	58,376	156,624	
CDBG Loan Board Meetings	8	8	8	
Special Project Meetings/Beautification Commission Meetings	8	10	10	
Efficiency	% of CDBG Admin. Cost/Total Entitlement (below HUD 20% guideline)	19%	20%	20%
	% of Capital Projects completed within one year	NA	27%	73%
	Dollars/Housing Rehab Completed	7,330	7,833	7,166

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

GOALS

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

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

PERFORMANCE OBJECTIVES

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

	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
Service Level	Planning Commission meetings	18	20	20
	PUD Plans	1	1	1
	Historic District Commission meetings	11	11	11
	Site Plans	14	16	16
	Rezoning Requests	3	3	3
	Zoning Text Amendments	3	3	3
	Landscape Plans	3	5	5
	Land Divisions	4	4	4
	Plat/Site Condominium	1	1	1
	Cluster Options	1	1	1
	PUD Option Qualification	2	1	1
	New Building Permits (off.,comm.,ind)	1	4	3
	Tree Permits	34	36	35
	Residential Permits	25	35	50
	Change of Occupancy Permits	66	84	75
	Miscellaneous Permits	404	395	400
Certificate of Occupancy Inspections	5	5	5	
Efficiency	% of tree permits reviewed within 5 days	100%	100%	100%
	% of permit requests reviewed within 5 days	100%	100%	100%
	% of occupancy inspections performed within 5 days	100%	100%	100%

ZONING DIVISION

The Zoning and Code Enforcement Division is responsible for the enforcement of the Zoning Ordinance and of those parts of the City Code that relate to property, including the blight ordinance and the noxious weed ordinance. The division is comprised of a supervisor, four field inspectors, and a secretary. The division conducts inspections and contacts residents and business owners to obtain compliance with the City Code. If necessary, violators are taken to district court for a hearing before a magistrate or a judge. The magistrate or judge is empowered to order abatement of the violations that are civil infractions. The Zoning Division coordinates the court ordered clean ups, weed cutting and towing of illegal vehicles. The Zoning Division and Building Division work cooperatively to remove dangerous buildings and to upgrade the housing stock in the City by responding to residents' complaints and observed violations. The division also provides staff support for the Zoning Board of Appeals. This included site review, case preparation, notification mailings, and presentation of 47 cases in 2011.

GOALS

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

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

PERFORMANCE OBJECTIVES

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

	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
Service Level	ZBA-Regular Meetings	11	13	12
	ZBA-Special Meetings	0	1	1
	ZBA Cases	47	50	53
	ZBA Mailings	1,236	2,100	2,150
	Junk Vehicles Inspections	2,614	2,300	2,400
	Blight Inspections	10,662	10,400	10,500
	Sign Inspections	1,978	1,600	1,500
	Zoning Inspections	2,396	2,300	2,400
	Total Number of Inspections	17,650	16,600	16,800
Efficiency	Average # of Inspections/Inspector	4,412	4,150	4,200
	Number of Abatements	5,191	5,300	5,350

SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

- 2012/13 budget reflects a 2.3% decrease from last year's based on reduced revenues available for operations.
- \$32,777 is the estimated savings in the 2011/12 budget.

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
(010) Administrative & Clerical					
	Community Development Director	1	1	1	1
	Community Development Coordinator	1	1	1	1
	Building Official	1	1	1	1
	City Planner	1	1	1	1
	Zoning Office Supervisor	1	1	1	1
	Staff Planner II	0	0	0	0
	Staff Planner I	1	1	1	1
	Secretary to the Director	1	1	1	1
	Secretary	0	1	1	1
	Aide	1	1	1	1
	Clerk Typist II	2	1	1	1
	Total	10	10	10	10
(032) Code Inspectors					
	Building Inspector	2	2	2	2
	Electrical Inspector	1	1	1	1
	Plumbing Inspector	0	0	0	0
	Heating Inspector	0	0	0	0
	Plumbing/Mechanical Inspector	1	1	1	1
	Zoning Code Inspectors	4	4	4	4
	Total	8	8	8	8
Part time (FTE)					
	Vacation Inspectors/Clerical	0.2	0	0	0
	Housing Rehabilitation Specialist	0.8	0.6	0.6	0.6
	Total Part-time	1	0.6	0.6	0.6
DEPARTMENT TOTAL		19.00	18.60	18.60	18.60

Planning & Community Development

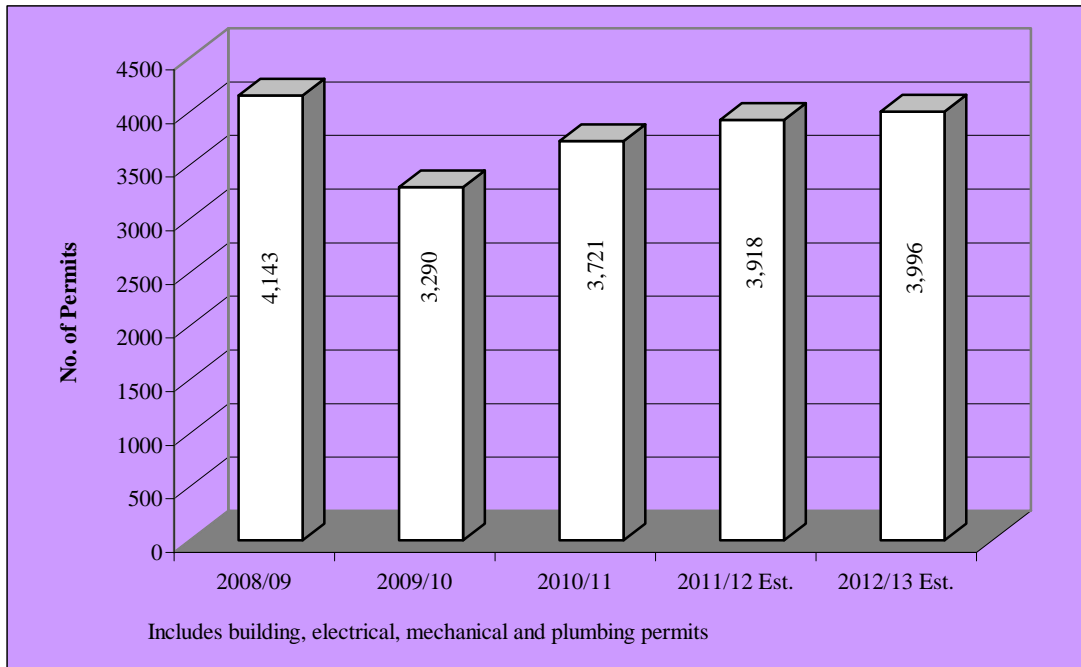
DEPARTMENT NUMBER: 443

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(700)	COST REIMBURSEMENT						
250	EECBG Grant	(533)	(3,019)	0	0	0	0
275	HUD Block Grant	(67,954)	(69,411)	0	0	0	0
276	CDBG-R Grant	(10,000)	0	0	0	0	0
279	NSP Grant	(10,470)	(975)	0	0	0	0
	Category Total	(88,957)	(73,405)	0	0	0	0
(702)	SALARIES & WAGES						
010	Administrative & Clerical	730,930	598,788	560,455	619,665	619,929	619,929
032	Code Inspectors	518,901	443,829	444,662	410,000	449,681	449,681
038	Part-time	31,376	35,996	0	36,300	36,000	36,000
106	Sick & Vacation	77,909	14,641	12,000	20,000	14,000	14,000
112	Overtime	8,615	9,133	8,000	7,000	7,000	7,000
200	Social Security	108,203	84,406	87,154	84,165	88,994	88,994
250	Blue Cross/Optical/Dental	232,891	219,317	268,487	201,868	205,210	205,210
275	Life Insurance	2,958	2,376	2,423	2,363	2,423	2,423
300	Pension - DC	33,014	34,585	36,629	38,120	45,033	45,033
305	Pension - DB	255,167	257,578	175,257	175,257	172,886	172,886
308	Post Retirement Healthcare	0	0	108,597	108,597	117,114	117,114
325	Longevity	51,444	34,712	38,411	37,697	39,854	39,854
350	Worker's Compensation	5,975	6,179	6,513	4,389	4,388	4,388
700	Cost allocate to CDBG	0	0	(18,000)	(88,000)	(81,000)	(81,000)
	Category Total	2,057,383	1,741,540	1,730,587	1,657,421	1,721,512	1,721,512
(740)	OPERATING SUPPLIES						
001	Gas & Oil	11,728	13,684	17,976	14,900	15,470	15,470
002	Books & Subscriptions	473	359	400	400	400	400
008	Supplies	3,534	3,959	4,000	4,000	4,000	4,000
	Category Total	15,735	18,002	22,376	19,300	19,870	19,870
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	757	477	1,000	1,000	1,000	1,000
002	Memberships & Licenses	1,592	1,907	1,500	1,500	1,500	1,500
004	Engineering Consultant	5,970	3,325	4,000	5,000	4,500	4,500
005	Fleet Insurance	10,725	8,000	8,000	8,000	4,500	4,500
006	Vehicle Maintenance	2,622	3,642	4,200	4,000	4,200	4,200
013	Education & Training	1,231	2,427	2,000	2,000	2,000	2,000
024	Printing Services	173	361	500	540	500	500
041	Vehicle Allowance	3,600	3,600	3,600	3,600	3,600	3,600
085	Weed Cutting	10,910	7,439	8,000	8,000	8,000	8,000
086	Building Board-Up	0	3,525	4,525	4,000	4,000	4,000
087	Building Demolition	0	25,311	8,000	8,000	8,000	8,000
	Category Total	37,580	60,014	45,325	45,640	41,800	41,800
(970)	CAPITAL OUTLAY						
	Category Total	0	0	0	0	0	0
	DEPARTMENT TOTAL	2,021,741	1,746,151	1,798,288	1,722,361	1,783,182	1,783,182

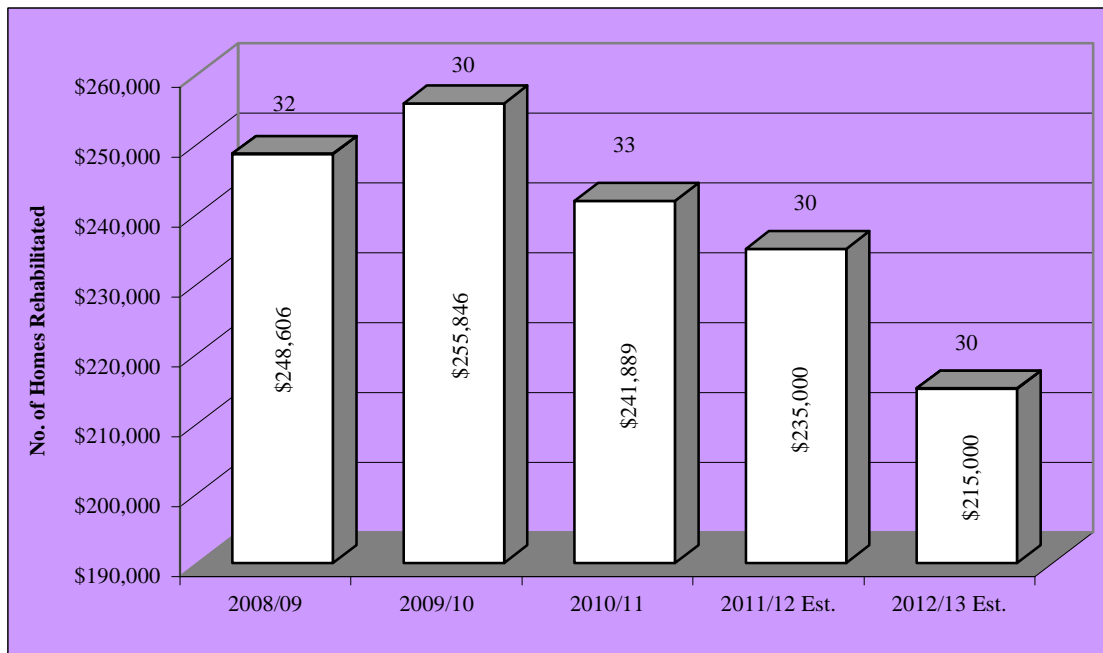
\$740,000 of Building related Licenses & Permits Revenue supports the costs of the Planning & Community Development Department.

KEY DEPARTMENTAL TRENDS

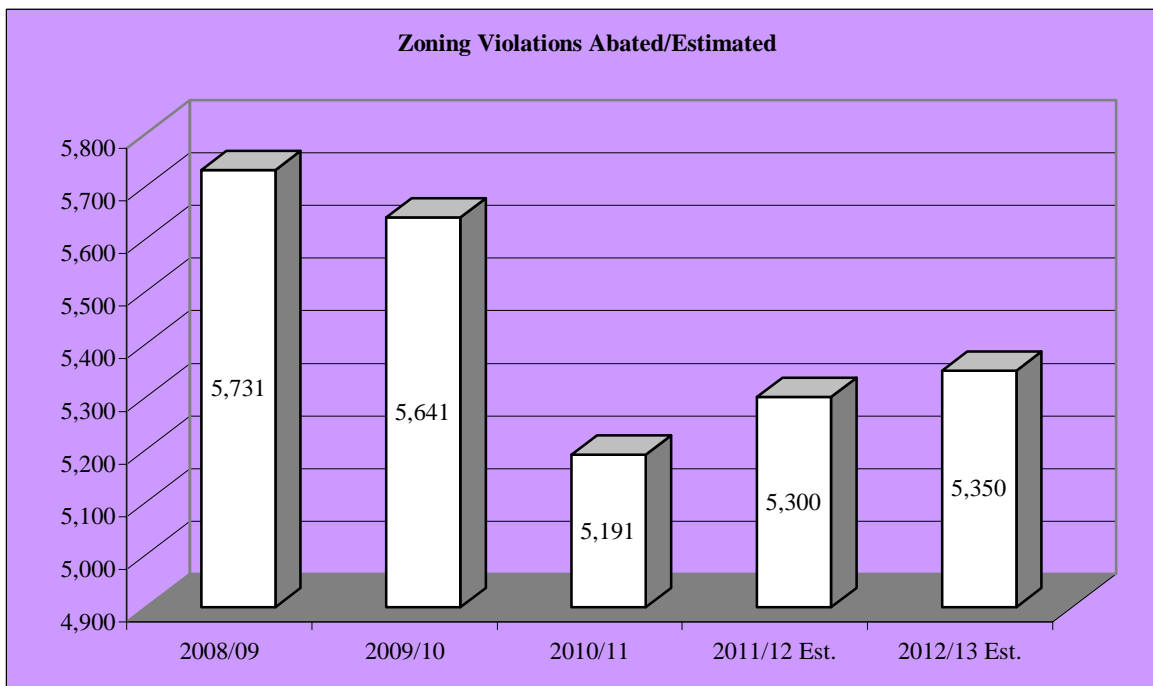
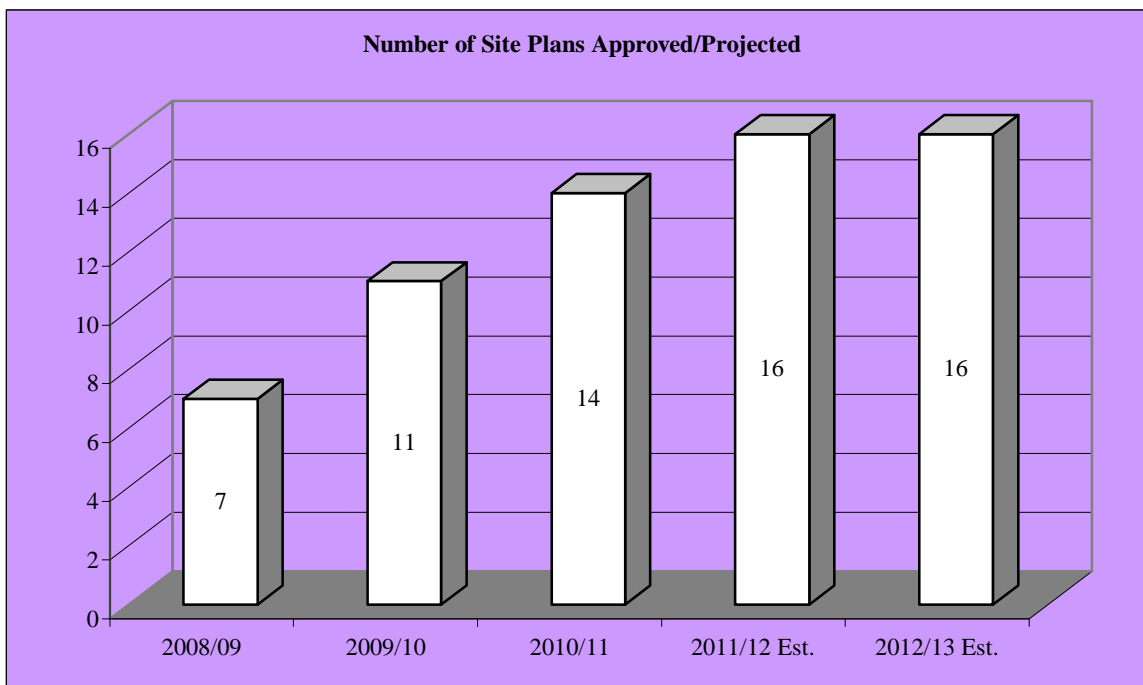
Building Permits Issued/Estimated



Housing Rehabilitation Program
Homes Assisted/Projected



KEY DEPARTMENTAL TRENDS (Continued)



PUBLIC SERVICES SUMMARY

DIV. NO.	Category and Line Item	2009/10 Actual Expenditures	2010/11 Actual Expenditures	2011/12 Adopted Budget	2011/12 Estimated Expenditures	2012/13 Proposed Budget	2012/13 Adopted Budget
PUBLIC SERVICES:							
440	DPS Administration	535,027	398,858	457,258	467,850	516,383	516,383
442	Road Maint & Supervision	2,253,446	2,044,657	2,149,148	1,978,495	2,178,318	2,178,318
444	Building Maintenance	368,775	386,414	442,902	437,751	465,295	465,295
449	Engineering	1,618,327	1,482,763	1,511,927	1,343,271	1,422,594	1,422,594
450	DPW Maintenance Facility	1,306,985	1,214,596	1,312,889	1,281,275	1,389,436	1,389,436
451	Road Reimbursement*	(2,575,447)	(2,699,877)	(2,003,850)	(1,690,715)	(1,860,522)	(1,860,522)
523	Waste Removal	3,462,186	3,499,756	3,512,660	3,535,470	3,579,494	3,579,494
TOTAL PUBLIC SERVICES		6,969,299	6,327,167	7,382,934	7,353,397	7,690,998	7,690,998

* Includes Equipment Rental in FY 2009/10 & FY 2010/11 only, which was moved to Revenue beginning in FY 2011/12. Effective FY 2012/13 this activity will be merged/netted with Road Maintenance in the line item detail.



PUBLIC SERVICES

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

DPS ADMINISTRATION

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

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals 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 understand the condition of the Cities streets, drainage, water and sewer systems to ensure timely and cost effective management of these vital assets. (2,11)
- To report to City Manager and City Council regarding City infrastructure and departmental activities. (1,12)
- To achieve high levels of service despite budget cuts by cross training and innovative practices. (1,3,8)
- To participate in sound management practices to protect and enhance the Rouge River Watershed. (9,10,12)

PERFORMANCE OBJECTIVES

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

Service Level	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
	Service Level	Reports to council	73	70
Meetings attended impacting the delivery of public services		230	270	250
Efficiency	% of City Council meetings attended	97%	97%	97%
	% of site plans for sewer fees reviewed within 48 hours	98%	98%	98%

SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

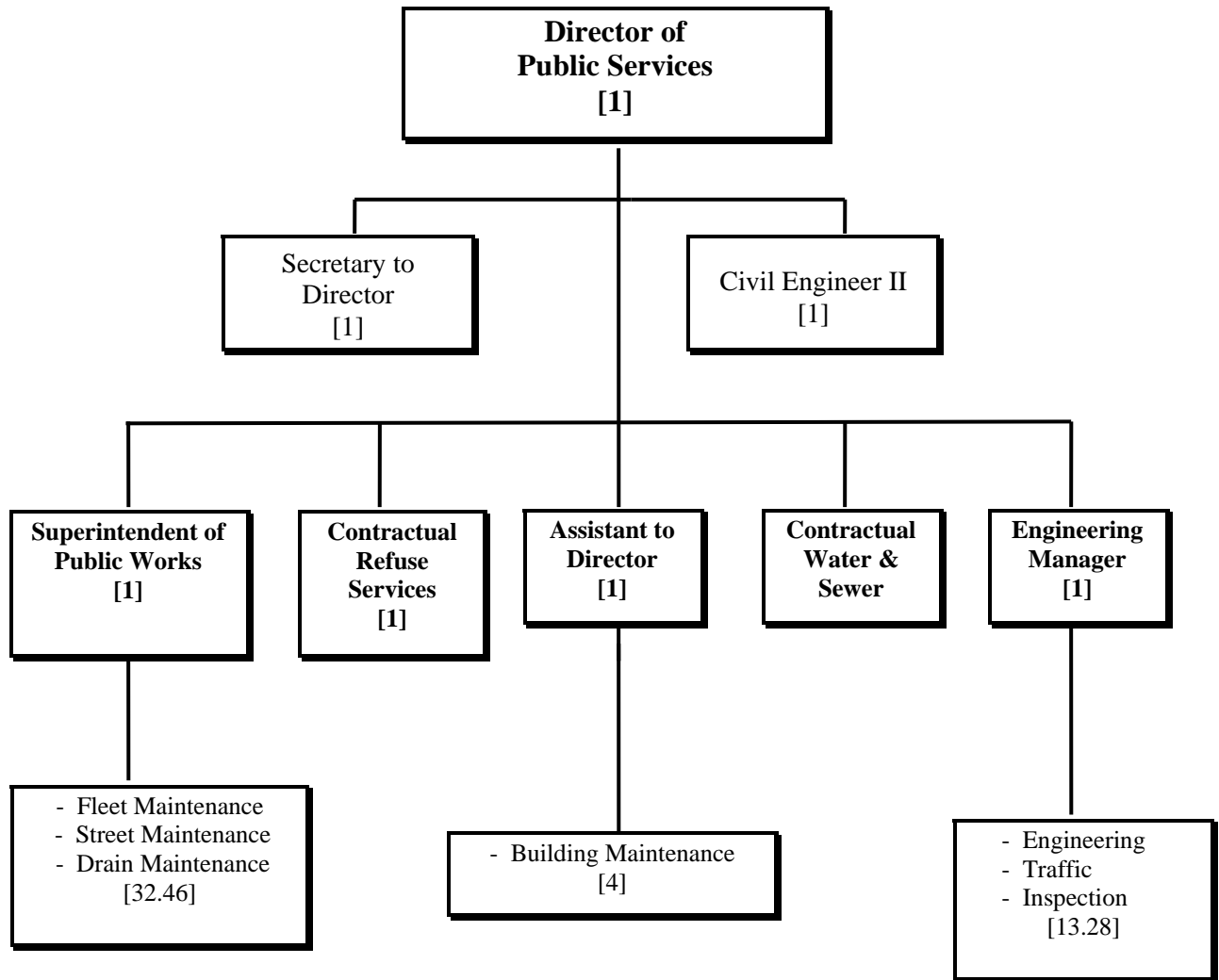
Salaries & Wages – 702

106 - Sick & Vacation – 2011/12 estimate is higher due to staff retirement

Professional & Contractual – 801

004 – Consultants – 2012/13 increase due to mandated improvements to the Evergreen/Farmington system

PUBLIC SERVICES



Total Full Time Equivalent [56.74]

ADMINISTRATION STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
(010)	Administrative and Clerical				
	Director of Public Services	1	1	1	1
	Assistant to Director	1	1	1	1
	Secretary to Director of Public Services	1	1	1	1
	Civil Engineer III	1	1	1	1
	Total	4	4	4	4
	Part-time	0	0	0	0
	Department Total	4	4	4	4

DEPARTMENT NUMBER: 440

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(700)	COST REIMBURSEMENT						
592	Sewer Fund - Drain Specialist	(121,036)	(128,089)	0	0	0	0
(702)	SALARIES & WAGES						
010	Administrative & Clerical	320,656	268,338	306,554	300,400	299,015	299,015
038	Part-time	29,288	26,726	0	0	0	0
106	Sick & Vacation	73,594	420	902	30,910	992	992
112	Overtime	552	149	0	1,515	2,020	2,020
200	Social Security	30,597	20,283	24,418	26,170	24,000	24,000
250	Blue Cross/Optical/Dental	41,988	52,435	69,964	50,800	41,468	41,468
275	Life Insurance	1,529	1,061	1,563	1,430	1,552	1,552
300	Pension - DC	0	8,020	12,300	15,250	20,382	20,382
305	Pension - DB	84,566	84,240	45,272	45,272	48,624	48,624
308	Post Retirement Healthcare	0	0	28,052	28,052	32,938	32,938
325	Longevity	25,100	12,696	12,697	13,178	7,541	7,541
350	Worker's Compensation	1,041	1,092	1,112	907	726	726
	Reallocation to Sewer Fund	0	0	(136,625)	(136,000)	(82,750)	(82,750)
	Category Total	608,911	475,460	366,209	377,884	396,508	396,508
(740)	OPERATING SUPPLIES						
001	Gas & Oil	1,390	1,244	3,852	2,753	2,890	2,890
002	Books & Subscriptions	41	109	100	100	100	100
008	Supplies	1,896	2,279	3,000	3,000	3,000	3,000
	Category Total	3,327	3,632	6,952	5,853	5,990	5,990

DPS Administration

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	815	2,155	2,000	2,000	2,000	2,000
002	Memberships & Licenses	31,789	31,806	32,267	32,267	32,015	32,015
004	Consultants	8,204	10,678	45,000	45,000	75,000	75,000
005	Fleet Insurance	825	800	800	800	840	840
006	Vehicle Maintenance	47	8	130	96	130	130
013	Education & Training	45	308	300	350	300	300
016	Telephone Expense	0	0	0	0	0	0
041	Auto Allowance	2,100	2,100	3,600	3,600	3,600	3,600
	Category Total	<u>43,825</u>	<u>47,855</u>	<u>84,097</u>	<u>84,113</u>	<u>113,885</u>	<u>113,885</u>
	DEPARTMENT TOTAL	<u>535,027</u>	<u>398,858</u>	<u>457,258</u>	<u>467,850</u>	<u>516,383</u>	<u>516,383</u>

ROAD MAINTENANCE

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

GOALS

- Improve road safety. (1,3,13)
- Utilize the Pavement Management System to improve the efficiency of road maintenance operations. (12,13)
- Reduce complaints. (8,11,13)
- Implement and utilize modern Asset Management software. (2,8)
- Improve snow and ice control response time. (3,10,13)
- Obtain APWA certification. (1)
- Control cost of road maintenance services. (2,12)
- Improve the preparation, scheduling, and oversight of contracted road and right-of-way maintenance services. (1,3)
- Improve employee and work zone safety. (8)
- Contribute to the City’s beautification program. (12,13)

PERFORMANCE OBJECTIVES

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

Service Level	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
Service Level	Maintenance contracts completed	34	32	32
Service Level	Utility structure inspections	10	11	20
Service Level	Community work programs work days supervised	18	18	20
Efficiency	Square yards of 8” concrete placed	5,275	5,500	5,500
Efficiency	Tons of asphalt placed	16,150	15,700	16,000
Efficiency	Lineal feet of re-ditching	7,550	9,500	9,500
Efficiency	Miles per road maintenance personnel	17.9	17.9	16.0

SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

Salaries & Wages (702)

112—Overtime—Overtime increases are shown in order to maintain expected levels of service with current staffing levels. Most overtime is due to weather or public safety call-ins.

250—Health Benefits—The City has realized a reduction in the cost of health benefits due to State regulations.

Operating Supplies (740)

001—Gas & Oil—Significant fuel cost increases during FY 11/12 were less than anticipated and predicted to be similar for FY 12/13.

005—Fleet Insurance—The City has realized a reduction in the per vehicle annual cost of vehicle insurance.

008—Supplies—The cost of propane fuel has seen an increase over the recent years and is anticipated to continue on an increasing trend.

030—Tools & Misc. Small Equipment—Replacement purchases of small equipment were postponed during recent budget years for cost savings. They are currently in desperate need of replacement.

Professional & Contractual (801)

001—Conferences & Workshops—Based on direction from the Finance Department, several items from Education & Training (013) were moved to this category.

008—Equipment Maintenance—Maintenance requirements of this equipment have increased due to aging equipment.

029—Cemetery Maintenance—The current fence surrounding the west cemetery requires additional maintenance.

071—Contracted Maintenance—Replacement of failed timber retaining walls along the outer edge of the sidewalks on Drake Road north of I-696 and on 11 Mile Road, Farmington Road to Orchard Lake Road.

STAFFING LEVELS

Acct.	Title	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
(010) Administrative and Clerical					
	Supervisors	2	2	2	2
	Equipment Operator III	3	4	4	4
	Equipment Operator II	12	9	11	11
	Equipment Operator I	1	2	0	0
	Traffic Technician	1	0	0	0
	Laborer II	0	0	0	0
	Laborer I	0	2	2	2
	Total	19	19	19	19
(038) Seasonal Aides (FTE)					
		2.12	2.12	3.46	3.46
Department Total		21.12	21.12	22.46	22.46

DEPARTMENT NUMBER: 442

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702) SALARIES & WAGES							
010	Administrative & Clerical	1,168,618	879,047	957,249	902,300	958,870	958,870
015	Seasonal Aides	38,983	77,095	48,384	48,000	72,576	72,576
106	Sick & Vacation	79,606	2,067	1,460	2,067	2,043	2,043
112	Overtime	53,247	100,045	68,773	88,382	90,418	90,418
200	Social Security	106,280	82,635	85,186	81,845	89,372	89,372
250	Blue Cross/Optical/Dental	243,892	220,723	297,837	198,600	231,123	231,123
275	Life Insurance	1,723	1,302	1,463	1,330	1,463	1,463
300	Pension - DC	11,911	12,628	22,593	14,960	22,727	22,727
305	Pension - DB	233,999	278,497	179,632	179,632	191,144	191,144
308	Post Retirement Healthcare	0	0	111,308	111,308	129,483	129,483
325	Longevity	60,849	35,001	37,685	37,631	44,348	44,348
350	Worker's Compensation	32,720	35,229	36,929	24,660	26,955	26,955
Category Total		2,031,828	1,724,269	1,848,499	1,690,715	1,860,522	1,860,522

Road Maintenance

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(740)	OPERATING SUPPLIES						
001	Gas & Oil	86,676	118,784	120,600	95,800	100,700	100,700
002	Books & Subscriptions	0	0	150	150	150	150
008	Supplies	2,866	854	1,800	2,000	4,000	4,000
019	Uniforms	9,184	8,571	9,600	9,800	10,400	10,400
030	Tools & Misc. Small Equip.	8,332	7,307	7,000	9,000	9,000	9,000
034	Safety Equipment	6,983	4,560	5,800	5,800	8,100	8,100
	Category Total	<u>114,041</u>	<u>140,076</u>	<u>144,950</u>	<u>122,550</u>	<u>132,350</u>	<u>132,350</u>
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	1,456	2,491	510	2,540	1,720	1,720
002	Memberships & Licenses	780	762	908	910	1,221	1,221
005	Fleet Insurance	27,675	27,250	25,750	25,750	17,755	17,755
006	Vehicle Maintenance	44,508	80,952	68,101	75,000	62,750	62,750
008	Equipment Maintenance	2,410	2,236	2,200	3,000	3,000	3,000
013	Education & Training	2,415	2,249	5,425	4,225	3,330	3,330
029	Cemetery Maintenance	299	257	1,000	2,000	2,000	2,000
030	Emergency Meal Allowance	466	965	900	900	900	900
071	Contractual Projects	0	0	0	0	20,000	20,000
	Category Total	<u>80,009</u>	<u>117,162</u>	<u>104,794</u>	<u>114,325</u>	<u>112,676</u>	<u>112,676</u>
(970)	CAPITAL OUTLAY						
002	Office Equipment	0	0	0	0	17,870	17,870
020	Equipment	23,183	34,469	20,000	20,000	23,900	23,900
058	Trucks	4,385	28,681	30,905	30,905	31,000	31,000
	Category Total	<u>27,568</u>	<u>63,150</u>	<u>50,905</u>	<u>50,905</u>	<u>72,770</u>	<u>72,770</u>
	GROSS DIVISION TOTAL	2,253,446	2,044,657	2,149,148	1,978,495	2,178,318	2,178,318
	Less: Road Reimbursement	(1,693,976)	(1,385,950)	(2,003,850)	(1,690,715)	(1,860,522)	(1,860,522)
	NET DIVISION TOTAL	<u>559,470</u>	<u>658,707</u>	<u>145,298</u>	<u>287,780</u>	<u>317,796</u>	<u>317,796</u>

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

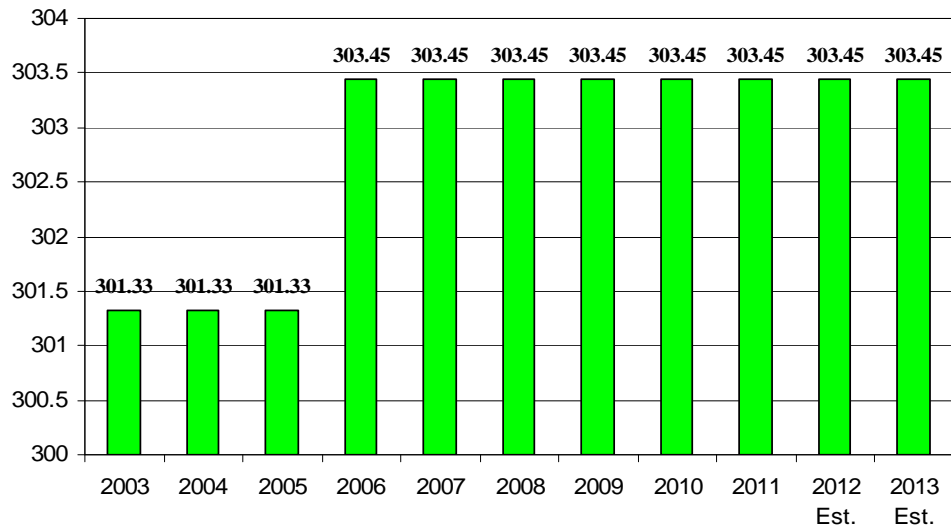
Road Maintenance

CAPITAL OUTLAY

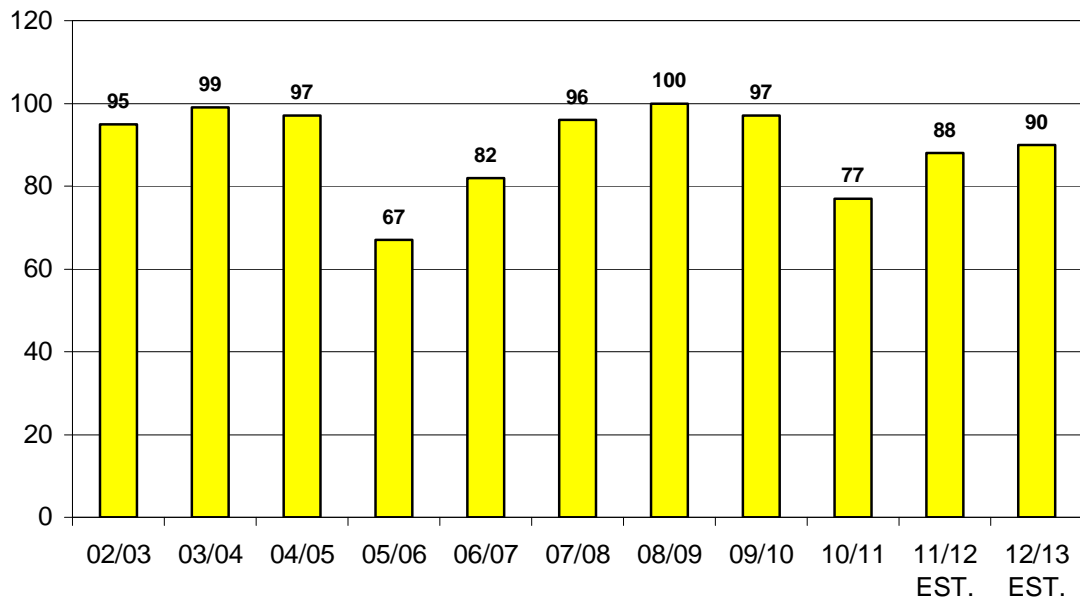
Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Quantity	Budget Amount
002		OFFICE EQUIPMENT				
	1	Sign Manufacturing Equipment upgrade	6,870	6,870	1	6,870
	4	Mobile Computer Replacement	2,000	8,000	4	8,000
	1	Work Table for Sign Shop	3,000	3,000	1	3,000
		Total Office Equipment		17,870		17,870
020		EQUIPMENT				
	2	Direct Application System (DSA)	7,000	14,000	2	14,000
	1	Retractable Curtain Door	9,900	9,900	1	9,900
		Total Equipment		23,900		23,900
058		Trucks				
	1	Pick-up Truck	26,500	26,500	1	26,500
	1	Plow	4,500	4,500	1	4,500
		Total Trucks		31,000		31,000
		CAPITAL OUTLAY TOTAL		72,770		72,770

KEY DEPARTMENTAL TRENDS

Road Miles Maintained by the City



Emergency Call-Ins (Roads)



BUILDING MAINTENANCE

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

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals 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)
 - Become experts in Green Technology. (2)

PERFORMANCE OBJECTIVES

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

	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
Service Level	Community Work Program “worker days”	311	311	311
	Requests for maintenance service	1,293	1,282	1,290
	Number of monthly inspections (HVAC)	168	168	168
	Number of buildings maintained	14	14	14
Efficiency	Percentage of service requests met within 10 days	90%	90%	90%
	Percentage of emergency call-ins responded to within 30 minutes.	95%	95%	95%

Building Maintenance

SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

Salaries & Wages - 702

010 – Staff on extended medical leave caused wages to be lower.

Professional & Contractual – 801

029 – Increase in 2011/12 estimated budget due to premature equipment failure. 2012/13 budget contains newly bid preventative maintenance items for the new City Hall which are more labor intensive.

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
(010)	Salaries				
	Building Maintenance Supervisor	1	1	1	1
	Building Maintenance Technician	1	1	1	1
	Building Maintenance Worker	2	2	2	2
	Total	4	4	4	4
	DEPARTMENT TOTAL	4	4	4	4

DEPARTMENT NUMBER: 444

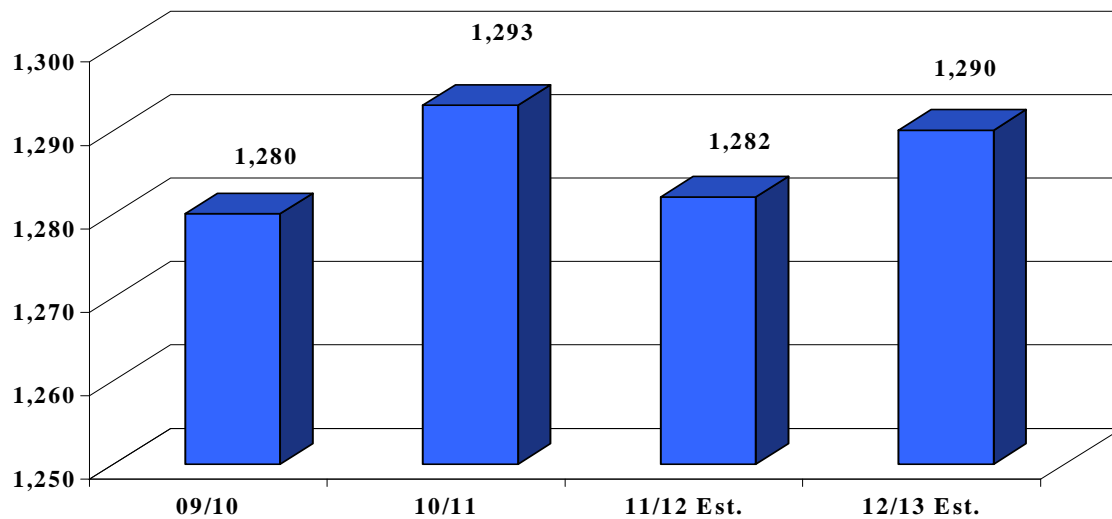
Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702)	SALARIES & WAGES						
010	Salaries	151,161	167,771	183,494	168,763	182,791	182,791
106	Sick & Vacation	0	4,635	1,212	1,423	1,303	1,303
112	Overtime	8,903	11,362	14,021	14,387	13,901	13,901
200	Social Security	13,776	15,131	15,743	14,810	15,771	15,771
250	Blue Cross/Optical/Dental	57,495	63,913	75,131	56,500	56,900	56,900
275	Life Insurance	346	297	308	308	308	308
300	Pension - DC	4,933	4,995	4,985	5,000	5,076	5,076
305	Pension - DB	32,348	38,500	33,779	33,779	35,815	35,815
308	Post Retirement Healthcare	0	0	20,930	20,930	24,262	24,262
325	Longevity	6,134	6,298	7,068	6,560	8,162	8,162
350	Worker's Compensation	2,445	3,831	3,917	2,590	2,720	2,720
	Category Total	277,541	316,733	360,588	325,050	347,009	347,009
(740)	OPERATING SUPPLIES						
001	Gas & Oil	560	758	963	978	1,020	1,020
008	Supplies	4,358	6,331	12,433	12,433	10,000	10,000
019	Uniforms	691	811	1,258	950	1,258	1,258
	Category Total	5,609	7,900	14,654	14,361	12,278	12,278

Building Maintenance

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(801)	PROFESSIONAL & CONTRACTUAL						
002	Memberships & Licenses	0	300	0	0	0	0
005	Fleet Insurance	825	800	800	800	366	366
006	Vehicle Maintenance	15	153	700	700	850	850
013	Education & Training	187	0	3,650	3,000	3,000	3,000
025	Utilities	67,715	38,496	31,250	36,250	39,000	39,000
026	Physical Exams	0	0	0	5,330	0	0
029	Building Maintenance	16,883	15,360	27,260	52,260	58,792	58,792
046	Custodial Contract	0	0	4,000	0	4,000	4,000
	Category Total	85,625	55,109	67,660	98,340	106,008	106,008
(970)	CAPITAL OUTLAY						
015	Vehicles	0	0	0	0	0	0
020	Equipment	0	6,672	0	0	0	0
036	Building Improvements	0	0	0	0	0	0
	Category Total	0	6,672	0	0	0	0
DEPARTMENT TOTAL		368,775	386,414	442,902	437,751	465,295	465,295

KEY DEPARTMENTAL TRENDS

Service Requests for Maintenance



ENGINEERING DIVISION

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

GOALS

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

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

PERFORMANCE OBJECTIVES

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

Service Level	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Estimated	FY 2012/13 Projected
		Contracts Let (number)	6	12
	Contracts Let (amount)	2,354,618	9,865,793	5,669,002
	Site Plans Reviewed	12	6	7
	Subdivision/Locations Participating in SAFE-TE ³	58	59	60
	Citizen Service Requests	149	121	135
Efficiency	Percent first reviews within four weeks	91%	83%	90%

Engineering Division

SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

Salaries and Wages - 702

010 – The current City Engineer position has been replaced with the Engineering Manager position.

038 & 112 – Part time work and overtime have been increased to address the escalated work load projected for the four road SADs and the two mile reconstruction of Fourteen Mile Road in the coming fiscal year.

106 – Sick and vacation buyouts have significantly decreased from last year's budget which included two retirements. No positions are anticipated to be retired this year.

Reallocation to Water and Sewer Fund - 702

Significant time is anticipated to be spent on the water main replacement program, and will result in a larger charge-off of the water and sewer funds than in previous years.

Capital Outlay - 970

015 – One four-wheel drive pickup truck with plow assembly has been budgeted to replace an existing 2003 pickup truck.

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
449					
(010)	Salaries and Wages				
	Chief Engineer	1	1	0	0
	Engineering Manager	0	0	1	1
	Senior Engineer	1	1	1	1
	Chief Engineering inspector	1	1	1	1
	Design Technician	1	1	1	1
	Traffic Engineer	0	1	1	1
	Civil Engineer III	1	0	0	0
	Civil Engineer II	2	2	1	1
	Civil Engineer I	0	0	1	1
	Engineering Aide IV	1	1	1	1
	Engineering Aide III	2	1	1	1
	Engineering Aide II	2	2	2	2
	Department Technician	0	0	1	1
	Clerk Typist II	1	0	0	0
	Clerk Typist I	0	1	1	1
	Engineering Office Aide	1	1	0	0
	Total	14	13	13	13
(038)	Part time (FTE)				
	Part time wages	0	0	1.28	1.28
	Total	0	0	1.28	1.28
	Department Total	14	13	14.28	14.28

Engineering Division

DEPARTMENT NUMBER: 449

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(700) COST REIMBURSEMENT							
592	Sewer Fund	(102,911)	(110,299)	0		0	0
	Category Total	(102,911)	(110,299)	0	0	0	0
(702) SALARIES & WAGES							
010	Salaries & Wages	970,762	873,083	845,849	714,630	815,816	815,816
038	Part-time	7,695	10,243	0	23,349	68,050	68,050
106	Sick & Vacation	39,374	28,790	73,089	64,386	13,246	13,246
112	Overtime	48,051	19,802	26,600	72,938	91,050	91,050
200	Social Security	82,803	73,545	75,539	68,900	78,598	78,598
250	Blue Cross/Optical/Dental	217,269	201,504	245,395	157,200	169,675	169,675
275	Life Insurance	4,127	3,317	3,118	2,695	3,018	3,018
300	Pension - DC	4,885	5,168	9,788	12,550	27,581	27,581
305	Pension - DB	228,719	262,038	188,259	188,259	147,531	147,531
308	Post Retirement Healthcare	0	0	116,652	116,652	99,939	99,939
325	Longevity	54,767	49,375	49,159	45,955	39,276	39,276
350	Worker's Compensation	5,312	6,346	6,248	3,925	4,252	4,252
	Reallocation to Water Fund	0	0	(144,595)	(144,595)	(207,532)	(207,532)
	Reallocation to Sewer Fund	0	0	(40,574)	(40,574)	(17,253)	(17,253)
	Category Total	1,663,764	1,533,211	1,454,527	1,286,270	1,333,247	1,333,247
(740) OPERATING SUPPLIES							
001	Gas & Oil	15,141	15,762	15,897	18,700	19,400	19,400
002	Books & Subscriptions	44	0	164	150	550	550
008	Supplies	4,399	8,012	8,000	8,000	10,300	10,300
	Category Total	19,584	23,774	24,061	26,850	30,250	30,250
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	2,645	719	2,160	1,178	5,450	5,450
002	Memberships & Licenses	809	746	1,123	1,123	995	995
004	Consultants	6,962	0	1,000	1,000	1,000	1,000
005	Fleet Insurance	8,250	7,200	5,600	5,600	2,200	2,200
006	Vehicle Maintenance	2,466	2,209	3,200	3,500	4,500	4,500
007	Office Equip. Maintenance	2,151	3,570	4,800	4,800	7,202	7,202
009	Consulting & Review Fee	1,450	450	1,000	1,250	1,000	1,000
013	Education & Training	5,150	996	5,450	5,350	5,550	5,550
024	Printing Services	22	22	0	44	0	0
027	Radio Maintenance	0	0	0	0	0	0
041	Vehicle Allowance	3,600	3,600	3,600	900	0	0
	Category Total	33,505	19,512	27,933	24,745	27,897	27,897

Engineering Division

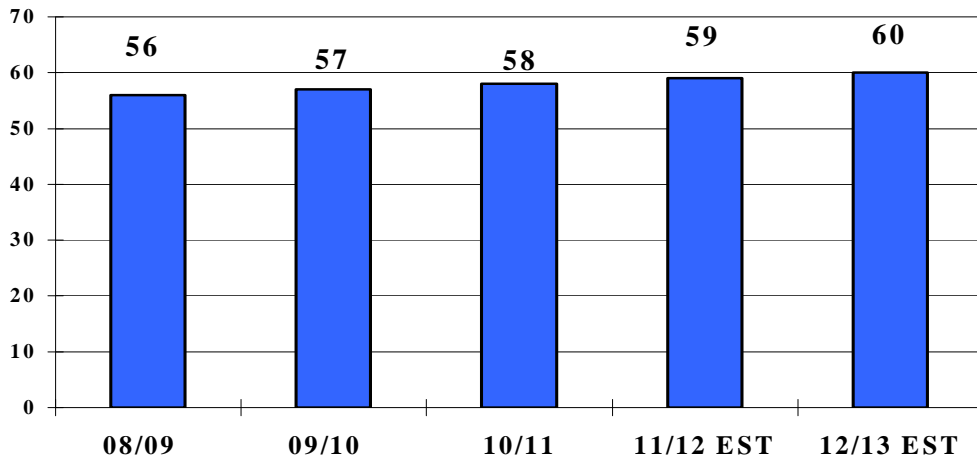
Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(970) CAPITAL OUTLAY							
001	Office Furniture	0		0	0	0	0
002	Office Equipment	0	16,565	5,406	5,406	0	0
006	Survey Equipment	0	0	0	0	0	0
007	Grant Equipment	0	0	0	0	0	0
015	Inspection Vehicles	4,385		0	0	31,200	31,200
	Category Total	4,385	16,565	5,406	5,406	31,200	31,200
DEPARTMENT TOTAL		1,618,327	1,482,763	1,511,927	1,343,271	1,422,594	1,422,594

CAPITAL OUTLAY

Acct. 970	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
					Quantity	Amount
015		Vehicle				
	1	Full size 4WD Extended Cab Pickup	27,000	27,000	1	27,000
		3/4 ton	4,200	4,200	0	4,200
		Total Vehicle		31,200		31,200
CAPITAL OUTLAY TOTAL				31,200		31,200

KEY DEPARTMENTAL TRENDS

Subdivisions/Locations Participating in SAFE-TE³



DPW MAINTENANCE FACILITY

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

The DPW's garage is responsible for maintaining the City's fleet of 97 passenger vehicles, 36 patrol vehicles, 43 pick-up trucks, 18 light trucks, 41 utility vehicles, 29 heavy trucks, 17 private vehicles, 17 vans/buses, 21 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

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

PERFORMANCE OBJECTIVES

- Reduce vehicle down-time and life-cycle cost.
- Increase vehicle longevity.

DPW Maintenance Facility

Service Level	Performance Indicators	FY 10/11 Actual	FY 11/12 Projected	FY 12/13 Estimated
	Parts Received	\$151,350	\$152,500	\$150,500
	Parts Issued	\$143,031	\$157,780	\$153,100
	Fuel Gallons	256,452	222,621	224,200
	Number of Vehicles	288	289	287
	Number of Equipment	106	105	105
	Average Age of Vehicles and Equipment	5.17	5.27	5.5
	Preventative Maintenance % of Labor Hours	32%	65%	65%
New Vehicles and Equipment Purchased	23	10	13	

SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

Salaries & Wages (702)

038—Part-Time/Seasonal—The projected actual budget for FY 11/12 reflects a reduction in this area due to approximately eight months of the fiscal year without filling the Part-Time Mechanic I position. The Part-Time Mechanic I position will be on-board by early spring of 2012.

106—Sick & Vacation—The cash-out of sick and vacation time associated with the retirement of Mechanic III has resulted in a rather large increase for the projected actual FY 11/12 budget.

112—Overtime—Fleet Supervisor now assists in the Road Maintenance three-week on-call rotation for emergencies.

250—Health Benefits--The City has realized a reduction in the cost of health benefits due to State regulations.

Professional & Contractual (801)

001—Conferences & Workshops—Staff reassignments and promotions resulting from the VSP require personnel training for job-specific tasks.

005—Fleet Insurance—The City has received a reduction in the per-vehicle cost for annual insurance in the proposed FY 12/13 budget.

008—Garage Equipment Maintenance—Certification and heavy maintenance to the vehicle hoists at the DPW Garage.

013—Education & Training—Both the projected actual budget for FY 11/12 and the proposed budget for FY 12/13 reflect increases to support staff training and research in the area of alternative fuel use for the City fleet.

027—Radio Maintenance Allowance—With the purchase of the replacement radio system for the DPW, resulting in the Division actually having a working communication system, some maintenance is anticipated.

029—Building Maintenance—Roof and HVAC repairs and heavy maintenance are anticipated based on recent inspections.

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 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	2	2
	Mechanic II	1	1	1	1
	Mechanic I	0	0	1	1
	Inventory & Repair Coordinator	1	1	1	1
	Building Maint Tech.	1	1	1	1
		10	10	10	10
(038)	Part-time	0.5	1.0	1.0	1.0
	DEPARTMENT TOTAL	10.50	11.00	11.00	11.00

DEPARTMENT NUMBER: 450

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702)	SALARIES & WAGES						
015	Supervision/Sec./Mech.	673,193	552,563	569,713	554,200	562,572	562,572
038	Part-time	12,736	600	24,700	7,000	43,970	43,970
106	Sick & Vacation	64,744	2,610	2,150	13,744	1,884	1,884
112	Overtime	17,160	43,621	31,000	35,485	38,869	38,869
200	Social Security	61,275	47,800	50,852	49,120	52,046	52,046
250	Blue Cross/Optical/Dental	133,847	145,416	173,578	136,236	129,275	129,275
275	Life Insurance	1,239	988	1,064	967	1,064	1,064
300	Pension - DC	0	0	0	1,700	6,355	6,355
305	Pension - DB	138,096	165,294	131,717	131,717	125,840	125,840
308	Post Retirement Healthcare	0	0	81,617	81,617	85,245	85,245
325	Longevity	43,406	35,011	37,131	37,074	33,011	33,011
350	Worker's Compensation	6,767	7,626	7,800	7,105	6,408	6,408
	Category Total	1,152,463	1,001,529	1,111,322	1,055,965	1,086,539	1,086,539

DPW Maintenance Facility

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(740) OPERATING SUPPLIES							
001	Fuel & Oil Inventory	510,143	650,716	749,652	729,637	762,839	762,839
002	Books & Subscriptions	1,637	1,595	2,000	2,000	2,000	2,000
008	Supplies	3,559	5,564	6,500	6,500	7,500	7,500
009	Gas & Oil	4,767	4,346	6,750	7,390	7,650	7,650
012	Mechanics Tool Allowance	4,238	2,852	3,125	3,125	3,125	3,125
076	Auto/Truck Parts	104,711	131,222	157,780	157,760	153,072	153,072
085	Misc. Auto/Truck Supplies	10,375	12,004	10,500	12,000	12,000	12,000
	Category Total	639,430	808,299	936,307	918,412	948,186	948,186
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	1,505	1,199	1,770	2,925	3,025	3,025
002	Memberships & Licenses	737	566	874	800	891	891
005	Fleet Insurance	2,000	1,950	1,950	1,950	1,036	1,036
006	Vehicle Maintenance	4,756	2,339	1,420	1,420	1,500	1,500
007	Office Equip. Maintenance	7,096	6,971	7,050	7,050	7,500	7,500
008	Garage Equip. Maintenance	3,279	5,214	4,500	7,000	5,000	5,000
013	Education & Training	99	273	700	1,000	1,120	1,120
025	Utilities Expense	67,330	74,635	70,000	69,000	74,000	74,000
027	Radio Maintenance	11	0	500	1,000	2,000	2,000
029	Building Maintenance	18,007	30,638	28,000	46,000	29,000	29,000
046	Custodial Contract	10,134	8,056	11,000	11,200	12,000	12,000
056	Refuse Removal	5,367	5,024	6,978	7,000	9,000	9,000
104	Subcontract Repairs	29,772	45,968	66,300	50,000	60,000	60,000
	Category Total	150,093	182,833	201,042	206,345	206,072	206,072
(970) CAPITAL OUTLAY							
001	Office Furniture	0	0	0	0	7,000	7,000
002	Office Equipment	0	1,224	0	0	0	0
007	Garage Equipment	0	0	7,450	7,450	7,550	7,550
015	Vehicles	4,385	28,432	30,500	30,500	62,000	62,000
036	Building Improvements	0	0	0	0	48,000	48,000
	Category Total	4,385	29,656	37,950	37,950	124,550	124,550
	Total Expenditures	1,946,371	2,022,317	2,286,621	2,218,672	2,365,347	2,365,347
	Less Inter-department Billings	(639,386)	(807,721)	(973,732)	(937,397)	(975,911)	(975,911)
	DIVISION TOTAL	1,306,985	1,214,596	1,312,889	1,281,275	1,389,436	1,389,436

This Division's operations are partially supported by Reimbursements for Fuel & Maintenance costs from other local governments (\$12,700).

CAPITAL OUTLAY

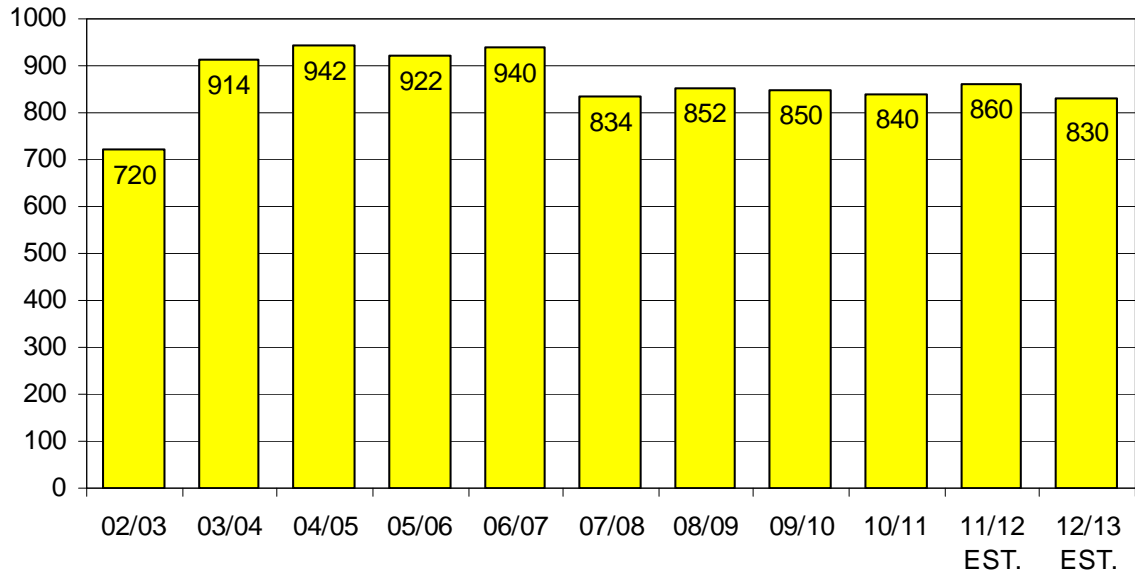
Department Number: 450

Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
970					Quantity	Amount
001		OFFICE FURNITURE				
	1	Training/ Lunch room furniture	7,000	7,000	1	7,000
007		GARAGE EQUIPMENT				
	2	OTC Scan Tool Update	2,000	4,000	2	4,000
	1	Tech II Scan Tool Update	950	950	1	950
	1	Refrigerant Recycle Machine	2,600	2,600	1	2,600
		Equipment Total		14,550		14,550
015		TRUCKS				
	2	Pick-up Truck	26,500	53,000	2	53,000
	2	Plow	4,500	9,000	2	9,000
		Trucks Total		62,000		62,000
036		BUILDING IMPROVEMENTS		48,000		48,000
		CAPITAL OUTLAY TOTAL		124,550		124,550

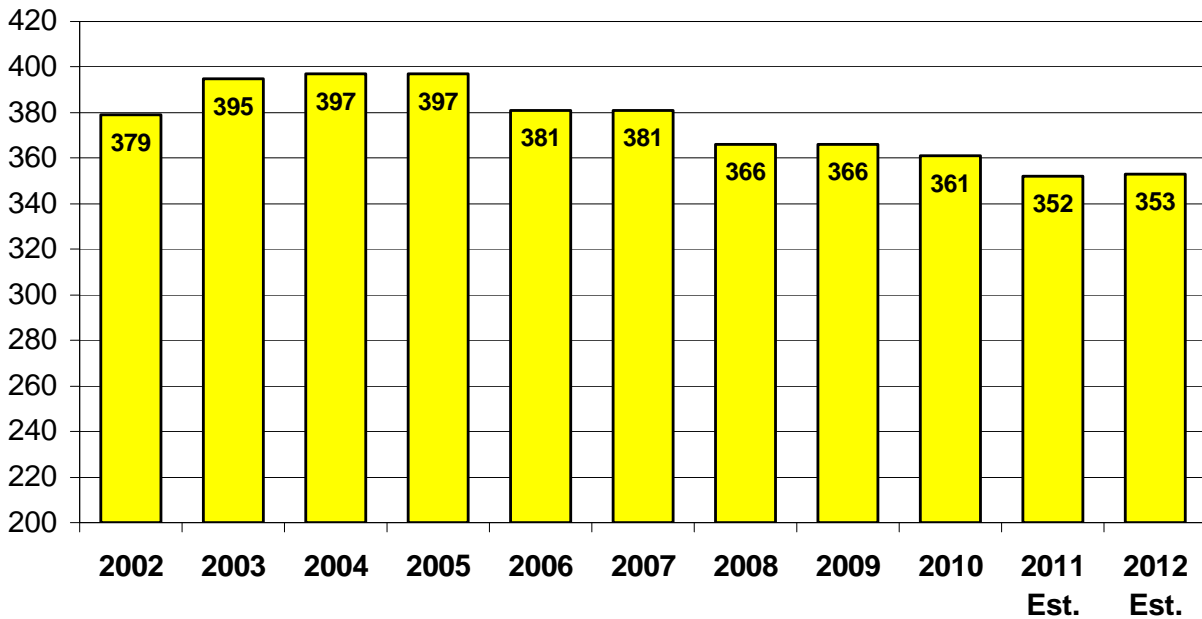


KEY DEPARTMENTAL TRENDS

Service Requests Processed



Number of Vehicles and Equipment Maintained



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 2012. This program enables residents to properly dispose of oil-based paint, pesticides, chemicals, solvents, used computer equipment, and other hazardous materials.

GOALS

- Improve waste collection services and reduce complaints. (1,13)
- Provide most cost-effective waste collection, recycling, and yard waste collection. (1,2,10,12,13)
- Increase recycling and yard waste diversion rate by simplifying rules and going to single-stream collection. (1,2,10,12,13)
- Improve attendance and quantity of materials collected at the Household Hazardous Waste Day event. (1,2)

PERFORMANCE OBJECTIVES

Service Level	Performance Indicators	FY 10/11 Actual	FY 11/12 Estimated	FY 12/13 Estimated
Service Level	Pounds of waste per household	2,394	2,390	2,400
	Dwelling units served	23,160	23,170	23,185
Efficiency	Diversion rate	36%	39%	41%
	Waste Landfilled	64%	61%	59%

Waste Collection/Recycling

SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR
Professional and Contractual

056 – Collection Contract—Due to current and anticipated fuel cost increases, a fuel surcharge is being included in this budget submission.

058 – Recycling—Recycling volume has remained essentially the same as the previous year. It is anticipated, based on other communities’ experience that the proposed curbside cart program will result in a 40% increase in residential recycling amounts.

060 – Household Hazardous Waste Program—Participation by Farmington Hills residents continues to increase at both the Farmington Hills event, as well as the four other participating events (volume up approximately 25%).

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
(038)	Part time (FTE)				
	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
	Department Total	1	1	1	1

DEPARTMENT NUMBER: 523

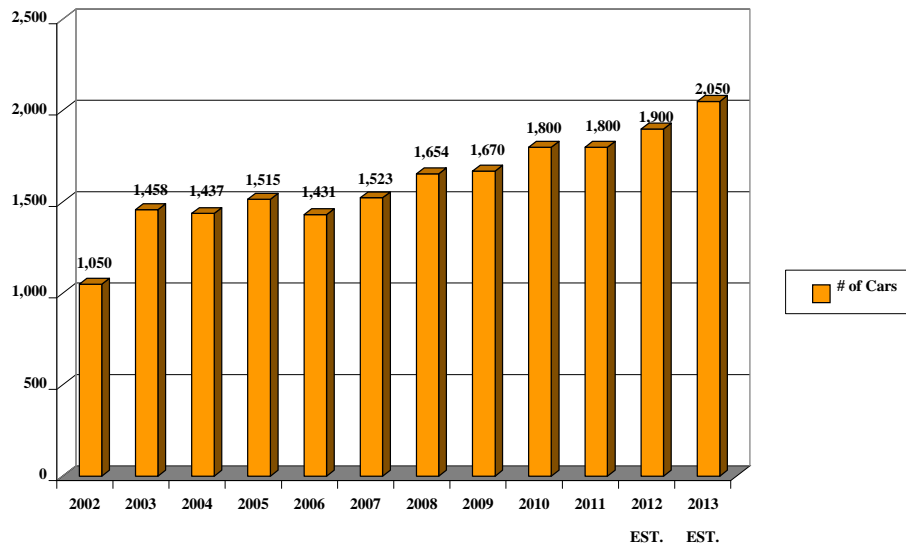
Acct.		2009/10	2010/11	2011/12	2011/12	2012/13	2012/13
No.	Category and Line Item	Actual	Actual	Budgeted	Estimated	Proposed	Adopted
(702)	SALARIES & WAGES						
038	Part-time	27,375	35,036	34,220	34,220	34,220	34,220
200	Social Security	2,094	2,680	2,618	2,618	2,618	2,618
350	Workers Compensation	47	84	83	83	84	84
	Category Total	29,516	37,800	36,921	36,921	36,922	36,922
(740)	OPERATING SUPPLIES						
008	Miscellaneous	11,447	7,090	7,200	3,200	2,200	2,200
	Category Total	11,447	7,090	7,200	3,200	2,200	2,200
(801)	PROFESSIONAL & CONTRACTUAL						
056	Collection Contract	3,245,537	3,265,184	3,280,290	3,307,100	3,349,600	3,349,600
058	Recycling Center	16,633	8,648	17,210	17,210	17,210	17,210
059	Contribution to RRRASOC	100,586	102,639	102,639	102,639	103,662	103,662
060	Disposal of Household						
	Hazardous Materials	60,397	78,395	68,400	68,400	69,900	69,900
	Category Total	3,423,153	3,454,866	3,468,539	3,495,349	3,540,372	3,540,372

Waste Collection/Recycling

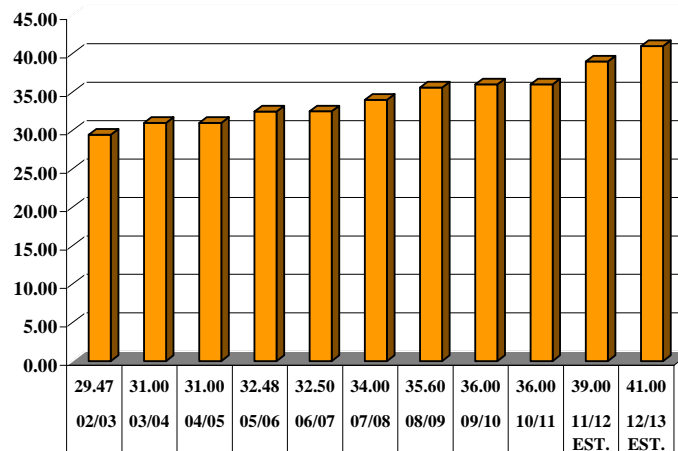
Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
	Total Expenditures	3,464,116	3,499,756	3,512,660	3,535,470	3,579,494	3,579,494
	Less Farmington Contribution	(1,930)	0	0	0	0	0
	DIVISION TOTAL	3,462,186	3,499,756	3,512,660	3,535,470	3,579,494	3,579,494

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

KEY DEPARTMENTAL TRENDS Number of Cars Participating in HazMat Events



Percent of Recycled and Composted Materials Diverted from Landfill



SPECIAL SERVICES SUMMARY

DIV.		2009/10	2010/11	2011/12	2011/12	2012/13	2012/13
NO.	Category and Line Item	Actual	Actual	Adopted	Estimated	Proposed	Adopted
		Expenditures	Expenditures	Budget	Expenditures	Budget	Budget
SPECIAL SERVICES:							
752	Administration	2,101,199	2,040,515	1,992,016	1,958,529	1,979,081	1,979,081
760	Youth Services	361,333	354,373	366,079	351,155	351,511	351,511
765	Senior Services	861,749	876,780	925,625	885,997	831,744	831,744
770	Parks Maintenance	1,690,848	1,503,416	1,568,012	1,512,460	1,535,424	1,535,424
775	Cultural Arts	363,818	365,266	383,462	392,393	403,981	403,981
780	Golf Course	694,516	986,411	732,578	712,651	719,666	719,666
785	Recreation Programs	513,505	416,343	465,303	439,582	451,843	451,843
790	Ice Arena	0	0	1,032,652	985,980	983,923	983,923
TOTAL SPECIAL SERVICES		6,586,968	6,543,104	7,465,727	7,238,747	7,257,173	7,257,173

The Special Services Department is supported primarily from Recreation User Fee (\$4,756,718), an appropriation from the Parks Millage (\$1,507,850), a SMART Grant (\$224,740), and Reimbursements from Oakland Community College for part-time employees (\$7,000).



SPECIAL SERVICES

ADMINISTRATION

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.

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

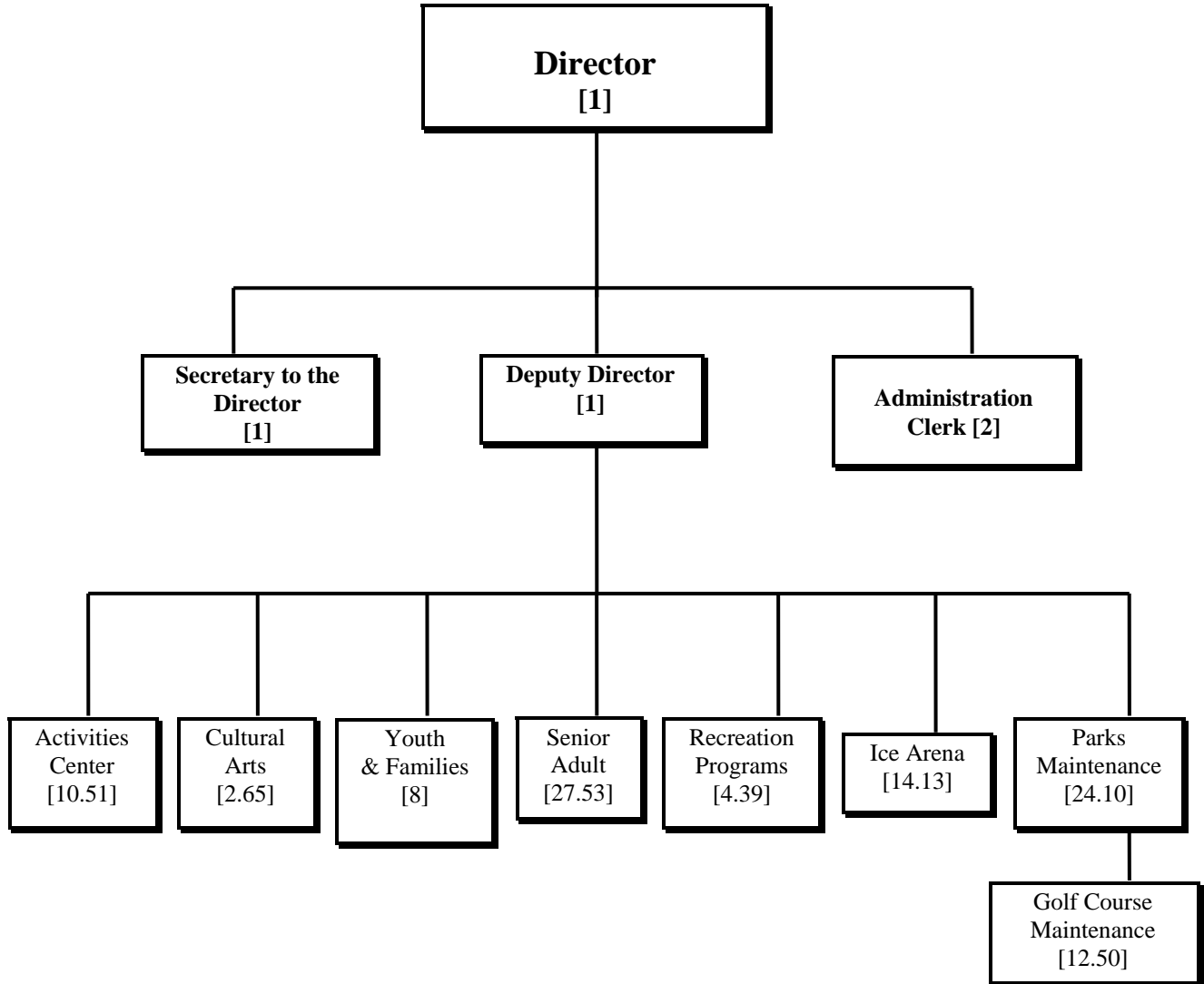
The Department provides a wide variety of programs, services and facilities to the residents. The City has experienced rapid growth since the early 1980's, and the Department is endeavoring to keep pace with the growing and diverse requests for leisure activities and facilities. Land acquisition, facility 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.

- Nurture an environment that fosters employee growth and support. (8)
- Continue to promote and enhance web-based registration system for programs, classes and ticket sales. (2)
- Strengthen existing and create new partnerships.(2)
- Provide high quality programs, facilities and services. (1,6,13)
- Manage millage funds to maintain and improve facilities and programs.(2)
- Provide proper protective equipment and training for staff so that they may complete their duties in a safe and efficient manner.(2,8)
- Continue to work closely with other City Departments to ensure the delivery of high-quality services to our residents and customers. (1,13)
- Provide administrative oversight and support to each division within the department.(8)
- Proactively respond to emerging trends and issues in order to remain a vital force in the community. (6,12,13)
- Preserve and enhance attractive and valuable natural resources within the community and maximize accessibility for all users. (2,6)
- Continue to seek strategies to promote our programs, facilities and services. (2)
- Increase sponsorship revenue. (3)

SPECIAL SERVICES



Total Full Time Equivalent [108.81]

Administration

ADMINISTRATION STAFFING LEVELS

Acct. 752	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
(702) ADMINISTRATION					
(010) Administration					
	Director	1	1	1	1
	Assistant Director	1	1	1	1
	Facility Supervisor	0	0	0	0
	Facilities Coordinator	1	1	1	1
	Secretary to the Director	1	1	1	1
	Bldg. Maintenance Tech. Aide	1	1	1	1
	Clerk Typist II	2	1	1	1
	Clerk Typist I	0	0	0	0
	Total	8	7	7	7
(011) Program Management					
	Recreation Supervisor	3	3	3	3
	Recreation Superintendent	1	1	1	1
	Total	4	4	4	4
(038) Part time					
		6.90	8.96	8.90	8.90
ADMINISTRATION TOTAL		18.90	19.96	19.90	19.90

DEPARTMENT NUMBER: 752

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702) Salaries & Wages							
010	Administrative & Clerical	500,082	405,937	411,136	412,015	410,701	410,701
011	Program Management	227,101	228,024	230,113	230,113	229,231	229,231
038	Part-time	193,085	221,102	218,555	218,955	216,147	216,147
106	Sick & Vacation	14,992	15,341	16,023	13,828	14,327	14,327
112	Overtime	2,339	3,029	3,304	3,303	3,304	3,304
200	Social Security	75,468	68,097	68,514	68,240	68,457	68,457
250	Blue Cross/Optical/Dental	150,156	150,690	168,160	133,081	125,446	125,446
275	Life Insurance	2,285	1,904	1,905	1,910	1,905	1,905
300	Pension - DC	4,703	4,853	4,975	4,995	5,102	5,102
305	Pension - DB	164,945	181,100	135,046	135,046	145,141	145,141
308	Post Retirement Healthcare	0	0	83,681	83,681	98,320	98,320
325	Longevity	24,855	21,979	22,989	22,909	25,007	25,007
350	Worker's Compensation	7,298	10,499	10,640	8,555	7,447	7,447
	Category Total	1,367,309	1,312,555	1,375,041	1,336,631	1,350,535	1,350,535

Administration

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(740)	Operating Supplies						
001	Gas & Oil	1,889	2,818	3,210	4,166	4,420	4,420
002	Books & Subscriptions	115	30	85	85	85	85
008	Supplies	92,541	88,661	80,750	82,750	85,700	85,700
	Category Total	94,545	91,509	84,045	87,001	90,205	90,205
(801)	Professional & Contractual						
001	Conferences & Workshops	1,896	542	600	680	670	670
002	Memberships & Licenses	6,502	6,657	5,328	7,000	6,488	6,488
005	Fleet Insurance	2,475	1,600	1,600	1,600	1,572	1,572
006	Vehicle Maintenance	356	471	410	480	500	500
007	Office Equip. Maint. & Rent	28,611	25,281	26,600	26,600	26,600	26,600
013	Education & Training	3,123	(200)	0	0	0	0
016	Telephone	6,615	7,352	7,800	7,800	7,800	7,800
018	Postage & Bulk Mailing	20,432	19,672	22,950	20,400	20,400	20,400
024	Printing Costs	43,129	39,387	43,000	40,500	40,500	40,500
025	Utilities	262,550	203,867	216,372	216,372	213,708	213,708
029	Maintenance & Repair	88,148	153,281	69,900	75,295	83,650	83,650
035	Credit Card Fees	35,685	42,645	45,000	44,000	45,000	45,000
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
042	Mileage Reimbursement	865	0	650	650	650	650
066	Contract Services	121,598	114,587	76,620	77,920	75,203	75,203
067	Scholarships	10,905	11,000	11,000	11,000	11,000	11,000
072	Special Projects	1,136	(91)	1,500	1,000	1,000	1,000
	Category Total	637,626	629,651	532,930	534,897	538,341	538,341
(970)	Capital Outlay						
001	Office Furniture	0	0	0	0	0	0
002	Office Equipment	1,719	0	0	0	0	0
004	Recreation Equipment	0	0	0	0	0	0
036	Building Improvements	0	6,800	0	0	0	0
	Category Total	1,719	6,800	0	0	0	0
ADMINISTRATION TOTAL		2,101,199	2,040,515	1,992,016	1,958,529	1,979,081	1,979,081

YOUTH & FAMILY SERVICES

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

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

The program sites provide services to each of the four quadrants of Farmington Hills offering opportunities to middle and upper elementary school age youth in Farmington Hills and Farmington. Over 10,500 youth have taken part in the youth center program since its beginning. This year, 813 youth members have joined the program and have attended one of the five youth centers on a daily basis. The 2011 Summer Program saw 162 participants enrolled in the Summer Drop-In Center, averaging 97 youth per day and averaging 37 youth on each of the 32 field trips that were offered.

GOALS

- Explore new and creative ways to provide sustainable funding for existing programs by continuing and establishing new community partnerships. (2,6)
- Expand enrichment opportunities with implementation of Outdoor Education Program-Wilderness Wellness Experience in conjunction with Farmington Schools. (2,6)
- Expand the tutoring program through our partnership with Club Z! Tutoring. Increase enrichment opportunities to include study skills training for youth members. (1,6)
- Explore new opportunities on ways to reach new families by partnering with local faith organizations, youth publications, and cable shows. (1,6,11)
- Introduce current youth members to the Mayors Youth Council. (1,6)
- Enrich the vision of our youth members by giving them opportunities to visit local community colleges and universities in Michigan. (1,6,13)
- Ensure use of new HP and MAC computers, computer programs and video equipment, to provide youth expanded opportunities for creativity, knowledge, research, and homework completion. (11)
- Maintain and work to increase enrollment for the After School and Summer Drop-In programs. (6,13)
- Continue to work with corporate and local business facilities to establish programs allowing youth to see first-hand career opportunities. (2,4)
- Continue to offer and promote programs during the week and on weekends that include family participation. (6)
- Build on the success of Girl Power program. Create a similar program for boys that focus on leadership skills and personal responsibility. (6)

PERFORMANCE OBJECTIVES

- Continue to engage in partnership with Oakland Early Education Center, OCC, and Michigan Works to access low or no-cost labor.
- Increase number of hours (from 114,081 hours) that Farmington/Farmington Hills youth spend in a supervised in a safe, structured environment.

	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
Service Level Summer	Summer Drop-in Program participation	162	170	175
	Number of days Summer Drop-In Program is offered	39	39	39
	Average daily participants of Summer Drop-in	97	100	105
	Total number of Summer Drop-In visits	3,783	3,900	4,095
	Daily average of summer field trip participants	37	40	43
	Number of summer field trips	32	32	32
	Total of summer field trip participants	1,184	1,280	1,376
Service Level School Year	Total number of enrolled After School youth members (5 th – 9 th Grade)	813	825	825
	Total number of days program is offered	164	164	164
	Daily average participation (Four centers operate Mon. through Thurs. Three centers open on Friday)	230	235	240
	Total youth center school year program visits (All Youth Centers)	37,720	38,540	39,360
	Total school year field trip participants	937	1,000	1,100
	New Program: Wilderness Wellness Education Program participants	0	100	150
Efficiency	Total number of Summer Drop-In and school year field trip participants	2,121	2,280	2,476
	Total number of days program is offered summer/school year	202	207	207
	Total number of Summer Drop-In and school year visits	41,216	42,440	43,455
	Total number of hours our youth have spent in the Summer Drop-In and After School Program	114,081	115,081	116,081

Note: The above numbers do not reflect any youth members that attended the Farmington YMCA.

Note: In 2012/13 Youth Center Member numbers should level out as we have offered our program to incoming 5th graders for three full years.

Youth & Family Services

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
(760)	YOUTH & FAMILIES				
010	Youth Services Supervisor	1	1	1	1
	Total	1	1	1	1
038	Part time (FTE)	7.00	7.00	7.00	7.00
DEPARTMENT TOTAL		8.00	8.00	8.00	8.00

DEPARTMENT NUMBER: 760

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702)	Salaries & Wages						
010	Administrative & Clerical	63,274	63,289	63,288	63,230	63,046	63,046
038	Part-time	160,948	167,768	154,880	167,200	167,200	167,200
106	Sick & Vacation	8,245	4,122	4,244	4,123	4,244	4,244
112	Overtime	1,130	278	0	0	0	0
200	Social Security	17,944	18,469	17,298	18,195	18,227	18,227
250	Blue Cross/Optical/Dental	6,393	6,979	8,779	5,700	6,553	6,553
275	Life Insurance	86	74	77	83	77	77
300	Pension - DC	0	0	0	0	0	0
305	Pension - DB	13,730	16,395	14,402	14,402	15,423	15,423
308	Post Retirement Healthcare	0	0	8,924	8,924	10,447	10,447
325	Longevity	2,522	2,761	3,783	3,783	3,783	3,783
350	Worker's Compensation	2,380	3,563	3,324	2,435	2,431	2,431
	Category Total	276,652	283,698	278,999	288,075	291,431	291,431
(740)	Operating Supplies						
002	Books & Subscriptions	25	0	100	100	100	100
008	Supplies	36,437	40,618	35,000	35,000	35,000	35,000
	Category Total	36,462	40,618	35,100	35,100	35,100	35,100
(801)	Professional & Contractual						
001	Conferences & Workshops	283	272	200	200	200	200
002	Memberships & Licenses	1,611	536	1,480	1,480	1,480	1,480
007	Office Equip. Maint. & Rent	30,781	4,365	35,200	5,200	5,200	5,200
013	Education & Training	0	0	100	100	100	100
042	Mileage Reimbursement	2,744	3,058	3,000	3,000	3,000	3,000
066	Contractual Services	12,800	21,826	12,000	18,000	15,000	15,000
	Category Total	48,219	30,057	51,980	27,980	24,980	24,980
(970)	Capital Outlay						
002	Office Equipment	0	0	0	0	0	0
020	Miscellaneous Equipment	0	0	0	0	0	0
	Category Total	0	0	0	0	0	0
Total Youth & Families		361,333	354,373	366,079	351,155	351,511	351,511

SENIOR DIVISION

MISSION STATEMENT: Provide a broad spectrum of activities, programs, and services to meet the needs of resident **Adults 50 & Over** in the areas of health and wellness, education, recreation and socialization. Engage older adults in their community as leaders, teachers and learners while developing the Senior Division as a model for active and successful aging.

The Farmington Hills Senior Division serves residents 50 years of age and over by providing programs and services designed to enrich and 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, religion, physical or mental disability. Vital community-based service programs are in place for adult residents requiring assistance with specialized transportation, chore services, home delivered meals, nutritional supplements, prescriptions, adult day care, food assistance programs and other services specialized to accommodate older adults and their lifestyles. Intercommunity partnerships expand opportunities for more diverse programming. The Senior Division offers a place to gain the skills, resources and connections needed to respond to the personal and community challenges that face the older adult. Planned events are scheduled daily including evenings and weekends at the Costick Activities Center, Longacre House and the Jon Grant Community Center.

GOALS

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

- Improve the quality of life for senior adults with dementia and their caregivers through education, adult daycare, support groups and community advocacy. (11)
- Continue to expand community awareness of the existing programs and services through networking, social media, web, electronic communications, newspapers and cable TV. (11)
- Improve accessible community mobility and independence while addressing the needs of senior adults with special needs through a comprehensive transportation program. (1,12,13)
- Enhance the cafeteria style dining experience promoting healthy choices/options including whole and/or locally grown food through the onsite meal program.(1,12)
- Establish a volunteer based system to seek and mobilize the skills, talents, and experience volunteers have to offer to supplement and enhance existing activities/programs. (2,4,6)
- Create evening and weekend programs to respond to the new trends and opportunities for working adults aged 50 & better. (6)
- Enrich 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 the process of accurate tracking methods to improve the collection of non-resident fees and complete user data.(2)
- Generate new intergenerational activities with programs and special events like Senior Adults Giving Education (S.A.G.E) and Youth Mentoring. (2,6)
- Educate staff on current and emerging trends by taking part in continuing education. (1,2)
- Explore ways to increase the availability and distribution of fresh fruits and vegetables through the nutrition program. (6)

PERFORMANCE OBJECTIVES

- Enhance current and create new and innovative programs to attract greater numbers of adults.
- Develop more refined process for unpaid staff, creating project consultant volunteers and mobilizing self-directed teams of volunteers wherever possible.
- Cultivate a customer focused service environment that encourages and creates an informed, effective and sensitive staff, one that is equally receptive to all participants.
- Create a greater understanding of multi-cultural and ethnic populations in programming and volunteerism.
- Host a special event on World Alzheimer’s Day to raise awareness of adult respite and provide education and resources for caregivers of seniors with Alzheimer’s disease or other forms of memory impairments.

Service Level	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
	Participation in Daily Activities	97,250	98,500	99,100
Participation in Special Events	3,600	3,750	3,900	
Number of Meals On Wheels Delivered	69,917	75,180	75,180	
Number of Congregate Meals Served	19,554	17,926	17,926	
Number of Rides Provided	36,442	38,153	39,000	

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		2010/11 Budget	2011/12 Budget	2012/13 Budget	2012/13 Budget
(765)	<u>SENIOR ADULTS</u>				
010	Administrative & Clerical				
	Senior Adult Program Supervisor	1	1	1	1
	Senior Adult Supervisor	1	0	0	0
	Senior Adult Specialist - Programming	1	2	2	2
	Senior Adult Specialist - SENEX	1	1	1	1
	Senior Adult Nutrition Coordinator	1	1	1	1
	Total	5	5	5	5
038	Part time (FTE)				
	Part time wages	4.14	4.41	4.42	4.42
	Part-time Nutrition Grant	6.15	6.70	6.70	6.70
	Maintenance	0.04	0.38	0.38	0.38
	Part-time Transportation Grant	10.30	11.04	11.03	11.03
	Total	20.63	22.53	22.53	22.53
	SENIOR ADULTS TOTAL	25.63	27.53	27.53	27.53

Senior Adult Division

DEPARTMENT NUMBER: 765

Acct.		2009/10	2010/11	2011/12	2011/12	2012/13	2012/13
No.	Category and Line Item	Actual	Actual	Budgeted	Estimated	Proposed	Adopted
(700) Cost Reimbursement							
281	Nutrition Administration Reimbursement	(368,964)	(383,796)	0	0	0	0
(702) Salaries & Wages							
010	Administrative & Clerical	259,450	237,124	248,469	222,300	247,132	247,132
038	Part-time	97,760	90,529	89,873	88,200	89,500	89,500
039	Part-time Nutrition Grant	104,787	121,649	117,966	117,966	117,900	117,900
040	Maintenance	5,113	4,319	4,537	6,300	6,300	6,300
075	Part-time Transportation	205,395	213,311	218,896	215,000	215,000	215,000
106	Sick & Vacation	9,096	35,218	26,945	37,908	0	0
112	Overtime	22	347	400	450	340	340
200	Social Security	52,427	54,516	54,814	53,094	51,879	51,879
250	Blue Cross/Optical/Dental	58,431	53,743	61,246	36,500	46,126	46,126
275	Life Insurance	570	486	509	450	509	509
300	Pension - DC	0	4,797	5,940	16,625	25,781	25,781
305	Pension - DB	55,833	66,746	45,805	45,805	11,840	11,840
308	Post Retirement Healthcare	0	0	28,382	28,382	8,021	8,021
325	Longevity	8,150	8,970	9,428	8,397	1,973	1,973
350	Worker's Compensation	7,639	11,385	10,674	7,646	7,063	7,063
	Reallocate to Nutrition Grant Fund	0	0	(170,970)	(205,660)	(205,660)	(205,660)
	Category Total	864,673	903,140	752,914	679,363	623,704	623,704
(740) Operating Supplies							
001	Gas & Oil	0	12	642	642	0	0
008	Supplies	16,143	8,450	20,646	20,348	18,200	18,200
009	Kitchen Food & Supplies	198,426	187,103	194,764	194,321	194,764	194,764
010	Special Events	1,145	162	1,000	1,000	2,000	2,000
072	Special Function Expense	3,103	2,220	3,379	3,130	5,630	5,630
	Reallocate to Nutrition Grant Fund	0	0	(157,184)	(194,765)	(194,765)	(194,765)
	Category Total	218,817	197,947	63,247	24,676	25,829	25,829

Senior Adult Division

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(801)	Professional & Contractual						
001	Conferences & Workshops	0	175	0	0	350	350
002	Memberships & Licenses	322	145	440	615	710	710
005	Fleet Insurance	5,850	5,600	5,600	5,600	6,527	6,527
006	Vehicle Maintenance	0	0	600	600	600	600
013	Education & Training	150	10	250	150	250	250
024	Printing Costs	4,669	4,092	4,124	4,250	4,250	4,250
066	Contract Services	41,352	40,070	36,950	38,200	49,450	49,450
075	SMART Transportation	53,274	71,146	99,512	97,049	100,024	100,024
076	Dial - A - Ride	41,606	38,251	34,608	35,844	20,400	20,400
	Reallocate to Nutrition Grant Fund	0	0	(72,620)	(350)	(350)	(350)
	Category Total	147,223	159,489	109,464	181,958	182,211	182,211
(970)	Capital Outlay						
001	Office Furniture	0	0	0	0	0	0
002	Office Equipment	0	0	0	0	0	0
016	Smart Transportation - Vehicles	0	0	0	0	0	0
020	Miscellaneous Equipment	0	0	0	0	0	0
	Category Total	0	0	0	0	0	0
	Total Senior Adults	861,749	876,780	925,625	885,997	831,744	831,744

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, goal and net replacement on soccer, lacrosse, field hockey, and flag football fields; mowing; landscaping; trash pickup and disposal; and the care and replacement of amenities at all park and municipal sites. The Parks Division also provides for leaf removal, seasonal cleanup, snow and ice removal and melting compound application. The addition of the Riley Skate Park and recent completion of the Heritage Splash Pad and proposed dog park require daily monitoring and maintenance during the season. The Visitor Center and Day Camp Building and the Nature Center at Heritage Park are operated and maintained by the Parks Division. Assistance to park users and security for all sites is provided by the Park Ranger Service 365 days a year.

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

GOALS

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

- Construct additional parking, driveway improvements and paver walks at the Heritage Stables Art Studio and Heritage History Center. (3,13)
- Continue environmentally sound maintenance practices established by certification under the Michigan Turfgrass Environmental Stewardship program. (2,3)
- Continue landscape establishment of planted areas around Heritage Park Splashpad. (1,3)
- Interior renovations for Heritage Stables Art Studio. (2)
- Supplement and improve equipment maintenance procedures through utilization of dedicated part-time personnel. (3)
- Design and construct facilities and operational procedures for proposed dog park. (2)
- Interior and exterior building renovations at Pioneer and Founders Sports Parks. (2)

PERFORMANCE OBJECTIVES

- Construct additional parking, driveway improvements and paver walks at the Heritage Stable Studio and Heritage History Center.
- Continue operation of new Splash Pad at Heritage Park and establish landscaped area surrounding it.
- Enlarge “no mow” areas around ponds and in certain parks to further reduce maintenance costs and environmental impact.
- Expand use of the City of Farmington Hills recycling program in all parks and buildings.
- Expand and monitor program of eradication of non-native plant species in parks.
- Continue to develop procedures to perfect current use of in house personnel in performing previously contracted maintenance work in order to maintain new standards of quality.
- Continue to improve landscape maintenance around Ice Arena and Riley Skate Park.
- Work with DPW to review and establish more effective ice/snow control measures by expanding the use of brine treatments on walks, parking lots and drives on all City sites.
- Work with DPW in collaborating on efficient use of equipment and personnel on various maintenance and construction projects throughout the City.
- Continue work with FPS and user groups to control costs in athletic field use.
- Finish major baseball field renovations at Founders Park.
- Establish and maintain potential new dog park.
- Continue increased maintenance and security efforts on abandoned FPS sites with athletic fields.

	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
Service Level	Fields Maintained	85	84	84
	Total acreage maintained	510	518	528
	Flower beds maintained (Square feet)	24,350	24,350	22,750
	Acres mowed	139	147	155
Efficiency	Numbers of acres maintained per FTE	20.53	21.13	21.91
	Acres of parkland per 1,000 population	7.45	7.46	7.47

SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

Salaries & Wages

- 250 – Blue Cross/Optical/Dental:** Reduced per Finance Department instructions
- 308 – Post Retirement Health Care:** Added per Finance Department instructions

Operating Supplies

- 001 – Gas & Oil:** Increased per DPW estimates
- 014 – Chemical Supplies:** Reduced due to transfer of athletic field fertilizer to Parks Millage Accounts

Professional & Contractual

- 005 – Fleet Insurance:** Decreased due to DPS unit price reduction
- 007 – Vehicle Maintenance:** Increased per DPW estimates.
- 025 – Park Utilities:** Increased due to projected rate increases

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
(770) PARKS DIVISION					
(010)	Salaries & Wages				
	Park Maintenance Supervisor	2	2	2	2
	Laborer II	4	3	3	3
	Park Maintenance Technician	3	3	3	3
	Naturalist	1	0	0	0
	Total	10	8	8	8
(038)	Part Time	12.73	16.52	16.10	16.10
PARKS DIVISION TOTAL		22.73	24.52	24.10	24.10

Parks Division

DEPARTMENT NUMBER: 770

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702)	Salaries & Wages						
010	Salaries & Wages	549,130	370,203	378,120	378,120	376,679	376,679
038	Part-time	243,994	318,400	349,719	335,103	337,637	337,637
106	Sick & Vacation	46,600	15,444	11,624	16,482	11,629	11,629
112	Overtime	39,814	50,616	50,000	41,000	50,000	50,000
200	Social Security	69,663	59,787	62,023	60,775	61,053	61,053
250	Blue Cross/Optical/Dental	136,656	100,447	117,580	82,485	86,785	86,785
275	Life Insurance	1,054	612	616	616	616	616
300	Pension - DC	0	0	0	0	0	0
305	Pension - DB	142,349	147,126	86,543	86,543	91,580	91,580
308	Post Retirement Healthcare	0	0	53,625	53,625	62,037	62,037
325	Longevity	28,484	19,713	21,315	21,315	22,154	22,154
350	Worker's Compensation	5,564	7,393	7,232	5,100	4,897	4,897
	Category Total	<u>1,263,308</u>	<u>1,089,741</u>	<u>1,138,397</u>	<u>1,081,164</u>	<u>1,105,067</u>	<u>1,105,067</u>
(740)	Operating Supplies						
001	Gas & Oil	38,317	56,711	61,230	73,595	76,207	76,207
002	Books & Subscriptions	103	0	250	100	200	200
008	Supplies	76,721	69,384	73,500	74,300	73,550	73,550
014	Chemical Supplies	45,113	42,484	47,959	42,750	42,484	42,484
019	Uniforms & Clothing	4,602	4,946	6,816	6,340	6,550	6,550
030	Miscellaneous Tools	1,985	1,932	2,000	2,000	2,000	2,000
	Category Total	<u>166,841</u>	<u>175,457</u>	<u>191,755</u>	<u>199,085</u>	<u>200,991</u>	<u>200,991</u>
(801)	Professional & Contractual						
001	Conferences & Workshops	832	926	1,000	830	1,000	1,000
002	Memberships & Licenses	612	462	590	590	665	665
005	Fleet Insurance	14,850	14,400	12,000	12,000	5,360	5,360
006	Vehicle Maintenance	6,320	9,345	15,400	16,400	16,400	16,400
007	Equipment & Radio Maint.	13,705	13,489	14,500	14,000	14,500	14,500
013	Education & Training	560	164	800	707	600	600
025	Park Utilities	79,729	93,224	90,120	91,514	94,750	94,750
029	Park Buildings Maintenance	31,847	17,879	6,060	5,000	5,000	5,000
042	Mileage Reimbursement	0	0	0	0	0	0
056	Refuse Dumpster	12,776	12,513	8,661	8,630	8,791	8,791
066	Contract Services	99,468	75,816	88,729	82,540	82,300	82,300
	Category Total	<u>260,699</u>	<u>238,218</u>	<u>237,860</u>	<u>232,211</u>	<u>229,366</u>	<u>229,366</u>
	PARKS TOTAL	<u>1,690,848</u>	<u>1,503,416</u>	<u>1,568,012</u>	<u>1,512,460</u>	<u>1,535,424</u>	<u>1,535,424</u>

CULTURAL ARTS DIVISION

The Special Services' Cultural Arts Division offers a wide range of exciting and popular classes, camps, workshops and lessons taught by experts in each field, which enhance the well-being of our community both economically and socially. The Division also recently initiated a unique Public Art Program at the new City Hall, showcasing over 70 works of art from various artists. The Division also presents rotating art exhibits at the City Gallery, as well as Art on the Grand in downtown Farmington, the Festival of the Arts, a popular Youth Theatre, a growing Youth Choir, the fall-spring Cultural Concert series and free summer concerts in Heritage Park, along with other special events.

The Division also maintains relationships with various cultural organizations and groups: the Farmington Area Art Commission, the Farmington Community Arts Council, media and the residents in order to enhance and support the presence of the arts in the community by means of strategic planning, information, education, arts advocacy and the sharing of resources. The Cultural Arts Division also maintains communication with state art agencies and organizations, such as Artserve MI, the Detroit Institute of Arts and the Michigan Council for the Arts and Cultural Affairs in Lansing.

GOALS

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

- Increase networking efforts with area businesses to gain support for City programs. (6)
- Encourage Farmington Area Art Commission to expand its advocacy efforts and support activities for City programs. (2,13)
- Continue to add new programs and classes to draw people into City facilities, gain appreciation of City offerings, and keep cultural offerings fresh and attractive. (2,13)
- Provide affordable, high-quality entertainment, events and activities for families. (2)
- Continue cost-saving practices and new payment formulas to reduce amount of program expense. (2)
- Continuously evaluate all arts-related programs based on time, space and value to community. (2)
- Continue to improve quality of departmental brochures and promotion efforts. (2,4)
- Encourage staff's strategic use of volunteers, including opportunities with area colleges, interns, adult volunteers and community service workers. (2,11)
- Maintain solid quality of programming, while keeping programs affordable and competitively priced. (2)
- Encourage new public art within the City, to provide more space for local artists to exhibit. (2,11)
- Promote the value of art and cultural programs to the community, sharing information about economic and educational importance.(2,11)

PERFORMANCE OBJECTIVES

- Encourage youth to gain self-confidence and life skills through programs such as Youth Choir, Youth Theatre and visual expression.
- Improve knowledge of promotion and fund raising opportunities through shared communication with Department’s other divisions.
- Continue to expand public awareness of the department’s cultural arts activities through targeted market publicity efforts, including electronic methods, newspaper connections, and ad-share opportunities with businesses and organizations, in order to minimize costs.
- Continue to improve Art on the Grand by encouraging new artists to participate and creatively contributing to DDA’s efforts to develop themes and promotion.
- Continue to develop Public Art Program at City Hall and the Costick’s City Gallery, in order to enhance our public facilities and raise public awareness and appreciation of the arts.
- Develop community partnership with the DIA through the Inside/Out program.
- Create new events that will capitalize on current audiences and while encouraging new patrons.
- Continue to find new ways to partner with area businesses through mutual support and shared opportunities.
- Secure new funding avenues through grants and partnerships.

Service Level	Performance Indicators	FY 2010-11 Actual	FY 2011-12 Projected	FY 2012-13 Estimated
	Art, Dance and Music Class Participants	527	570	570
	Professional Concert Series, Teas, Special Events, Youth Theatre performances	7,900	8,115	8,050
	Summer Concerts Attendance (est.)	7,000	7,000	7,000
	Performance Classes, Play Participants & Choir	544	580	580
	Festival of the Arts Attendance (est.) Artist Awards, art receptions, Titanic event	950	1,400	1,400
	Art on the Grand Attendance (est.)	20,000	25,000	25,000
	Instrumental & Vocal Lessons	250	264	264

SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

008 – Supplies – Increased participation in classes and camps requires more supplies. Also, two new pedestals were purchased for the City Gallery. These expenses are balanced by increased revenue and donations for pedestals.

010 – Special Functions – Slightly higher charge for performers; more expensive concerts in summer series fell into the next budget year; added new event. These expenses are balanced by increased revenue and increased grant funding.

350 – Contractual Services – Despite lowering percentage of amount paid to instructors, increased participation in classes resulted in higher amount. This is balanced by significantly increased revenue.

044 - Revenue – Increase due to more participants in programs, added classes, 60/40 split with Youth Theatre performances and classes (formerly 70/30), addition of new event, donations and increased grant funding.

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		2010/11 Budget	2011/12 Budget	2012/13 Budget	2012/13 Budget
(775)	<u>CULTURAL ARTS</u>				
010	Administrative & Clerical				
	Cultural Arts Supervisor	1	1	1	1
	Cultural Arts Coordinator	1	1	1	1
		2	2	2	2
038	Part time (FTE)	0.47	0.47	0.65	0.65
	CULTURAL ARTS TOTAL	2.47	2.47	2.65	2.65

Cultural Arts Division

DEPARTMENT NUMBER: 775

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702)	Salaries & Wages						
010	Administrative & Clerical	115,278	117,057	118,897	117,800	118,441	118,441
038	Part-time	36,892	19,443	19,595	19,595	25,395	25,395
106	Sick & Vacation	5,251	3,031	2,030	2,030	2,030	2,030
112	Overtime	1,529	336	0	332	0	0
200	Social Security	11,974	11,205	10,964	10,880	11,383	11,383
250	Blue Cross/Optical/Dental	22,332	24,739	28,017	22,500	22,184	22,184
275	Life Insurance	173	151	154	154	154	154
300	Pension - DC	0	0	0	0	0	0
305	Pension - DB	13,510	29,697	26,127	26,127	28,011	28,011
308	Post Retirement Healthcare	0	0	16,190	16,190	18,975	18,975
325	Longevity	1,450	2,645	2,799	2,791	2,937	2,937
350	Worker's Compensation	1,638	2,234	2,177	1,490	1,567	1,567
	Category Total	<u>210,027</u>	<u>210,538</u>	<u>226,950</u>	<u>219,889</u>	<u>231,077</u>	<u>231,077</u>
(740)	Operating Supplies						
008	Supplies	8,270	7,270	7,130	8,095	8,095	8,095
010	Special Functions	<u>26,062</u>	<u>21,813</u>	<u>22,982</u>	<u>29,909</u>	<u>30,309</u>	<u>30,309</u>
	Category Total	<u>34,332</u>	<u>29,083</u>	<u>30,112</u>	<u>38,004</u>	<u>38,404</u>	<u>38,404</u>
(801)	Professional & Contractual						
001	Conferences & Workshops	135	0	0	0	0	0
002	Memberships & Licenses	255	20	0	0	0	0
013	Education & Training	0	0	0	0	0	0
042	Mileage Reimbursement	145	114	0	0	0	0
066	Contractual Services	<u>118,924</u>	<u>125,511</u>	<u>126,400</u>	<u>134,500</u>	<u>134,500</u>	<u>134,500</u>
	Category Total	<u>119,459</u>	<u>125,645</u>	<u>126,400</u>	<u>134,500</u>	<u>134,500</u>	<u>134,500</u>
	Total Cultural Arts	<u>363,818</u>	<u>365,266</u>	<u>383,462</u>	<u>392,393</u>	<u>403,981</u>	<u>403,981</u>

GOLF DIVISION

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

The number of rounds played per year is increasing in spite of the weak economy and serves to verify the excellent reputation the golf course and driving range have achieved since the renovation.

GOALS

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

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

PERFORMANCE OBJECTIVES

- Plant sixty (60) new trees.
- Add two (2) new wells.
- Install new vanities in Men's and Women's Rooms.
- Repair parking lot.
- Paint outside trim and rail of clubhouse.
- Repair 5000 feet of cart path on the front nine.

	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
Service Level	Total number of rounds	40,444	41,796	45,200
	Resident	28,310	30,929	31,640
	Non-Resident	12,133	10,867	13,560
	9/18 Holes Weekdays	25,075	25,883	28,700
	9/18 Holes Weekend	15,369	15,913	16,500
	Seniors 9/18 hole	8,493	8,777	9,800
Efficiency	Total Revenue	970,661	1,008,588	1,023,000
	Cost for 9 holes of golf (weekday resident)	\$15	\$15	\$15

Golf Division

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
(780)	GOLF COURSE				
(010)	Salaries & Wages				
	Golf Supervisor	1	1	1	1
	Laborer II	1	1	1	1
	Total	2	2	2	2
(038)	Part Time (FTE)	10.71	10.32	10.50	10.50
	GOLF COURSE TOTAL	12.71	12.32	12.50	12.50

DEPARTMENT NUMBER: 780

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702)	Salaries & Wages						
010	Salaries & Wages	95,801	97,578	99,100	99,100	98,722	98,722
038	Part-time	220,365	224,915	219,740	216,460	218,540	218,540
106	Sick & Vacation	5,445	2,063	3,811	3,778	5,013	5,013
112	Overtime	21,517	22,613	20,000	20,000	20,000	20,000
200	Social Security	26,654	27,065	26,468	26,450	26,465	26,465
250	Blue Cross/Optical/Dental	23,390	24,528	28,017	22,500	22,184	22,184
275	Life Insurance	173	151	154	154	154	154
300	Pension - DC	0	0	0	0	0	0
305	Pension - DB	20,331	24,674	21,761	21,761	23,516	23,516
308	Post Retirement Healthcare	0	0	13,484	13,484	15,930	15,930
325	Longevity	2,071	2,403	3,334	3,335	3,678	3,678
350	Worker's Compensation	2,733	4,010	3,881	2,505	2,140	2,140
	Category Total	418,480	430,000	439,750	429,527	436,342	436,342
(740)	Operating Supplies						
001	Gas & Oil	10,282	18,055	21,465	20,509	21,554	21,554
008	Supplies	44,370	38,408	32,620	31,895	30,045	30,045
009	Golf Pro Shop Merchandise	31,080	28,490	33,000	27,640	30,000	30,000
014	Fertilizer & Insect Control	56,172	49,791	49,950	49,800	48,900	48,900
019	Uniforms	3,117	3,152	3,742	3,549	3,549	3,549
	Category Total	145,021	137,896	140,777	133,393	134,048	134,048

Golf Division

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(801)	Professional & Contractual						
001	Conferences & Workshops	0	0	0	30	0	0
002	Memberships & Licenses	770	280	1,065	1,415	1,415	1,415
005	Fleet Insurance	825	800	800	800	335	335
006	Vehicle Maintenance	278	1,065	2,000	2,100	2,100	2,100
007	Equipment Maintenance	21,658	19,760	25,000	25,000	25,000	25,000
013	Education & Training	0	37	200	0	200	200
024	Printing Costs	0	7,260	4,000	2,445	3,500	3,500
025	Utilities	59,258	53,340	64,950	64,900	64,900	64,900
027	Radio Equipment Maint.	0	0	500	500	500	500
029	Maintenance & Repairs	8,008	7,388	6,000	6,000	6,000	6,000
056	Refuse Dumpster	2,803	3,270	3,836	2,841	3,626	3,626
066	Contractual Services	37,415	33,385	43,700	43,700	41,700	41,700
	Category Total	131,015	126,585	152,051	149,731	149,276	149,276
(970)	Capital Outlay						
015	Vehicles	0	0	0	0	0	0
020	Miscellaneous Equipment	0	291,930	0	0	0	0
	Building & Land						
036	Improvement	0	0	0	0	0	0
	Category Total	0	291,930	0	0	0	0
	GOLF TOTAL	694,516	986,411	732,578	712,651	719,666	719,666

RECREATION DIVISION

The Recreation Division continued to maintain a strong presence in the community in 2011 with high participation numbers in several programs and expect participation numbers to have an increase in 2012.

The Recreation Division continues to focus on special events, camps, fitness programs, classes, nature programs, field operations, and the development of new programs.

The Recreation Division partnered up with more than 20 new businesses and organizations in 2011 and in 2012 will continue to maintain partnerships with over 100 businesses and organizations through various sponsorships and program involvement.

GOALS

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

- Expand and support current program offering. (1)
- Continue successful identification and implementation of new revenue producing programs. (2,6)
- Utilize resources available in the area of marketing. (2)
- Perform a yearly review of existing programs to determine viability. (2,6)
- Continue developing sponsorships/partnerships. (2)

PERFORMANCE OBJECTIVES

- Creation of 20 new programs
- Creation of 20 new sponsorships/partnerships
- Increase number of participants
- Market more through social media
- Maintain revenues and expenditures to have balanced budget for Division

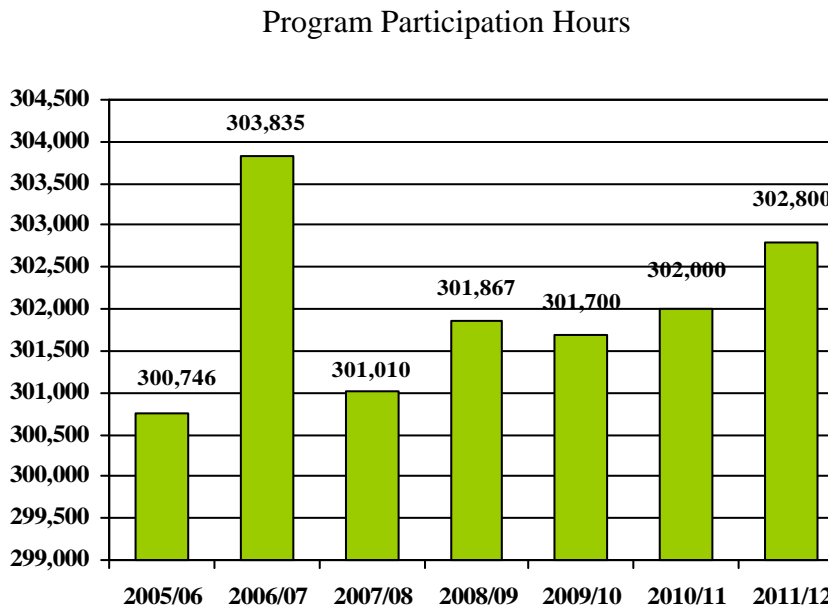
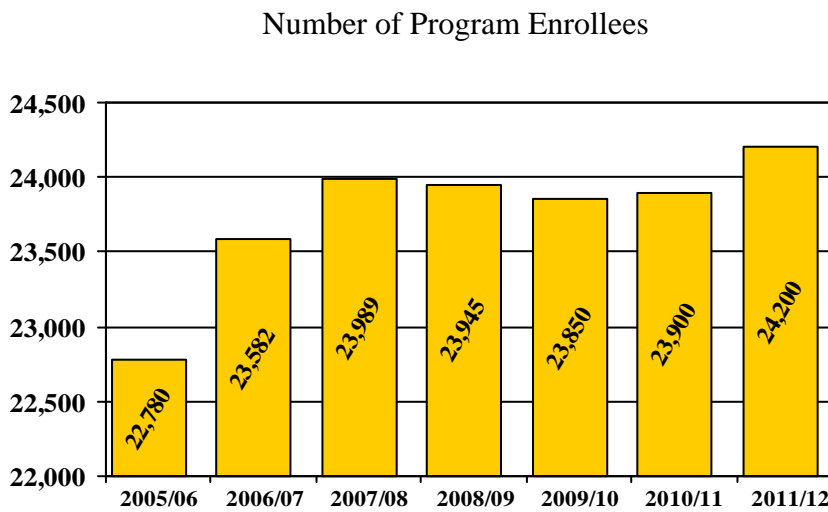
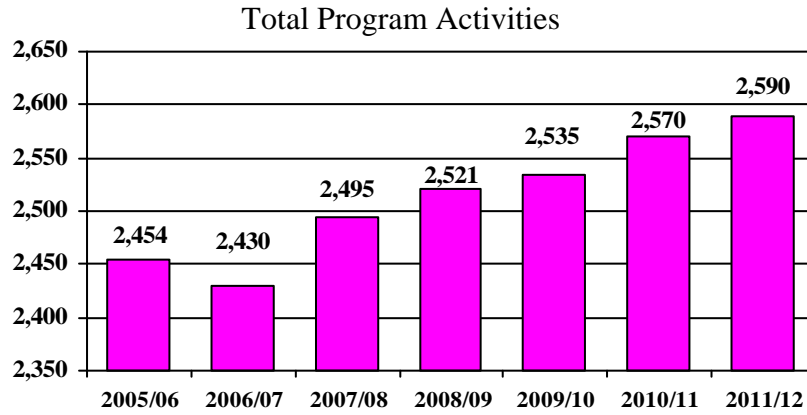
Service Level	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
	Total participation hours	302,000	302,800	303,000
Recreation programs offered	2,570	2,590	2,610	
Number of people participating in programs	23,900	24,200	24,900	
Number of new programs created	30	20	20	
Number of athletic field reservations	4,900	5,000	4,900	
Volunteer hours donated	5,000	5,500	6,000	

Recreation Division

DEPARTMENT NUMBER: 785

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(965)	<u>RECREATION PROGRAMS - EXPENDITURES</u>						
001	Over & Short	96	(61)	0	525	0	0
041	Swimming	126,489	95,563	125,158	109,101	125,158	125,158
045	After School Recreation	13,898	16,500	14,878	17,230	15,168	15,168
050	Summer Fun Centers	4,831	0	0	0	0	0
055	Day Camp	64,715	59,477	62,400	63,926	59,590	59,590
057	Gym	27,178	37,778	26,598	29,182	30,807	30,807
060	Classes	37,492	38,358	42,357	36,130	42,108	42,108
065	Tennis Lessons	12,032	7,953	12,976	11,686	11,301	11,301
070	Golf	3,853	4,486	3,063	2,221	2,413	2,413
075	Softball	15,040	11,283	16,051	15,780	10,994	10,994
105	Special Events	87,352	31,584	27,629	21,775	16,848	16,848
110	Youth Soccer	9,370	8,878	15,860	13,600	14,050	14,050
120	Youth Basketball	12,254	12,699	15,572	14,865	15,302	15,302
150	Outdoor Volleyball	0	0	0	0	0	0
170	Teen Programs	21,506	26,294	37,467	32,617	37,137	37,137
200	Social Security	18,885	14,546	17,266	17,266	17,266	17,266
208	Adult Chorus	7,837	7,682	8,400	7,708	7,700	7,700
212	Nature Study	10,184	11,177	6,800	11,071	10,961	10,961
216	Safety Town	6,012	5,916	7,900	7,814	6,910	6,910
218	Children's Travel	31,793	23,456	22,630	24,922	25,840	25,840
219	Sled Hill	120	0	266	213	258	258
350	Worker's Compensation	2,568	2,774	2,032	1,950	2,032	2,032
	TOTAL REC. PROGRAMS	513,505	416,343	465,303	439,582	451,843	451,843

KEY DEPARTMENT TRENDS



ICE ARENA DIVISION

MISSION STATEMENT:

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

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

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

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

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

GOALS

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

- Utilize available means to promote and increase awareness of Arena programs and activities, including social networking. (6, 11)
- Continue to explore opportunities presented by the Riley Skate Park near the Ice Arena, the baseball diamonds, and the soccer fields. (1, 2, 6)
- Implement and promote web-based registration for Arena programs through the city website. (2)
- Utilize e-mail for booking ice time, registration receipts, confirmations, communications and promotion 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 After School Program and Club 2nd Floor. (2, 6)
- Continue collaboration and develop enhanced partnerships with user associations. (2, 6)
- Continue to provide the community with a first-class facility offering the best in programming and services at an affordable price. (1, 2, 6)

- Research and analyze current data from ice arenas around the country for benchmarks and best practices. (2, 6)
- Increase program enrollment by proactively promoting and marketing through specialized flyers, emails, mailing, and other various media forms. (2, 11)
- Utilize social media for publicizing, communications and promotion of programs and activities. (2)
- Upgrade outdated equipment to be more efficient, cost effective, and green for the environment. (10)

PERFORMANCE OBJECTIVES

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

Service Level	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
Service Level	Number of participants at open skate	21,000	20,000	20,000
	Learn to Skate Class Participation	1,415	1,300	1,300
Efficiency	Inside concession revenue	\$104,964	\$100,000	\$100,000
	Outside concession revenue	\$51,823	\$55,000	\$55,000

STAFFING LEVELS

Title or Position	Authorized Positions		Requested Positions	Authorized Positions
	10/11 Budget	11/12 Budget	12/13 Budget	12/13 Budget
(720) ICE ARENA ADMINISTRATION				
(702) Salaries & Wages				
Ice Arena Manager	1	1	1	1
Arena Maintenance Supervisor	1	1	1	1
Secretary	1	1	1	1
Total	3	3	3	3
(038) Part Time (FTE)	9.16	9.16	8.10	8.10
ADMINISTRATION TOTAL	12.16	12.16	11.10	11.10
(730) ICE ARENA CONCESSION STAND				
(702) Salaries & Wages				
(038) Part Time (FTE)	3.00	3.03	3.03	3.03
CONCESSION STAND TOTAL	3.00	3.03	3.03	3.03
ICE ARENA TOTAL	15.16	15.19	14.13	14.13

DEPARTMENT NUMBER: 790

Acct. No.	Category and Line Item	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(702)	Admin. Salaries & Wages				
010	Administrative & Clerical	151,784	151,700	151,537	151,537
038	Part-time	190,046	175,300	170,246	170,246
106	Sick & Vacation	2,500	2,500	2,500	2,500
112	Overtime	1,500	1,600	1,500	1,500
200	Social Security	26,882	25,640	25,352	25,352
250	Blue Cross/Optical/Dental	63,204	50,040	44,942	44,942
275	Life Insurance	411	411	411	411
305	Pension - DB	33,785	33,785	36,189	36,189
308	Post Retirement Healthcare	20,934	20,934	24,515	24,515
325	Longevity	5,569	5,565	5,613	5,613
350	Worker's Compensation	3,157	2,110	1,988	1,988
	Category Total	499,772	469,585	464,793	464,793
(703)	Concession Salaries & Wages				
038	Part-time	46,620	46,620	46,620	46,620
112	Overtime	500	350	350	350
200	Social Security	3,605	3,605	3,605	3,605
350	Worker's Compensation	410	285	285	285
	Category Total	51,135	50,860	50,860	50,860

Ice Arena

Acct. No.	Category and Line Item	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(740)	Operating Supplies				
001	Gas & Oil	1,750	1,750	1,750	1,750
002	Books & Subscriptions	150	150	150	150
008	Supplies	97,300	95,800	97,300	97,300
019	Uniforms & Cleaning	750	750	750	750
030	Miscellaneous Tools	200	180	200	200
035	Bank Credit Card Charges	3,800	3,800	3,825	3,825
	Category Total	<u>103,950</u>	<u>102,430</u>	<u>103,975</u>	<u>103,975</u>
(801)	Professional & Contractual				
002	Memberships & Licenses	4,500	5,610	5,000	5,000
007	Office Equip. Maintenance	4,500	3,500	4,500	4,500
008	Arena Equip. Maintenance	11,000	11,000	11,000	11,000
013	Education & Training	300	300	300	300
	General Liability/Contents				
020	Insur.	14,000	0	0	0
024	Printing Costs	4,000	3,200	4,000	4,000
025	Utilities	244,700	244,700	244,700	244,700
029	Building Maintenance	45,500	45,500	45,500	45,500
066	Contract Services	48,800	48,800	48,800	48,800
068	Non-Ice Activities	495	495	495	495
	Category Total	<u>377,795</u>	<u>363,105</u>	<u>364,295</u>	<u>364,295</u>
(970)	Capital Outlay				
001	Office Furniture	0	0	0	0
002	Office Equipment	0	0	0	0
004	Recreation Equipment	0	0	0	0
036	Building Improvements	0	0	0	0
	Category Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL		<u>1,032,652</u>	<u>985,980</u>	<u>983,923</u>	<u>983,923</u>

SPECIAL REVENUE FUNDS

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

Funds budgeted in this group can be categorized as follows:

Infrastructure –

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

The 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.

Recreation –

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

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

Public Safety –

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

Other Grants -

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

Energy Efficiency & Conservation Block Grant to reduce energy use, cut green house gas emissions and create jobs. The funds are funded by the American Recovery & Reinvestment Act of 2009.

Revenue

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

Road Funds

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

Voted Millage

The electorate of the community has approved two special millages:

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

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

Other revenue sources include special assessments, bonds and grants.

SPECIAL REVENUE FUNDS SUMMARY

	Total Infrastructure Funds	Total Recreation Funds	Public Safety Fund #205	EECBG Fund #250	C.D.B.G Fund #275	Total Special Revenue Funds
FUND BALANCE AT JULY 1, 2012	7,399,364	1,005,382	1,218,044	0	0	9,622,790
REVENUES						
Property Taxes	0	1,491,677	9,682,899	0	0	11,174,576
Intergovernmental	6,416,584	265,388	0	13,933	428,174	7,124,079
Interest Income	3,300	2,700	7,441	0	0	13,441
Miscellaneous	2,000	134,887	0	0	35,000	171,887
Total Revenues	6,421,884	1,894,652	9,690,340	13,933	463,174	18,483,983
EXPENDITURES						
Highways & Streets	12,060,997	0	0	0	0	12,060,997
Public Safety	0	0	8,704,338	0	0	8,704,338
Land Acquisition, Capital Improvements and Other	1,800	598,275	1,200	13,933	306,550	921,758
Total Expenditures	12,062,797	598,275	8,705,538	13,933	306,550	21,687,093
Revenues over/(under) Expenditures	(5,640,913)	1,296,377	984,802	0	156,624	(3,203,110)
OTHER FINANCING SOURCES AND USES						
Bond Proceeds	0	0	0	0	0	0
Transfers In	2,247,385	0	0	0	0	2,247,385
Transfers Out	(573,167)	(1,657,850)	0	0	(156,624)	(2,387,641)
Total	1,674,218	(1,657,850)	0	0	(156,624)	(140,256)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(3,966,695)	(361,473)	984,802	0	0	(3,343,366)
FUND BALANCE AT JUNE 30, 2013	3,432,669	643,909	2,202,846	0	0	6,279,424

SPECIAL REVENUE FUNDS INFRASTRUCTURE FUNDS SUMMARY

	Major Roads Fund #202	Local Roads Fund #203	Revolving Special Assessment Fund #247	Deferred Special Assessment Fund #255	Total Infrastructure Funds
FUND BALANCE AT JULY 1, 2012	2,396,929	3,809,939	1,139,727	52,769	7,399,364
REVENUES					
Property Taxes	0	0	0	0	0
Intergovernmental	5,026,584	1,390,000	0	0	6,416,584
Interest Income	2,000	500	750	50	3,300
Miscellaneous	2,000	0	0	0	2,000
Total Revenues	5,030,584	1,390,500	750	50	6,421,884
EXPENDITURES					
Highways & Streets	6,567,676	5,493,321	0	0	12,060,997
Public Safety	0	0	0	0	0
Land Acquisition, Capital Improvements and Other	0	0	1,500	300	1,800
Total Expenditures	6,567,676	5,493,321	1,500	300	12,062,797
Revenues over/(under) Expenditures	(1,537,092)	(4,102,821)	(750)	(250)	(5,640,913)
OTHER FINANCING SOURCES AND USES					
Bond Proceeds	0	0	0	0	0
Transfers In	1,250,000	480,000	517,385	0	2,247,385
Transfers Out	(450,000)	0	(123,167)	0	(573,167)
	800,000	480,000	394,218	0	1,674,218
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(737,092)	(3,622,821)	393,468	(250)	(3,966,695)
FUND BALANCE AT JUNE 30, 2013	1,659,837	187,118	1,533,195	52,519	3,432,669

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

	Nutrition Fund #281	Parks & Recreation Millage Fund #410	Total Recreation Funds
FUND BALANCE AT JULY 1, 2012	0	1,005,382	1,005,382
REVENUES			
Property Taxes	0	1,491,677	1,491,677
Intergovernmental	265,388	0	265,388
Interest Income	500	2,200	2,700
Miscellaneous	134,887	0	134,887
Total Revenues	400,775	1,493,877	1,894,652
EXPENDITURES			
Highways & Streets	0	0	0
Public Safety	0	0	0
Land Acquisition, Capital Improvements and Other	400,775	197,500	598,275
Total Expenditures	400,775	197,500	598,275
Revenues over/(under) Expenditures	0	1,296,377	1,296,377
OTHER FINANCING SOURCES AND USES			
Transfers In	0	0	0
Transfers Out	0	(1,657,850)	(1,657,850)
Total	0	(1,657,850)	(1,657,850)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	(361,473)	(361,473)
Residual Equity Transfer	0	0	0
FUND BALANCE AT JUNE 30, 2013	0	643,909	643,909

MAJOR ROADS

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

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

This years budget includes over \$4,800,000 in construction projects. \$1,070,000 is funded through grants, over \$1,000,000 is from Act 51 monies and \$2,366,000 will come from other governmental agencies.

GOALS

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

PERFORMANCE OBJECTIVES

- Improve street safety by replacing deteriorating 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.
- Improve cost effectiveness of road maintenance activities by using Best Maintenance Practices of the Industry and continually searching for new and improved products and methods.

Major Roads

	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Projected
Service Level	Pothole Patching - tons of cold patch	70	150	200
	Pavement Replacement --tons of asphalt	15,900	15,000	15,500
	Pavement Replacement - yards of 8" concrete	3,575	3,700	3,700
	Joint Sealing – lineal feet	43,685	42,000	40,000
	Sweeping – curb miles	250	250	250
	Snow/Ice Control – tons of salt	6,740	4,500	6,000
	Storm Drain Structure Repairs – each	15	20	20
	Ditching – lineal feet	2,400	4,500	4,500
	Traffic Counts - approaches	70	45	120
	Roadside Cleanup – roadside miles	1,100	1,100	1,100
	Roadside Mowing – swath mile (5 ft. wide cut)	134	150	160
	Lawn Mowing – acres	882	850	850
	Sign Install/Repair – each	275	330	360
	Efficiency	Maintenance cost/major road mile	62,600	60,600
Miles per Road Maintenance personnel.		3.4	3.4	3.1
Major Road mileage		58.36	58.36	58.36

SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

Routine Maintenance (463)

014 – Joint Sealing Program – The proposed budget reflects an increase in this program to allow more preventative maintenance on specific roadways extending their service life.

015, 064 - Contracted Services – Contract delays in the spring of 2011 resulted in FY10/11 work being encumbered in the FY 11/12 budget. Therefore, the proposed budget shows a large reduction from the FY 11/12 budget and projected actual.

023 – Guardrail Materials – A program to replace the damaged and missing roadside/curb delineators, which are needed for safe winter snow removal operations, have resulted in a proposed increase in this item. The delineators are purchased through this account.

031, 032 – Sweep and Flush Labor and Equipment – The DPW is purchasing a Vacuum Street Sweeper in FY 11/12 as a measure to improve our storm water quality. It is anticipated that the major road street sweeping will be taken from the contracted sweeping service and returned to the DPW staff using the new sweeper. A proposed increase in these two budget items is being made to accommodate this change.

073 – Ditching and Back Slope Materials - This account was reduced to reflect a change in the account for hydro-seeding materials billing.

081, 082 – Road Clean-up Labor and Equipment Rental – The proposed budget reflects a reduction in this service. Most of this work is now being completed by the Court Workers Program.

091, 092, and 093 – Grass/Weed – The budget reflects a reduction in this area due to elimination and down-sizing of the areas that are currently manicure-mowed by DPW staff.

Major Roads

Traffic Services (474)

012 – Sign Maintenance - Equipment- An evaluation of the current MDOT Equipment Rate Schedule has resulted in an increase in the hourly rate charge for rental of the City’s sign truck.

013 – Sign Maintenance - Materials - The proposed budget reflects a reduction due to assigning the roadside delineators from this budget item to the Guardrail & Post item as mentioned above.

043 – Traffic Count - Materials – The proposed budget reflects an increase to cover the cost of replacement batteries for the traffic counting equipment.

Admin., Records, Engineering (482)

003 – Management Systems Update - The proposed budget reflects an increase to cover costs of set up and operation of the Service Request/Work Order Program.

REVENUE/OTHER FINANCING SOURCES

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 increase in 12/13 based on State estimates.

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

Other Government - This source of revenue is primarily from Metro Act Fees, which are maintenance fees collected by the State from telecommunication providers in the City, for their actual footages installed in our rights-of-way as of March 31st of each year, the money is distributed back to the City once each year, usually by May 31st.

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

Miscellaneous Income – Minimal revenue projected in 12/13.

Interest on Investments – Minimal revenue projected for 12/13.

Water Fund Appropriation – This Appropriation supports the Independence Avenue Infrastructure Project.

Major Roads

FUND NUMBER: 202

Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1	2,964,793	2,108,861	2,708,619	2,708,619	2,396,929	2,396,929
REVENUES						
Intergovernmental Revenues						
Gas & Weight Tax (Act 51)	3,560,076	3,613,701	3,265,000	3,686,000	3,782,000	3,782,000
Build Michigan Program Revenue	132,428	132,336	128,525	132,900	132,900	132,900
Other Government (Metro Act + County)	295,580	257,202	0	315,344	236,000	236,000
Federal/State Grants	82,254	159,369	97,094	253,888	875,684	875,684
Federal Stimulus Funds - County/City	256,547	70,823	0	0	0	0
Total Intergovernmental Revenues	4,326,885	4,233,431	3,490,619	4,388,132	5,026,584	5,026,584
Miscellaneous Income	0	55,937	0	1,739	2,000	2,000
Interest on Investments	662	1,937	1,500	1,500	2,000	2,000
Total Other Revenues	662	57,874	1,500	3,239	4,000	4,000
TOTAL REVENUES	4,327,547	4,291,305	3,492,119	4,391,371	5,030,584	5,030,584
OTHER FINANCING SOURCES						
Contributions from other Funds:						
Water Fund	0	0	0	0	1,250,000	1,250,000
Contract Retainer Fund	0	0	0	0	0	0
Capital Improvement Fund			0	0	0	0
Halsted Bridge over I-696	575,000	0	0	0	0	0
General Fund	0	0	0	0	0	0
Act 175 Debt Fund 1990 & 1992	0	0	0	0	0	0
General Debt Service	0	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	575,000	0	0	0	1,250,000	1,250,000
TOTAL REVENUES AND OTHER FINANCING SOURCES	4,902,547	4,291,305	3,492,119	4,391,371	6,280,584	6,280,584

Major Roads

FUND NUMBER: 202

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
EXPENDITURES							
(451)	CONSTRUCTION						
	Category Total	2,323,583	873,006	427,792	733,742	3,179,376	3,179,376
(463)	ROUTINE MAINTENANCE						
011	Surface Maint - Labor	326,256	390,000	441,000	412,000	434,300	434,300
012	Surface Maint - Equip Rent	213,872	150,300	164,900	194,900	200,000	200,000
013	Surface Maint - Materials	28,138	18,508	58,407	40,000	41,000	41,000
014	Joint Sealing Program	102,485	86,036	82,260	108,000	120,000	120,000
015	Pavement Replacement	325,638	12,828	657,200	683,500	400,000	400,000
016	Surface Maint - Contract	15,701	25,702	36,000	28,000	36,000	36,000
021	Guard Rails - Labor	3,677	9,000	9,000	9,000	7,000	7,000
022	Guard Rails - Equip Rent	1,202	2,000	2,000	1,700	2,000	2,000
023	Guard Rails - Materials	92	256	500	2,500	2,500	2,500
024	Guard Rails - Contract	0	0	38,500	27,019	40,000	40,000
031	Sweep & Flush - Labor	10,699	18,000	29,000	20,000	40,000	40,000
032	Sweep & Flush - Equip Rent	24,755	36,000	36,000	25,000	40,000	40,000
033	Sweep & Flush - Materials	788	1,216	1,900	1,000	2,000	2,000
034	Sweep & Flush - Contract	23,698	19,702	30,000	30,000	25,000	25,000
041	Shoulder Maint - Labor	22,910	38,700	49,600	40,000	40,000	40,000
042	Shoulder Maint - Equip Rent	32,449	22,950	30,000	33,000	35,000	35,000
051	Forestry Maint - Labor	62,541	70,000	80,400	80,400	83,000	83,000
052	Forestry Maint - Equip Rent	47,698	38,000	36,900	36,900	38,000	38,000
054	Forestry Maint - Contract	51,451	46,084	60,000	65,500	65,500	65,500
061	Drain Structures - Labor	25,162	22,400	37,850	27,500	39,000	39,000
062	Drain Structures - Equip	22,878	19,200	18,600	18,600	18,600	18,600
063	Drain Structures - Mat	2,202	1,957	3,500	3,500	3,500	3,500
064	Drain Structures - Contract	18,484	5,910	50,800	50,000	37,000	37,000
071	Ditching & Bk Slope - Labor	25,428	55,000	70,000	60,000	74,000	74,000
072	Ditching & Bk Slope - Equip	22,818	35,854	45,000	45,000	45,000	45,000
073	Ditching & Bk Slope - Mat	1,183	4,220	8,000	2,000	4,000	4,000
081	Road Cleanup - Labor	56,337	30,000	62,000	16,000	36,000	36,000
082	Road Cleanup - Equip Rent	31,306	12,000	20,000	12,000	12,000	12,000
091	Grass/Weed - Labor	45,306	50,000	61,000	25,000	32,000	32,000
092	Grass/Weed - Equip Rental	31,221	25,000	29,100	15,000	18,000	18,000
093	Grass/Weed - Materials	1,000	1,618	3,100	1,000	2,000	2,000
094	Grass/Weed - Contract	162,308	157,797	229,800	244,000	240,000	240,000
	Category Total	1,739,683	1,406,238	2,482,317	2,358,019	2,212,400	2,212,400

Major Roads

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(474)	TRAFFIC SERVICES - MAINT.						
011	Sign Maint - Labor	80,714	80,000	86,600	98,000	95,000	95,000
012	Sign Maint - Equip Rent	14,973	10,000	12,000	13,500	14,000	14,000
013	Sign Maint - Materials	7,645	12,586	20,000	11,000	15,000	15,000
024	Signal Maint - Contract	144,552	140,035	128,800	145,000	150,000	150,000
031	Pavement Striping - Labor	2,451	3,000	2,000	2,000	2,000	2,000
032	Pavement Striping - Equip	1,410	700	1,000	1,000	1,000	1,000
033	Pavement Striping - Mat.	0	355	1,000	500	1,000	1,000
034	Pavement Striping - Contract	113,774	38,137	236,898	236,000	158,500	158,500
041	Traffic Count - Labor	2,579	8,000	9,000	11,000	11,000	11,000
042	Traffic Count - Equip Rent	2,934	4,204	5,100	3,600	5,500	5,500
043	Traffic Counts - Other	0	119	300	500	2,000	2,000
050	Overhead Lighting	-6,457	5,334	0	0	0	0
	Category Total	<u>364,575</u>	<u>302,470</u>	<u>502,698</u>	<u>522,100</u>	<u>455,000</u>	<u>455,000</u>
(478)	WINTER MAINTENANCE						
001	Snow/Ice Control - Labor	76,684	120,000	169,000	140,000	175,900	175,900
002	Snow/Ice Control - Equip	77,398	85,000	87,000	87,000	88,000	88,000
003	Snow/Ice Control - Mat	266,634	225,064	319,000	290,000	320,000	320,000
	Category Total	<u>420,716</u>	<u>430,064</u>	<u>575,000</u>	<u>517,000</u>	<u>583,900</u>	<u>583,900</u>
(482)	ADMIN., RECORDS, ENGINEERING						
001	Admin., Records, Eng.	103,923	82,000	101,200	85,000	100,000	100,000
002	Traffic Improvement Assoc.	26,000	26,000	26,000	25,200	25,000	25,000
003	Pavement Mgmt. update	0	1,770	3,500	12,000	12,000	12,000
	Category Total	<u>129,923</u>	<u>109,770</u>	<u>130,700</u>	<u>122,200</u>	<u>137,000</u>	<u>137,000</u>
	TOTAL EXPENDITURES	4,978,480	3,121,548	4,118,507	4,253,061	6,567,676	6,567,676
(485)	OTHER FINANCING USES						
	Contributions to other Funds:						
001	Local Roads	780,000	570,000	450,000	450,000	450,000	450,000
322	Act 175 1992	0	0	0	0	0	0
	TOTAL OTHER FINANCING USES	<u>780,000</u>	<u>570,000</u>	<u>450,000</u>	<u>450,000</u>	<u>450,000</u>	<u>450,000</u>
	TOTAL EXPENDITURES AND OTHER FINANCING USES	<u>5,758,480</u>	<u>3,691,548</u>	<u>4,568,507</u>	<u>4,703,061</u>	<u>7,017,676</u>	<u>7,017,676</u>
	Revenues over/(under) Expenditures	<u>(855,933)</u>	<u>599,758</u>	<u>(1,076,388)</u>	<u>(311,690)</u>	<u>(737,092)</u>	<u>(737,092)</u>
	FUND BALANCE AT JUNE 30	<u>2,108,861</u>	<u>2,708,619</u>	<u>1,632,231</u>	<u>2,396,929</u>	<u>1,659,837</u>	<u>1,659,837</u>

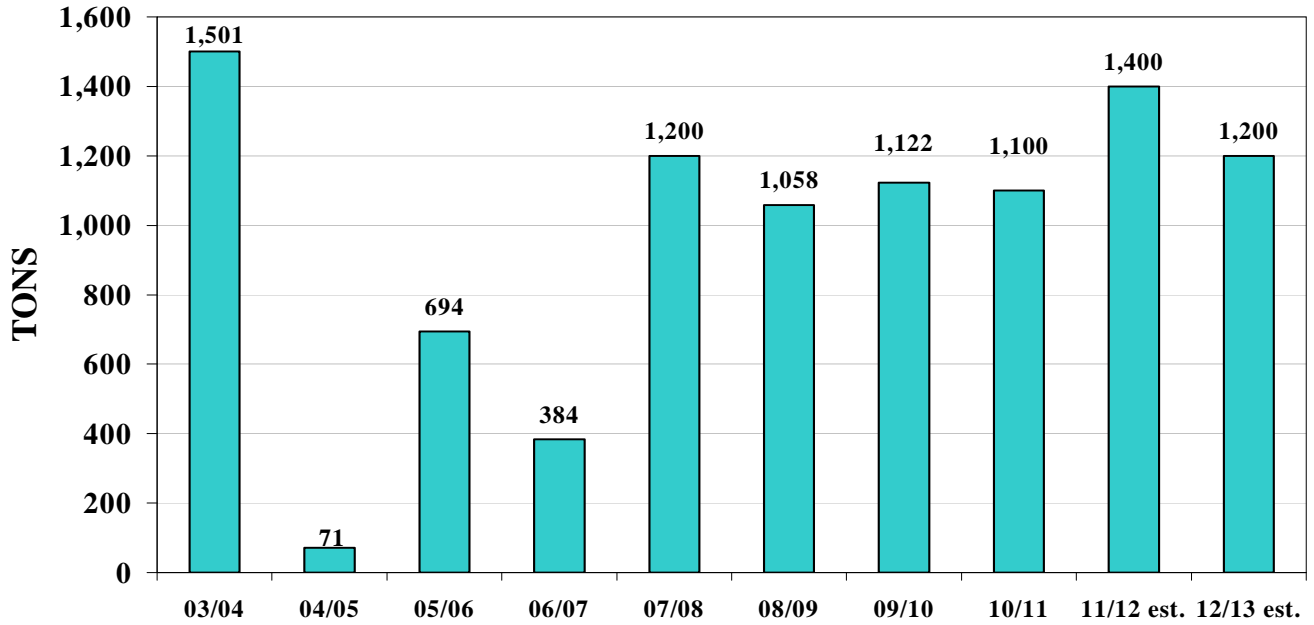
Major Roads

MAJOR ROAD CONSTRUCTION DETAIL

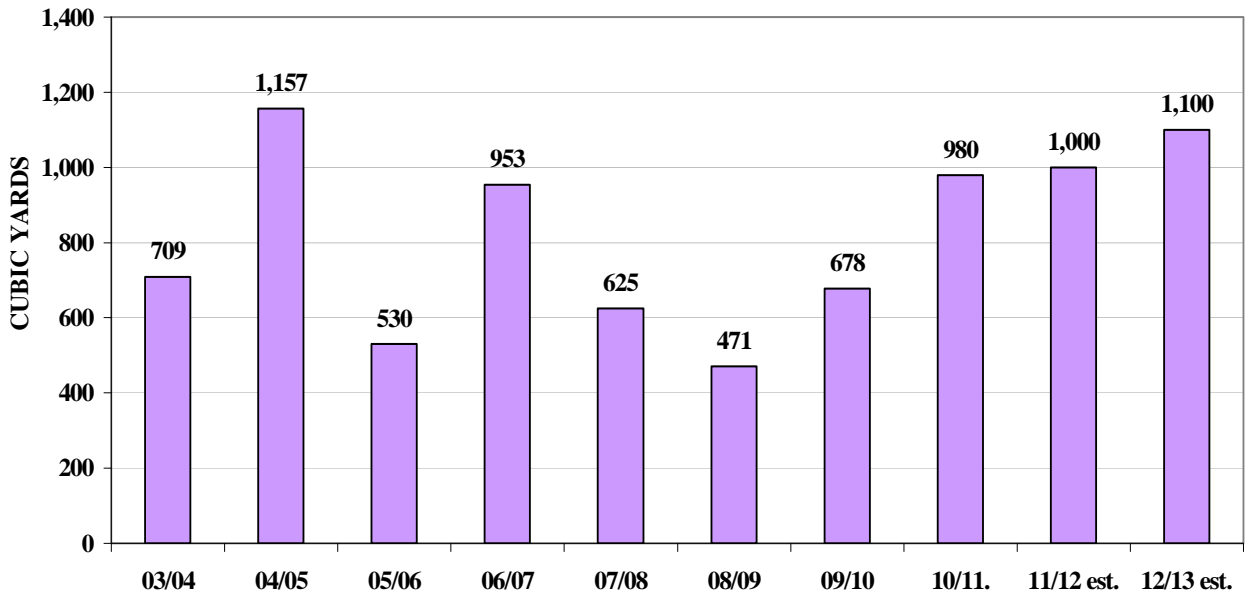
PROJECTS	Total Cost	Spent Through 6/30/2011	Project Commitment Remaining	To Be Expended in 11/12				Portion of Remaining Amount to be Spent in 2012/13
				Act 51	Grants	Other Funds	Other Govt.	
<u>1999/00</u>								
Reconstruction of I-275 -045	420,000		10,000	10,000	0	0	0	0
<u>2000/01</u>								
Northwestern Hwy Reconst. (Inkster - 14) -1	1,205,199		70,000	70,000	0	0	0	0
<u>2004/05</u>								
Freedom Rd 3R - 158	80,469		5,000	5,000	0	0	0	0
<u>2006/07</u>								
Halsted (Grand River to 11 Mile Rd) - 216	916,224		16,565	16,565	0	0	0	0
9 Mile (W. of Tuck to Middlebelt) - 217	766,575		5,000	5,000	0	0	0	0
<u>2007/08</u>								
14 Mile Rd. (Farmington to Orchard Lake) -	168,117	143,117	25,000	25,000	0	0	0	0
14 Mile Rd. (Drake to Farmington) - 125	162,301	137,301	25,000	25,000	0	0	0	0
Farmington Rd. (13 Mile to 14 Mile) - 139	309,958	284,958	25,000	25,000	0	0	0	0
Signals								
Pebble Creek Condos - 013	10,200	5,200	5,000	5,000	0	0	0	0
<u>2008/09</u>								
Halsted Rd. (12 Mile to Emerald Forest) - AI	92,224	67,224	25,000	25,000	0	0	0	0
13 Mile/Detroit Baptist Manor Signal Upgra	15,150	10,150	5,000	5,000	0	0	0	0
MDOT Bridge at Halsted & I-696 plus Orch:	1,292,962	1,282,962	10,000	10,000	0	0	0	0
<u>2009/2010</u>								
Pedestrian Bridge Crossing @ I-696 and Ha	32,942	31,942	1,000	1,000	0	0	0	0
MDOT Bridge at Drake & I-696 - 119	18,015	16,015	2,000	2,000	0	0	0	0
NW Hwy Connector Ph I (14/FarmRoundat	328,785		5,000	5,000	0	0	0	0
NW Hwy Connector Ph I (Remainder Phase	870,000		0	0	0	0	0	0
Orchard Lake, 12 Mile to 13 Mile (ARRA)	53,050	48,050	5,000	5,000	0	0	0	0
14 Mile, Haggerty to Drake - 2012 - 131	1,100,336	176,360	923,976	19,600	0	0	0	904,376
Grand River Ave, 10 Mile to Haggerty (ARF	323,000	105,513	217,487	54,476	163,011	0	0	0
<u>2010/2011</u>								
14 Mile, NW Hwy to Middlebelt - 2011 - 234	354,654	104,042	250,612	159,735	90,877	0	0	0
Woodbine Approaches @ 10 Mile (To Loc:	149,865	143,387	6,478	(68,432)	0	0	74,910	0
				TriParty (City share of RCOC project)				
<u>2011/2012</u>								
Grand River, 8 Mile to Purdue, Widening			0	0	0	0	0	0
			1,638,118	404,944	253,888	0	74,910	904,376
Total Construction Projected 11/12			733,742					

KEY DEPARTMENTAL TRENDS

ASPHALT REMOVED AND REPLACED (Tons)

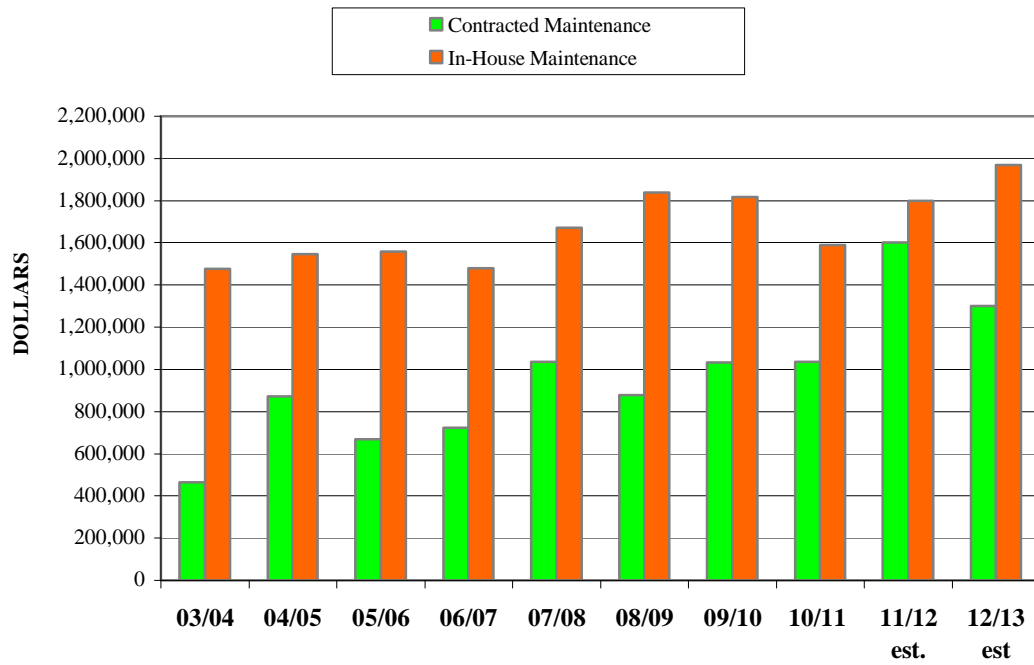


CONCRETE REMOVED AND REPLACED (Cubic yards)



KEY DEPARTMENTAL TRENDS (Cont'd.)

CONTRACTED VS. IN-HOUSE MAINTENANCE



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/replacement, road grading, dust control, forestry maintenance, storm drain maintenance, sign repair, guardrail repairs, snow/ice control, roadside mowing and litter control. The DPW supervisory staff establishes pavement repair priorities in consultation with the Engineering Division.

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

GOALS

- Improve local road safety. (3,12,13)
- Extend the service life of the local road infrastructure by implementing industry Best Management Practices for asset management. (2,12,13)
- Improve snow 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.
- Improve cost effectiveness of road maintenance activities by using Best Maintenance Practices of the industry and continually searching for new and improved products and methods.

	Performance Indicators	FY 2010/11 Actual	FY 2011/12 Projected	FY 2012/13 Estimated
Service Level	Pothole Patching – tons of cold patch	303	270	300
	Pavement Replacement – tons of asphalt	250	700	600
	Pavement Replacement – yards of 8" concrete	1,700	1,800	1,800
	Gravel Road Grading – miles	400	425	425
	Joint Sealing – lineal feet	85,473	80,000	75,000
	Sweeping – curb miles	1,250	1,250	1,250
	Storm Drain Structure Repairs	36	41	55
	Ditching – lineal feet	5,150	5,000	4,500
	Plowing – # of complete plowing of local roads	7	2	5
	Culvert Installations	25	23	20
	Roadside Cleanup – roadside miles	4	5	5
	Roadside Mowing – swath mile (5 ft. wide cut)	40	45	45
	Lawn Mowing – acres	90	85	85
	Sign Installations and Repairs	525	500	475
	Traffic Counts	0	12	16
Efficiency	Maintenance cost/local road mile	8,730	13,865	12,800
	Miles per Road Maintenance personnel	14.2	14.2	12.91

Local Roads

SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

Routine Maintenance (463)

021, 022 & 023 – Rails/Posts – Labor, Equipment and Materials – A program to replace the damaged and missing roadside/curb delineators, which are needed for safe winter snow removal operations, is underway resulting in more activity in these accounts.

052 – Forestry Maint. – Equip Rent – An evaluation of the MDOT Equipment Rate Schedule found that the DPW Forestry bucket truck rental rate needed to be increased to reflect its true value.

054 – Forestry Maint. – Contracted – Increased due to current bid prices.

064 – Drain Structures – Contracted – Contract delays in the spring of 2011 resulted in the FY10/11 work being encumbered in the FY11/12 budget. Therefore, the FY12/13 budget item shows a large reduction over FY 11/12 budget and projected actual.

071 & 072 – Ditching and BK Slope – Labor & Equipment – In order to extend the service life of the local streets and reduce flooding/standing water, DPW staff have increased roadside ditching activities.

081 – Road Cleanup – Labor – Much of this activity has been transferred to the Court Worker Program resulting in the budget reduction.

092 – Grass/Weed – Equipment Rental – The FY11/12 budget included the replacement of our existing roadside mowing tractor. With this improvement, additional roadside tractor mowing activities are anticipated.

094 – Grass/Weed – Contracted – The increase in activity detailed in 092, above, will result in a reduction in the contracted portion of this service.

103 – Dust Control – Materials – Due to the wet weather of the spring and summer of 2011 less dust control applications and materials were necessary. The current overstock of materials has resulted in a reduction of this budget item.

Traffic Services – Maint. (474)

013 – Sign Maint – Materials – The proposed budget reflects a reduction in the cost of the Roadside delineators from this budget item since they have been replaced by Guardrail and Post items.

Admin, Records, Engineering (482)

001 – Admin, Records, Eng – The proposed budget reflects a re-assignment of the inspection labor charges from several of the contracted services items to this budget item resulting in an increase.

003 – Pavement Management – The proposed budget reflects a large reduction due to bringing the pavement management system's data collection from a contracted service to the City's Traffic Engineer.

Local Roads

REVENUE

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

Gas & Weight Tax (Act 51) - Comes from state levied and collected gas taxes, drivers license and vehicle registration fees and are shared with local units of government based on population, miles and classification of road type. The Gas & Weight Tax revenue is projected to increase in 12/13 based on State estimates.

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

Interest on Investments - Minimal revenue projected for 12/13.

Major Road Fund Appropriation – Act 51 allows up to 50% of the Major Road Fund Gas & Weight Tax revenue to be appropriated annually to the Local Road Fund for Local Road expenditures. The \$450,000 proposed appropriation is approximately 12% of the estimated Major Road Gas & Weight tax for FY 2012/13.

Special Assessment Revolving Fund Appropriation – The \$30,000 proposed appropriation is for Design Engineering for potential Local Road SAD's that may be initiated during FY 2012/13.

Bond Financing – Capital Improvement Bonds for the four Local Road SAD Projects planned for in FY 2012/13 is expected to be completed in FY 2011/12.

Local Roads

FUND NUMBER: 203

Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1	22,035	318,466	616,156	616,156	3,809,939	3,809,939
REVENUES						
Intergovernmental Revenues:						
Gas & Weight Tax (Act 51)	1,243,234	1,262,532	1,268,000	1,306,000	1,343,000	1,343,000
Build Michigan Fund	46,461	46,235	44,000	47,000	47,000	47,000
Other Government	0	0	0	2,671	0	0
Total	1,289,695	1,308,767	1,312,000	1,355,671	1,390,000	1,390,000
Other Revenues:						
Interest on Investments	330	649	800	265	500	500
Total	330	649	800	265	500	500
TOTAL REVENUES	1,290,025	1,309,416	1,312,800	1,355,936	1,390,500	1,390,500
OTHER FINANCING SOURCES						
Contributions from other Funds:						
General Fund	57,535	109,377	0	0	0	0
Major Roads	780,000	570,000	450,000	450,000	450,000	450,000
SAD Revolving (247)	2,180,757	299,744	0	2,287	30,000	30,000
SAD Roads (813...)	545,189	1,198,974	0	9,148	0	0
Bond Proceeds	0	0	1,145,000	3,610,000	0	0
TOTAL OTHER FINANCING SOURCES	3,563,481	2,178,095	1,595,000	4,071,435	480,000	480,000
TOTAL REVENUES AND OTHER FINANCING SOURCES	4,853,506	3,487,511	2,907,800	5,427,371	1,870,500	1,870,500

Local Roads

FUND NUMBER: 203

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
EXPENDITURES							
(451)	CONSTRUCTION						
	Category Total	2,725,947	1,498,717	1,135,000	38,274	3,469,421	3,469,421
(463)	ROUTINE MAINTENANCE						
011	Surface Maint - Labor	233,969	285,000	305,000	265,000	300,000	300,000
012	Surface Maint - Equip Rent	286,509	168,000	200,000	200,000	180,000	180,000
013	Surface Maint - Materials	86,624	84,460	100,000	85,000	95,000	95,000
014	Joint Sealing Program	131,396	117,202	128,700	128,700	120,000	120,000
015	Pavement Replacement	123,700	1,348	120,000	138,000	110,000	110,000
016	Surface Main - Contract	5,234	8,565	20,000	12,000	20,000	20,000
021	Rails/Posts - Labor	1,640	3,000	4,500	3,500	10,000	10,000
022	Rails/Posts - Equip Rent	572	1,500	950	1,500	1,500	1,500
023	Rails/Posts - Materials	17	256	500	600	600	600
024	Rails/Posts - Contract	9,740	0	0	0	0	0
031	Sweep & Flush - Labor	17,159	13,000	15,000	15,000	16,000	16,000
032	Sweep & Flush - Equip Rent	54,321	32,000	32,200	34,000	34,000	34,000
034	Sweep & Flush - Contract	79,903	66,319	74,000	80,000	76,000	76,000
041	Shoulder Maint - Labor	2,837	2,600	2,600	2,000	3,000	3,000
042	Shoulder Maint - Equip Rent	4,162	4,000	4,000	4,000	4,000	4,000
051	Forestry Maint - Labor	33,676	53,000	66,000	66,000	66,300	66,300
052	Forestry Maint - Equip Rent	24,768	26,000	26,000	36,000	36,000	36,000
054	Forestry Maint - Contract	42,793	18,169	37,000	55,000	40,000	40,000
061	Drain Structures - Labor	82,000	69,329	70,700	75,000	75,000	75,000
062	Drain Structures - Equip	82,360	50,000	60,000	50,000	55,000	55,000
063	Drain Structures - Mat	4,339	3,609	5,700	3,000	6,000	6,000
064	Drain Structures - Contract	90,581	16,309	131,450	131,000	69,500	69,500
071	Ditching & Bk Slope - Labor	33,646	130,000	130,000	130,000	140,000	140,000
072	Ditching & Bk Slope - Equip	35,734	130,000	60,000	120,000	120,000	120,000
073	Ditching & Bk Slope - Mat	12,960	31,407	30,000	26,000	30,000	30,000
081	Road Cleanup - Labor	980	1,500	3,500	2,000	2,000	2,000
082	Road Cleanup - Equip Rent	462	1,000	1,000	500	1,000	1,000
091	Grass/Weed - Labor	15,190	11,000	18,300	15,000	15,000	15,000
092	Grass/Weed - Equip Rental	13,448	9,000	10,000	11,000	14,000	14,000
093	Grass/Weed - Materials	267	73	1,000	500	1,000	1,000
094	Grass/Weed - Contract	2,063	1,980	3,000	1,000	1,000	1,000
103	Dust Control - Materials	0	0	8,000	1,000	5,000	5,000
104	Dust Control - Contract	43,654	43,901	54,600	40,000	54,000	54,000
	Category Total	1,556,704	1,383,527	1,723,700	1,732,300	1,700,900	1,700,900

Local Roads

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
(474)	TRAFFIC SERVICES - MAINT.						
011	Sign Maint - Labor	22,393	30,000	35,600	35,015	34,000	34,000
012	Sign Maint - Equip Rent	7,567	12,000	12,000	12,000	12,000	12,000
013	Sign Maint -Materials	3,537	3,107	10,300	7,000	9,000	9,000
041	Traffic Counts	0	219	0	0	0	0
042	Traffic Counts - Equip.	0	143	0	0	0	0
	Category Total	33,497	45,469	57,900	54,015	55,000	55,000
(478)	WINTER MAINTENANCE						
001	Snow/Ice Control - Labor	94,488	120,000	130,000	100,000	130,000	130,000
002	Snow/Ice Control - Equip	126,119	121,772	112,000	112,000	115,000	115,000
003	Snow/Ice Control - Material	0	336	0	0	0	0
004	Snow/Ice Control - Contract	0	0	0	0	0	0
	Category Total	220,607	242,108	242,000	212,000	245,000	245,000
(482)	ADMIN., RECORDS, ENGINEERING						
001	Admin., Records, Eng.	20,320	20,000	15,000	15,000	20,000	20,000
002	Bond Financing Costs	0	0	55,000	172,000	0	0
003	Pav't Mgt System Update	0	0	12,000	10,000	3,000	3,000
	Category Total	20,320	20,000	82,000	197,000	23,000	23,000
TOTAL EXPENDITURES AND OTHER FINANCING USES		4,557,075	3,189,821	3,240,600	2,233,589	5,493,321	5,493,321
Revenues over/(under) Expenditures		296,431	297,690	(332,800)	3,193,783	(3,622,821)	(3,622,821)
FUND BALANCE AT JUNE 30		318,466	616,156	283,356	3,809,939	187,118	187,118

Local Roads

To Be Expended in 2011/12

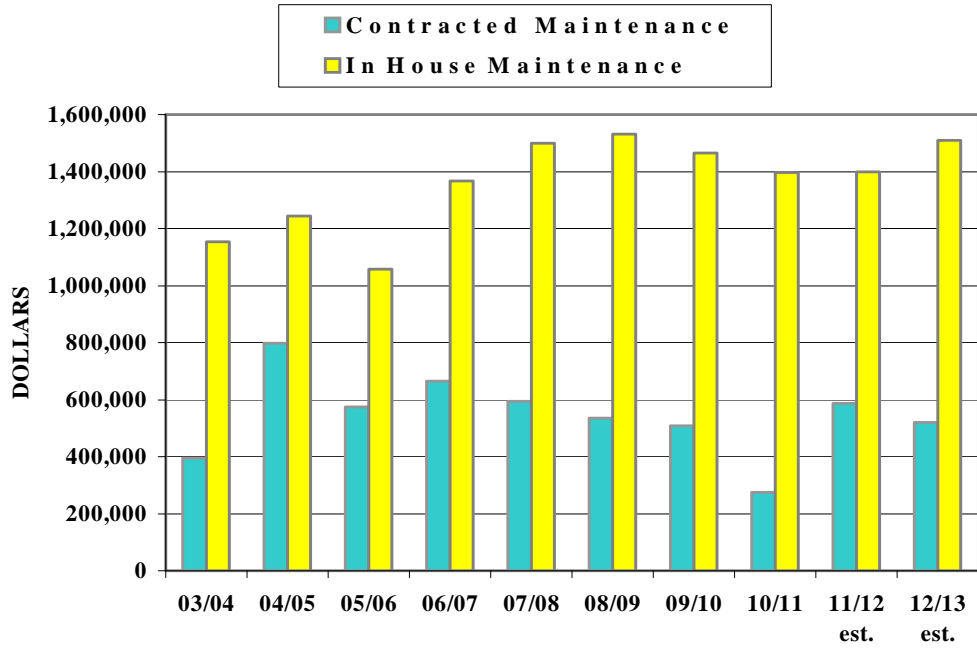
PROJECT	Project Commitment Remaining	Act 51 Local	S.A.D.	C.D.B.G.	S.A.D. Revolving Fund	General Obligation Bonds	Other Funds	Portion of Remaining Amount to be Spent in 2012/13	Total Bond Proceeds	Bond Admin. Fees (5%)
<u>2011/2012</u>										
Woodbine	11,435	0	9,148	0	2,287	0	0	0	0	
Holly Hill Farms Road Rehabilitation	1,382,900	0	3,638	0	0	909	0	1,378,353	0	
Glenbrook Road Rehabilitation	444,200	0	2,425	0	0	606	0	441,168		
LaMuera Estates Road Rehabilitation	347,000	0	1,200	0	0	300	0	345,500		
Springland Road Rehabilitation	1,248,000	0	2,880	0	0	720	0	1,244,400		
SAD Design	14,159	0	14,159	0	0	0	0	0	0	
Total Construction Projected 11/12	38,274	0	33,451	0	2,287	2,536	0	3,409,421	0	172,000

To Be Expended in 2012/13

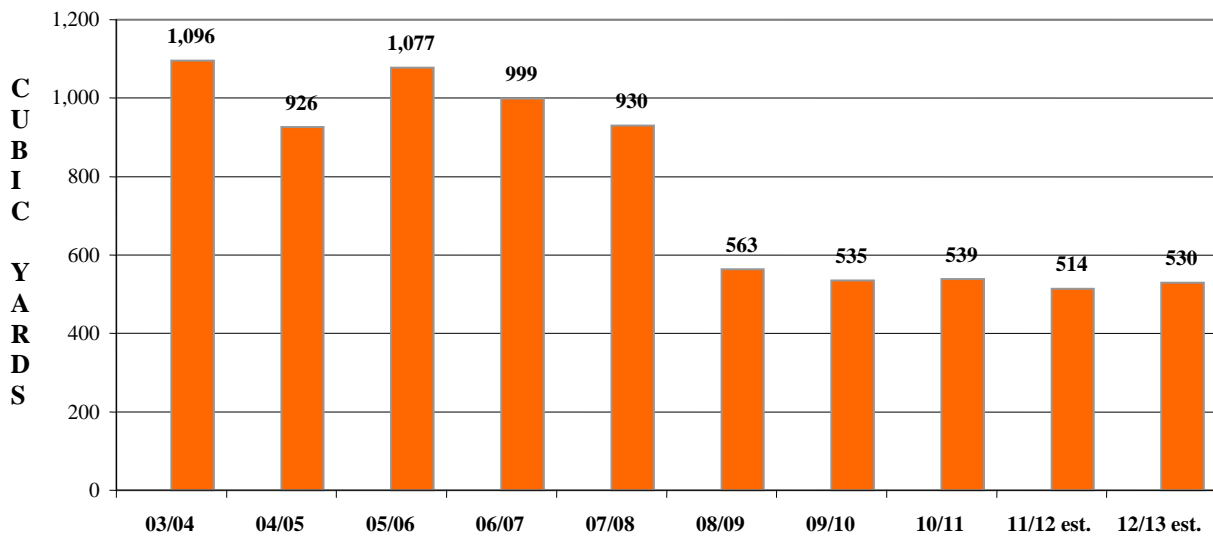
	Total Project Cost	Act 51 Local	S.A.D.	C.D.B.G.	S.A.D. Revolving Fund	General Obligation Bonds	Other Funds	Total Bond Proceeds
1,378,353 Holly Hill Farms Road Rehabilitation		0	1,102,682	0	0	275,671	0	0
441,168 Glenbrook Road Rehabilitation		0	352,935	0	0	88,234	0	0
345,500 LaMuera Estates Road Rehabilitation		0	276,400	0	0	69,100	0	0
1,244,400 Springland Road Rehabilitation		0	995,520	0	0	248,880	0	0
15,000 Residential Speed Humps		15,000	0	0	0	0	0	0
15,000 Residential Speed Control		15,000	0	0	0	0	0	0
30,000 SAD Design		0	0	0	30,000	0	0	0
Total Construction Projected 12/13	3,469,421	30,000	2,727,537	0	30,000	681,884	0	0

KEY DEPARTMENTAL TRENDS

CONTRACTED MAINTENANCE VS. IN HOUSE MAINTENANCE

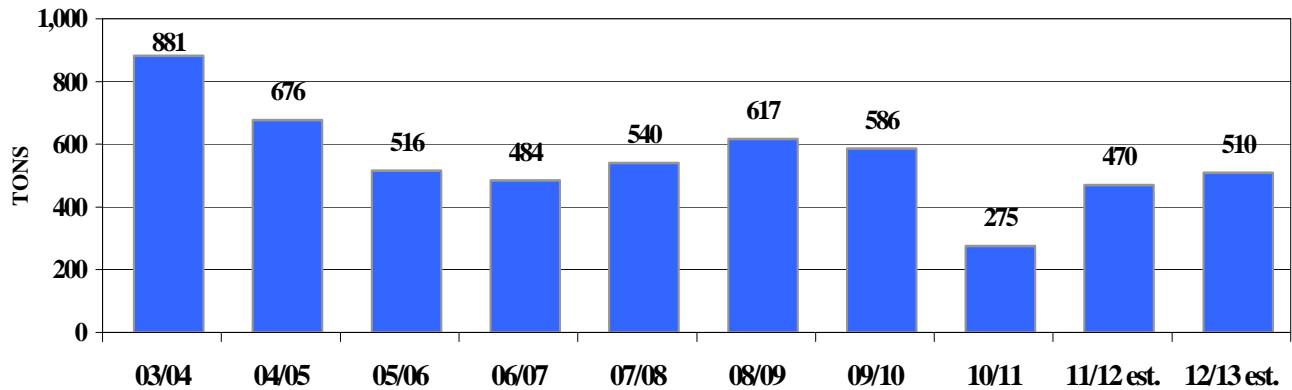


CONCRETE REMOVED AND REPLACED (Cubic yards)



Local Roads

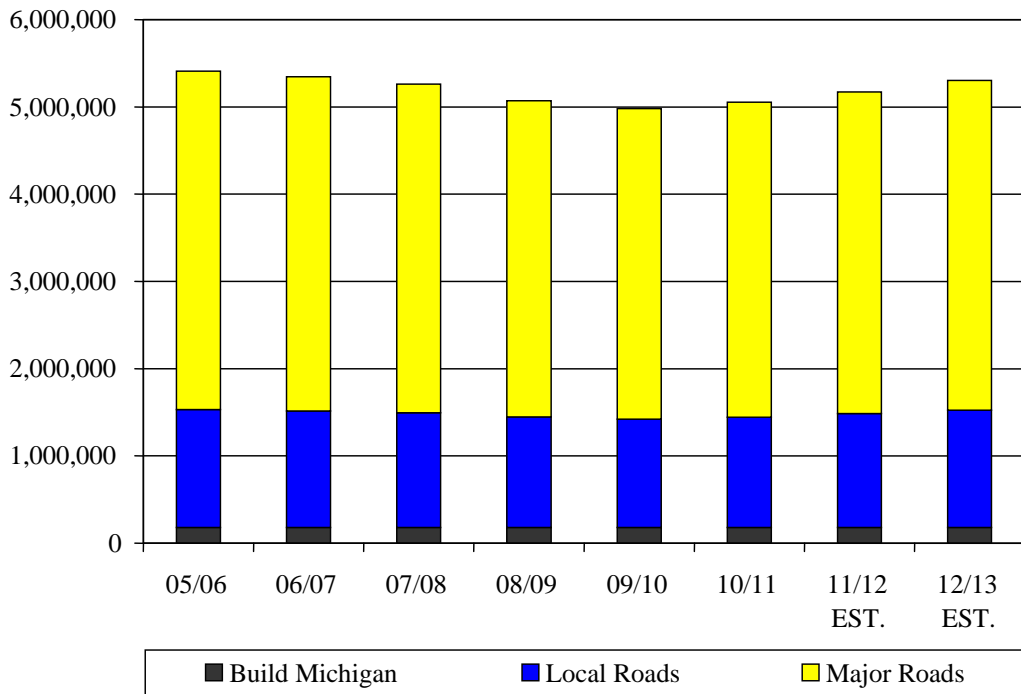
ASPHALT REMOVED AND REPLACED (TONS)



**Road Fund Summary Of
Revenue & Expenditures
FY 2012/13**

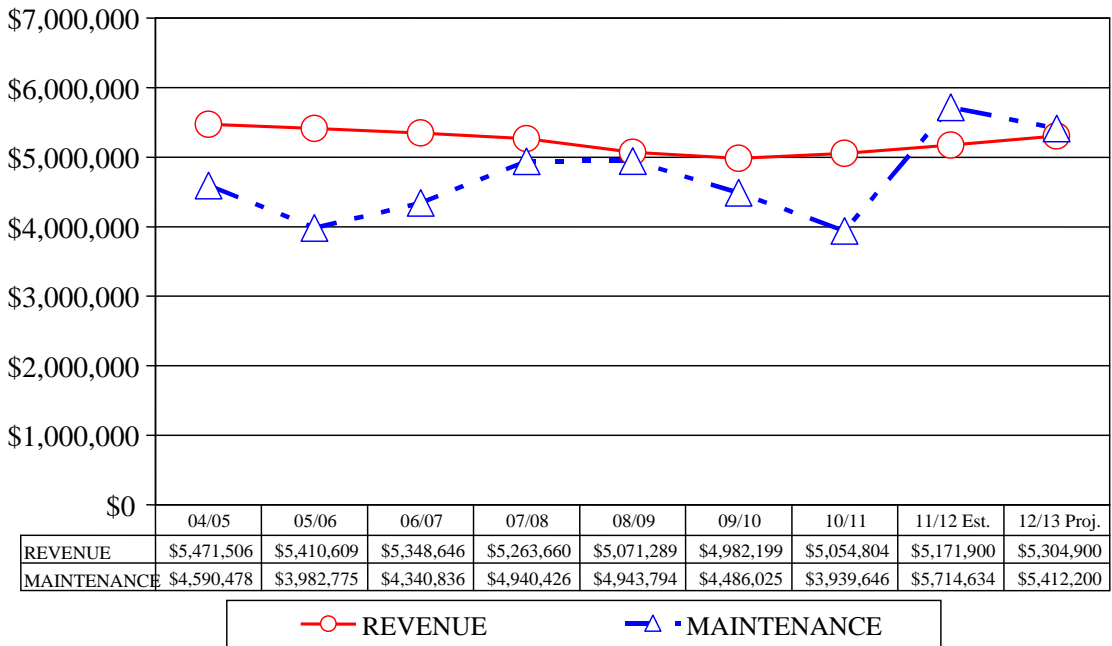
Category	Major Roads	Local Roads	Eliminate Transfers Between Road Funds	Total Road Funds
Revenues				
Gas & Weight Funds (Act 51)	3,914,900	1,390,000	0	5,304,900
Contributions From Other Funds	1,250,000	30,000	0	1,280,000
Contributions From Other Governments	236,000	0	0	236,000
Federal and State Grants	875,684	0	0	875,684
Transfer From Major Roads	0	450,000	(450,000)	0
Interest Income	2,000	500	0	2,500
Miscellaneous Income	2,000	0	0	2,000
Appropriation From Fund Balance	737,092	3,622,821	0	4,359,913
Total Revenues	7,017,676	5,493,321	(450,000)	12,060,997
Expenditures				
Construction	3,179,376	3,469,421	0	6,648,797
Routine Maintenance	2,212,400	1,700,900	0	3,913,300
Traffic Services Maintenance	455,000	55,000	0	510,000
Winter Maintenance	583,900	245,000	0	828,900
Admin., Records, Engineering	137,000	23,000	0	160,000
Total Maintenance	3,388,300	2,023,900	0	5,412,200
Transfer To Local Roads	450,000	0	(450,000)	0
Total Expenditures	7,017,676	5,493,321	(450,000)	12,060,997

GAS AND WEIGHT TAX HISTORY



MAJOR & LOCAL ROAD

STATE SHARED REVENUE VS. MAINTENANCE



REVOLVING SPECIAL ASSESSMENT FUND

Overview

This Fund was established by City Council in 1986 to utilize assessments in excess of the actual cost of the improvement by 5% or less of the original special assessment roll for (1) special assessment construction advances, (2) loans to special assessment districts in lieu of selling special assessment bonds, (3) the City-at-large share of SAD Projects (4) the elimination of deficits in special assessment districts too small to warrant the expense of reassessing, and (5) for repairs and required maintenance activities related to the original special assessment district. Special assessments districts (SAD's) have been established for local roads and utility (water & sewer) projects. Historically, each SAD has had its own Fund. Alternatively, SAD's can be accounted for within its primary Fund, i.e., the financing and construction of a local road SAD can be accounted for in the Local Road Fund, and any associated debt service on a bond issue can be accounted for in a Debt Service Fund.

Revenue

FY 2011/12 and FY 2012/13 revenue is derived primarily from loan paybacks from special assessment districts, excess assessments from closed-out special assessment districts and interest income on investable funds. Loans are currently being paid back from the following Local Road SAD's:

- Ramble Hills;
- Springbrook;
- Dunbar Oaks;
- Franklin Knolls;
- Quaker Valley Farms;
- Hunters Pointe; and
- Woodbine.

Excess assessment in FY 2011/12 came from the following Closed-out Local Road Special Assessment Districts:

- Moran;
- Spring Valley;
- Old Homestead Subdivision;
- Alycekay & Highmeadow;
- Herndonwood; and
- Westgate Franklin Village Subdivision.

Expenditures

FY 2011/12 and FY 2012/13 expenditures primarily reflect appropriations for the City-at-large share of debt service on SAD Projects, preliminary engineering on any new proposed special assessment projects that develop during FY 2012/13, as well as auditing fees. Due to the size of the Project costs of the four new pending SAD's for Holly Hill Farms, Glenbrook, Springland and LaMuera Estates, they are planned to be funded directly by the proceeds from a Capital Improvement Bond for both the property owner's and City share, and not from the Revolving Fund.

Fund Balance

Fund balance is projected to increase to approximately \$1.1 million by June 30, 2012 and to approximately \$1.5 million by June 30, 2013.

Revolving Special Assessment Fund

FUND NUMBER: 247

Acct. No. Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1	1,791,556	1,654,026	500,606	500,606	1,139,727	1,139,727
REVENUES						
642 Miscellaneous Income	0	0	0	0	0	0
664 Interest Income	4,296	833	1,000	500	750	750
Total Revenues	<u>4,296</u>	<u>833</u>	<u>1,000</u>	<u>500</u>	<u>750</u>	<u>750</u>
OTHER FINANCING SOURCES						
Contribution from Special Assess	405,527	481,655	0	642,333	517,385	517,385
TOTAL REVENUES AND OTHER FINANCING SOURCES	409,823	482,488	1,000	642,833	518,135	518,135
EXPENDITURES						
451 Construction	919	0	0	0	0	0
482 Administration	1,244	1,394	1,000	1,425	1,500	1,500
Total Expenditures	<u>2,164</u>	<u>1,394</u>	<u>1,000</u>	<u>1,425</u>	<u>1,500</u>	<u>1,500</u>
OTHER FINANCING USES						
(482) Contribution to other funds:						
SAD Roads (813...)	0	1,310,000	0	0	0	0
Local Roads	545,189	308,520	0	2,287	30,000	30,000
General Debt Service	0	0	0	0	93,167	93,167
Water/Sewer		15,994	0	0	0	0
Total Other Financing Uses	<u>545,189</u>	<u>1,634,514</u>	<u>0</u>	<u>2,287</u>	<u>123,167</u>	<u>123,167</u>
TOTAL EXPENDITURES AND OTHER FINANCING USES	547,353	1,635,908	1,000	3,712	124,667	124,667
Excess Revenues over/(under) Expenditures and Other Financing Uses	(137,530)	(1,153,420)	0	639,121	393,468	393,468
FUND BALANCE AT JUNE 30	1,654,026	500,606	500,606	1,139,727	1,533,195	1,533,195

DEFERRED SPECIAL ASSESSMENT FUND

Overview

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

The Deferred Special Assessment Fund is the Fund established to retain and account for funds appropriated for the deferment program.

Revenue Assumptions

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

Expenditures

There are no expenditures for 12/13 other than annual audit fees.

Deferred Special Assessment Fund

Fund Number: 255

Acct. No. Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1	53,574	53,300	53,029	53,029	52,769	52,769
REVENUES						
664 Interest Income	26	29	50	40	50	50
Total Revenues	26	29	50	40	50	50
EXPENDITURES						
Miscellaneous	300	300	300	300	300	300
Total Expenditures	300	300	300	300	300	300
Revenues over/(under) Expenditures	(274)	(271)	(250)	(260)	(250)	(250)
FUND BALANCE AT JUNE 30	53,300	53,029	52,779	52,769	52,519	52,519

PARKS MILLAGE FUND

Overview

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

Revenue Assumptions

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

CITY OF FARMINGTON HILLS PARKS & REC. MILLAGE

<u>Advalorem</u>	<u>FY 11/12</u>	<u>FY 12/13</u>
Total TV*	3,258,709,102	3,077,626,770
Less: Delinquent Personal TV	(8,168,414)	(12,532,083)
Less: Brownfield TV	<u>(10,758,080)</u>	<u>(10,566,960)</u>
Applicable TV	3,239,782,608	3,054,527,728
Millage	<u>0.00048820</u>	<u>0.00048820</u>
Applicable Levy	<u>1,581,662</u>	<u>1,491,220</u>
<u>IFT</u>	<u>FY 11/12</u>	<u>FY 12/13</u>
Total TV	2,145,600	1,871,620
Millage	<u>0.00024410</u>	<u>0.00024410</u>
Applicable Levy	<u>524</u>	<u>457</u>

* Exclusive of Renaissance Zone Properties.

Expenditures

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

Fund Balance

Fund balance is projected to decrease by \$361,473 to \$643,909 by June 30, 2013, which is 35% of Total Expenditures and Other Financing Uses.

PARKS MILLAGE FUND

FUND NUMBER: 410

Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1	1,166,398	1,239,256	1,301,406	1,301,406	1,005,382	643,909
REVENUES						
Special Levy	2,014,214	1,749,409	1,591,734	1,581,662	1,491,220	1,491,220
IFT Payments	1,573	479	524	524	457	457
Miscellaneous Income	4,800	0	0	0	0	0
Interest on Investments	6,924	3,327	11,700	2,000	2,200	2,200
TOTAL REVENUES	2,027,511	1,753,215	1,603,958	1,584,186	1,493,877	1,493,877
EXPENDITURES						
Operations:						
Audit & Legal Fees	1,850	1,200	1,500	1,250	1,500	1,500
Players Barn Contract	25,000	25,000	25,000	25,000	25,000	25,000
Total Operations	26,850	26,200	26,500	26,250	26,500	26,500
Capital:						
Heritage Park	476,020	34,345	30,500	30,500	26,500	26,500
Athletic Fields	26,467	13,434	46,097	42,000	45,000	45,000
Equipment	67,430	57,941	56,145	56,043	42,500	42,500
Comfort Station (Port-A-Johns)	7,055	9,340	8,000	7,900	8,000	8,000
Facility Maintenance	0	0	10,000	10,000	10,000	10,000
Playground Improvement	23,688	6,301	26,000	26,000	14,000	14,000
Activities Center Improvements	18,983	11,934	31,465	37,000	25,000	25,000
Founders Park Parking Lot	88,760	0	0	0	0	0
Property Acquisition	0	0	100,000	0	0	0
Total Capital	708,403	133,295	308,207	209,443	171,000	171,000
Total Expenditures	735,253	159,495	334,707	235,693	197,500	197,500

PARKS MILLAGE FUND

FUND NUMBER: 410

OTHER FINANCING USES	2009/10	2010/11	2011/12	2011/12	2012/13	2012/13
General Fund	Actual	Actual	Budgeted	Estimated	Proposed	Adopted
Park Maintenance/Operations	350,000	360,500	371,315	371,315	382,450	382,450
Nature Center	69,000	71,070	73,202	73,202	75,400	75,400
Youth Services	150,000	150,000	150,000	150,000	150,000	150,000
Activities Center/Seniors	305,400	500,000	600,000	600,000	600,000	600,000
Cultural Arts	150,000	150,000	150,000	150,000	150,000	150,000
Facility/Programs	45,000	150,000	150,000	150,000	150,000	150,000
Ice Arena Fund (Debt)	150,000	150,000	0	0	0	0
General Debt Service Fund	0	0	150,000	150,000	150,000	150,000
Total Other Financing Uses	1,219,400	1,531,570	1,644,517	1,644,517	1,657,850	1,657,850
TOTAL EXPENDITURES AND OTHER FINANCING USES	1,954,653	1,691,065	1,979,224	1,880,210	1,855,350	1,855,350
Revenues over/(under) Expenditures	72,858	62,150	(375,266)	(296,024)	(361,473)	(361,473)
FUND BALANCE AT JUNE 30	1,239,256	1,301,406	926,140	1,005,382	643,909	282,436

CAPITAL PROJECT DETAIL

	FY 2011/12 Projection	FY 2012/13 Budget
HERITAGE PARK		
Caretakers House Improvements	1,000	1,000
Longacre	15,000	15,000
Stable Improvements	1,500	1,500
Daycamp/Nature Center Roof-Repair	10,000	3,000
Daycamp/Nature Improvements - Painting		3,500
Visitor Center	3,000	2,500
Total Heritage Park	30,500	26,500
FOUNDERS SPORTS PARK IMPROVEMENTS		
Park Improvements	10,000	10,000
ATHLETIC FIELDS		
Ball field & soccer field renovation	42,000	45,000
EQUIPMENT		
V - plow	5,000	0
1 K-2500 Pickup Replacement	26,500	0
2 walk Behind Mowers	10,243	0
2 Zero Turn Radius Riding Mowers	14,300	0
Cannon Pickup Replacement 4x4	0	18,500
Kromer field painter	0	15,000
1 Zero Turn Mower	0	9,000
Total Equipment	56,043	42,500
COMFORT STATION		
Portable units for Little League program	7,900	8,000
ACTIVITIES CENTER IMPROVEMENTS		
Carpet - Halls and conference room	0	0
Shannon AV system	37,000	0
A-Door Replacement	0	15,000
Misc. Improvements	0	10,000
Total Activies Center Improvements	37,000	25,000
PLAYGROUND EQUIPMENT		
Dog Park	22,000	10,000
Playground Equipment/Improvements	4,000	4,000
Total Playground Equipment	26,000	14,000
TOTAL CAPITAL	209,443	171,000

NUTRITION GRANT FUND

Overview

This Fund provides meals to Farmington/Farmington Hills residents, 60 years and over and is funded primarily by Federal Grants through the Older American's Act. The Special Services Senior Division provides nutrition services for both congregate (on site) meals offered at the Center for Active Adults located in the Costick Center, and to homebound older adults unable to prepare their own meals. The current contract was extended for one additional year, funding remains the same for FY 2012/13.

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 option of a second cold meal, breakfast and weekend package based on need and availability of funds. Six shelf stable meals are required to be in every HDM client's home in the event of an emergency that would prohibit the daily meal delivery. (i.e. inclement weather, power failure, etc. preventing the preparation and delivery of meals) All daily meals are delivered to the home by volunteers. Separate funding is made available by AAA 1B through private fund raising for Holiday Meals on Wheels to those who are alone for the holiday and are unable to prepare a nutritious meal. Meals are prepared in the Costick Center Kitchen and delivered by staff and volunteers on Thanksgiving, Christmas and Easter Day. A total of 89,471 meals were served in FY 2010/11. A projection of 93,140 meals is estimated for the FY 2011/12 contract year.

Revenue Assumptions

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

Expenditures

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

Fund Balance

Fund balance is projected to be \$0 at June 30, 2013.

Nutrition Grant Fund

FUND NUMBER: 281

Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1	0	0	0	0	0	0
REVENUES						
Federal Grant	321,761	295,186	265,388	265,388	265,388	265,388
Program Income	112,347	124,479	102,708	102,708	102,708	102,708
Interest Income	353	129	500	500	500	500
Local Match	28,896	24,721	24,509	24,509	24,509	24,509
ARRA Income	21,133	3,437	0	0	0	0
Other Income	0	8,955	7,670	7,670	7,670	7,670
Total Revenues	484,490	456,907	400,775	400,775	400,775	400,775
EXPENDITURES						
Congregate Meals	165,752	136,946	78,783	78,783	78,783	78,783
Homebound Meals	300,566	316,276	321,992	321,992	321,992	321,992
ARRA expenditures	18,172	3,685	0	0	0	0
Total Expenditures	484,490	456,907	400,775	400,775	400,775	400,775
Revenues over/(under) Expenditures	0	0	0	0	0	0
FUND BALANCE AT JUNE 30	0	0	0	0	0	0

PUBLIC SAFETY MILLAGE FUND

In November 2003, voters passed a renewal and an increase to an existing public safety millage which had been in effect since 1995. The renewal became effective in July 2006 and expires in 2015. This Fund provides for the accounting and budgeting of the voter approved up to 1.50 mill special millage. An additional 1.7 mills was approved by the electorate in 2011, effective July 2012 for ten years. Revenue is calculated by multiplying the taxable value by the Headlee adjusted millage rate and reducing the figure for estimated Brownfield Authority tax capture and delinquent taxes.

Revenue Assumptions

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

CITY OF FARMINGTON HILLS PUBLIC SAFETY MILLAGE

<u>Advalorem</u>	<u>FY 11/12</u>	<u>FY 12/13</u>
Total TV*	3,258,417,140	3,070,550,835
Less: Delinquent Personal TV	(8,168,414)	(12,532,083)
Less: Brownfield TV	<u>(10,758,080)</u>	<u>(10,566,960)</u>
Applicable TV	3,239,490,646	3,047,451,792
Millage	<u>0.00147640</u>	<u>0.00317640</u>
Applicable Levy	<u>4,782,784</u>	<u>9,679,926</u>
<u>IFT</u>	<u>FY 11/12</u>	<u>FY 12/13</u>
Total TV	2,145,600	1,871,620
Millage	<u>0.00073820</u>	<u>0.00158820</u>
Applicable Levy	<u>1,584</u>	<u>2,973</u>

* Excludes Renaissance Zone Properties & Est. MTT Appeals.

The public safety millage funds the following in FY 2012/13:

Police

- 31 sworn police officers
- 5 full-time police dispatcher—required for implementation of Emergency Medical Dispatch
- 1 full-time civilian police dispatch supervisor
- 2 civilian support employees

Fire

- 4 fire shift lieutenants
- 4 battalion chief
- 18 full-time fire fighters
- 1 Fire Chief
- 1 Deputy Chief
- 5.68 FTE Paid call back Fire Fighters

FUND NUMBER: 205

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
	FUND BALANCE AT JULY 1	2,253,538	2,349,499	1,584,886	1,584,886	1,218,044	1,218,044
	REVENUES						
	Public Safety Millage	6,091,553	5,290,811	4,813,675	4,782,784	9,679,926	9,679,926
	IFT Payments	4,757	1,449	1,584	1,584	2,973	2,973
	Interest Income	16,072	5,902	9,238	2,650	7,441	7,441
	TOTAL REVENUES	6,112,382	5,298,162	4,824,497	4,787,018	9,690,340	9,690,340
	EXPENDITURES						
300	Police Department						
	Salaries and Wages	2,793,005	2,793,311	2,928,412	2,934,580	4,310,988	4,454,338
	Professional & Contractual	0	0	0	600	600	600
	Total Police Department	2,793,005	2,793,311	2,928,412	2,935,180	4,311,588	4,454,938
337	Fire Department						
	Salaries and Wages	3,223,416	3,269,464	2,284,635	2,218,080	4,250,000	4,250,000
	Professional & Contractual	0	0	0	600	600	600
	Total Fire Department	3,223,416	3,269,464	2,284,635	2,218,680	4,250,600	4,250,600
	TOTAL EXPENDITURES AND OTHER FINANCING USES	6,016,421	6,062,775	5,213,047	5,153,860	8,562,188	8,705,538
	Excess Revenues over Expenditures	95,961	(764,613)	(388,550)	(366,842)	1,128,152	984,802
	FUND BALANCE AT JUNE 30	2,349,499	1,584,886	1,196,336	1,218,044	2,346,196	2,202,846

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND
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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 2012/13, approximately 30 homes will be rehabilitated at a cost of \$215,000 as part of the Housing Rehabilitation Program. Approximately \$156,624 will be budgeted for capital projects.

Fund Balance

Fund balance is projected to be \$0 at June 30, 2013.

FUND NUMBER: 275

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1		0	0	0	0	0	0
REVENUES							
	Community Development						
	Block Grant	498,106	275,700	317,930	330,401	344,677	344,677
	Block Grant Carryover	0	0	134,607	51,625	83,497	83,497
	Housing Rehabilitation						
	Program Loan Receipts	12,708	52,662	50,000	30,000	35,000	35,000
	Total Revenues	510,814	328,362	502,537	412,026	463,174	463,174
EXPENDITURES							
ADMINISTRATION							
	Salaries & Wages	62,447	61,923	84,000	75,000	70,000	70,000
	Fringe Benefits	5,657	7,487	16,500	13,000	11,000	11,000
	Supplies	0	17	250	50	50	50
	Conferences & Workshops	734	575	1,000	1,000	1,000	1,000
	Memberships & Dues	2,315	2,435	3,000	2,400	2,400	2,400
	Legal Notices	727	1,044	2,000	1,200	1,100	1,100
	Haven	5,000	5,000	5,000	5,000	5,000	5,000
	Contracted Services	750	1,000	750	1,000	1,000	1,000
	Category Total	77,630	79,481	112,500	98,650	91,550	91,550

Community Development Block Grant Fund

Acct. No.	Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
CAPITAL OUTLAY							
	Housing Rehab. Grants	42,720	41,138	35,000	70,000	40,000	40,000
	Housing Rehabilitation	200,418	148,089	190,037	155,000	140,000	140,000
	Housing Rehab. Income Est.	12,708	52,662	50,000	30,000	35,000	35,000
	Category Total	255,846	241,889	275,037	255,000	215,000	215,000
	Total Expenditures	333,476	321,370	387,537	353,650	306,550	306,550
OTHER FINANCING USES							
	Contribution to Other Funds						
	Capital Improvement Fund						
	Capital Projects	0	0	115,000	58,376	156,624	156,624
	13 Mile Rd Sidewalk	149,859	5,546	0	0	0	0
	Middlebelt San Soui Sidewalk	27,479	1,446	0	0	0	0
	Total Other Financing Uses	177,338	6,992	115,000	58,376	156,624	156,624
TOTAL EXPENDITURES AND OTHER FINANCING USES		510,814	328,362	502,537	412,026	463,174	463,174
	Excess Revenue over Expenditures	0	0	0	0	0	0
FUND BALANCE AT JUNE 30		0	0	0	0	0	0

EECBG FUND

Overview

In September 2009, the City of Farmington Hills received an allocation from the Energy Efficiency and Conservation Block Grant (EECBG) program, which was funded through the American Recovery and Reinvestment Act. Funds are used to reduce energy use, cut green house gas emissions and create jobs.

Revenue Assumptions

This Fund receives funding from the EECBG Program on a draw down basis to cover EECBG expenditures.

Expenditures

In FY 2012/13, approximately \$14,000 will be used to close out the EECBG Program. Investments will include energy efficient projects at City facilities.

Fund Balance

Fund balance is projected to be \$0 at June 30, 2013.

EECBG Fund

FUND NUMBER: 250

Acct. No. Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1	0	0	0	0	0	0
REVENUES						
Federal Grant - EECBG	256,548	497,952	121,023	30,854	13,933	13,933
Energy Rebates		53,861	0	0	0	0
Total Revenues	256,548	551,813	121,023	30,854	13,933	13,933
EXPENDITURES						
ADMINISTRATION						
Public Information	0	29,410	16,076	5,790	0	0
Reallocation of City Manager Personnel Cost:	0	0	0	1,023	0	0
Community Building Energy Audits	0	750	0	0	0	0
Energy Efficiency Incentives	19,186	76,142	0	0	0	0
Category Total	19,186	106,302	16,076	6,813	0	0
CAPITAL OUTLAY						
City Hall Revitalization Energy Enhancement	0	85,000	0	0	0	0
Energy Efficiency Projects at 6 Buildings	0	111,177	104,947	24,041	13,933	13,933
Streetlight Project	0	30,000	0	0	0	0
Renewable Energy Technology - City Hall	237,362	128,704	0	0	0	0
Category Total	237,362	354,881	104,947	24,041	13,933	13,933
Total Expenditures	256,548	461,183	121,023	30,854	13,933	13,933
OTHER FINANCING USES						
Appropriation to Other Funds						
Capital Improvement Fund	0	90,630	0	0	0	0
Total Other Financing Uses	0	90,630	0	0	0	0
TOTAL EXPENDITURES AND OTHER FINANCING USES	256,548	551,813	121,023	30,854	13,933	13,933
Excess Revenue over Expenditures	0	0	0	0	0	0
FUND BALANCE AT JUNE 30	0	0	0	0	0	0

DEBT SERVICE FUNDS

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

General Debt Service Fund

This Fund was established in FY 1994/95 for all the debt service payments to be funded with local property tax revenue. The bond issues to be serviced by this Fund fall into the following categories: G.O. Tax Limited Capital Improvement Bonds, Storm Drain Bonds, Highway Bonds, and Building Authority Bonds, although the service of the Building Authority Bonds is just a pass through from the General Fund to the Building Authority Debt Service Fund. The City is under contract with the Oakland County Department of Public Works to service debt on one bond issue for storm drain improvements on the Caddell Drain, which was bonded and constructed on behalf of the City by the County Department of Public Works. That bond matures in 2014. In addition, bonds are payable on the Farmington Hills Ice Arena through 2015 and Golf Club through 2031. New for FY 2012/13 is debt service on a proposed 10 - 15 year G.O. Limited Capital Improvement Bond, planned to be issued in June 2012 for the City's share of Local Road Special Assessments Projects and any related drainage improvements. Debt Service on this new bond issue will be funded by the SAD Revolving Fund.

Building Authority Debt Service Fund

The City of Farmington Hills Building Authority is a financing vehicle utilized in Michigan to finance facilities through the issuance of bonded debt. This separate Authority issues debt, builds the facility and enters into lease agreements for the facilities with the community. The annual lease payments are in amounts equal to the annual debt service requirements. For FY 2012/13, the operating tax levy support for debt service is budgeted in the General Fund and appropriated ultimately to the Building Authority Debt Service Fund. Lease payments are made to the Building Authority and the Building Authority renders payment to the bond paying agent. The City is currently financing the expansion of the D.P.W. Facility, renovation of Fire Station No. 2, and the relocation and expansion of the 47th District Court Facility through the City of Farmington Hills Building Authority.

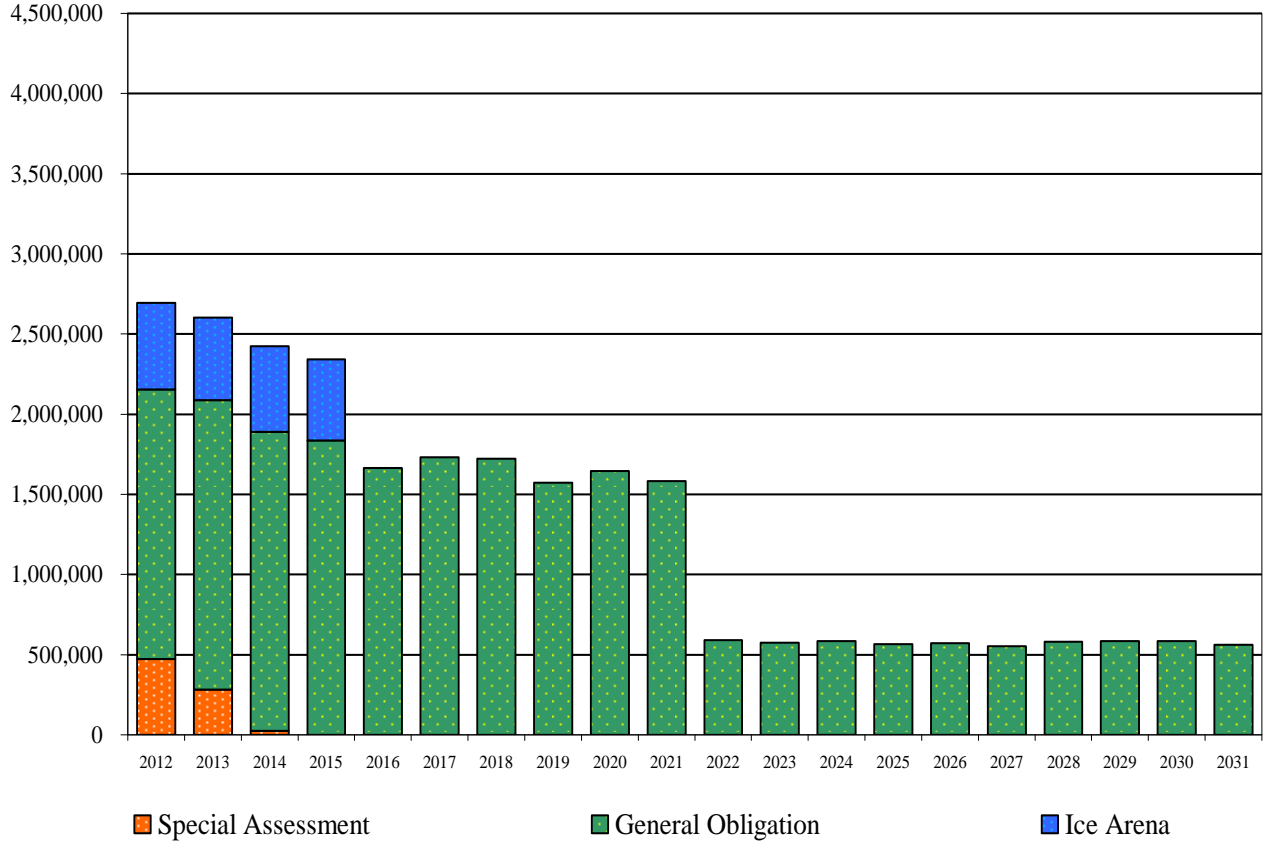
Special Assessment Debt Service Fund

The Special Assessment Debt Service Fund is used to accumulate special assessment collections to be used to pay debt service costs for bonds issued for specific local road and utility improvements that benefit property owners, as well as to pay back special assessment loans from the Special Assessment Revolving Fund. For FY 2011/12, there were five SAD bond issues outstanding, of which one of them will be paid off by June 30, 2012. For FY 2012/13, there are the remaining four SAD Bond issues (for eight local road and utility S.A. Districts), as well as one new SAD Bond issue for the four following new local road special assessment districts; Holly Hill Farms, Glenbrook, Springland and LaMuera Estates. In addition, we are collecting assessment on seven local road districts to be used to pay back inter-fund loans.

The City of Farmington Hills' Debt Management Policies are outlined in the Financial Policies Section of this Budget Document. The following Chart reflects the Schedule of Debt Retirement for Existing Debt.

Schedule of Debt Retirement

Fiscal Years Ending 2012/2031



DEBT SERVICE FUNDS SUMMARY

	General Debt Service Fund #301	Building Authority Debt Fund #662	Special Assessment Debt Funds	Total Debt Service Funds
FUND BALANCE AT JULY 1, 2012	19,416	164,584	1,257,609	1,441,609
REVENUES				
Income from Assessments and Other	0	0	749,642	749,642
Interest income	0	120	340,754	340,874
Intergovernmental Revenues	235,188	0	0	235,188
Total Revenues	235,188	120	1,090,396	1,325,704
EXPENDITURES				
Bond principal payments	856,593	780,000	429,979	2,066,572
Interest and fiscal charges	410,755	366,530	174,831	952,116
Misc. and construction	1,000	975	0	1,975
Total Expenditures	1,268,347	1,147,505	604,810	3,020,662
Revenues over/(under) Expenditures	(1,033,160)	(1,147,385)	485,586	(1,694,959)
OTHER FINANCING SOURCES AND USES				
Transfers In				
-from General Fund	1,753,378	0	0	1,753,378
-SAD Revolving Fund	93,167	0	0	93,167
-from General Debt Fund	0	982,801	0	982,801
-from Park Millage Fund	150,000	0	0	150,000
Total Transfers In	1,996,545	982,801	0	2,979,346
Transfers Out				
- to Building Authority	(982,801)	0	0	(982,801)
- to SAD Revolving Fund	0	0	(517,384)	(517,384)
Total Transfers out	(982,801)	0	(517,384)	(1,500,185)
Total Other Financing Sources and Uses	1,013,744	982,801	(517,384)	1,479,161
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(19,416)	(164,584)	(31,798)	(215,798)
FUND BALANCE AT JUNE 30, 2013	0	0	1,225,811	1,225,811

General Debt Service Fund

FUND NUMBER: 301

Acct. No. Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1	613,326	379,191	192,658	227,953	19,416	19,416
REVENUES						
(403) Debt Service Levy	2,233,463	2,345,759	0	0	0	0
(642) Oakland County Credit - Caddell Drain	28,566	0	0	0	0	0
Oakland County Credit - Minnow Pond	47,371	6,692	0	0	0	0
Oakland County Credit - Pebble Creek	2,614	3,448	0	0	0	0
(664) Interest Income	4,001	1,517	963	0	0	0
(655) Contribution from Farmington - Court	121,251	119,394	124,778	124,778	140,188	140,188
(655) District Court Building Fund	123,869	112,480	105,000	95,000	95,000	95,000
Total Revenues	2,561,135	2,589,290	230,741	219,778	235,188	235,188
OTHER FINANCING SOURCES						
(676) Contribution From Other Funds:						
General Fund			1,645,798	1,645,798	1,753,378	1,753,378
SAD Revolving Fund	0	0	0	0	93,167	93,167
Park Millage Fund	0	0	150,000	150,000	150,000	150,000
	0	0	1,795,798	1,795,798	1,996,545	1,996,545
TOTAL REVENUES AND OTHER FINANCING SOURCES	2,561,135	2,589,290	2,026,539	2,015,576	2,231,733	2,231,733
EXPENDITURES						
GENERAL DEBT ISSUES:						
(990) Interest:						
Pebble Creek Drain	12,999	6,686	0	0	0	0
Minnow Pond	71,758	36,317	0	0	0	0
Caddell Erosion - 1994	23,968	20,285	16,429	16,429	12,112	12,112
Farmington Hills Golf Club	312,669	307,794	302,731	302,731	296,363	296,363
Farmington Hills Ice Arena	0	0	69,031	73,972	54,085	54,085
2012 G.O. Limited Capital Impr. Bonds	0	0	0	0	48,195	48,195
Total	421,394	371,082	388,191	393,132	410,755	410,755
(995) Principal:						
Pebble Creek Drain	194,252	185,217	0	0	0	0
Minnow Pond	787,589	807,035	0	0	0	0
Caddell Erosion - 1994	118,947	115,109	111,273	111,273	126,621	126,621
Farmington Hills Golf Club	150,000	175,000	175,000	175,000	225,000	225,000
Farmington Hills Ice Arena	0	0	465,000	465,000	460,000	460,000
2012 G.O. Limited Capital Impr. Bonds	0	0	0	0	44,972	44,972
Total	1,250,788	1,282,361	751,273	751,273	856,593	856,593
TOTAL GENERAL DEBT	1,672,182	1,653,443	1,139,464	1,144,405	1,267,347	1,267,347
(996) Miscellaneous Expense	975	975	1,000	975	1,000	1,000
Total Expenditures	1,673,157	1,654,418	1,140,464	1,145,380	1,268,347	1,268,347

Farmington Hills FY 12/13 - Debt Service Funds

General Debt Service Fund

FUND NUMBER: 301

Acct. No. Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
OTHER FINANCING USES						
(905) Contribution to Building Authority						
Interest:						
47th District Court	90,181	68,950	47,075	47,075	26,075	26,075
Refunding Bond - 2003 DPW/Fire	58,057	53,285	47,783	47,783	41,580	41,580
47th District Court - Refunding	298,875	298,875	298,875	298,875	298,875	298,875
Total	<u>447,113</u>	<u>421,110</u>	<u>393,733</u>	<u>393,733</u>	<u>366,530</u>	<u>366,530</u>
Principal:						
47th District Court	500,000	500,000	500,000	500,000	600,000	600,000
Refunding Bond - 2003 DPW/Fire	175,000	165,000	185,000	185,000	180,000	180,000
Total	<u>675,000</u>	<u>665,000</u>	<u>685,000</u>	<u>685,000</u>	<u>780,000</u>	<u>780,000</u>
Use of Bldg. Authority Fund Balance	0	0	0	0	(163,729)	(163,729)
Total Contribution to Building Auth.	<u>1,122,113</u>	<u>1,086,110</u>	<u>1,078,733</u>	<u>1,078,733</u>	<u>982,801</u>	<u>982,801</u>
Total Other Financing Uses	<u>1,122,113</u>	<u>1,086,110</u>	<u>1,078,733</u>	<u>1,078,733</u>	<u>982,801</u>	<u>982,801</u>
TOTAL EXPENDITURES AND OTHER FINANCING USES	<u>2,795,270</u>	<u>2,740,528</u>	<u>2,219,197</u>	<u>2,224,113</u>	<u>2,251,148</u>	<u>2,251,148</u>
Use of Bldg. Authority Fund Balance	0	0	0	0	0	0
Revenues Over/(Under) Expenditures	<u>(234,135)</u>	<u>(151,238)</u>	<u>(192,658)</u>	<u>(208,537)</u>	<u>(19,416)</u>	<u>(19,416)</u>
FUND BALANCE AT JUNE 30	<u>379,191</u>	<u>227,953</u>	<u>(0)</u>	<u>19,416</u>	<u>0</u>	<u>0</u>

Building Authority Fund

FUND NUMBER: 662

Acct. No. Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1	152,735	166,180	165,439	165,439	164,584	164,584
REVENUES						
(664) Interest Income	210	234	260	120	120	120
(672) Miscellaneous Income	14,210	0	0	0	0	0
Total Revenues	14,420	234	260	120	120	120
OTHER FINANCING SOURCES						
Contributions from other funds:						
(301) General Debt Service Fund	1,122,113	1,086,110	1,078,733	1,078,733	982,801	982,801
Total Other Financing Sources	1,122,113	1,086,110	1,078,733	1,078,733	982,801	982,801
TOTAL REVENUES AND OTHER FINANCING SOURCES	1,136,533	1,086,344	1,078,993	1,078,853	982,921	982,921
EXPENDITURES						
995 Bond Principal	675,000	665,000	685,000	685,000	780,000	780,000
996 Bond Interest:						
Refunding -DPW/Fire	58,057	53,285	47,783	47,783	41,580	41,580
47th District Court	90,181	68,950	47,075	47,075	26,075	26,075
47th District Court - Refunding	298,875	298,875	298,875	298,875	298,875	298,875
Total Interest	447,113	421,110	393,733	393,733	366,530	366,530
Total Debt Service	1,122,113	1,086,110	1,078,733	1,078,733	1,146,530	1,146,530
970-994 Audit Fees	975	975	975	975	975	975
TOTAL EXPENDITURES	1,123,088	1,087,085	1,079,708	1,079,708	1,147,505	1,147,505
Revenues Over/(Under) Expenditures	13,445	(741)	(715)	(855)	(164,584)	(164,584)
FUND BALANCE AT JUNE 30	166,180	165,439	164,724	164,584	0	0

SPECIAL ASSESSMENT DEBT FUND

	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1	2,361,676	1,396,180	1,392,064	1,392,064	1,257,609	1,257,609
REVENUES						
Income from Assessments	862,228	983,397	425,932	777,235	749,642	749,642
Interest income	123,118	157,783	50,000	215,722	340,754	340,754
Total Revenues	985,346	1,141,180	475,932	992,957	1,090,396	1,090,396
EXPENDITURES						
Bond principal payments	585,000	545,000	450,000	450,000	429,979	429,979
Interest and fiscal charges	699,310	46,527	25,932	25,932	174,831	174,831
Misc. and construction	8,538	33,635	0	0	0	0
Total Expenditures	1,292,848	625,162	475,932	475,932	604,810	604,810
Revenues over/(under) Expenditures	(307,502)	516,018	0	517,025	485,586	485,586
OTHER FINANCING SOURCES AND USES						
Transfers In						
-from SAD Revolving Fund	0	521,743	0	0	0	0
Total Transfers In	0	521,743	0	0	0	0
Transfers Out						
- to SAD Revolving Fund	0	481,655	0	642,332	517,384	517,384
- to Local Roads	657,994	560,222	0	9,148	0	0
Total Transfers out	657,994	1,041,877	0	651,480	517,384	517,384
Total Other Financing Sources/(Uses)	(657,994)	(520,134)	0	(651,480)	(517,384)	(517,384)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(965,496)	(4,116)	0	(134,455)	(31,798)	(31,798)
FUND BALANCE AT JUNE 30	1,396,180	1,392,064	1,392,064	1,257,609	1,225,811	1,225,811

**CALCULATION OF DEBT LEVY FY 2012/13
GENERAL DEBT SERVICE FUND**

<i>Description of Debt</i>	<i>Fund Servicing Debt</i>	<i>Final Maturity</i>	<i>Debt Outstanding Year Ended 6/30/12</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>	<i>Millage*</i>
Building Authority Issues:							
Refunding Bonds-2003 DPW/Fire Station No.2	Building Authority	11-17	1,175,000	180,000	41,580	221,580	0.0720
47TH District							
Court Facility	Building Authority	04-13	600,000	600,000	26,075	626,075	
Court Refunding	Building Authority	04-21	6,555,000	0	298,875	298,875	
Farmington Hills Court Debt			7,155,000	600,000	324,950	924,950	0.3005
Less Farmington's Share (15.33%)				(91,980)	(48,208)	(140,188)	(0.0456)
Less Revenues/Contributions				(91,043)	(3,957)	(95,000)	(0.0309)
Net Debt Levy				416,977	272,785	689,762	0.2241
Use of Bldg. Authority Fund Balance						(163,729)	(0.0532)
Total Building Authority Issues			8,330,000	596,977	314,365	747,613	0.2429
Storm Drain Debt Issues:							
Caddell Drain II	Debt Service Fund	10-14	372,188	126,621	12,112	138,733	0.0451
Total Storm Drain Debt Issues			372,188	126,621	12,112	138,733	0.0451
Ice Arena			1,455,000	460,000	54,085	514,085	0.1670
Farmington Hills Golf Club:		10-31	7,250,000	225,000	296,363	521,363	0.1694
Capital Improvement Bonds - City Share of SAE		06-28	975,000	44,972	48,195	93,167	0.0303
Miscellaneous Expenditures						1,000	
Parks & Rec. Millage Fund						(150,000)	
SAD Revolving Fund						(93,167)	
Fund Balance Contribution						(19,416)	
						(261,583)	(0.0850)
GRAND TOTAL			18,382,188	1,453,570	725,120	1,753,378	0.5697
				Net Amount	Debt Millage		
DEBT LEVY:				1,753,378	0.5697		
Taxable Value				3,077,626,770			

* 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 2012/13

Description of Existing Debt	Fund Servicing Debt	Debt Outstanding at June 30, 2012	Principal	Interest	Total
General Obligation:					
Ice Arena	Debt Service	1,455,000	460,000	54,085	514,085
Farmington Golf Club	Debt Service	7,250,000	225,000	296,363	521,363
Building Authority Bonds	Debt Service	8,330,000	780,000	366,530	1,146,530
Special Assessment Bonds	Special Assessment	300,000	275,000	8,394	283,394
Contractual Obligation					
Oakland County	Debt Service	372,188	126,621	12,112	138,733
TOTAL		17,707,188	1,866,621	737,484	2,604,105

STATEMENT OF LEGAL DEBT MARGIN AS OF JUNE 30, 2012

Act 279, Public Acts of Michigan of 1909, as amended, provides that the net indebtedness of the City shall not exceed 10 percent of all assessed valuation as shown by the last preceding assessment roll of the City. In accordance with Act 279, the following bonds are excluded from the computation of net indebtedness:

- Special Assessment Bonds
- Mortgage Bonds
- Revenue Bonds
- Bonds issued, or contracts or assessment obligations incurred, to comply with an order of the Water Resources Commission or a court of competent jurisdiction.
- Other obligations incurred for water supply, drainage, sewerage, or refuse disposal projects necessary to protect the public health by abating pollution.

The Municipal Finance Act provides that the total debt in Special Assessment Bonds, which would require that the City pledge its full faith and credit, shall not exceed 12 percent of the assessed valuation of taxable property of the City, nor shall such bonds be issued in excess of three percent in any calendar year unless voted. The Special Assessment Bond percent is in addition to the above described 10 percent limit provided in Act 279, Public Acts of Michigan of 1909, as amended.

FY 2012/13 BUDGET

2012 State Equalized Value		<u>3,108,123,820</u>
Debt Limited (10% of State Equalized Valuation and Equivalent)		310,812,382
Amount of Outstanding Debt	17,707,188	
Less:		
Special Assessment Bonds	300,000	<u>17,407,188</u>
LEGAL DEBT MARGIN		<u>293,405,194</u>

CAPITAL PROJECTS FUNDS

Capital Projects Funds are maintained to account for financial resources that are restricted, committed or assigned to expenditures for capital outlays; including the acquisition or construction of major capital facilities or outlays, other than those of proprietary enterprise funds. Budget Funds in this group include:

- **The Capital Improvement Fund**, which is a major Fund by the criteria of GASB 34 and is used to account for the development of capital facilities other than those for Roads, Utilities and Parks & Recreation; and
- **The Golf Course Capital Improvement Fund**, which was established in 1992 and is financed by a per-round surcharge on green fees for improvements at the City's Golf Course.

	Capital Improvement Fund #404	Golf Course Capital Improv. Fund #412	Total Capital Project Funds
FUND BALANCE AT JULY 1, 2012	2,646,136	47,357	2,693,493
REVENUES			
Assessments and Other	15,813	33,000	48,813
Interest income	3,000	25	3,025
Total Revenues	18,813	33,025	51,838
EXPENDITURES			
Public Facilities	778,000		778,000
Drainage	865,000		865,000
Side Walk	470,000		470,000
Equipment	1,846,313	51,000	1,897,313
Administration & Misc.	4,000	210	4,210
Total Expenditures	3,963,313	51,210	4,014,523
Revenues over/(under) Expenditures	(3,944,500)	(18,185)	(3,962,685)
OTHER FINANCING SOURCES AND USES			
Proceeds from Bond Sale	256,000	0	256,000
Transfers In			
-from CDBG Fund	156,624	0	156,624
-from General Fund	2,338,034	0	2,338,034
-from Water Fund	53,377		53,377
Total Transfers In	2,548,035	0	2,548,035
Total Other Financing Sources and Uses	2,804,035	0	2,804,035
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(1,140,466)	(18,185)	(1,158,651)
FUND BALANCE AT JUNE 30, 2013	1,505,670	29,172	1,534,842

CAPITAL IMPROVEMENT FUND

Overview

In 1982, the City Council established the Capital Improvement Fund for the purpose of providing financing for the acquisition and construction of infrastructure improvements and equipment acquisitions in excess of \$25,000 to maintain the quality of service in Farmington Hills. The annual Capital Improvement Fund Budget is the financial means by which the first year of the Capital Improvement Program (CIP) is implemented to the extent revenues are available.

Capital Improvement Plan

The City Charter (Sections 3.07 and 6.08) charges the City Manager with the responsibility of submitting a Capital Improvements Plan to the City Council. Public Act 285 of the Public Acts of 1931 of the State of Michigan requires cities with Planning Commissions to prepare a Six-Year Capital Improvements Plan.

The goal in developing a multi-year Capital Improvement Program is to plan for and establish guidelines and priorities for capital improvements and expenditures in a fiscally sound manner. This program sets forward the basis for annual fiscal capital projects budgeted in the budgetary funds such as the Capital Improvement Fund, Road Funds and dedicated millage funds for Public Safety and Parks and Recreation development. The CIP helps track multi-year projects that may require planning, design, land acquisition, construction and future operating costs. The projects identified in the CIP represent the City's plan to serve residents and anticipate the needs of our dynamic community. It is updated annually by the Planning Commission and presented to the City Council for their consideration. The following documents are considered in the preparation of the CIP:

- Five Year Departmental Plans
- Capital Improvements Plan
- The Master Plan for Future Land Use
- The Parks and Recreation Master Plan
- The Economic Development Plan
- The Master Storm Drainage Plan
- The Sustainability Study
- The Technology Master Plan
- The Municipal Complex Master Plan

Within each of these plans, a prioritization process is described that outlines how specific projects are ranked. Each year the Planning Commission, with staff input, prioritizes the projects in the Capital Improvements Plan. The establishment of priorities is indicated by the fiscal year in which the projects are scheduled to be implemented.

The Plan is reviewed by the Planning Commission at a study session and then set for public review at a public hearing. The finalized document becomes the "City of Farmington Hills Six Year Capital Improvements Plan." This formal document is not static but is used as a basis for next year's plan.

Capital Improvement Fund

As used in this document, the term Capital Improvements Plan is intended to reflect a complete list of all major capital projects with estimates anticipated in both capital and future operating costs over the next six-year period that will be necessary to serve existing and new development in the City. All of these public facilities, utility and service projects are listed on a priority basis, which reflects the fiscal year in which they are proposed. This six-year program also includes a discussion for providing the financial means for implementing the projects so that the City can provide, as adequately as possible, for the public health, safety and general welfare of all the people of the City and economic activities that support them.

Relationship between the Capital and Operating Budgets

The Capital and Operating budgets are closely interrelated. The allocation of the total millage between operating expenditures in the General Fund, capital expenditures in the Capital Improvement Fund, and debt service on bond issues, whose proceeds were utilized to fund prior capital improvements, has a direct impact on funding committed for operations and capital improvements.

Capital expenditures impact the operating budget both positively and negatively. Paving and resurfacing roads reduces maintenance costs as does major refurbishing of City facilities. Sidewalk and bike path construction, storm drainage improvements, and DPW equipment replacement do not add any significant operating costs. However, the construction of new facilities and expansions of existing facilities will increase utility, building maintenance and custodial costs. See the Project Detail section for specific information on the operating impact of funded capital projects.

Revenue

Operating Millage is appropriated to this Fund from within the City Charter millage. The property tax appropriation will increase in 12/13. Additional revenue comes from a JAG Grant, Bond Proceeds, appropriations from the CDBG Fund and Water Fund, as well as interest on investments and the sale of fixed assets.

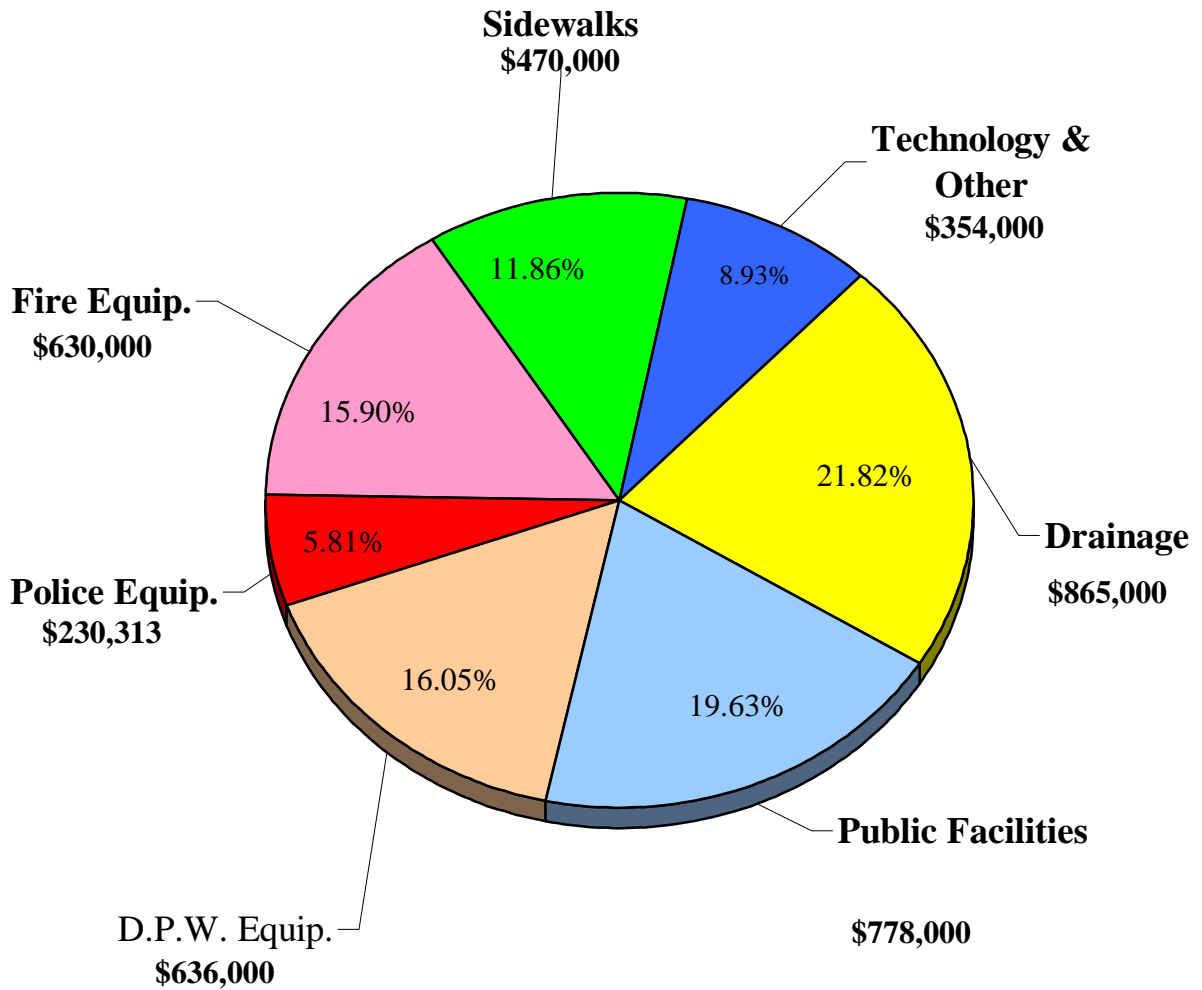
Expenditures

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 capital projects contained in the General Fund, Road Funds, the Parks Millage Fund and Golf Course Capital Improvement Fund budgets, the City plans to expend over \$3.96 million for capital improvements in this Fund benefiting the entire community. This program is comprised of facility improvements and expansions, sidewalk construction, drainage improvements, technology enhancements, and the acquisition of various equipment for the Public Works, Police and Fire Departments. The Project Detail pages describe the capital projects.

Fund Balance:

The projected fund balance for 12/13 will decrease by \$1,140,466 to \$1,505,670 by June 30, 2013.

Capital Improvement Fund Expenditures \$3,963,313



CAPITAL IMPROVEMENT FUND

FUND NUMBER: 404

Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1	11,606,989	6,110,338	3,652,005	3,652,005	2,646,136	2,646,136
REVENUES						
Property Tax	1,980,412	1,730,307	0	0	0	0
Interest on Investments	37,644	8,634	11,007	3,000	3,000	3,000
Sale of Fixed Assets	11,250	26,100	3,000	3,000	5,000	5,000
Memorial Contributions	162	0	0	0	0	0
Donations-Fire Station #3	15,000	75,000	0	0	0	0
Sidewalk SAD's	23,220	0	0	0	0	0
Energy & Environmental Sustainability	0	39,880	0	40,000	0	0
JAG Grant	0	0	0	0	10,313	10,313
Miscellaneous	3,385	11,071	1,000	500	500	500
Total Revenues	2,071,073	1,890,992	15,007	46,500	18,813	18,813
OTHER FINANCING SOURCES						
Bond Proceeds	0	0	0	0	256,000	256,000
Contribution From Other Funds:					0	0
Trust Fund	0	96,181	0	0	0	0
CDBG Fund	177,338	6,992	115,000	58,376	156,624	156,624
EECBG Fund	199,362	90,630	0	0	0	0
General Fund - Property Tax Allocation	2,500,000	77,500	788,108	788,108	2,298,034	2,298,034
General Fund - Energy/Utility Savings Allocation	0	0	0	0	40,000	40,000
Water Fund	0	0	0	0	53,377	53,377
Contribution From Other Governments					0	0
City of Farmington	0	0	0	24,000	0	0
Other Government-911/ARRA	948,991	62,975	0	0	0	0
Total Other Financing Sources	3,825,691	334,278	903,108	870,484	2,804,034	2,804,034
TOTAL REVENUES AND OTHER FINANCING SOURCES	5,896,764	2,225,270	918,115	916,984	2,822,847	2,822,847
EXPENDITURES						
DRAINAGE	89,841	159,073	374,980 [▼]	153,083	865,000	865,000
PUBLIC FACILITIES						
Land Acquisition	3,774	5,664	0	4,213	0	0
Fire Station Improvements	0	45,750	91,250 [▼]	161,827	220,000	220,000
City Hall Revitalization Project	5,909,630	2,117,517	14,099 [▼]	16,328	0	0
City Hall Furnishings	117,771	324,001	0	0	0	0
Gas Tank Replacement @ police Department	0	24,960	0	0	0	0
Police Building Exterior Repairs	0	0	100,000 [▼]	100,200	0	0
Police Building Repairs & Updates	0	0	0	0	200,000	200,000
Gas Pump & Related Canopy Replacement	0	0	0	0	118,000	118,000
Municipal Campus Improvements	3,056	0	0	0	0	0
Performance Contracting	1,330,540	26,850	0	0	0	0
DPW HVAC (Main Storage/Tool Crib)	0	0	150,000	152,940	0	0
Energy & Environmental Sustainability Projects	0	0	0	115,035	40,000	40,000
Activity Center Window Replacements	0	0	0	0	200,000	200,000
Costick Center Parking Lot	0	0	0	0	200,000	0
City Hall Energy Projects	0	900	0	2,005	0	0
Total Public Facilities	7,364,771	2,545,642	355,349	552,548	978,000	778,000
SIDEWALKS	327,142	161,173	340,000 [▼]	345,129	470,000	470,000

Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
EQUIPMENT						
Phone System Upgrade	82,512	1,750	75,000	25,000	75,000	75,000
Communications (Radar)	0	0	0	12,720	0	0
Data Processing, Tech. & Office Equipment	739,149	282,115	524,674	237,301	250,000	250,000
Technology Costs	0	0	0	12,699	0	0
City Hall Council Room AV Equipment Upgrade	0	0	0	0	0	25,000
Police Comm. Equipment (non 911)	779,979	38,601	0	0	0	0
911 Upgrade	259,771	0	3,766	0	0	0
Police Equipment	0	0	0	0	230,313	230,313
Surveying Equipment	0	26,476	0	0	0	0
DPW/S.S. Radio System Replacement	0	0	75,000	142,300	0	0
Fire Equipment	0	0	0	0	630,000	630,000
Fire Radio Repeaters (5)	0	0	50,000	40,858	0	0
Fire Apparatus	601,063	1,096,160	60,000	0	0	0
D.P.W. Equipment	316,806	370,663	436,265	397,765	636,000	636,000
Total Equipment	2,779,280	1,815,765	1,224,705	868,643	1,821,313	1,846,313
ADMINISTRATIVE						
NPDES Expenses	0	0	500	0	500	500
General E&E Sustainability Supplies	0	0	0	1,500	1,500	1,500
Audit Fees	1,950	1,950	2,000	1,950	2,000	2,000
Total Administrative	1,950	1,950	2,500	3,450	4,000	4,000
Total Expenditures	10,562,984	4,683,603	2,297,534	1,922,853	4,138,313	3,963,313
OTHER FINANCING USES						
Contribution To Other Funds						
Major Roads	575,000	0	0	0	0	0
Ice Arena	255,431	0	0	0	0	0
Total Other Financing Uses	830,431	0	0	0	0	0
TOTAL EXPENDITURES AND OTHER FINANCING USES	11,393,415	4,683,603	2,297,534	1,922,853	4,138,313	3,963,313
Revenues Over/(under) Expenditures	(5,496,651)	(2,458,333)	(1,379,419)	(1,005,869)	(1,315,466)	(1,140,466)
FUND BALANCE AT JUNE 30	6,110,338	3,652,005	2,272,586	2,646,136	1,330,670	1,505,670

PROJECT DESCRIPTIONS

Drainage

Drainage projects improve the drainage courses outlined in the Master Storm Drainage Plan and are supplemented by storm water quality considerations required under the City's National Pollutant Discharge Elimination System storm water permit. Priority criteria are:

- Integrating water quantity issues with water quality issues;
- Immediate flood peak reduction to solve the most significant flooding concerns;
- Integration with other improvements including water main, sanitary sewer, paving and building construction;
- Ensuring the continued development and redevelopment of the City; and
- Encouragement of riparian stewardship and maintenance.

In 2012/13 drainage expenditures of \$865,000 will be as follows:

	DRAINAGE PROJECTS	12/13 BUDGET	MAINT. COSTS	OTHER OPERATING COSTS
1.	Storm Water Pollution Prevention Initiative	50,000	No Change	No Change
2.	Miscellaneous Drain Construction	50,000	No Change	No Change
3.	Illicit Discharge Elimination Program	30,000	No Change	No Change
4.	GIS Storm Phases I, II & III	25,000	No Change	No Change
5.	Open Channel Maintenance	100,000	No Change	No Change
6.	Edgemoor Culvert	50,000	No Change	No Change
7.	LaMuera Estates Drainage Improvements	360,000	\$1,500/yr.	No Change
8.	14 Mile Culvert Replacement	200,000	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. Edgemoor Culvert. Replacement of the deteriorated culverts under Edgemoor south of Rockshire.
7. LaMuera Estates Drainage Improvements. Replacement of deteriorated twin 42" culverts under La Muera with a 6' x 8' box culvert.
8. 14 Mile Culvert Replacement. The twin 48" drainage culverts under Fourteen Mile Rd at the Pebble Creek Drain near Club House Lane are undersized and deteriorated and need to be replaced. The preliminary plan calls for replacement with a 5' x 9' box culvert.

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 2012/13 public facilities expenditures of \$778,000 will be as follows:

	PUBLIC FACILITIES	12/13 BUDGET	MAINTENANCE COSTS	OTHER OPERATING COSTS
1.	Energy & Environmental Sustainability	40,000	Reduction	No Change
2.	Activity Center Windows Replacement	200,000	Reduction	No Change
3	Fire Station Improvements	220,000	No Change	No Change
4.	Police Building Exterior Repairs	100,000	No Change	No Change
5.	Police Building Interior Updates	100,000	No Change	No Change
6.	Police Dept. Gas Pump Canopy Replacement	30,000	No Change	No Change
7	Gas Pump Key-Card System Upgrade	88,000	No Change	No Change

1. Energy & Environmental Sustainability. Projects to be targeted as Energy and Environmental Sustainability Funds or grants include: Lighting Upgrades (including Day lighting): Nature Center, Visitors Center, Longacre House, Stables, Fire Station 2, Fire Station #4 and Golf Club House; Energy Efficiency Upgrades (Non-Lighting): Various Locations; LED Parking Lot Light Retrofits: Various Locations; Building Envelope Improvements: Various Locations; Fleet Average MPG Improvements; and Alternative Fueled Vehicles and Infrastructure Deployment (Charging Stations): Municipal Complex, Costick Center, Golf Course and Heritage Park.
2. Activity Center Windows Replacement.
3. Fire Station Improvements. The following improvements are proposed for FY 2012/13: Fire station #1 - roof replacement; Fire station #4 - roof replacement; Fire station # 2 - roof replacement, repair ice damming at rear drive, replacement of furnaces, bay lighting/energy improvements, and interior improvements.
4. Police Building Exterior Repairs. Exterior renovations are needed to repair limestone façade.
5. Police Building Interior Updates. During 2011, Capital Improvement funds were expended to update the Police Department Command Desk. This area, as is the case with most of the Police building, had not been updated since the building was constructed in 1986. Updates and renovations (including ADA compliance issues) are now necessary in other heavily used sections of the building. Current plans are to utilize funds to update the building’s sally port which allows for the secured transition of prisoners to and from police vehicles and the building’s jail facility, updates to staff restrooms, professional cleaning of the building’s heating/cooling duct system and professional cleaning/painting of the jail facility.
6. Police Dept. Gas Pump Canopy Replacement. The current canopy covering the vehicle fueling area and equipment at the Police Department was originally constructed in 1991. Over those 21 years, this structure has fatigued due to wind load and exposure to the elements. Additionally, de-icing materials used on the parking lot during the winter months have corroded the steel support beams. The current structure leaks during rain and snow melt and it also sways during windy conditions. Total replacement is recommended.

7. Gas Pump Key-Card System Upgrade. Currently, 3 facilities (Police Department, Public Works and the Golf Maintenance Building) have fuel dispensing equipment. The current fuel dispensing system is 21+ year's old. Due to its age, this equipment is experiencing regular failures requiring after-hours maintenance calls, fuel dispensing delays and other difficulties. The system uses chip-key activation and a third party software to connect between the older security system and the fleet management tracking software. The proposed system will modernize the security system and provide more accurate vehicle use and fuel consumption information, all while communicating directly with the fleet management software.

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

Non-financial Impact: Improved employee working conditions is expected to increase employee efficiency, effectiveness and morale.

Sidewalks and Bike Paths

Providing safe pedestrian travel along major traffic corridors is a priority of the City Council, School Board, staff, and residents. Developers have installed sidewalks as a requirement of development. In many cases, sidewalk gaps have resulted. Annually, pedestrian traffic generators and sidewalk gaps are identified in preparation of the Capital Improvements Plan. These areas continue to be a priority. In 2012/13 sidewalks and bike path expenditures of \$470,000 will be as follows:

	SIDEWALKS AND BIKE PATHS	12/13 BUDGET	MAINTENANCE COSTS	OTHER OPERATING COSTS
1.	Sidewalk Replacement Program	80,000	No Change	No Change
2.	12 Mile, South Side, Inkster to Herndonwood	180,000	No Change	No Change
3.	Independence, South Side, Roosevelt to Waldron	210,000	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 2012/13 equipment in the amount of \$ 1,846,313 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, PC/network and database upgrades, scheduling software, and various other technology improvements and upgrades to keep the network fast and reliable.

Public Works and Public Safety Equipment

Due to the expense of major equipment purchases for the DPW and Public Safety (Police & 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, functionality, mechanical condition, and service record.

	EQUIPMENT	12/13 BUDGET	MAINT. COSTS	OTHER OPERATING COSTS
	Public Facilities			
1.	City-Wide Technology	250,000	35,000	No Change
2.	Phone system upgrade	75,000	No Change	No Change
3.	City Hall Council Room	25,000	No Change	No Change
	Police Department			
4.	Forensic Software	10,313	No Change	No Change
5.	Patrol Cars – In-car Camera System	220,000	No Change	No Change
	Fire Department			
6.	Battalion Chief Vehicle	60,000	1,000	No Change
7.	Engine #33 Replacement	485,000	No Change	No Change
8.	Medic #2 Refurbishment	85,000	No Change	No Change
	Division of Public Works			
9.	10-yard Dump Truck with Slip-in Salt Unit	270,000	No Change	No Change
10.	5-yard Hook Truck with Attachments	216,000	No Change	No Change
11.	Refurbished Winter Maintenance Equipment	50,000	No Change	No Change
12.	Refurbished Vactor Truck	100,000	No Change	No Change

Financial Impact: Purchasing equipment does not have a significant impact on the operating budget.

Non-financial Impact: Having reliable equipment is essential to maintain roads and for the safety of our residents.

PROJECT LIST

	ESTIMATED	PROPOSED	ADOPTED
	FY 2011/12	FY 2012/13	FY 2012/13
<u>DRAINS</u>			
Storm Water Pollution Prevention Initiative (SWPPI)	0	50,000	50,000
Miscellaneous Drainage Construction	50,000	50,000	50,000
Lamuera Estates Drainage Improvements	600	360,000	360,000
Holly Hill Farms Drainage Improvements	500	0	0
IDEP Elimination Program	15,000	30,000	30,000
GIS Storm Phases I & II & III	0	25,000	25,000
Drainage Maintenance (Open Channel)	50,000	100,000	100,000
North Bell Creek District Stormwater	22,853	0	0
14 Mile Culvert Replacement	0	200,000	200,000
Edgemoor Culvert	500	50,000	50,000
Brittany Drive Emergency Culvert Repair	8,400	0	0
Woodbrook Drive Ditch Enclosures	5,230	0	0
TOTAL DRAINAGE	153,083	865,000	865,000
<u>PUBLIC FACILITIES</u>			
Land Acquisition	4,213	0	0
City Hall Revitalization project	16,328	0	0
City Hall Energy Projects	2,005	0	0
Energy & Environmental Sustainability Projects	115,035	40,000	40,000
Activity Center Windows Replacement	0	200,000	200,000
Costick Center Parking Lot	0	200,000	0
Fire Stations Generator	23,950	0	0
Fire Stations Roof Repair	137,877	0	0
Fire Station Improvements	0	220,000	220,000
Police Bldg.-Exterior Repairs	100,200	0	0
Police Bldg.-Limestone Facade Repairs	0	100,000	100,000
Police Bldg.-Interior Updates	0	100,000	100,000
Police Department Gas Pump Canopy Replacement	0	30,000	30,000
Gas Pump Key-Card System	0	88,000	88,000
DPW HVAC (Main Storage/Tool Crib)	152,940	0	0
TOTAL PUBLIC FACILITIES	552,548	978,000	778,000
<u>SIDEWALK PROGRAM</u>			
Sidewalk Replacement Program along Major Roads	80,000	80,000	80,000
12 Mile, South Side, Inkster to Herndonwood	0	180,000	180,000
Independence, South Side, Roosevelt to Waldron	0	210,000	210,000
2011 Sidewalk Maintenance	67,228	0	0
2010 Sidewalk Program	17,901	0	0
8 Mile, Northside, Lujon to West	30,000	0	0
R.O.W. Acquisition	25,000	0	0
10 Mile, Northside, I-275 to Research Drive	125,000	0	0
TOTAL SIDEWALK PROGRAM	345,129	470,000	470,000

	ESTIMATED	PROPOSED	ADOPTED
	FY 2011/12	FY 2012/13	FY 2012/13
<u>EQUIPMENT</u>			
General Government:			
Data Processing, Technology & Office Equipment	250,000	250,000	250,000
City Hall Council Room AV Equipment Upgrade	0	0	25,000
Phone System Upgrade	25,000	75,000	75,000
Total General Government Equipment	275,000	325,000	350,000
Police Equipment:			
Police Radar	12,720	0	0
Forensic Software	0	10,313	10,313
Police Patrol Vehicle In-Car Camera System	0	220,000	220,000
Total Police Equipment	12,720	230,313	230,313
Fire Equipment:			
Fire Radio Repeaters (5)	40,858	0	0
Fire - Battalion Chief Vehicle	0	60,000	60,000
Fire - Engine #33 Replacement	0	485,000	485,000
Fire - Medic #2 Refurbishment	0	85,000	85,000
Total Fire Equipment	40,858	630,000	630,000
D.P.W. Equipment:			
Ten Yard Dump Truck with Slip-in Salt Unit	0	270,000	270,000
Five Yard Hook Truck with Attachments	0	216,000	216,000
Refurbish Winter Maintenance Equipment	0	50,000	50,000
Refurbish Vector Truck	0	100,000	100,000
DPW/S.S. Radio System Replacement	142,300	0	0
Pre-wet Controller Upgrades for Dumptucks	40,000	0	0
Roadside Mowing Tractor w/Attachments	100,000	0	0
Remote Control Sewer Camera/Trailer	21,500	0	0
Vacuum-type Road Sweeper	200,000	0	0
Ten Yard Dump-Carryover 10/11	36,265	0	0
Total DPW Equipment	540,065	636,000	636,000
TOTAL EQUIPMENT	868,643	1,821,313	1,846,313

CIP SUMMARY TABLE

DEPARTMENT	TOTAL COST	CITY COST	Maint. Costs	2012/13							Projects
				2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	Future	
Drainage	\$13,516,000	\$12,268,000	26,200	815	305	443	375	1,237	666	8,427	19
Sanitary	51,030,000	34,740,000	10,000	500	10,500	11,240	11,000	1,000	500	0	4
Watermains	30,024,000	30,024,000	100,000	1,100	14,949	1,000	1,000	1,000	1,000	9,875	12
Public Facilities	4,083,000	4,083,000	71,000	1,103	725	455	530	630	390	250	11
Sidewalks	7,009,000	7,009,000	80,000	470	563	566	353	290	184	4,583	25
Transportation	246,296,000	19,381,000	20,000	873	1,994	2,500	1,714	945	1,000	10,353	28
DPW Equipment	3,933,000	3,933,000	NC	636	886	730	526	605	550	0	6
Fire Equipment	4,146,000	4,146,000	19,000	630	545	146	545	1,140	1,140	0	6
Parks & Recreation	8,265,000	8,265,000	155,000	65	85	65	65	65	70	7,850	6
TOTALS:	\$368,302,000	\$123,849,000	\$481,200	\$6,192	\$30,552	\$17,145	\$16,108	\$6,912	\$5,500	\$41,338	117

DRAINAGE

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	Figures shown are in thousands of dollars.						
						2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	FUTURE
1	Storm Water GIS	150,000	150,000	NC	100% City	25 CF	25 CF	25 CF	25 CF	25 CF	25 CF	
2	IDEP Elimination Program	180,000	180,000	NC	100% City	30 CF	30 CF	30 CF	30 CF	30 CF	30 CF	
3	Storm Water Pollution Prevention Initiative (SWPPI)	300,000	300,000	NC	100% City	50 CF	50 CF	50 CF	50 CF	50 CF	50 CF	
4	Miscellaneous Drain Construction	300,000	300,000	NC	100% City	50 CF	50 CF	50 CF	50 CF	50 CF	50 CF	
5	Open Channel Maintenance Program	600,000	600,000	NC	100% City	100 CF	100 CF	100 CF	100 CF	100 CF	100 CF	
6	Woodcreek Pond @ Danvers Construction	500,000	0	NC	100% O							
7	Fourteen Mile Culvert Replacement	200,000	200,000	NC	100% City	200 CF						
8	La Muera Culvert Replacement	360,000	360,000	1,500 AC	100% City	360 CF						
9	Biddestone Culvert Replacement	50,000	50,000	200 AC	100% City		50 CF					
10	Brookhill Subdivision Drainage	936,000	188,000	NC	20% City 80% SAD			188 CF				
11	Fendt Channel Improvement	120,000	120,000	NC	100% City				120 CF			
12	North Bell, Randall to Ruth	982,000	982,000	1,500 AC	100% City					982 CF		
13	Rollcrest/North Ravines	411,000	411,000	1,500 AC	100% City						411 CF	
14	Minnow Pond at Halsted	3,500,000	3,500,000	10,000 AC	100% City							3,500 CF
15	Staman Acres Storm Water Relief	1,200,000	1,200,000	5,000 AC	100% City							1,200 CF
16	Storm Modeling and Master Plan Update	1,147,000	1,147,000	NC	100% City							1,147 CF
17	North Bell, Eight Mile to Randall	800,000	800,000	3,000 AC	100% City							800 CF
18	North Bell, Ruth to Farmington City Limit	1,050,000	1,050,000	3,500 AC	100% City							1,050 CF
19	Brittany Culvert Replacement	730,000	730,000	N C	100% City							730 CF
	TOTAL:	\$13,516,000	\$12,268,000	\$26,200		815	305	443	375	1,237	666	8,427

SANITARY SEWERS

Reference No.	SANITARY SEWER PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	Figures shown are in thousands of dollars.						
						2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	FUTURE
1	Sanitary Sewer Rehabilitation Program	3,000,000	3,000,000	NC	100% City	500 SS	500 SS	500 SS	500 SS	500 SS	500 SS	
2	Evergreen/Farmington Upgrade	17,400,000	1,740,000	NC	10% City 90% O			740 SS	500 SS	500 SS		
3	Oakland County Water Resources Commission Special Maintenance Improvement	630,000	0	10,000 AC	50% FG 50% County							
4	Town Outlet Capacity Adjustment	30,000,000	30,000,000	NC	100% City		10,000 SS	10,000 SS	10,000 SS			
TOTAL:		\$51,030,000	\$34,740,000	\$10,000		500	10,500	11,240	11,000	1,000	500	

WATERMAINS

Reference No.	WATERMAIN PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	Figures shown are in thousands of dollars						
						2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	FUTURE
1	Miscellaneous upgrades to the Water System	600,000	600,000	NC	100% City	100 WS	100 WS	100 WS	100 WS	100 WS	100 WS	
2	Water Tower (3 MG tank) & DPW Improvements	13,000,000	13,000,000	100,000 AC	100% City	1,000 WS	12,000 WS					
3	Replace 12" watermain on Independence from Middlebelt to Colwell	1,450,000	1,450,000	NC	100% City		1,450 WS					
4	Replace existing 6" with 8", Thirteen Mile, Lorikay to Chesterbrook	606,000	606,000	NC	100% City		606 WS					
5	Replace existing 6" with 8", Twelve Mile, New Market to Kendallwood	330,000	330,000	NC	100% City		330 WS					
6	Replace existing 6" with 8", Coronet, Lorikay to Aranel	463,000	463,000	NC	100% City		463 WS					
7	Kendallwood No. 1, Replace existing 6" & 8" with 8", entire subdivision	5,500,000	5,500,000	NC	100% City			900 WS	900 WS	900 WS		2,800 WS
8	Replace existing 8" & 12", Kendallwood, Twelve Mile to Tulipwood	645,000	645,000	NC	100% City						250 WS	395 WS
9	Grand River Homes	4,490,000	4,490,000	NC	100% City						750 WS	3,740 WS
10	Community Well Conversion	2,270,000	2,270,000	NC	100% SAD							2,270 WS
11	Baintree, Farmersville to Red Clover	349,000	349,000	NC	100% City							349 WS
12	Nottinghamwood, Coronet to Lorikay	321,000	321,000	NC	100% City							321 WS
TOTAL:		\$30,024,000	\$30,024,000	\$100,000		1,100	14,949	1,000	1,000	1,000	1,100	9,875

PUBLIC FACILITIES

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	Figures shown are in thousands of dollars.						
						2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	FUTURE
1	City-Wide Technology	1,865,000	1,865,000	35,000 AC	100% City	250 CF	350 CF	315 CF	250 CF	350 CF	350 CF	
2	Energy and Environmental Sustainability Investments	240,000	240,000	Reduction	100% City	40 EF	40 EF	40 EF	40 EF	40 EF	40 EF	
3	Fire Station Improvements	570,000	570,000	NC	100% City	200 CF	120 CF					250 CF
4	Police Building Interior Updates	500,000	500,000	NC	100% City	100 CF	100 CF	100 CF	100 CF	100 CF		
5	Police Building Limestone Façade Repair	100,000	100,000	NC	100% City	100 CF						
6	Police Patrol Vehicle In-Car Camera System	220,000	220,000	NC	100% City	220 CF						
7	Police Handgun Replacement	115,000	115,000	NC	100% City		115 CF					
8	Gas Pump Canopy Replacement Police Department	30,000	30,000	NC	100% City	30 CF						
9	Gas Pump Key-Card System	88,000	88,000	NC	100% City	88 CF						
10	Integrated Financial Information System (IFIS)	280,000	280,000	36,000 AC	100% City				140 CF	140 CF		
11	Improved Phone System	75,000	75,000	NC	100% City	75 CF						
TOTAL:		\$4,083,000	\$4,083,000	\$71,000		1,103	725	455	530	630	390	250

SIDEWALKS

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	Future shown in thousands of dollars						
						2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	FUTURE
1	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	
2	Twelve Mile, south side Inkster to Herndonwood	180,000	180,000	NC	100% City	180 CF						
3	Independence, south side, Wheeler to Waldron	210,000	210,000	NC	100% City	210 CDBG WG WS						
4	Fourteen Mile, south side, Orchard Lake to Farmington	158,000	158,000	NC	100% City		158 CF					
5	Eight Mile, Halsted to Lujon	125,000	125,000	NC	100% City		125 CF					
6	Fourteen Mile, south side, Farmington to Drake	200,000	200,000	NC	100% City		200 CF					
7	Fourteen Mile, south side, Haggerty to Halsted	110,000	110,000	NC	100% City			110 CF				
8	Fourteen Mile, south side, Halsted to Drake	190,000	190,000	NC	100% City			190 CF				
9	Thirteen Mile, south side, Drake to Valley Bend	143,000	143,000	NC	100% City			143 CF				
10	Middlebelt, west side Ten Mile to Kirkway Ravine	43,000	43,000	NC	100% City			43 CF				
11	Ten Mile, north side, Power to Farmington	115,000	115,000	NC	100% City				115 CF			
12	Farmington, east side, between Thirteen and Fourteen Mile	158,000	158,000	NC	100% City				158 CF			
13	Inkster, west side, Twelve Mile to I-696	210,000	210,000	NC	100% City					210 CF		
SUB-TOTAL:		\$2,322,000	\$2,322,000	\$80,000		470	563	566	353	290	80	0

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	Figures shown are in thousands of dollars.						
						2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	FUTURE
14	Eleven Mile, north side, Old Homestead to Farmington Hills Golf Club	104,000	104,000	NC	100% City						104 CF	
15	Halsted, west side, Nine Mile to Windwood	40,000	40,000	NC	100% City							40 CF
16	Hills Tech Bike Path	708,000	708,000	NC	100% City							708 CF
17	Country Club Bike Path	293,000	293,000	NC	100% City							293 CF
18	Halsted upgrade to Bike Path (12 Mile to Hills Tech) & Haggerty, Hills Tech to Country Club	576,000	576,000	NC	100% City							576 CF
19	Halsted, east side, Brookwood to Fourteen Mile	330,000	330,000	NC	100% City							330 CF
20	Power, east side, Ten Mile to Eleven Mile	720,000	720,000	NC	100% City							720 CF
21	Tuck/Folsom/Orchard Lake, Community Living Center to Orchard Lake	716,000	716,000	NC	100% City							716 CF
22	Inkster, west side, Thirteen Mile to Northwestern	330,000	330,000	NC	100% City							330 CF
23	Gill, west side, Colfax to Nine Mile	320,000	320,000	NC	100% City							320 CF
24	Ten Mile, south side, Stoney Creek to Inkster	270,000	270,000	NC	100% City							270 CF
25	Folsom, south side, Orchard Lake to Power	280,000	280,000	NC	100% City							280 CF
SUB-TOTAL:		\$4,687,000	\$4,687,000			0	0	0	0	0	104	4,583
PREVIOUS SUBTOTAL:		\$2,322,000	\$2,322,000	\$80,000		470	563	566	353	290	80	0
TOTAL:		\$7,009,000	\$7,009,000	\$80,000		470	563	566	353	290	184	4,583

TRANSPORTATION

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	Figures shown are in thousands of dollars.						
						2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	FUTURE
1	Local Road Paving, Special Assessment Districts	2,400,000	480,000	NC	80% SAD 20% City	80 WG	80 WG	80 WG	80 WG	80 WG	80 WG	
2	Local Road Rehabilitation, Special Assessment Districts	4,800,000	960,000	NC	80% SAD 20% City	160 WG	160 WG	160 WG	160 WG	160 WG	160 WG	
3	Tri-Party	165,000	55,000	NC	33% City 33% OC 33% RCOC	55 WG						
4	Fourteen Mile, Drake to Halsted - Reconstruct	1,608,000	322,000	NC	80% FG 20% City	322 WG						
5	Fourteen Mile, Halsted to Haggerty - Reconstruct	1,179,000	236,000	NC	80% FG 20% City	236 WG						
6	Fourteen Mile/Middlebelt Intersection- Reinstall Crosswalks	40,000	20,000	NC	50% RCOC 50% City	20 WG						
7	Business Park Pavement Replacement	4,800,000	2,400,000	NC	50% City 50% SAD		600 WG	600 WG	600 WG	600 WG		
8	Fourteen Mile/Halsted Signal - Replace signal with upgraded SCATS ready signal	150,000	150,000	NC	100% City		150 WG					
9	Orchard Lake, Thirteen Mile to Fourteen Mile, Resurface	1,000,000	100,000	NC	80% FG 10% RCOC 10% City		100 WG					
10	Farmington/Colfax Intersection-Reconstruct Crosswalks	40,000	20,000	NC	50% RCOC 50% City		20 WG					
11	Freedom, Drake to west City Limits	946,000	284,000	NC	70% FG 30% City		284 WG					
12	Northwestern Connector Phase 1 REMAINDER	36,000,000	1,200,000	NC	0.3% City 19.7% O 80% FG		600 WG	600 WG				
13	Fourteen Mile/Drake Signal - Replace signal with upgraded SCATS ready signal	150,000	150,000	NC	100% City			150 WG				
14	Farmington, Eleven Mile to Twelve Mile - Reconstruct	1,687,000	506,000	NC	70% FG 30% City			506 WG				
15	Farmington, Ten Mile to Eleven Mile - Reconstruct	1,347,000	404,000	NC	70% FG 30% City			404 WG				
	SUB-TOTAL:	\$56,312,000	\$7,287,000			873	1,994	2,500	840	840	240	0

TRANSPORTATION

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	Figures shown are in thousands of dollars.						
						2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	FUTURE
16	Thirteen Mile, Middlebelt to Orchard Lake - Reconstruct	1,667,000	500,000	NC	70% FG 30% City				500 WG			
17	Ten Mile, Orchard Lake to Farmington - Reconstruct	1,247,000	374,000	NC	70% FG 30% City				374 WG			
18	Thirteen Mile/Haggerty Intersection Improvements	525,000	105,000	NC	80% FG 20% City					105 WG		
19	Orchard Lake Boulevard, Thirteen to Fourteen Mile - ROW & Construction	20,300,000	1,520,000	10,000 AC	70% FG 5% RCOC 17.5% O 7.5% City						760 WG	760 WG
20	Twelve Mile Widening, Inkster to Middlebelt	2,100,000	210,000	NC	80% FG 10% RCOC 10% City							210 WG
21	Nine Mile/Halsted Intersection Improvements	975,000	195,000	NC	80% FG 20% City							195 WG
22	Ten Mile/Grand River/M-5 Phase Two	16,500,000	206,000	NC	1.25% City 98.75% SG							206 WG
23	Thirteen Mile Widening, Middlebelt to Orchard Lake	7,500,000	1,500,000	NC	80% FG 20% City							1,500 WG
24	Northwestern Connector Phase 2	120,000,000	1,800,000	NC	1.5% City 18.5% O 80% FG							1,800 WG
25	Orchard Lake Boulevard, Twelve to Thirteen Mile	17,000,000	4,250,000	10,000 AC	50% FG 25% RCOC 25% City							4,250 WG
26	Weighmaster Eyebrow	250,000	250,000	NC	100% City							250 WG
27	Halsted, Nine Mile to M-5	1,000,000	1,000,000	NC	100% City							1,000 WG
28	Twelve Mile/Farmington Intersection Improvements	920,000	184,000	NC	80% FG 20% City							184 WG
	SUB-TOTAL:	\$189,984,000	\$12,094,000	\$20,000		0	0	0	874	105	760	10,355
	PREVIOUS SUB-TOTAL:	\$56,312,000	\$7,287,000			873	1,994	2,500	840	840	240	0
	TOTAL:	\$246,296,000	\$19,381,000	\$20,000		873	1,994	2,500	1,714	945	1,000	10,355

DPW EQUIPMENT

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	Figures shown are in thousands of dollars.						
						2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	FUTURE
1	DPW Equipment	636,000	636,000	NC	100% City	636 CF						
2	DPW Equipment	886,000	886,000	NC	100% City		886 CF					
3	DPW Equipment	730,000	730,000	NC	100% City			730 CF				
4	DPW Equipment	526,000	526,000	NC	100% City				526 CF			
5	DPW Equipment	605,000	605,000	NC	100% City					605 CF		
6	DPW Equipment	550,000	550,000	NC	100% City						550 CF	
	TOTAL:	\$3,933,000	\$3,933,000			636	886	730	526	605	550	0

FIRE EQUIPMENT

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	Figures shown are in thousands of dollars.						
						2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	FUTURE
1	Fire Equipment and Apparatus	630,000	630,000	4,500 AC	100% City	630 CF						
2	Fire Equipment and Apparatus	545,000	545,000	2,500 AC	100% City		545 CF					
3	Fire Equipment and Apparatus	146,000	146,000	1,000 AC	100% City			146 CF				
4	Fire Equipment and Apparatus	545,000	545,000	1,000 AC	100% City				545 CF			
5	Fire Equipment and Apparatus	1,140,000	1,140,000	5,000 AC	100% City					1,140 CF		
6	Fire Equipment and Apparatus	1,140,000	1,140,000	5,000 AC	100% City						1,140 CF	
	TOTAL:	\$4,146,000	\$4,146,000	\$19,000		630	545	146	545	1,140	1,140	0

PARKS & RECREATION

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	Figures shown are in thousands of dollars.						
						2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	FUTURE
1	Maintenance Equipment and Operations	225,000	225,000	NC	100% City	35 PM	50 PM	35 PM	35 PM	35 PM	35 PM	
2	Heritage Park Historic Buildings	190,000	190,000	NC	100% City	30 PM	35 PM	30 PM	30 PM	30 PM	35 PM	
3	Founders Park Turn-Lane Improvement	100,000	100,000	NC	100% City							100 O
4	Acquisition of Park Land	1,500,000	1,500,000	NC	100% City							1,500 PM
5	Costick Center Pool and Performing Arts Space	6,000,000	6,000,000	155,000 AC	100% City							6,000 PM
6	Costick Center Parking Lot Improvements	250,000	250,000	NC	100% City							250 PM
	TOTAL:	\$8,265,000	\$8,265,000	\$155,000		65	85	65	65	65	70	7,850

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

For FY 2012/13 a Toro Grounds master Rough Mower is proposed to be purchased.

Fund Balance

The projected fund balance at June 30, 2013 is \$29,172.

Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1	21,872	7,383	26,547	26,547	47,357	47,357
REVENUES						
Green Fees	21,392	19,344	22,000	21,000	33,000	33,000
Interest	61	20	60	20	25	25
TOTAL REVENUES	21,453	19,364	22,060	21,020	33,025	33,025
EXPENDITURES						
Miscellaneous	201	200	210	210	210	210
Equipment	35,741	0	0	0	51,000	51,000
TOTAL EXPENDITURES	35,942	200	210	210	51,210	51,210
Revenues Over/(Under) Expenditures	(14,489)	19,164	21,850	20,810	(18,185)	(18,185)
FUND BALANCE AT JUNE 30	7,383	26,547	48,397	47,357	29,172	29,172

COMPONENT UNITS

Component Units are legally separate entities for which the City is financially accountable. The Brownfield Redevelopment Authority Fund is included in this group and is included in the City's government-wide financial statements. Also, new this year in the Corridor Improvement Authority Fund, which will also be included in the City's government-wide financial statements.

	Corridor Improvement Authority Fund #242	Brownfield Redevelopment Authority Fund #243	Total Component Units
FUND BALANCE AT JULY 1, 2012	0	288,668	288,668
REVENUES			
Property Taxes	0	237,684	237,684
Interest Income	225	722	947
Total Revenues	225	238,406	238,631
EXPENDITURES			
Legal Fees	5,000	0	5,000
Legal Notices	2,000	0	2,000
Audit Fees	1,000	1,000	2,000
Supplies	2,000	0	2,000
Site Remediation Revolving Loan Fund	0	308,513	308,513
Consultants	20,000	0	20,000
Total Expenditures	30,000	309,513	339,513
Revenues over/(under) Expenditures	(29,775)	(71,107)	(100,882)
OTHER FINANCING SOURCES AND USES			
Transfers In			
-from General Fund	30,000	0	30,000
Total Transfers In	30,000	0	30,000
Transfers Out			
-to General Fund	0	(9,000)	(9,000)
Total Transfers out	0	(9,000)	(9,000)
Total Other Financing Sources and Uses	30,000	(9,000)	21,000
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	225	(80,107)	(79,882)
FUND BALANCE AT JUNE 30, 2013	225	208,561	208,786

BROWNFIELD REDEVELOPMENT AUTHORITY FUND

The Brownfield Redevelopment Authority Fund is a Component Unit of the City created to facilitate the implementation of plans for the identification, treatment and revitalization of environmentally distressed areas within the City designated as Brownfield Redevelopment Zones. A budget was created for the Brownfield Redevelopment Authority for the first time in FY 2011/12.

Revenue

Revenue is currently derived primarily from tax increments captured from incremental cumulative increases in taxable value applied to the operating millage rates of the various taxing units, exclusive of the Farmington Schools and State Education Tax.

Expenditures

Expenditures for FY 2012/13 reflect funds appropriated to the Site Remediation Revolving Loan sub-fund, as well funds allocated for administrative/operating expenditures. Funds from the Revolving Loan sub-fund may be used for environmental impact testing on the City-owned property formerly owned by ATG.

Fund Balance

Fund balance is projected to be \$208,561 at June 30, 2013.

Brownfield Redevelopment Authority Fund

FUND NUMBER: 243

Acct. No. Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1	(346,940)	108,046	508,926	508,926	288,668	288,668
REVENUES						
403-001 Property Taxes	489,327	414,021	235,566	241,983	237,684	237,684
664-005 Interest Income	211	209	2,267	1,272	722	722
TOTAL REVENUES	489,538	414,230	237,833	243,255	238,406	238,406
EXPENDITURES						
801-012 Legal Fees	0	12,350	0	0	0	0
801-021 Audit Fees	1,000	1,000	1,000	1,000	1,000	1,000
(970) Capital Outlay	0	0	145,000	145,000		0
(999) Site Remediation Revolving Loan Func	0	0	292,966	308,513	308,513	308,513
TOTAL EXPENDITURES	1,000	13,350	438,966	454,513	309,513	309,513
OTHER FINANCING USES						
Transfer to General Fund	0	0	9,000	9,000	9,000	9,000
Transfer to Sewer Fund	33,552	0	0	0	0	0
TOTAL OTHER FINANCING USES	33,552	0	9,000	9,000	9,000	9,000
TOTAL EXPENDITURES AND OTHER FINANCING USES	34,552	13,350	447,966	463,513	318,513	318,513
Revenues Over/(Under) Expenditures	454,986	400,880	(210,133)	(220,258)	(80,107)	(80,107)
FUND BALANCE AT JUNE 30	108,046	508,926	298,793	288,668	208,561	208,561

CORRIDOR IMPROVEMENT AUTHORITY FUND

The Corridor Improvement Authority Fund is a Component Unit of the City created to correct and prevent deterioration in business districts, encourage historic preservation, and promote economic growth. The Authority was created in collaboration with the City of Farmington in sharing a corridor to leverage investments by defraying some of the costs of redevelopment and sharing resources that can be invested in improvements. The Authority, among other things, can secure funding for improvement projects; acquire, improve and operate real property; and develop plans to protect the properties from deterioration and promote economic growth in the development area. These initiatives can serve to improve the aesthetics of the corridor by installing new landscaping, burying utility lines, or improving building façades. The authority can also work to improve the function of the corridor by marketing and supporting corridor businesses, improving transportation systems, and improving wayfinding. A budget is being created for the Corridor Improvement Authority for the first time in FY 2012/13.

Revenue

The City's General is budgeted to appropriate \$30,000 of start-up or "seed" money for the Authority. Over time, tax increments will be captured from incremental cumulative increases in taxable value applied to the operating millage rates of the various taxing units.

Expenditures

Startup expenditures include supplies, legal notices, and professional service fees.

Fund Balance

Fund balance is projected to be \$225 at June 30, 2013, which is the result of cumulative interest earnings throughout the year.

Corridor Improvement Authority Fund

FUND NUMBER: 242

Acct. No. Category and Line Item	2009/10 Actual	2010/11 Actual	2011/12 Budgeted	2011/12 Estimated	2012/13 Proposed	2012/13 Adopted
FUND BALANCE AT JULY 1	0	0	0	0	0	0
REVENUES						
664-005 Interest Income	0	0	0	0	225	225
TOTAL REVENUES	0	0	0	0	225	225
OTHER FINANCING SOURCES						
Transfer from General Fund	0	0	0	0	30,000	30,000
TOTAL OTHER FINANCING SOURCES	0	0	0	0	30,000	30,000
TOTAL REVENUE AND OTHER FINANCING SOURCES	0	0	0	0	30,225	30,225
EXPENDITURES						
740-008 Supplies	0	0	0	0	2,000	2,000
801-004 Consultants	0	0	0	0	20,000	20,000
801-012 Legal Fees	0	0	0	0	5,000	5,000
801-014 Legal Notices	0	0	0	0	2,000	2,000
801-021 Audit Fees	0	0	0	0	1,000	1,000
TOTAL EXPENDITURES	0	0	0	0	30,000	30,000
Revenues & Other Sources Over/(Under)						
Expenditures	0	0	0	0	225	225
FUND BALANCE AT JUNE 30	0	0	0	0	225	225

BUDGET RESOLUTION

WHEREAS, the appropriate City Officers have submitted to the City Manager an itemized estimate of expenditures for FY 2012/13 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 2012/13 including the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds and the Component Units, and has submitted the same to the City Council pursuant to Article VI of the City Charter; and,

WHEREAS, a Public Hearing was held on the combined budgets for FY 2012/13 on June 11, 2012 and the property tax millage rate to be levied to support the FY 2012/13 budget; and,

WHEREAS, an appropriate public notice was published on May 31 and June 3, 2012, notifying citizens of the Public Hearing on the proposed FY 2012/13 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 11, 2012 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 2012/13;

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 2012/13 in the aggregate amount of \$51,432,472 for expenditures and transfers-out funded by \$51,432,472 in revenues and transfers-in.
- 2) That the City Council for the City of Farmington Hills hereby appropriates the sum of \$51,432,472 in expenditures and transfers-out for FY 2012/13 for General Fund purposes on a departmental and activity total basis as follows:

General Government	\$8,716,195
Board & Commissions	2,764,483
Transfers to Other Funds	4,121,412
Public Safety (Police/Fire)	19,099,029
Planning & Community Development	1,783,182
Public Services	7,690,998
Special Services	7,257,173
Total General Fund Expenditures and Transfers-out	\$51,432,472

- 3) That the City of Farmington Hills shall levy 6.6396 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 2012/13 for general operating purposes.
- 4) That the City of Farmington Hills shall levy 0.5697 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 2012/13 for general debt service requirements (all 0.5697 mills are from within the City Charter Limit) and to adopt the 2012/13 Debt Service Fund Budgets schedule as attached below.
- 5) That the City of Farmington Hills shall levy 1.2349 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 2012/13 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 2012/13 Capital Improvement Fund Budget and Parks & Recreation Capital Development Funds Budget as attached below.
- 6) That the City of Farmington Hills shall levy 3.1764 mills ad valorem (1.4764 mills approved by the electorate for 10 years on November 4, 2003 and 1.7000 mills approved by the electorate for 10 years on November 8, 2011) on the taxable value of all real and personal property subject to taxation in the City of Farmington Hills for the FY 2012/13 for the purposes of public safety.
- 7) That the City of Farmington Hills shall levy 0.7138 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 2012/13 for refuse removal and disposal.
- 8) That the City of Farmington Hills shall levy 0.0162 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 2012/13 for economic development and public information.
- 9) That of the City of Farmington Hills shall levy a total of 12.3506 mills ad valorem on the taxable value of all real and personal property subject to taxation in the City of Farmington Hills for FY 2012/13.
- 10) That the City of Farmington Hills estimates General Fund Revenues and transfers-in for the FY 2012/13 to total \$51,432,472. as follows:

Property Taxes	\$28,475,831
Licenses & Permits	785,005
Sales	635,010
Fines & Forfeitures	2,100,000
Interest Earnings	112,400
Recreation User Charges	4,756,718
Grants	455,090
State Shared Revenue	6,105,909
Fees	4,452,352
Other Revenue	2,037,307
Contribution From Other Funds	1,516,850
Total General Fund Revenue and Transfers-in	<u>\$51,432,472</u>

- 11) That the City of Farmington Hills adopts the Special Revenue Funds Budgets for the FY 2012/13 as follows:

SPECIAL REVENUE FUNDS SUMMARY

	Total Infrastructure Funds	Total Recreation Funds	Public Safety Fund #205	EECBG Fund #250	C.D.B.G Fund #275	Total Special Revenue Funds
FUND BALANCE AT JULY 1, 2012	7,399,364	1,005,382	1,218,044	0	0	9,622,790
REVENUES						
Property Taxes	0	1,491,677	9,682,899	0	0	11,174,576
Intergovernmental	6,416,584	265,388	0	13,933	428,174	7,124,079
Interest Income	3,300	2,700	7,441	0	0	13,441
Miscellaneous	2,000	134,887	0	0	35,000	171,887
Total Revenues	6,421,884	1,894,652	9,690,340	13,933	463,174	18,483,983
EXPENDITURES						
Highways & Streets	12,060,997	0	0	0	0	12,060,997
Public Safety	0	0	8,704,338	0	0	8,704,338
Land Acquisition, Capital Improvements and Other	1,800	598,275	1,200	13,933	306,550	921,758
Total Expenditures	12,062,797	598,275	8,705,538	13,933	306,550	21,687,093
Revenues over/(under) Expenditures	(5,640,913)	1,296,377	984,802	0	156,624	(3,203,110)
OTHER FINANCING SOURCES AND USES						
Bond Proceeds	0	0	0	0	0	0
Transfers In	2,247,385	0	0	0	0	2,247,385
Transfers Out	(573,167)	(1,657,850)	0	0	(156,624)	(2,387,641)
Total	1,674,218	(1,657,850)	0	0	(156,624)	(140,256)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(3,966,695)	(361,473)	984,802	0	0	(3,343,366)
FUND BALANCE AT JUNE 30, 2013	3,432,669	643,909	2,202,846	0	0	6,279,424

**SPECIAL REVENUE FUNDS
INFRASTRUCTURE FUNDS SUMMARY**

	Major Roads Fund #202	Local Roads Fund #203	Revolving Special Assessment Fund #247	Deferred Special Assessment Fund #255	Total Infrastructure Funds
FUND BALANCE AT JULY 1, 2012	2,396,929	3,809,939	1,139,727	52,769	7,399,364
REVENUES					
Property Taxes	0	0	0	0	0
Intergovernmental	5,026,584	1,390,000	0	0	6,416,584
Interest Income	2,000	500	750	50	3,300
Miscellaneous	2,000	0	0	0	2,000
Total Revenues	5,030,584	1,390,500	750	50	6,421,884
EXPENDITURES					
Highways & Streets	6,567,676	5,493,321	0	0	12,060,997
Public Safety	0	0	0	0	0
Land Acquisition, Capital Improvements and Other	0	0	1,500	300	1,800
Total Expenditures	6,567,676	5,493,321	1,500	300	12,062,797
Revenues over/(under) Expenditures	(1,537,092)	(4,102,821)	(750)	(250)	(5,640,913)
OTHER FINANCING SOURCES AND USES					
Bond Proceeds	0	0	0	0	0
Transfers In	1,250,000	480,000	517,385	0	2,247,385
Transfers Out	(450,000)	0	(123,167)	0	(573,167)
	800,000	480,000	394,218	0	1,674,218
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(737,092)	(3,622,821)	393,468	(250)	(3,966,695)
FUND BALANCE AT JUNE 30, 2013	1,659,837	187,118	1,533,195	52,519	3,432,669

**SPECIAL REVENUE FUNDS
RECREATION FUNDS SUMMARY**

	Nutrition Fund #281	Parks & Recreation Millage Fund #410	Total Recreation Funds
FUND BALANCE AT JULY 1, 2012	0	1,005,382	1,005,382
REVENUES			
Property Taxes	0	1,491,677	1,491,677
Intergovernmental	265,388	0	265,388
Interest Income	500	2,200	2,700
Miscellaneous	134,887	0	134,887
Total Revenues	400,775	1,493,877	1,894,652
EXPENDITURES			
Highways & Streets	0	0	0
Public Safety	0	0	0
Land Acquisition, Capital Improvements and Other	400,775	197,500	598,275
Total Expenditures	400,775	197,500	598,275
Revenues over/(under) Expenditures	0	1,296,377	1,296,377
OTHER FINANCING SOURCES AND USES			
Transfers In	0	0	0
Transfers Out	0	(1,657,850)	(1,657,850)
Total	0	(1,657,850)	(1,657,850)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	(361,473)	(361,473)
Residual Equity Transfer	0	0	0
FUND BALANCE AT JUNE 30, 2013	0	643,909	643,909

- 12) That the City of Farmington Hills adopts the 2012/13 Debt Service Fund Budgets as follows:

DEBT SERVICE FUNDS SUMMARY

	General Debt Service Fund #301	Building Authority Debt Fund #662	Special Assessment Debt Funds	Total Debt Service Funds
FUND BALANCE AT JULY 1, 2012	19,416	164,584	1,257,609	1,441,609
REVENUES				
Income from Assessments and Other	0	0	749,642	749,642
Interest income	0	120	340,754	340,874
Intergovernmental Revenues	235,188	0	0	235,188
Total Revenues	235,188	120	1,090,396	1,325,704
EXPENDITURES				
Bond principal payments	856,593	780,000	429,979	2,066,572
Interest and fiscal charges	410,755	366,530	174,831	952,116
Misc. and construction	1,000	975	0	1,975
Total Expenditures	1,268,347	1,147,505	604,810	3,020,662
Revenues over/(under) Expenditures	(1,033,160)	(1,147,385)	485,586	(1,694,959)
OTHER FINANCING SOURCES AND USES				
Transfers In				
-from General Fund	1,753,378	0	0	1,753,378
-SAD Revolving Fund	93,167	0	0	93,167
-from General Debt Fund	0	982,801	0	982,801
-from Park Millage Fund	150,000	0	0	150,000
Total Transfers In	1,996,545	982,801	0	2,979,346
Transfers Out				
- to Building Authority	(982,801)	0	0	(982,801)
- to SAD Revolving Fund	0	0	(517,384)	(517,384)
Total Transfers out	(982,801)	0	(517,384)	(1,500,185)
Total Other Financing Sources and Uses	1,013,744	982,801	(517,384)	1,479,161
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(19,416)	(164,584)	(31,798)	(215,798)
FUND BALANCE AT JUNE 30, 2013	0	0	1,225,811	1,225,811

- 13) That the City of Farmington Hills adopts the 2012/13 Capital Projects Fund Budgets as follows:

CAPITAL PROJECT FUNDS SUMMARY

	Capital Improvement Fund #404	Golf Course Capital Improv. Fund #412	Total Capital Project Funds
FUND BALANCE AT JULY 1, 2012	2,646,136	47,357	2,693,493
REVENUES			
Assessments and Other	15,813	33,000	48,813
Interest income	3,000	25	3,025
Total Revenues	18,813	33,025	51,838
EXPENDITURES			
Public Facilities	778,000		778,000
Drainage	865,000		865,000
Side Walk	470,000		470,000
Equipment	1,846,313	51,000	1,897,313
Administration & Misc.	4,000	210	4,210
Total Expenditures	3,963,313	51,210	4,014,523
Revenues over/(under) Expenditures	(3,944,500)	(18,185)	(3,962,685)
OTHER FINANCING SOURCES AND USES			
Proceeds from Bond Sale	256,000	0	256,000
Transfers In			
-from CDBG Fund	156,624	0	156,624
-from General Fund	2,338,034	0	2,338,034
-from Water Fund	53,377		53,377
Total Transfers In	2,548,035	0	2,548,035
Total Other Financing Sources and Uses	2,804,035	0	2,804,035
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(1,140,466)	(18,185)	(1,158,651)
FUND BALANCE AT JUNE 30, 2013	1,505,670	29,172	1,534,842

- 14) That the City of Farmington Hills adopts the 2012/13 Component Unit Fund Budgets as follows:

COMPONENT UNIT FUNDS SUMMARY

	Corridor Improvement Authority Fund #242	Brownfield Redevelopment Authority Fund #243	Total Component Units
FUND BALANCE AT JULY 1, 2012	0	288,668	288,668
REVENUES			
Property Taxes	0	237,684	237,684
Interest Income	225	722	947
Total Revenues	225	238,406	238,631
EXPENDITURES			
Legal Fees	5,000	0	5,000
Legal Notices	2,000	0	2,000
Audit Fees	1,000	1,000	2,000
Supplies	2,000	0	2,000
Site Remediation Revolving Loan Fund	0	308,513	308,513
Consultants	20,000	0	20,000
Total Expenditures	30,000	309,513	339,513
Revenues over/(under) Expenditures	(29,775)	(71,107)	(100,882)
OTHER FINANCING SOURCES AND USES			
Transfers In			
-from General Fund	30,000	0	30,000
Total Transfers In	30,000	0	30,000
Transfers Out			
-to General Fund	0	(9,000)	(9,000)
Total Transfers out	0	(9,000)	(9,000)
Total Other Financing Sources and Uses	30,000	(9,000)	21,000
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	225	(80,107)	(79,882)
FUND BALANCE AT JUNE 30, 2013	225	208,561	208,786

- 15) That the City Council hereby authorizes the City Manager to make budgetary transfers within the appropriation centers established through the budget and that all transfers between appropriation centers may be made only by further action by the City Council, pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act.
- 16) That the FY 2012/13 Budgets of the General Fund, Special Revenue Funds and Capital Projects Funds shall be automatically amended on July 1, 2012 to re-appropriate fund balances for certain outstanding encumbrances and/or available capital project budget balances at June 30, 2012, as authorized by the City Manager.
- 17) That the FY 2011/12 departmental and activity budget amounts for the General Fund be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2012/13, as may be updated by the Finance Director:

GENERAL FUND	2011/12 AMENDED BUDGET
Expenditures	
General Government	\$8,354,311
Boards & Commissions	2,785,125
Public Safety (Police/Fire)	21,475,028
Planning & Community Development	1,722,361
Public Services	7,353,397
Special Services	7,238,747
Transfer to Other Funds	2,433,906
Total Expenditures	<u>\$51,362,875</u>
Revenues	
Property Taxes	\$30,006,970
Business Licenses & Permits	22,128
Other Licenses & Permits	731,315
Sales	703,810
Fines & Forfeitures	2,100,833
Interest Earnings	102,200
Recreation User Charges	4,695,620
Grants	459,428
State Shared Revenue	5,980,661
Fees	4,293,907
Other Revenue	1,783,700
Inter-fund Reimbursement	1,503,517
Total Revenues	<u>\$52,384,089</u>
Addition To Fund Balance	<u>1,021,214</u>

- 18) That the FY 2011/12 Special Revenue Funds Budget be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2012/13, as may be updated by the Finance Director:

SPECIAL REVENUE FUNDS

	Total Infrastructure Funds	Total Recreation Funds	Public Safety Fund #205	EECBG Fund #250	C.D.B.G Fund #275	Total Special Revenue Funds
FUND BALANCE AT JULY 1, 2011	3,878,410	1,301,406	1,584,886	0	0	6,764,702
REVENUES						
Property Taxes	0	1,582,186	4,784,368	0	0	6,366,554
Intergovernmental	5,743,803	265,388	0	30,854	382,026	6,422,071
Interest Income	2,305	2,500	2,650	0	0	7,455
Miscellaneous	1,739	134,887	0	0	30,000	166,626
Total Revenues	5,747,847	1,984,961	4,787,018	30,854	412,026	12,962,706
EXPENDITURES						
Highways & Streets	6,486,650	0	0	0	0	6,486,650
Public Safety	0	0	5,152,660	0	0	5,152,660
Land Acquisition, Capital Improvements and Other	1,725	636,468	1,200	30,854	353,650	1,023,897
Total Expenditures	6,488,375	636,468	5,153,860	30,854	353,650	12,663,207
Revenues over/(under) Expenditures	(740,528)	1,348,493	(366,842)	0	58,376	299,500
OTHER FINANCING SOURCES AND USES						
Bond Proceeds	3,610,000	0	0	0	0	3,610,000
Transfers In	1,103,768	0	0	0	0	1,103,768
Transfers Out	(452,287)	(1,644,517)	0	0	(58,376)	(2,155,180)
Total	4,261,481	(1,644,517)	0	0	(58,376)	2,558,588
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	3,520,954	(296,024)	(366,842)	0	0	2,858,088
FUND BALANCE AT JUNE 30, 2012	7,399,364	1,005,382	1,218,044	0	0	9,622,790

**SPECIAL REVENUE FUNDS
INFRASTRUCTURE FUNDS SUMMARY**

	Major Roads Fund #202	Local Roads Fund #203	Revolving Special Assessment Fund #247	Deferred Special Assessment Fund #255	Total Infrastructure Funds
FUND BALANCE AT JULY 1, 2011	2,708,619	616,156	500,606	53,029	3,878,410
REVENUES					
Property Taxes	0	0	0	0	0
Intergovernmental	4,388,132	1,355,671	0	0	5,743,803
Interest Income	1,500	265	500	40	2,305
Miscellaneous	1,739	0	0	0	1,739
Total Revenues	4,391,371	1,355,936	500	40	5,747,847
EXPENDITURES					
Highways & Streets	4,253,061	2,233,589	0	0	6,486,650
Public Safety	0	0	0	0	0
Land Acquisition, Capital Improvements and Other	0	0	1,425	300	1,725
Total Expenditures	4,253,061	2,233,589	1,425	300	6,488,375
Revenues over/(under) Expenditures	138,310	(877,653)	(925)	(260)	(740,528)
OTHER FINANCING SOURCES AND USES					
Bond Proceeds	0	3,610,000	0		3,610,000
Transfers In	0	461,435	642,333	0	1,103,768
Transfers Out	(450,000)	0	(2,287)	0	(452,287)
	(450,000)	4,071,435	640,046	0	4,261,481
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(311,690)	3,193,783	639,121	(260)	3,520,954
FUND BALANCE AT JUNE 30, 2012	2,396,929	3,809,939	1,139,727	52,769	7,399,364

SPECIAL REVENUE FUNDS RECREATION FUNDS SUMMARY

	Nutrition Fund #281	Recreation Special Millage Fund #410	Total Recreation Funds
FUND BALANCE AT JULY 1, 2011	0	1,301,406	1,301,406
REVENUES			
Property Taxes	0	1,582,186	1,582,186
Intergovernmental	265,388	0	265,388
Interest Income	500	2,000	2,500
Miscellaneous	134,887	0	134,887
Total Revenues	400,775	1,584,186	1,984,961
EXPENDITURES			
Highways & Streets	0	0	0
Public Safety	0	0	0
Land Acquisition, Capital Improvements and Other	400,775	235,693	636,468
Total Expenditures	400,775	235,693	636,468
Revenues over/(under) Expenditures	0	1,348,493	1,348,493
OTHER FINANCING SOURCES AND USES			
Transfers In	0	0	0
Transfers Out	0	(1,644,517)	(1,644,517)
Total	0	(1,644,517)	(1,644,517)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	(296,024)	(296,024)
FUND BALANCE AT JUNE 30, 2012	0	1,005,382	1,005,382

- 19) That the FY 2011/12 Debt Service Fund Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2012/13, as may be updated by the Finance Director:

DEBT SERVICE FUNDS SUMMARY

	General Debt Service Fund #301	Building Authority Fund #662	Special Assessment Funds	Total Debt Service Funds
FUND BALANCE AT JULY 1, 2011	227,953	165,439	1,392,064	1,785,456
REVENUES				
Income from Assessments and Other	0	0	777,235	777,235
Interest income	0	120	215,722	215,842
Intergovernmental Revenues	219,778	0	0	219,778
Total Revenues	219,778	120	992,957	1,212,855
EXPENDITURES				
Bond principal payments	751,273	685,000	450,000	1,886,273
Interest and fiscal charges	393,132	393,733	25,932	812,797
Misc. and construction	975	975	0	1,950
Total Expenditures	1,145,380	1,079,708	475,932	2,701,020
Revenues over/(under) Expenditures	(925,602)	(1,079,588)	517,025	(1,488,165)
OTHER FINANCING SOURCES AND USES				
Proceeds from Bond Sale	0	0	0	0
Transfers In				
-from General Fund	1,645,798	0	0	1,645,798
-from SAD Revolving	0	0	0	0
-from General Debt Fund	0	1,078,733	0	1,078,733
-from Park Millage Fund	150,000	0	0	150,000
Total Transfers In	1,795,798	1,078,733	0	2,874,531
Transfers Out				
- to SAD Revolving		0	(651,480)	(651,480)
- to Building Authority	(1,078,733)	0	0	(1,078,733)
- to Major Roads	0	0	0	0
- to Local Roads	0	0	0	0
Total Transfers out	(1,078,733)	0	(651,480)	(1,730,213)
Total Other Financing Sources and Uses	717,065	1,078,733	(651,480)	1,144,318
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(208,537)	(855)	(134,455)	(343,847)
FUND BALANCE AT JUNE 30, 2012	19,416	164,584	1,257,609	1,441,609

- 20) That the FY 2011/12 Capital Projects Fund Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2012/13, as may be updated by the Finance Director:

CAPITAL PROJECT FUNDS SUMMARY

	Capital Improvement Fund #404	Building Authority Fund #412	Total Capital Project Funds
FUND BALANCE AT JULY 1, 2011	3,652,005	26,547	3,678,552
REVENUES			
Property Tax	0	0	0
Income from Assessments and Other	43,500	21,000	64,500
Interest income	3,000	20	3,020
Intergovernmental Revenues	24,000	0	24,000
Total Revenues	70,500	21,020	91,520
EXPENDITURES			
Public Facilities	552,548	0	552,548
Drainage	153,083	0	153,083
Side Walk	345,129	0	345,129
Equipment	868,643	0	868,643
Administration & Misc.	3,450	210	3,660
Total Expenditures	1,922,853	210	1,923,063
Revenues over/(under) Expenditures	(1,852,353)	20,810	(1,831,543)
OTHER FINANCING SOURCES AND USES			
Proceeds from Bond Sale	0	0	0
Transfers In			
-from EECBG Fund	0	0	0
-from CDBG Fund	58,376	0	58,376
-from General Fund	788,108	0	788,108
Total Transfers In	846,484	0	846,484
Transfers Out			
Total Transfers out	0	0	0
Total Other Financing Sources and Uses	846,484	0	846,484
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(1,005,869)	20,810	(985,059)
FUND BALANCE AT JUNE 30, 2012	2,646,136	47,357	2,693,493

WATER & SEWER FUND

MISSION STATEMENT:

Provide an uninterrupted supply of clean, safe and clear water to its customers in sufficient amount to meet their needs and demands throughout the entire year. Provide for the collection, treatment and proper discharge of domestic, commercial and industrial wastewater in accordance with the State of Michigan National Pollutants Discharge Elimination System (NPDES) Discharge Permit and United States Environmental Protection Agency regulations.

The Water and Sewer Fund accounts for the operational, capital and related debt service activity of water distribution and sanitary sewage collection systems in the City, which are supplied by the Detroit Water and Sewerage Department (DWSD); and operated, maintained and administered by the Oakland County Water Resources Commission (WRC). The costs of providing utility services to the general public on a continuing basis are financed or recovered primarily through user charges and/or capital contributions.

The Water and Sewer Funds distinguish between current and non-current assets and liabilities. The measure of Working Capital (i.e., current assets less current liabilities) reflects the relatively liquid portion of total Water and Sewer Fund capital, which constitutes a margin or buffer for meeting obligations. It is essential that the City maintain an adequate level of Working Capital in its Water and Sewer Funds to mitigate current and future risks (e.g., revenue shortfalls and unanticipated expenses) and to ensure stable services and fees. Working capital is a crucial consideration, too, in long-term financial planning. Credit rating agencies consider the availability of working capital in their evaluations of continued creditworthiness. Likewise, relevant laws and regulations look to appropriate levels of working capital for Water and Sewer Funds.

The Government Finance Officers Association (GFOA) recommends that under no circumstances should the target for working capital be less than forty-five (45) days worth of annual operating expenses and other working capital needs of the utility funds. In order to arrive at a customized target amount of working capital for the City we reviewed the following characteristics of the Water & Sewer Fund:

- Support from general government.
- Transfers out.
- Cash cycles.
- Customer concentration.
- Demand for services.
- Control over rates and revenues.
- Asset age and condition.
- Volatility of expenses.
- Control over expenses.
- Management plans for working capital.
- Separate targets for operating and capital needs.
- Debt position.

Based on a review of the above characteristics of the Water and Sewer Fund, we have targeted to have a Water and Sewer Fund Working Capital balance of no less than 25% of total expenses and transfers-out, exclusive of depreciation, a non-cash item. In this context, a target working capital balance equal to approximately one quarter of the fiscal year's cash based expenses, provides a reasonable cushion to pay for ongoing expenses in the event of revenue shortfalls, or emergencies requiring unexpected outlays of cash.

The WRC bills approximately 22,700 City water customers and approximately 22,400 City sewer customers on a quarterly basis. Average annual water consumption per water customer is 16 thousand cubic feet (mcf) and the average annual sewage treatment is 16 mcf. There are approximately 471 miles of water main and over 5,000 fire hydrants in the City. There are approximately 327 miles of sanitary sewer main in the City.

With the exception of some Interest Earnings on City investments, virtually all other funding sources (revenue/capital contributions) are generated by WRC utility billings fee collections. Annually, Water and Sewer User Fee Rates for City customers are developed by the WRC, with input and assistance from City staff, and then subsequently recommended to the City Council for adoption.

With the exception of some City Administrative, Accounting and Engineering Labor Costs, as well as utility contributions associated with City Road Projects, virtually all other funding uses (expenses/ capital assets) are paid by the WRC.

FY 11/12 YEAR-END PROJECTION vs. FY 10/11 ACTUAL -

- Total Revenue is projected to increase by approximately \$1,080,000 or 4% from the previous year, primarily due to a 7% water rate increase during the year. Capital Contributions are projected to increase by approximately \$124,000 from the previous year.
- Total Expenses are projected to increase by approximately \$982,000 or 4% from the previous year. While the Cost of Water and Sewage Treatment, as well as the Billing and Administrative Costs and Depreciation Expenses are projected to be up, Other Operation and Maintenance Costs are projected to be down. Capital Assets are projected to decrease by approximately \$149,000 from the previous year.
- The impact from above results in a projected \$1,803,594 increase in Working Capital to \$62,761,574 at June 30, 2012, which is 263% of total projected expenses and transfers-out (less depreciation) for FY 11/12. This is well above the Working Capital Minimum Target of 25% of Total Expenses plus Transfers-out, less Depreciation.

FY 12/13 PROPOSED FINANCIAL PLAN vs. FY 11/12 YEAR-END PROJECTION -

- Total Revenue is projected to increase by approximately \$821,000 or 3% from the previous year, primarily due to projected water and sewer rate increase during the year. Capital Contributions are projected to decrease by approximately \$10,000 from the previous year.
- Total Expenses are projected to increase by approximately \$1,157,000 or 4% from the previous year, based on historical trends in all expense classifications. Capital Assets are projected to remain at the previous year level. However, we are proposing a \$1,250,000 contribution to the Major Road Fund for water main replacement in conjunction with the Independence Avenue Road Project.
- The impact from above results in a projected \$221,469 increase in Working Capital to \$62,983,044 at June 30, 2013, which is 240% of total projected expenses and transfers-out (less depreciation) for FY 12/13. This is well above the Working Capital Minimum Target of 25% of Total Expenses plus Transfers-out, less Depreciation. \$33,095,753 of the projected Working Capital at June 30, 2013 is estimated to be attributable to the Water Department, while the remaining \$29,887,291 of projected Working Capital at June 30, 2013 is estimated to be attributable to the Sewer Department.

CITY OF FARMINGTON HILLS FINANCIAL SUMMARY WATER & SEWER FUND

	ACTUAL <u>FY 2009/10</u>	ACTUAL <u>FY 2010/11</u>	YEAR-END PROJECTION <u>FY 2011/12</u>	PROPOSED BUDGET <u>FY 2012/13</u>
REVENUES				
Sale of Water	12,912,820	13,487,226	14,444,819	14,878,164
Sewage Disposal Charges	9,332,739	9,447,063	9,454,621	9,738,259
Other Operating Revenue	<u>1,123,543</u>	<u>797,829</u>	<u>905,035</u>	<u>932,186</u>
Total Operating Revenue	23,369,102	23,732,118	24,804,475	25,548,609
Debt Service Charge	539,610	547,097	551,534	556,007
Interest Income	<u>914,265</u>	<u>721,807</u>	<u>725,000</u>	<u>797,500</u>
TOTAL REVENUES	<u>24,822,977</u>	<u>25,001,022</u>	<u>26,081,009</u>	<u>26,902,116</u>
EXPENSES				
Cost of Water	7,895,078	8,412,267	8,853,911	9,318,741
Cost of Sewage Treatment	6,820,946	7,734,376	8,173,379	8,637,300
Other Operation and Maintenance	3,705,572	3,196,716	2,828,199	2,502,164
Billing and Administrative Costs*	2,813,359	3,486,029	3,961,314	4,501,400
Depreciation	<u>3,336,644</u>	<u>3,352,259</u>	<u>3,366,020</u>	<u>3,379,838</u>
Total Operating Expenses	24,571,599	26,181,647	27,182,823	28,339,443
Other Non-operating Expenses	5,950	34,972	16,186	16,186
Interest Expense	<u>4,035</u>	-	-	-
TOTAL EXPENSES	<u>24,581,584</u>	<u>26,216,619</u>	<u>27,199,009</u>	<u>28,355,629</u>
Income/(Loss) Before Contributions	241,393	(1,215,597)	(1,118,000)	(1,453,513)
Capital Contributions:				
Tap-in Fees	88,432	65,188	52,150	41,720
Other Capital Contributions	<u>510,449</u>	<u>206,463</u>	<u>343,336</u>	<u>343,336</u>
Total Capital Contributions	598,881	271,651	395,487	385,056
Transfer-in From Other Funds	-	-	-	-
Transfer-out To Other Funds	-	-	-	(1,250,000)
CHANGE IN NET ASSETS	840,274	(943,946)	(722,514)	(2,318,456)
Capital Assets	(1,279,155)	(691,044)	(839,912)	(839,912)
Depreciation	3,336,644	3,352,259	3,366,020	3,379,838
Other Costs	-	-	-	-
Collection on Advance from Component Unit	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
CHANGE IN WORKING CAPITAL	2,897,763	1,717,269	1,803,594	221,469
WORKING CAPITAL-BEGINNING	<u>56,342,948</u>	<u>59,240,711</u>	<u>60,957,980</u>	<u>62,761,574</u>
WORKING CAPITAL-ENDING	59,240,711	60,957,980	62,761,574	62,983,044
WC as a % of Expenses plus Transfers-out less Depreciation	279%	267%	263%	240%

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

CITY OF FARMINGTON HILLS
 FINANCIAL SUMMARY
WATER DEPARTMENT

CITY OF FARMINGTON HILLS
 FINANCIAL SUMMARY
SEWER DEPARTMENT

	PROPOSED BUDGET <u>FY 2012/13</u>		PROPOSED BUDGET <u>FY 2012/13</u>
REVENUES		REVENUES	
Sale of Water	14,878,164	Sewage Disposal Charges	9,738,259
Other Operating Revenue	<u>466,093</u>	Other Operating Revenue	<u>466,093</u>
Total Operating Revenue	15,344,257	Total Operating Revenue	10,204,352
Debt Service Charge	278,003	Debt Service Charge	278,003
Interest Income	<u>398,750</u>	Interest Income	<u>398,750</u>
TOTAL REVENUES	16,021,010	TOTAL REVENUES	10,881,106
 EXPENSES		 EXPENSES	
Cost of Water	9,318,741	Cost of Sewage Treatment	8,637,300
Other Operation and Maintenance	1,251,082	Other Operation and Maint	1,251,082
Billing and Administrative Costs	2,250,700	Billing and Administrative	2,250,700
Depreciation	<u>1,689,919</u>	Depreciation	<u>1,689,919</u>
Total Operating Expenses	14,510,442	Total Operating Expense	13,829,001
Other Non-operating Expenses	8,093	Other Non-operating Exp	8,093
Interest Expense	<u>-</u>	Interest Expense	<u>-</u>
TOTAL EXPENSES	<u>14,518,535</u>	TOTAL EXPENSES	<u>13,837,094</u>
 Income/(Loss) Before Contributions	 1,502,475	 Income/(Loss) Before Contril	 (2,955,988)
 Capital Contributions:		 Capital Contributions:	
Tap-in Fees	20,860	Tap-in Fees	20,860
Other Capital Contributions	<u>171,668</u>	Other Capital Contribution	<u>171,668</u>
Total Capital Contributions	192,528	Total Capital Contributic	192,528
 Transfer-out To Other Funds	 (1,250,000)	 Transfer-out To Other Funds	 -
 CHANGE IN NET ASSETS	 445,003	 CHANGE IN NET ASSETS	 (2,763,460)
Capital Assets	(419,956)	Capital Assets	(419,956)
Depreciation	<u>1,689,919</u>	Depreciation	<u>1,689,919</u>
 CHANGE IN WORKING CAPITAL	 1,714,966	 CHANGE IN WORKING C.	 (1,493,497)
WORKING CAPITAL-BEGINNING	<u>31,380,787</u>	WORKING CAPITAL-BEG	<u>31,380,787</u>
 WORKING CAPITAL-ENDING	 33,095,753	 WORKING CAPITAL-EN	 29,887,291
 WC as a % of Expenses less Depreciation	 258%	 WC as a % of Expenses less	 246%

CAPITAL IMPROVEMENT PROGRAM (CIP)

Projects either completed or initiated this past year include:

- _ Relining existing 8" water main - Grand River, Independence to Botsford Entrance.
- _ Replaced existing 8" water main on Collingham, Oxford and Waldron.

Water:

With the completion of the Northwest Water Pressure District transmission lines in 1976, a potable water supply capability has been provided to the entire City. Although some minor transmission lines are still required, all areas now have the option of installing local services and fire protection through the use of payback agreements and special assessment districts. A challenge exists in the older areas of the City. In these areas, water mains require frequent and expensive maintenance due to main breaks. Repairs require digging up and replacing worn out facilities. The City has in place a replacement program for just this challenge. As with other maintenance activities, this work does not require financing through a special assessment district. Funding is provided through the City's water funds. In addition, the City is currently working with the office of the Oakland County Water Resources Commissioner to analyze the costs and benefits of building storage into the City's water system. As a result, the existing water system hydraulic model will be migrated and updated to a modern, GIS based hydraulic model. Ultimately, the model update and accompanying report will identify whether storage is cost effective for the City. In addition, it will identify high priority projects that address fire flow, redundancy or the looping of the system, and high break areas. Some of these projects have now been identified in this document, as well as projects that were identified in the previous study.

Sewer:

The major goal of the capital expenditures in this area is to provide adequate trunkline capability to serve both existing and future development. With the completion of the Ten Mile Rouge sewer in 1980, all trunk lines have been installed. The construction of the laterals is generally provided by the Charter provision requiring local benefiting properties to pay the associated cost. This results in the establishment of a special assessment district. In the future, Federal watershed requirements may mandate accelerated programs for local sanitary sewer construction. A portion of these anticipated costs will be financed by various sanitary sewer funds. An exception to the special assessment financing is a payback that may be necessitated as a result of a paving, resurfacing or widening project where proper construction practices would dictate that the sanitary sewer lateral should be installed first. In these instances, a payback would be established to recover the cost at a future date when connections are made.

Any remaining work that would be done on sanitary sewers involves the rehabilitation of existing sewers with City water and sewer funds. Since this does not provide new service, there would be no application of the Charter provision. This type of work was begun in 1990 with the Evergreen/Farmington improvements where sewers were replaced and relief lines constructed. In addition, the City is currently under orders of abatement as amended (ACO), from the MDEQ that may require additional improvements to be made in the future restricting the amount of outflow from the City of Farmington Hills into the DWSD sewer system. An evaluation of the entire system and its potential for accommodating ultimate development in the City is ongoing. The result of this evaluation will determine the need for additional work to reduce excess sewer flows. Interim studies have indicated that the City is approaching its ultimate Town Outlet Capacity (TOC) which is the maximum allowable sewage discharge from the City.

The City's Proposed CIP for FY 2012/2013 includes the following Water and Sewer Projects, which may be able to funded in part by the use of working capital:

WATERMAIN PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE
Miscellaneous upgrades to the Water System	600,000	600,000	NC	100% City
Water Tower (3 MG tank) & DPW Improvements	13,000,000	13,000,000	100,000 AC	100% City

SANITARY SEWER PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE
Sanitary Sewer Rehabilitation Program	3,000,000	3,000,000	NC	100% City

NC - No Change; AC - Annual Costs; SS - Sewer System Fund

YOUR 2011 TAX DOLLAR

Based on Farmington Schools Homestead Rate

County
16.60%

Education *
59.40%

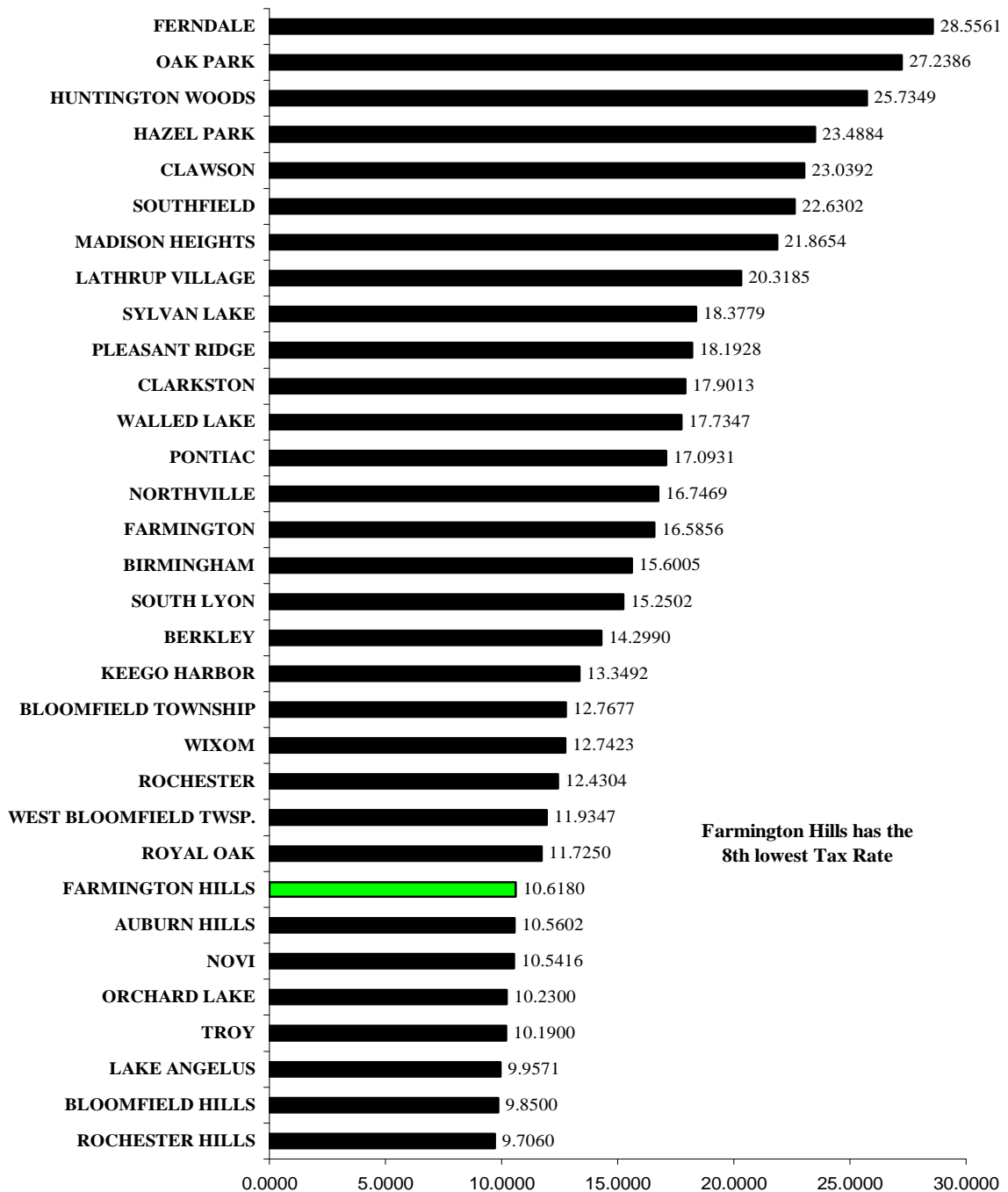
City
24.00%



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

2011 Local Unit Tax Rates

For all Cities and Major Townships in Oakland



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

2011 Tax Comparison for All Local Units of Governments in Oakland County

	2011 Millage Rate	2011 Taxable Value	2011 City Taxes
SOUTHFIELD	22.6302	2,695,302,360	60,995,230
TROY	10.1900	4,448,750,160	45,332,763
BLOOMFIELD TOWNSHIP	12.7677	3,155,385,640	40,287,016
WEST BLOOMFIELD TWP	11.9347	3,170,642,650	37,840,668
FARMINGTON HILLS	10.6180	3,283,783,240	34,867,210
NOVI	10.5416	2,979,611,480	31,409,871
ROCHESTER HILLS	9.7060	2,993,315,163	29,053,116
BIRMINGHAM	15.6005	1,786,600,280	27,871,856
ROYAL OAK	11.725	2,208,251,030	25,891,742
MADISON HEIGHTS	21.8654	902,916,560	19,742,631
AUBURN HILLS	10.5602	1,800,495,220	19,013,589
FERNDALE	28.5561	555,831,670	15,872,384
PONTIAC	17.0931	907,996,950	15,520,482
OAK PARK	27.2386	531,456,790	14,476,138
WIXOM	12.7423	690,277,680	8,795,725
ROCHESTER	12.4304	635,038,600	7,893,784
HUNTINGTON WOODS	25.7349	328,546,220	7,570,971
CLAWSON	23.0392	328,546,220	7,569,442
BLOOMFIELD HILLS	9.8500	742,004,490	7,308,744
BERKLEY	14.299	465,101,570	6,650,487
HAZEL PARK	23.4884	227,844,310	5,351,698
FARMINGTON	16.5856	319,276,670	5,295,395
SOUTH LYON	15.2502	311,296,730	4,747,337
ORCHARD LAKE	10.2300	334,149,220	3,418,347
WALLED LAKE	17.7347	190,840,380	3,384,497
LATHRUP VILLAGE	20.3185	128,251,910	2,605,886
NORTHVILLE	16.7469	137,143,402	2,296,727
PLEASANT RIDGE	18.1928	123,683,660	2,250,152
SYLVAN LAKE	18.3779	83,534,930	1,535,197
KEEGO HARBOR	13.3492	85,080,780	1,135,760
CLARKSTON	17.9013	42,159,670	754,713
LAKE ANGELUS	9.9571	64,471,400	641,948

Source: Oakland County Equalization Department

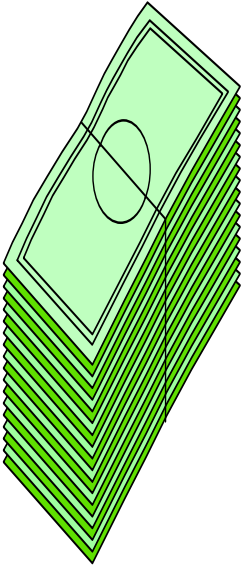
Tax Rate History & FY 2012/13 Rate Including Taxable Value History

Fiscal Year		Operating*	Drains & Capital	Debt Service	Eco/Devo Millage**	Parks Safety	Public	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
2010	- 2011	6.9289	0.4800	0.6481		0.4882	1.4764	10.0216	\$3,619,696,470
2011	- 2012	7.8970	0.2400	0.5012	0.0152	0.4882	1.4764	10.6180	\$3,283,783,240
Proposed	2012/13	7.3534	0.7467	0.5697	0.0162	0.4882	3.1764	12.3506	\$3,080,204,340

*Includes Refuse Removal Millage.

** Limited to levy a maximum of \$50,000.

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

	Fiscal Year June 30	Total City Tax Levy	Current Collections	Percent of Levy Collected
	2012	34,428,156	33,353,601	96.88%
	2011	35,915,797	34,911,860	97.20%
	2010	41,425,383	40,166,471	96.96%
	2009	44,006,766	42,669,852	96.96%
	2008	44,751,466	43,356,322	96.88%
	2007	42,813,720	41,829,579	97.70%
	2006	39,553,780	38,817,558	98.14%
	2005	40,428,497	39,824,096	98.51%
	2004	39,101,846	38,244,628	97.81%
2003	37,737,279	36,903,184	97.79%	

Source: City Audited Financial Reports and Property Tax Records.

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

Fiscal Years Ended June 30	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Operating *	7.2193	7.5705	7.7142	6.9452	6.9408	6.9423	7.0368	7.0408	6.9289	7.8970
Drain & Capital	0.7192	0.3916	0.3413	0.4800	0.4800	0.4800	0.4800	0.4800	0.4800	0.2400
Debt Service	0.8117	0.7932	0.7014	0.6318	0.6362	0.6347	0.5402	0.5362	0.6481	0.5012
Economic Development	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0152
Parks	0.4905	0.4888	0.4883	0.4882	0.4882	0.4882	0.4882	0.4882	0.4882	0.4882
Public Safety	0.9814	0.9780	0.9769	0.9769	1.4764	1.4764	1.4764	1.4764	1.4764	1.4764
Total City	10.2221	10.2221	10.2221	9.5221	10.0216	10.0216	10.0216	10.0216	10.0216	10.6180
Farmington Schools	12.4459	11.8783	11.5466	11.1596	10.6511	10.1784	9.6915	10.1442	12.0278	12.3334
Clarenceville Schools	4.7551	4.7114	4.5763	4.3392	5.1766	5.1324	5.0898	5.1146	5.1922	4.5000
Walled Lake Schools	7.4728	7.5248	7.0548	6.8975	6.7841	6.6700	6.5722	6.4793	6.7508	6.8812
State Education	6.0000	5.0000	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000
Oakland Comm. College	1.6090	1.5983	1.5889	1.5844	1.5844	1.5844	1.5844	1.5844	1.5844	1.5844
Schoolcraft Comm. College	1.8043	1.8024	1.7967	1.7967	1.7967	1.7967	1.7967	1.7967	1.7967	1.7967
Oakland Inter. Schools	3.4224	3.3991	3.3789	3.3690	3.3690	3.3690	3.3690	3.3690	3.3690	3.3690
Oakland County	4.6523	4.6497	4.6476	4.6461	4.6461	4.6461	4.6461	4.6461	4.6461	4.6461
Library	0.5887	0.5866	0.5856	1.5856	1.5856	1.5856	1.5856	1.5856	1.5856	1.5856
O.C.P.T.A.	0.6000	0.5974	0.5962	0.5950	0.5900	0.5900	0.5900	0.5900	0.5900	0.5900
Zoo							0.1000	0.1000	0.1000	0.1000
Total Farmington Schools	39.5404	37.9315	38.5659	38.4618	38.4478	37.9751	37.5882	38.0409	39.9245	40.8265
Total Clarenceville Schools	32.0449	30.9687	31.8034	31.8537	33.1856	33.1414	33.1988	33.2236	33.3012	33.2054
Total Walled Lake Schools	34.5673	33.5780	34.0741	34.1997	34.5808	34.4667	34.4689	34.3760	34.6475	35.3743

* Includes Refuse Removal Millage

**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
2012	34,668,899	49,286,856	15,064,349	5,157,915	10,923,548	19,045,925	5,141,095	1,912,905	325,191	141,526,683
2011	36,416,092	53,778,596	16,690,867	5,714,386	12,102,953	20,988,669	5,696,184	2,119,544	360,311	153,867,602
2010	41,947,603	56,386,123	19,220,411	6,579,750	13,937,187	24,265,240	6,559,455	2,440,766	415,003	171,751,538
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	439,862	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

- * 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
- * 2010 City Tax includes Brownfield Authority Capture of \$ 489,332
- * 2011 City Tax includes Brownfield Authority Capture of \$ 414,027
- * 2012 City Tax includes Brownfield Authority Capture of \$ 240,743

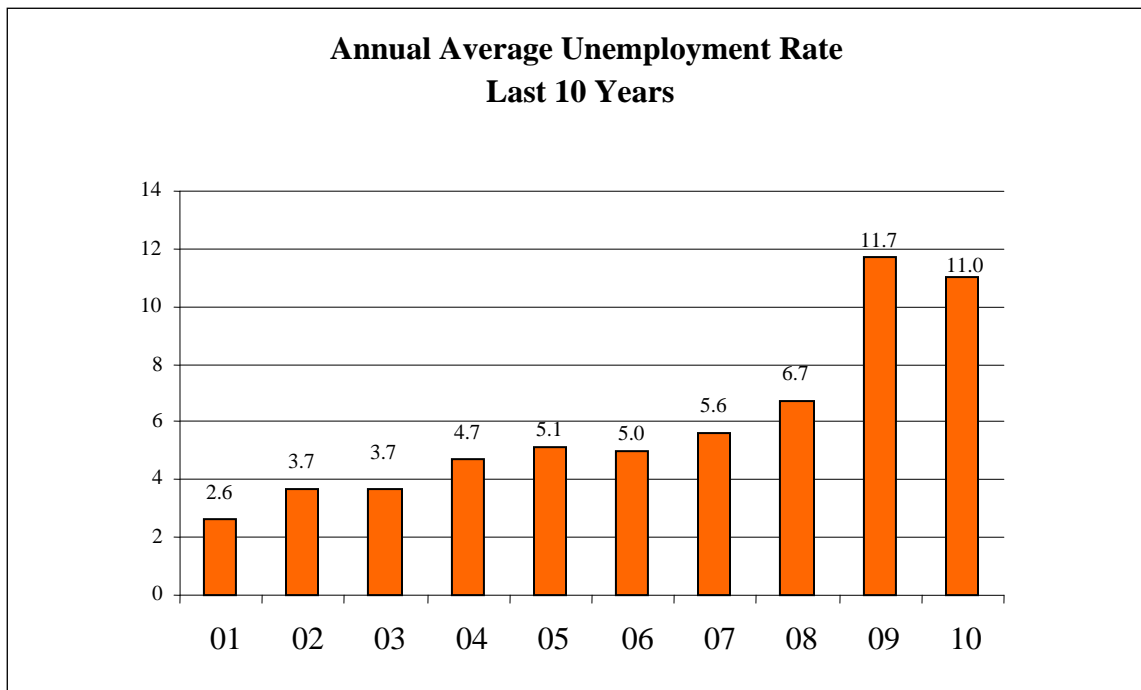
RETIREMENT BENEFIT COSTS

Fiscal Year	Valuation Date	Active Members	Contribution as % of Pay		Dollar Contribution	Actuarial Un-funded Accrued Liability
Basic Pension Benefits						
10-11	06/30/09	327	18.43		4,008,049	26,819,807
09-10	06/30/08	386	14.90		3,710,289	16,951,992
08-09	06/30/07	402	15.09		3,656,292	13,187,602
07-08	06/30/06	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)
Post Retirement Health Care Benefits						
10-11	06/30/09	327	14.65		3,186,426	30,932,963
09-10	06/30/08	386	11.93		2,971,747	17,957,010
08-09	06/30/07	402	12.87		3,231,967	16,512,042
07-08	06/30/06	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
Total Pension & Post Retirement Benefits						
10-11	06/30/09	327	33.08		7,194,475	57,752,770
09-10	06/30/08	386	26.83		6,682,036	34,909,002
08-09	06/30/07	402	27.96		6,888,259	29,699,644
07-08	06/30/06	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
@ 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>
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	4.7
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	12,004	6.7
2009	79,152	33,154	11,967	11.7
2010	79,740	33,559	11,649	11.0
2011	79,740	33,559	11,649	10.8



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

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.

APPROPRIATION – A legal authorization to incur obligations and to make expenditures for specific purposes.

APPROVED BUDGET the revenue and expenditure plan for the City for the fiscal year as reviewed and formally adopted by City Council Budget Resolution.

ASSESSED VALUATION the value placed upon property equal to 50% of fair market value, as required by State law.

ASSETS - Resources owned or held by a government that have monetary value.

AUDIT – Prepared by an independent certified public accountant, the primary objective of an audit is to determine if the city's financial statements present fairly the city's financial position and results of operations in conformity with generally accepted accounting principles. It is customary that a Management Letter be issued.

BALANCED BUDGET – A budget in which estimated revenues are equal to or greater than estimated expenditures.

BOND – A long-term IOU or promise to pay. It is a promise to repay a specified amount of money (the face amount of the bond) on a particular date, the maturity date. Bonds are primarily used to finance capital projects.

BUDGET – A plan of financial activity for a specified period of time, indicating all planned revenues and expenses for the budget period.

BUDGET AMENDMENT adjustment made to the budget during the fiscal year by the City Council to properly account for unanticipated changes which occur in revenues and/or expenditures and for program initiatives approved during the fiscal year. The adjustment is made by formally amending the approved budget.

Glossary of Terms

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.

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, and Special Assessments.

EFFICIENCY INDICATORS quantify the relationship between input and output.

ENTERPRISE FUNDS are used to account for operations financed and operated in a manner similar to private business enterprises. An Enterprise Fund is established when the intention is that the costs of providing goods or services is financed or recovered primarily through user charges.

EXPENDITURES are decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlements and shared revenues.

EXPENSES are outflows or other using up of assets or incurrences of liabilities (or a combination of both) from delivering or producing goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operations.

Glossary of Terms

FISCAL YEAR a twelve-month period designated as the operating year for an entity. The fiscal year for the City is July 1 through June 30.

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

FUND an independent fiscal entity with a self-balancing set of accounts recording cash and other resources, together with all related liabilities, obligations, reserves and equities, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. Funds are categorized for budgeting purposes as General, Special Revenue, Debt Service, Capital Project, and Component Unit. Funds are defined in the Uniform Chart of Accounts for Counties and Local Units of Government in Michigan.

FUND BALANCE an accumulated excess of revenues over expenditures segregated by fund. Exception: Proprietary Funds (Enterprise, Internal Service) are accounted for in the same manner as private businesses and record retained earnings as opposed to fund balances. The budgets for these funds are prepared on a net working capital basis, which equates to fund balances.

FUND BALANCE, AVAILABLE (UNASSIGNED) – The funds remaining from the prior year, which are available for appropriation and expenditure in the current year.

GENERAL FUND the fund used to account for all financial transactions except those required to be accounted for in another fund.

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.

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.

Glossary of Terms

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.

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.

Glossary of Terms

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.