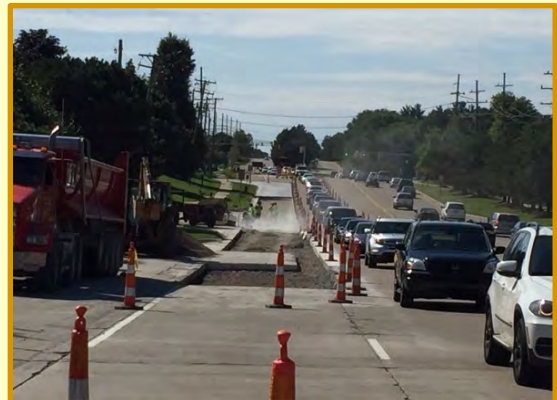


CITY OF FARMINGTON HILLS, MI

FY 2019/20

ANNUAL BUDGET



City of Farmington Hills, Michigan
Annual Budget
Fiscal Year
July 1, 2019 - June 30, 2020



Farmington Hills City Council

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

City Manager

Dave Boyer

Executive Management Team

Steve Barr, Finance
Ed Gardiner, Planning and Community Development
Gary Mekjian, Assistant City Manager
Karen Mondora, Public Services
Kelly Monico, Central Services
Charles Nebus, Police
John Randle, Human Resources
Ellen Schnackel, Special Services
Pam Smith, City Clerk
Samantha Seimer, Economic Development
Jon Unruh, Fire

Budget Preparation Staff

Steve Barr, Finance Director
Shu-Fen Lin, Controller
Kim Ried, Secretary to the Finance Director

MAYOR AND CITY COUNCIL

Ken Massey, a life-long resident of the City, was elected Mayor in 2015 and 2017, and was elected to City Council in 2003, 2007, and 2011. He served as Mayor Pro Tem in 2006, 2010, and 2015. Prior to being elected to City Council, he was the President of both his own homeowners' association and the Council of Homeowner Associations (COHA). He is a member of the Michigan Municipal League, a founding member and past chair of the Emergency Preparedness Commission, and a past member and past chair of the National League of Cities (NLC) Public Safety and Crime Prevention Steering Committee. He co-founded the Suicide Prevention Committee, Farmington SAFE, and served as Chairman of the Board of Directors of Beaumont – Farmington Hills. In 2017, he was one of the three co-founders of CARES of Farmington Hills. His term expires in 2019.

Michael Bridges was elected to City Council in 2008, 2009, 2013, and 2017. He currently serves as Mayor Pro Tem, and also served in that position in 2011. He serves on the Crime Prevention Advisory Board and is a Board member of the Farmington YMCA. He is a member of the Michigan Municipal League (MML) Municipal Services Committee and Transportation and Infrastructure Policy Committee, and was on the National League of Cities (NLC) Policy Advocacy Committee - Intergovernmental Relations, Finance and Administration. He serves as the alternate delegate to SEMCOG. His term expires in 2021.

Randy Bruce was elected to City Council in 2003, 2007, 2011, and 2015. He served as Mayor Pro Tem in 2005, 2009, and 2014. He is the Council liaison to 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 2019.

Valerie Knol was elected to City Council in 2013 and 2017, and served as Mayor Pro Tem in 2016. She is the Council liaison to the Historic District Commission, Historical Commission, and the Beautification Commission. She was on the Farmington City Council for eight years and served as the Mayor of Farmington from 2007-09. She has served on the Board of the Farmington YMCA and the Greater Farmington Area Chamber of Commerce, and currently serves on the Board of the Oakland County Zoological Authority. Her term expires in 2021.

Richard Lerner was elected to City Council in 2011 and 2015, and served as Mayor Pro Tem in 2013 and 2018. He is the current Council liaison to the Parks and Recreation Commission, the Committee to Increase Voter Participation, and the Municipal Broadband Taskforce. He has served on the Michigan Municipal League Finance Steering Committee since 2012, and serves on the Board of Directors of C.A.R.E.S. of Farmington Hills, the Xemplar Club, and the Farmington Ski Club. He is President and Chairman of the Board of the Farmington Area Goodfellows, Vice President of the Inter-Agency Council, an alternate delegate for the Eight Mile Boulevard Association, and is a member of the Optimist Club and Sons of the American Legion, where he is the Project Manager for the Farmington Memorial Day Parade. Richard previously served on the Board of Directors at Zieger Health Care Corporation, overseeing the \$165 million expansion of Beaumont Hospital, the Quaker Valley Farms Homeowners Association, where he was also President, and founded and chaired the F2H Fit Challenge. His term expires in 2019.

Mayor and City Council

Theresa Rich was elected to City Council in 2015. She is a trustee on the Oakland Schools Board of Education, a partner in Farmington Hills-based law firm RichLaw, PLLC, and is retired from General Motors. She served 10 years on the Farmington/Farmington Hills Foundation for Children, Youth & Families, including seven years as the Allocations Chair. She served on the Committee to Increase Voter Participation, the Commission for Children, Youth & Families, and the Arts Commission. She was on the Board of Directors for the Greater Detroit Agency for the Blind and Visually Impaired, including two years as President. She was an active member of the Heritage Hills Homeowners Association and served two years as President. She is Council Liaison to the Retirement Board, and was on the National League of Cities Community and Economic Development Council and the SEMCOG Policy Committee. Her term expires in 2019.

Samantha Steckloff was elected to City Council in 2013 and 2017, and served as Mayor Pro Tem in 2017. She is the Council liaison to the Commission on Children, Youth & Families, the Mayor's Youth Council, and the Commission on Community Health. She served on the Parks and Recreation Commission and the Committee to Increase Voter Participation. She was one of the first participants in the Farmington Hills After-School Program. Her term expires in 2021.

City of Farmington Hills City Facilities



- | | | |
|---------------------------------------|---|---|
| 47th District Court: 31605 11 Mile Rd | Fire Station 4: 28711 Drake Rd | Parks and Golf Maintenance: 38111 Interchange Rd |
| City Hall: 31555 11 Mile Rd | Fire Station 5: 31455 11 Mile Rd Harrison | Police Station: 31655 11 Mile Rd |
| Dept. Public Works: 27245 Halsted Rd | Community: 29995 12 Mile Rd Center | William Costick Activity Center: 28600 11 Mile Rd |
| Fire Station 1: 35725 9 Mile Rd | Ice Arena & Skate Park: 35500 8 Mile Rd | |
| Fire Station 2: 28225 Middlebelt Rd | Longacre House: 24705 Farmington Rd | |
| Fire Station 3: 29260 Grand River | | |



DESCRIPTION OF THE CITY



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

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

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

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

The City is enhanced by exemplary educational opportunities for kindergarten through 12th grade via both public and private schools and a premier district library system with one of the highest annual circulation rates in the State. A broad spectrum of recreational and cultural activities is 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 Beaumont Hospital, Farmington Hills, a full service teaching hospital with a Level II Trauma Center and Certified Stroke Center, which is associated with Michigan State University and a part of Beaumont Health. Twelve major medical centers and hospitals are within a half-hour driving distance of the City. Many physicians affiliated with these medical facilities maintain their offices in Farmington Hills.

HOW TO USE THIS BUDGET DOCUMENT

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

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

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

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

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

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

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

How to Use This Budget Document

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

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

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

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



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Farmington Hills

Michigan

For the Fiscal Year Beginning

July 1, 2018

Christopher P. Morill

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, 2018.

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 35th consecutive award the City of Farmington Hills has received.

TABLE OF CONTENTS

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

TABLE OF CONTENTS

Table of Contents	viii
-------------------------	------

BUDGET OVERVIEW

City Manager’s Budget Message	1
Mid-Term and Long-Term Goals.....	9
Long-Term Financial Plans.....	10
The Budgeting Process.....	11
Budget Calendar.....	15
Financial Policies	16
Financial Policy Benchmarks.....	25
City-Wide Organization Chart.....	27
Financial Organization Structure	28
Full Time Employee Statistics	29
Tax Overview	30
Taxable Value Analysis	31
Fund Overview.....	32
Summary of Budgetary Funds	33
Consolidated Budget Summary	35
Schedule of Interfund Transfers.....	36

GENERAL FUND

Fund Description	37
Pie Charts	38
General Fund Revenue Analysis.....	40
General Fund Summary	44
General Fund Revenues	46
General Fund Revenue Historical Trend	50
General Fund Expenditure Summary	51
General Fund Expenditure Historical Trend.....	52

BOARDS, COMMISSIONS AND AGENCIES

Table of Boards and Commissions	53
47 th District Court	54
Descriptions of Various Boards and Commissions	56
Expenditure Detail	59

TABLE OF CONTENTS (Continued)

GENERAL GOVERNMENT

Expenditure Summary	60
City Council	61
City Administration	65
Public Information	70
Finance Department	74
Corporation Counsel	87
City Clerk	89
Human Resources	95
Central Services	101
Support Services	108
Post Employment Benefits.....	110
Inter-fund Transfers	111

PUBLIC SAFETY

Expenditure Summary	112
Police Department	113
Fire Department	123

PLANNING AND COMMUNITY DEVELOPMENT

Planning and Community Development Administration	131
Organizational Chart/Staffing Level	132
Building Division	134
Community Development Office	136
Planning Office	138
Zoning Division	140
Expenditure Detail	142

PUBLIC SERVICES

Department Expenditure Summary	145
Organizational Chart	146
DPS Administration	147
Road Maintenance	151
Building Maintenance	156
Engineering	159
DPW Maintenance Facility	163
Waste Collection/Recycling	169

TABLE OF CONTENTS (Continued)

SPECIAL SERVICES

Department Expenditure Summary	174
Organizational Chart	175
Special Services Administration	176
Youth & Families Services Division	179
Senior Services Division.....	185
Parks Division	189
Cultural Arts Division	193
Golf Division	198
Recreation Division	202
Ice Arena	206

SPECIAL REVENUE FUNDS

Funds Description	210
Special Revenue Funds Summary.....	212
Infrastructure Funds Summary.....	213
Recreation Funds Summary.....	214
Public Safety Funds Summary.....	215
Municipal Street Fund.....	216
Major Roads Fund.....	219
Local Roads Fund	229
Major and Local Road Funds Summary	238
Deferred Special Assessment Fund.....	245
Parks Millage Fund	246
Nutrition Grant Fund.....	250
Public Safety Millage Fund.....	252
Federal Forfeiture Fund	255
State Forfeiture Fund	258
Community Development Block Grant (CDBG) Fund	260

DEBT SERVICE FUNDS

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

TABLE OF CONTENTS (Continued)

CAPITAL PROJECTS FUNDS

Funds Description	271
Funds Summary	272
Capital Improvement Fund	273
Capital Improvement Fund Projects Detail	279
Six Year Capital Improvement Plan	287
Community Center Renovations Fund.....	291
Golf Course Capital Improvement Fund.....	293
Special Assessment Revolving Fund.....	295

COMPONENT UNITS

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

SUPPLEMENTAL INFORMATION

Budget Resolution	304
Water and Sewer Fund	321
Your Tax Dollar	327
County Local Unit Tax Rates	328
County Local Unit Tax Levy Comparisons	329
City Tax Rate, Levy and Collections History	330
Real Property Tax Rates for All Taxing Units in the City.....	331
Retirement System & Retiree Healthcare Plan Funding Progress	333
Community Demographics	334
Glossary	335



June 2019

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

INTRODUCTION

With this letter I am transmitting the fiscal 2019/20 budget for the City of Farmington Hills. The budget is one of the most important documents the City prepares since it identifies the services to be provided over the next year and how those services are to be financed. It describes in detail how each City department, activity, and function will invest the City's resources for the benefit of the community.

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

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

This Budget maintains all City services with some cost increases and by making improvements in areas where previous budget cuts have made it difficult to keep up with work load demands and/or new mandated work requirements.

I am optimistic about the City of Farmington Hills and where we are headed. There is opportunity in this time of fiscal challenge. Farmington Hills is a great place to live, work, play and learn. We offer a high quality of life and a high level of service to our residents. The fiscal

limitations we face can be met through more collaboration with surrounding Communities, and smarter ways of doing business. Over the past years, we have cut back, done without, and changed how we do some things. This has resulted in cost savings and efficiencies. While the response and effort of each department has been excellent, we continue to seek ways to reduce spending.

BUDGET OVERVIEW

Total Ad Valorem taxable value increased by 4.32% in 2019 compared to the 2018 tax roll. The increase in taxable value is the net result of a 4.22% increase in real property taxable value and a 5.96% increase in personal property taxable value. The increase in real property taxable value is the result of a 4.26% increase in residential values, a 6.20% increase in commercial values, and a 4.12% increase in industrial values.

Personal property taxable value accounts for approximately 6.00% of the 2019 tax base for FY 2019/20, up from 5.91% in 2018. We expect personal property taxable values to decline as a percentage of the total tax base, as the phase-out of eligible manufacturing personal property continues through FY 2022/23. The City expects to receive reimbursement from the State of Michigan in FY 2019/20 for the loss of personal property taxes due to the exemptions of the phased-out personal property to-date.

The City will be impacted for the fourth consecutive year by a Headlee Millage Rollback in FY 2019/20. The General Operating, Road, Parks and the Public Safety Millages will be reduced by 0.74% in FY 2019/20. Although taxable value growth is projected to be approximately 3% per year, notwithstanding the continued partial phase-out of personal property, the limits on property tax revenue growth due to the interaction of Headlee and Proposal A, will temper this improvement going forward, with a projected continued Headlee Rollback each year.

Total City costs to provide healthcare benefits for City employees (at the State imposed employer “hard cap” level), including costs of full-time employees opting-out and new costs for eligible part-time employees, plus dental and optical benefits are estimated to be approximately \$5.1 million for FY 2019/20. The City’s Defined Benefit Pension and Retiree Healthcare Contributions are approximately \$6.2 million for FY 2019/20.

GENERAL FUND REVENUE

The total General Fund Revenue Budget of \$60,625,988 for FY 2019/20 (including transfers-in from other Funds) increased by \$3,002,767 or 5.21% compared to the FY 2018/19 Adopted Budget of \$57,623,221 and increased by \$1,350,240 or 2.28% compared to the FY 2018/19 Year-end Projection of \$59,275,748. In comparing the FY 2019/20 Revenue Budget to the FY 2018/19 year-end Revenue Projection, Property Taxes increased 3.26%, Grants increased by 6.28%, State Shared Revenue increased by 3.14%, Fees increased by .061% (Recycling Fees will remain at the FY 2018/19 level), Sales increased by 0.11%, Interest Earnings and Inter-fund Transfers-in remained the same, Recreation User Charges decreased by 0.6%, and Other Revenue decreased by 7.12%.

GENERAL FUND EXPENDITURES

For FY 2018/19, total General Fund Expenditures plus Transfers to Other Funds is projected to end the year higher by approximately \$5,000 or 0.01% compared to the Current Budget. The FY 2019/20 Proposed Budget for total General Fund Expenditures plus Transfers to Other Funds is higher than the FY 2018/19 Budget by approximately \$2,520,000 or 4.19%. The Budget over

Budget increase is the result of increases in most functional categories, partially offset by decreases in Finance, Central Services and Public Services.

GENERAL FUND – FUND BALANCE

The FY 2019/20 General Fund Budget is balanced with the use of \$2,111,310 of Fund Balance. Total Fund Balance in the General Fund is estimated to be approximately \$32 million or 51% of total General Fund Expenditures plus Transfers-out at June 30, 2020. Of that amount, approximately \$16.3 million is Nonspendable/Restricted/Assigned for future funding of General Fund Operations, unfunded first year CIP project requests, and contributions to the Employees' Retirement System. The remaining Unassigned Fund Balance of approximately \$15.7 million is equivalent to 25% of total General Fund Expenditures plus Transfers-out at June 30, 2020.

TAX RATE AND TAX ROLL

Approximately seventy (70%) percent of the tax roll is residential. Approximately thirty (30%) percent of the tax roll is non-residential and includes commercial (21%) and industrial (3%) and personal property (6%). The average residential property taxable value increased by 4.1% from \$89,999 in 2018 to \$93,695 in 2019 which includes adjustments to existing properties plus the addition of new residential properties. Using the 2018 millage rates, this equates to an overall average property tax increase of \$162.77 per principal residential owner, of which \$53.88 would be increased from City taxes. The budget is based on a property tax rate of 17.1905 mills, a 2.6111 millage increase from FY 2018/19. This millage increase results from a new 2.75 mills Local Road millage that was approved by the electorate in November 2018. This increase was partially offset by a Headlee Rollback on the General Operating Millage (0.0611 mills), Road Millages (0.0349 mills), Parks Millage (0.0036 mills), and the Public Safety Millage (0.0232 mills), as well as a small decrease in the Economic Development Millage (0.0007) and the Refuse Millage (0.0154 mills). This millage increase will result in a \$244.65 increase in City property tax revenue from the average residential property owner, which combined with the increased taxable value, will result in an average increase of \$298.53 in City property taxes from the average residential taxpayer compared to FY 2018/19.

ALL BUDGETED FUNDS

The total Budgeted Expenditures for all Budgeted Funds (excluding interfund transfers) for FY 2019/20 is approximately \$131.1 million compared to \$94.4 million for FY 2018/19, and \$93.6 million for FY 2017/18. This represents a 38.77% increase in expenditures from FY 2018/19. The approximate \$36.6 million increase in overall City expenditures is primarily due to increases in the General, Major Road, Local Road, Public Safety, Capital Projects and Brownfield Funds.

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 2019/20 budget. They are broken down into FY 2018/19 accomplishments and current, ongoing projects and FY 2019/20 programs.

Ongoing or Fiscal Year 18/19 Accomplishments

- **Local Road Millage Passed** – Voters passed the Local Road Millage in November 2018, which will help to improve the overall condition of deteriorating neighborhood roads and

impact property values in our community. Additionally, the passage of the millage was essential in achieving the transition away from the previous special assessment process.

- **Safe City** – In 2018, the City experienced the lowest total number of “Part A” crimes (which include the 23 most serious crime categories) in its 45-year history. The Department recorded all-time lows in armed robberies, burglaries, larceny from autos, and auto thefts. Part A crime in 2018 was 16% lower than 2017 and 49% lower compared to 10 years ago. The 2018 Part A total was 59% lower, with over 3,000 fewer crimes, than in 1997 when Farmington Hills was named as the Safest City in Michigan.
- **Fire Department Certification** – The Insurance Services Office evaluated the Fire Department and increased their Public Protection Classification from a Class 4 to a Class 2. Only ten other fire departments in Michigan have obtained this superior certification.
- **Public Services Award** – The City received a Michigan Award of Excellence in the Intersections Category from the Michigan Concrete Association recognizing the Nine Mile and Halsted Road Intersection Project undertaken in 2018. The project encompassed modernization of traffic signals, pavement reconstruction, and the addition of right turn lanes on all intersection approaches.
- **City-Wide Open House** – The tradition of holding a City-Wide Open House was reinstated in 2018. More than a thousand residents visited the City Hall campus to see presentations from the Police, Fire, Public Services, and Special Services Departments. New Police K9 Officer Dozer’s safety demonstration was a highlight at the event.
- **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.
- **Drainage** – Significant drainage improvement projects were performed on the Minnow Pond at Halsted Road and the Minnow Pond Drain (13 Mile to Lake Park).
- **Repaving of Major Roads** – The following significant major road projects were completed in FY 2018/19:
 - Drake Road (Grand River to 11 Mile)
 - 13 Mile Road (Drake to Farmington)
 - Nine Mile and Halsted Road Intersection
- **Sidewalks/Pathways** – In addition to the ongoing sidewalk replacement and maintenance program, sidewalk work was completed on Halsted Road (south of Nine Mile) and Thirteen Mile Road (east of Drake).
- **New Development and Improvements** – In 2018, the Planning and Community Development Department oversaw the construction of thirty-one (31) new residential units with a value of over \$10.5 million. Permits for \$24.1 million in improvements and additions to existing residential units were issued. New commercial development along with additions and improvements had a construction value of over \$54.2 million.
- **New Equipment** – The following significant equipment was or will be placed into service in FY 2018/19:

- Public Services: Replacements of a 3-Yard Dump Truck, 5-Yard Dump Truck with slip-in V-Box, 10-Yard Dump Truck with slip-in V-Box, Mini Front End Loader, three (3) pickup trucks with plows, three (3) fleet vehicles, and surveying equipment.
 - Technology: Purchase of a new Election Scanner and Software, and various Technology upgrades and improvements.
 - Special Services: Replacements of a Pickup Truck with Plow, Truck with Chip Box, Utility Mowers, Utility Carts, Toolcat Loader, Bunker Rake, Leaf Vacuum, Leaf Blower, Turf Maintenance Cart, and an Ice Resurfacing Machine.
 - Police: Purchase of two (2) Unmanned Aircraft Systems, replacements of five (5) marked Police Cars and two (2) unmarked Police Cars.
 - Fire: Replacements of a Paramedic Truck, a pickup truck, and a Ladder Truck. Upgrades of fire hose from 4 inch to 5 inch diameter.
- **Public Facilities** – The following significant public facility improvements were or are expected to be completed in FY 2018/19:
 - City-Wide: Air Conditioning replacements
 - Costick Center: HVAC/Mechanical upgrades
 - Heritage Park: Replace boilers at Spicer and Heritage History House, replace Nature Center roof
 - Ice Arena: Rebuild compressor, replace locker room rubber flooring
 - Gateway Signage at major road entrances to the City
 - Barrier-free (ADA) improvements
 - Fire station improvements
 - **Building Acquisition** – The City entered into an agreement with Farmington Public Schools to purchase Farmington Harrison High School. The school will be redesigned for use as a state-of-the-art Community Center. Closing on the Harrison property is anticipated for June 2019. The Community Center is anticipated to be open in the fall of 2020.

In-Progress or FY 2019/20 Program Goals

- **2020 Visioning** – The City will continue to follow up on the ideas generated from the 2020 Visioning Process for the development of a long-range plan for a sustainable City.
- **Economic Development** – The City will continue to seek out ways to promote and market the City for businesses to locate.
- **Special Services Capital Projects** – Parks & Recreation Millage Fund and the Golf Course Capital Improvement Fund will finance \$250,000 of capital projects/outlays for Heritage Park and other City Parks and Vehicles and Equipment.
- **Forfeiture Fund Capital Projects** – The Federal Forfeiture Fund will finance \$285,000 for the replacement of the Radio System and \$135,000 for miscellaneous supplies and vehicle maintenance. The State Forfeiture Fund will finance \$250,000 for the replacement of the Communications Section Workstations and Equipment.
- **Sidewalks/Pathways** – In addition to the ongoing sidewalk replacement and maintenance program, the Farmington Road pedestrian bridge over the I-696 freeway is scheduled to be replaced in FY 2019/20.

- **Construction Projects** – The Major and Local Road Funds combined will expend approximately over \$20.5 million in road improvements in FY 2019/20. The projects to be completed, which are primarily funded by Act 51 and Road Millage funds, are as follows:

Major Roads:

- Halsted Road (12 Mile to I-696)
- Halsted Road (Grand River to 11 Mile)
- Nine Mile Road (Hawthorne to Middlebelt)
- Power Road (10 Mile to 11 Mile)

Local Roads:

- Bridgeman Street
- Greening Street
- Hemlock, Medbury, Geraldine and Omenwood
- Pleasant Valley Farms #1 & #2 and Old Homestead #1
- Sunnydale and Lundy
- Tarabusi Roseland Gardens, Flemings Roseland Gardens and portions of Farmington Acres

COMMUNITY CENTER RENOVATIONS FUND

During FY 2019/20 and into FY 2020/21, the City will be performing significant renovations at Farmington Harrison High School as it is converted into a state-of-the-art Community Center. The cost of the renovations and purchase of furniture and equipment is estimated to be approximately \$20 million with anticipated opening in the fall of 2020.

CAPITAL IMPROVEMENT FUND

In addition to the capital projects contained in the Parks & Recreation Millage Fund, Golf Course Capital Improvement Fund, Community Center Renovations Fund, Road Funds, Public Safety Millage Fund and Forfeiture Fund budgets, the City plans to invest approximately \$7.5 million in FY 19/20 on infrastructure and capital improvements benefiting the entire community. This program is comprised of building and site improvements, sidewalk construction, drainage improvements, technology enhancements, and the acquisition of equipment for the Clerk’s Office, Public Services, Police and Fire Departments. While the revenue resources are limited, a proper balance of capital improvements needs to be maintained. Next year's program includes:

- Drainage improvements which will concentrate on various culvert replacements and repairs and updates to the City’s Master Storm Drainage Plan.
- Facility improvements including Citywide Air Conditioning replacements, Costick Center Building & Site improvements, Gateway Signage at Major Road entrances to the City, Fire Station and Police Department improvements, Barrier-free (ADA) improvements, Ice Arena improvements and Heritage Park improvements.
- Ongoing Major Road sidewalk improvements along with replacement of the Farmington Road pedestrian bridge over the I-696 freeway.

- Equipment for the Fire Department including the replacements of one (1) pickup truck, 13 mobile computers, two (2) air compressors, the engine for Ladder Truck #2, and cardiac monitors. Additionally, new extrication equipment will be purchased.
- Equipment for the Police Department including replacements of five (5) marked Police Cars and three (3) unmarked Police Cars.
- Equipment for the Public Services Department including replacements of a 5-Yard Dump Truck with slip-in V-Box, 10-Yard Dump Truck with slip-in V-Box, Mini Front End Loader, Sewer Jet Truck, Cold Patch Trailer, Vehicle Maintenance Service Truck, three (3) pickup trucks with plows, three (3) fleet vehicles, and refurbishing existing equipment.
- Technology upgrades include an improved Phone and CCTV System (Unified Communications), replacement of the ERP/Financial Software System, and various City-Wide upgrades to keep the network fast and reliable.

CITY-WIDE CAPITAL EXPENDITURES

The total dollar amount of budgeted capital expenditures for FY 2019/20 is \$48,726,873, which is \$28,916,140 higher than budgeted in FY 2018/19. The majority of the increased capital expenditures in FY 2019/20 results from increased Local Road Fund projects and the renovation costs associated with the new Community Center. Of the total capital expenditures for FY 2019/20, approximately \$20.5 million is for Major and Local Road construction projects, \$7.5 million is for infrastructure/capital improvements/equipment included in the Capital Improvement Fund, \$20 million is for work related to the renovations of the new Community Center and recorded in the Community Center Renovations Fund, \$370,000 is for Parks & Recreation and Golf Course Fund capital projects, \$316,000 is for vehicles in the Public Safety Millage Fund, and \$65,000 is budgeted in the Brownfield Redevelopment Authority. Specific information about the capital projects is included in each respective Fund/Department.

PERSONNEL COSTS AND STAFFING

As we have gone through the transition of significantly less staff resources over the last several years, we have restructured operations where appropriate to better utilize existing staff resources to maintain a base level of City services. The only full-time staff added for FY 2019/20 are four (4) staff in the Fire department, one (1) dispatcher in the Police department, and three (3) staff in the Special Services department. The full-time staffing level remains down 10% from FY 2007/08. Additionally, part-time staff has been reduced by 1.27 FTE's from 149.54 FTE's in FY 2018/19 to 148.27 FTE's in FY 2019/20. Farmington Hills still has one of the lowest employee-to-resident ratios of any local community while continuing to provide efficient and comprehensive services. We are always looking for ways to reduce costs while maintaining a quality workforce. City government is a people business. We serve people's needs and wants with people. This is a good staff with dedicated people who enjoy their work. I am proud of them every day. The proposed budget includes a 2% pay increase for all full-time employees and steps, if applicable.

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:

- Sean Devers, Construction Inspector II in the Public Services Department, was named Employee of the Year. Four other staff were named Outstanding Employees:
 - Chris Blunden, Marketing Specialist, Special Services Department
 - Teresa Bryant, Nutrition Coordinator, Special Services Department
 - Darryl Derocher, Code and Zoning Inspector, Planning and Community Development Department
 - Emily Lossia, Police Services Technician, Police Department
- Officer David Geffert was named Police Officer of the Year.
- Battalion Chief Bruce Belsky was named Firefighter of the Year.
- The City received the Distinguished Budget Presentation Award from the Government Finance Officers' Association (GFOA) for the FY 2018/19 Budget. This is the 35th consecutive year the City has received the award.
- The City received the Certificate of Achievement of Excellence in Financial Reporting from the GFOA for the City's Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2018, which was the 21st consecutive year the City has received this award.

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

Steve Barr, Finance Director/Treasurer
Ed Gardiner, Director of Planning and Community Development
Shu-Fen Lin, Controller
Gary Mekjian, Assistant City Manager
Karen Mondora, Director of Public Services
Kelly Monico, Director of Central Services
Chuck Nebus, Police Chief
John Randle, Human Resources Director
Kim Ried, Secretary to the Finance Director
Ellen Schnackel, Director of Special Services
Pam Smith, City Clerk
Samantha Seimer, Economic Development Director
Jon Unruh, Fire Chief



Dave Boyer
City Manager

MID-TERM AND LONG-TERM GOALS

MID-TERM GOALS (1 to 5 years)

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

LONG-TERM GOALS (5 years or more)

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

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

LONG-TERM FINANCIAL PLANS

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

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

The City Forecasts the General Fund five (5) years out from the adopted budget using conservative but realistic assumptions as its "Base Forecast". Using the Base Forecast model, the City projects the annual and cumulative change to the General Fund – fund balance relative to its fund balance target range. If the base forecast reflects fund balance declining below the fund balance target range within the forecast timeframe, then alternative forecast scenarios are developed reflecting assumptions which keep fund balance within the target range.

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.

Fiscal Year Budget

The budget process begins in January with the distribution of budget instructions and forms. Department requests are submitted by City officials in late January. 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.

The Budget Process

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.

BUDGET CALENDAR
FY 2019/20

November - December 2018	Finance Department prepares budget documents and instructions for Department Directors
January 2-4, 2019	Distribution of budget documents and instructions and forms to Department Directors
January 7-11, 2019	Finance Pre-submittal Meetings with Departments (optional), as requested by department heads
January 12, 2019	City Council Goal Setting Meeting
By January 31, 2019	Departmental Budget Requests Submitted to Finance Department
February 27 - March 1, 2019	Finance Department Budget Review Meetings with Departments
March 18 - 22, 2019	City Manager Budget Review meetings with Departments and District Court on General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, and Component Units
March 23 - April 19, 2019	Budget Document Preparation
April 22, 2019	Budget Overview presented to City Council at Study Session
April 26, 2019	Transmittal of FY 2019/20 draft budget document to City Council
May 6-7, 2019	Budget review study sessions with City Council
May 2019	Public Notice of Public Hearing on FY 2019/20 proposed budget and tax rate
June 10, 2019	Public Hearing and Adoption of FY 2019/20 budget and tax rate

FINANCIAL POLICIES

GENERAL

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

The City will strive to establish and maintain an unassigned fund balance of 15-25% 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 may be assigned from fund balance and automatically re-appropriated in the new budget year and when paid charged to the new fiscal year. The new fiscal year budget may need to be amended to support the re-appropriated encumbrances, if budget funds were not sufficiently available to be carried forward with the encumbrances.

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

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

FUND ACCOUNTING

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

BUDGETARY & GOVERNMENTAL FUNDS

General Fund

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

Financial Policies

Special Revenue Funds

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

Debt Service Funds

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

Capital Projects Funds

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

Enterprise Funds

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

COMPONENT UNITS

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

FIDUCIARY FUNDS

Trust and Agency Funds

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

Financial Policies

BASIS OF ACCOUNTING

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

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

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

CAPITAL ASSETS

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

WATER AND SEWER SYSTEMS

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

INVESTMENTS

Investments are recorded at cost, which approximates market value.

ELIMINATIONS

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

Financial Policies

LEASE-PURCHASE CONTRACTS

The City is involved in the purchase by lease contract of 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 generally in excess of \$25,000. Total project cost and sources of funding, along with project descriptions, will be outlined in the Capital Improvement Program. Areas included in the Program will be: drainage, sanitary sewers and watermains, public facilities, sidewalks, transportation, equipment and parks and recreation facilities.

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

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

FINANCIAL REPORTING & AUDITING POLICIES

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

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

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

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

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

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

CASH AND INVESTMENT POLICIES

On November 16, 1998, the City Council adopted an extensive Investment Policy for all the funds of the City, excluding Employee Pension Assets. This Policy has been amended as recently as February 26, 2018. 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 ratings), 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

In addition, the City will establish and follow general debt limitation guidelines for the debt capacity measures below:

- Net Debt as a Percentage of Taxable Value;
- Net Debt per Capita;
- Net Debt per Capita as a Percentage of Income per Capita;
- Annual Debt Service Expenditures as a Percentage of Annual Total Expenditures for the Governmental Activities; and
- Annual Debt Service Expenditures as a Percentage of Annual Total Revenue for the Governmental Activities.

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, July 28, 2003, October 11, 2004 and January 28, 2019.

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.

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.

Financial Policies

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.

GRANTS MANAGEMENT POLICY

The City has established Policies and Procedures to Administer and Manage Federal Grant Awards.

The Policies and Procedures include the requirements for the Grant Development, Application and Approval Process; Grant Program Implementation; Financial and Budgetary Compliance; Recordkeeping; Allowable and Unallowable Costs; Cash Management; Davis-Bacon Act Compliance; Grant Eligibility; Equipment and Real Property Management; Grant Matching, Level of Effort and Earmarking; Period of Availability; Procurement and Vendor Suspension and Debarment; Program Income; Real Property Relocation and Acquisition; Grant Reporting; Record Retention and Access; and Sub-recipient Monitoring

FINANCIAL POLICY BENCHMARKS

<u>Financial Policy Benchmarks</u>	<u>Status</u>				
<p><u>Fund Balance</u> Unassigned General Fund – fund balance = 15% - 25% of General Fund Expenditures + Transfers-out.</p>	<p><u>Fund Balance</u> Unassigned General Fund - fund balance = 26.4% of Expenditures + Transfers-out (FY 2017/18 audit).</p>				
<p><u>Accounting, Auditing, Financial Reporting Policy</u> Produce Comprehensive Annual Financial Report (CAFR) in accordance with GAAP.</p>	<p><u>Accounting, Auditing, Financial Reporting Policy</u> Received the GFOA Certificate of Achievement of Excellence in Financial Reporting for the City’s FY 2017/18 CAFR, which was the 21st consecutive year the City received this award.</p>				
<p><u>Revenue Policy</u> Maintain a diversified and stable taxable revenue base.</p>	<p><u>Revenue Policy</u> 2019 Taxable Value base comprised of:</p> <table style="margin-left: 40px;"> <tr> <td>Residential</td> <td style="text-align: right;">70%</td> </tr> <tr> <td>Non-Residential</td> <td style="text-align: right;">30%</td> </tr> </table>	Residential	70%	Non-Residential	30%
Residential	70%				
Non-Residential	30%				
<p>Maintain sound appraisal procedures and practices to reflect accurate property rates.</p>	<p>Equalization factor of 1.</p>				
<p><u>Investment Policy</u> Analyze market conditions to maximize yields while maintaining the integrity and safety of principal.</p>	<p><u>Investment Policy</u> The City’s average rate of return on investments routinely exceeds the benchmark 3-month Treasury Bill Rate and the Fed Funds Rate.</p>				
<p><u>Debt Policy</u> Maturity of bond issues will not exceed useful life of capital improvements they finance.</p>	<p><u>Debt Policy</u> No bond issue has a maturity schedule beyond 25 years.</p>				
<p>Maintain a sound relationship with major bond rating agencies and an investment grade bond rating.</p>	<p>Moody’s rating: Aa1 Standard & Poor’s rating: AAA</p>				

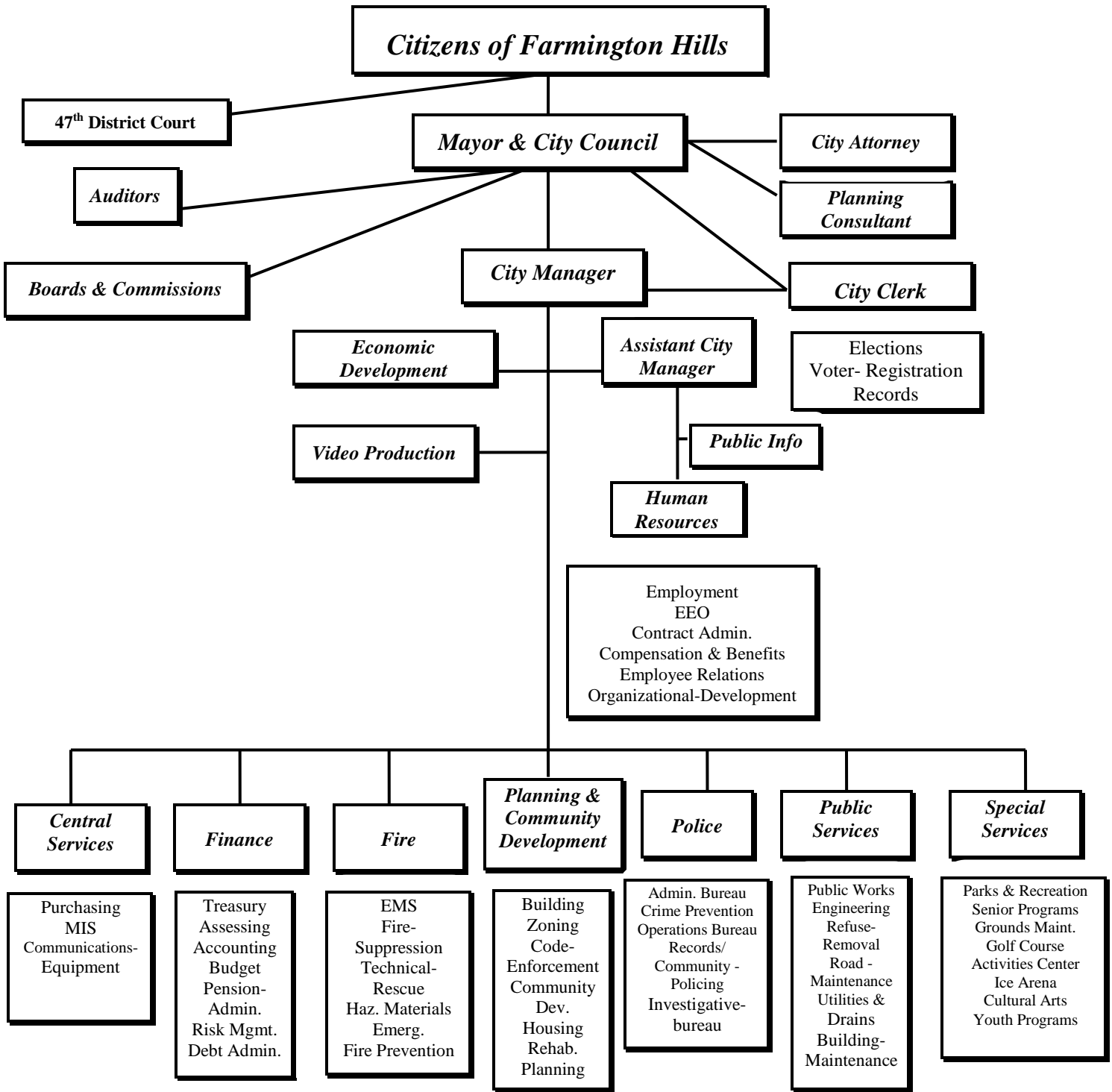
FINANCIAL POLICY BENCHMARKS (continued)

Financial Policy Benchmarks

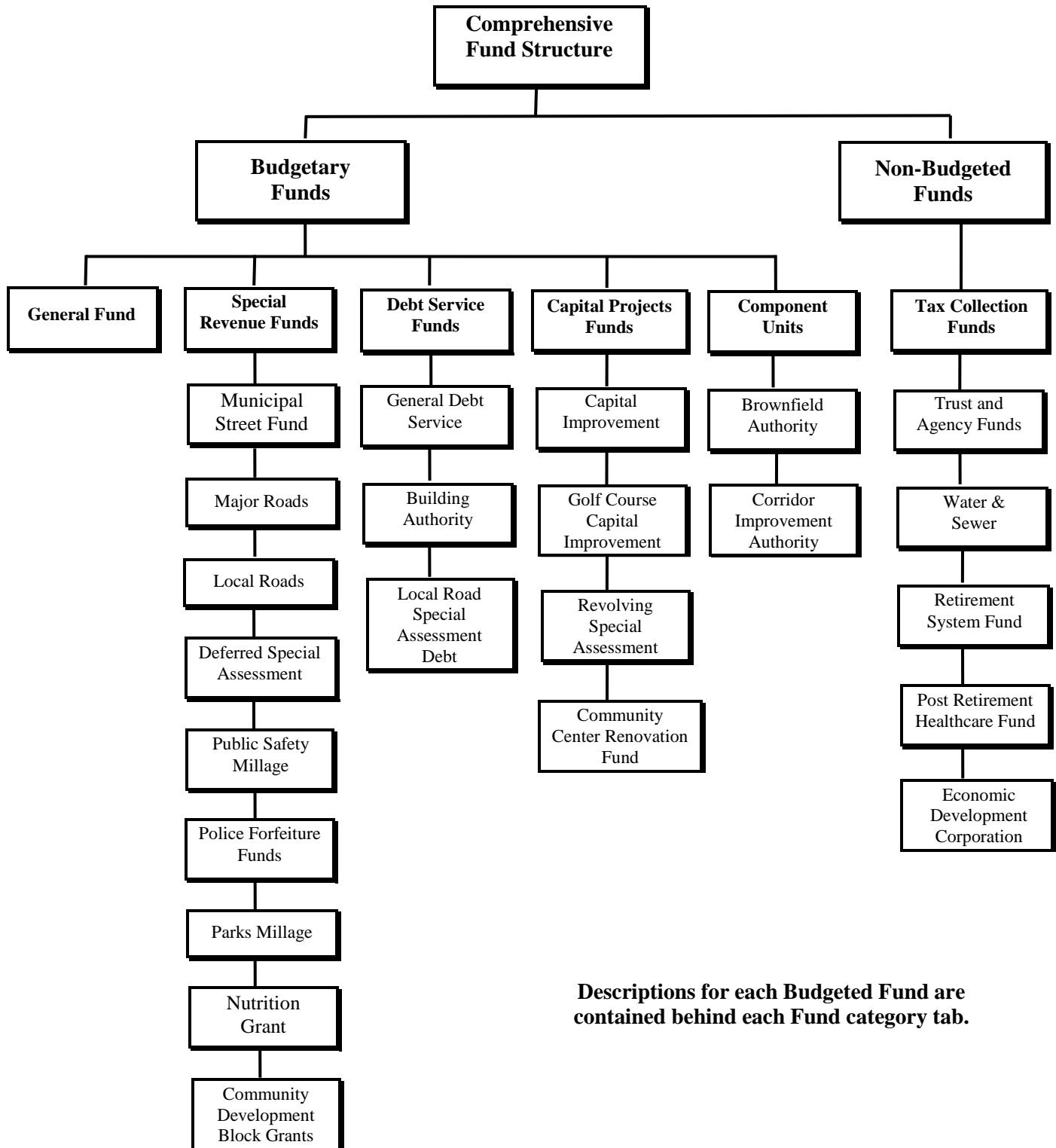
Status

<p><u>Capital Improvement Policy</u> Maintain long range pre-planning of capital improvements and infrastructure.</p>	<p><u>Capital Improvement Policy</u> The Planning Commission annually prepares a six-year Capital Improvement Plan.</p>
<p>Implement annually capital improvements in accordance with an adopted six-year capital improvement program within revenue restraints.</p>	<p>Capital Improvements budgeted in FY 19/20: Public Facilities & Sites: \$21,936,000 Roads: \$20,455,373 Equipment: \$ 4,118,500 Drainage: \$ 1,867,000 Sidewalks: \$ 350,000</p>
<p><u>Financial Policy</u> Place emphasis on areas of long-term importance such as, employee relations, automation, and technology improvements.</p>	<p><u>Financial Policy</u> Funding for City-Wide technology ensures a reliable network and funding for employee development maintains positive employee relations.</p>
<p>Produce a budget document that is a policy tool, a public information document, a financial control mechanism and a management tool.</p>	<p>Received the GFOA “Distinguished” Budget Presentation award for FY 2018/19, which is the 35th consecutive year the City has received this award.</p>
<p>Integrate performance measurement and productivity indicators in the budget.</p>	<p>Continue to update budget document with performance measures including output and efficiency.</p>
<p>All budgetary funds must be balanced.</p>	<p>The budget is balanced – estimated revenue and available fund balance are equal to or greater than estimated expenditures.</p>
<p>Maintain adequate level of funding for employee retirement systems.</p>	<p>FY 2017/18 Funded Ratio (per the Actuarial Reports):</p> <ul style="list-style-type: none"> • Employees’ Retirement System - 83% • Post-Retirement Healthcare Fund - 102%
<p>Enhance the property tax base.</p>	<p>2018 Community investment: Residential: 31 new units valued at \$10.5 million. \$24.1 million in improvements/additions to 1,373 existing units.</p> <p>Commercial-New, Additions & Improvements: \$54.2 million.</p>

CITY OF FARMINGTON HILLS



CITY OF FARMINGTON HILLS FINANCIAL ORGANIZATION STRUCTURE



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

FULL-TIME EMPLOYEE STATISTICS

Department/Function	FY	FY	FY	FY 2019/20		
	16/17 Full Time	17/18 Full Time	18/19 Full Time	Full Time	Part Time FTE*	Total
General Fund:						
City Administration	5	4	4	4	0.65	4.65
Public Information	4	4	4	4	1.50	5.50
Finance	19	19	19	19	1.00	20.00
City Clerk	6	6	6	6	0.78	6.78
Human Resources	4	4	4	4	0.14	4.14
Central Services	9	9	9	9	0.97	9.97
Police	142	142	142	143	10.47	153.47
Fire	55	55	59	63	29.81	92.81
Planning & Community Dev.	19	19	19	19	0.50	19.50
Public Services:						
Administration	4	4	4	4	0.00	4.00
Road Maintenance	20	21	21	21	5.49	26.49
Building Maintenance	4	4	4	4	0.00	4.00
Engineering	13	13	13	13	2.99	15.99
D.P.W. Garage	12	11	11	10	0.60	10.60
Waste Collection/Recycling	1	1	1	1	0.00	1.00
Special Services:						
Administration	11	12	12	13	10.00	23.00
Youth and Families	1	1	1	1	8.73	9.73
Senior Adults	5	5	5	5	22.01	27.01
Parks	9	9	9	11	15.92	26.92
Cultural Arts	2	2	2	2	1.47	3.47
Golf Course	2	2	2	2	11.43	13.43
Recreation	0	0	0	0	13.15	13.15
Ice Arena	3	3	3	3	10.66	13.66
TOTAL CITY	350	350	354	361	148.27	509.27

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

FULL TIME EMPLOYEE STATISTICS SUMMARY

	FY 16/17	FY 17/18	FY 18/19	FY 19/20
FULL TIME	350.00	350.00	354.00	361.00
FTE	154.72	158.87	149.54	148.27
TOTAL FULL TIME & FTE	504.72	508.87	503.54	509.27

The number of full-time employees will be increased by 7 in FY 2019/20, by adding:

- Four fire fighter positions in Fire Department
- One dispatcher position in Police Department
- One Assistant to the Director position in Special Services Administration division
- One Laborer I position and one Small Engine Mechanic position in Special Services Parks division
- Less: One Mechanic I position in DPW division

TAX OVERVIEW

The most important decision made annually by City Council is the establishment of the fiscal year tax rate levy and the allocation of this rate among the property tax supported Funds. The Tax Rate Millage for FY 2019/20 and the last four fiscal years and the taxable value for FY 2019/20 are outlined below:

Advalorem Taxable Value (subject to City taxation)* = \$3,450,866,810
IFT Taxable Value = \$667,030

Millage Type	Actual Tax Rate FY 2015/16	Actual Tax Rate FY 2016/17	Actual Tax Rate FY 2017/18	Actual Tax Rate FY 2018/19	Proposed Tax Rate FY 2019/20
Operations	5.9466	5.8911	6.1549	6.1956	5.6431
Capital	1.5606	1.5978	1.7168	1.6695	2.0285
Debt Service	0.4488	0.4671	0.4434	0.3892	0.5216
Total Charter Operating Millage*	7.9560	7.9560	8.3151	8.2543	8.1932
Refuse Removal	0.7542	0.7169	0.7359	0.7608	0.7454
Economic Development	0.0160	0.0160	0.0156	0.0151	0.0144
Voted Road Millage	2.0000	1.9908	1.9738	1.9593	4.6744
Voted Parks	0.4882	0.4859	0.4817	0.4781	0.4745
Voted Public Safety	3.1764	3.1617	3.1348	3.1118	3.0886
Total Voted Millage	5.6646	5.6384	5.5903	5.5492	8.2375
Total City Millage	14.3908	14.3273	14.6569	14.5794	17.1905

* Subject to Headlee Capped Charter Maximum of 8.1932 Mills.

2019 TAXABLE VALUE ANALYSIS BY CLASS

CLASS	2018 Taxable	Net New	Adjustment	2019 Taxable	% of Taxable Adjustment	% of Taxable Roll
COMMERCIAL	686,193,840	7,910,304	21,302,736	715,406,880	3.10%	20.68%
INDUSTRIAL	105,437,480	351,460	6,186,460	111,975,400	5.87%	3.24%
RESIDENTIAL	2,328,645,800	8,628,684	87,356,176	2,424,630,660	3.75%	70.08%
REAL PROPERTY	3,120,277,120	16,890,448	114,845,372	3,252,012,940	3.68%	94.00%
PERSONAL	195,872,700	22,580,140	(10,896,420)	207,556,420	-5.56%	6.00%
GRAND TOTAL	3,316,149,820	39,470,588	103,948,952	3,459,569,360	3.13%	100.00%
GRAND TOTAL*	3,316,149,820	39,470,588	103,948,952	3,459,569,360	4.32%	100.00%

* Including Net New.

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

	2019 S.E.V.	2019 TAXABLE	S.E.V. TO T.V. REDUCTION
COMMERCIAL	923,935,170	715,406,880	208,528,290
INDUSTRIAL	154,519,850	111,975,400	42,544,450
RESIDENTIAL	3,121,591,680	2,424,630,660	696,961,020
REAL PROPERTY	4,200,046,700	3,252,012,940	948,033,760
PERSONAL	207,559,680	207,556,420	3,260
GRAND TOTAL	4,407,606,380	3,459,569,360	948,037,020

Property taxpayer savings (using 2018 millage rates) are:

City Taxes at 14.5797 mills	\$ 13,822,095
Total Taxes at 44.0386 mills **	\$ 41,717,288

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

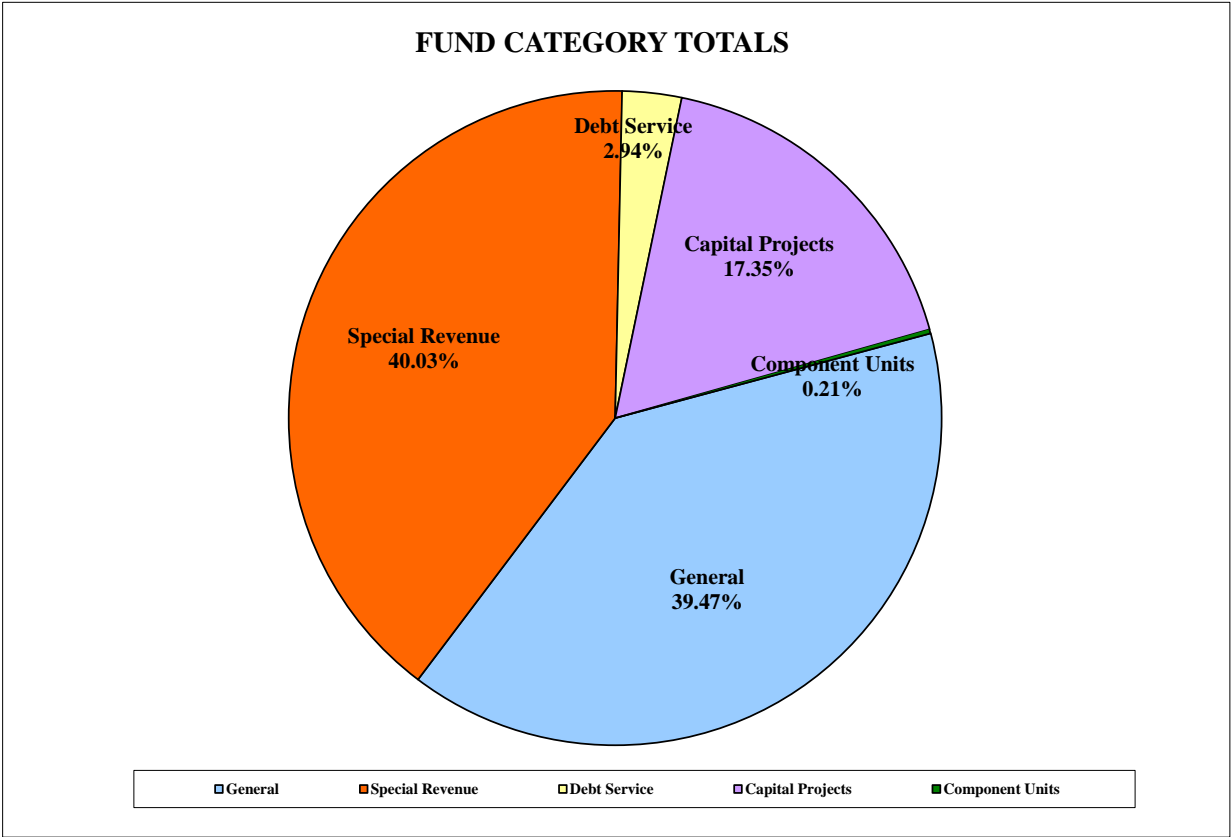
**2018 Farmington Schools Homestead tax rate

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

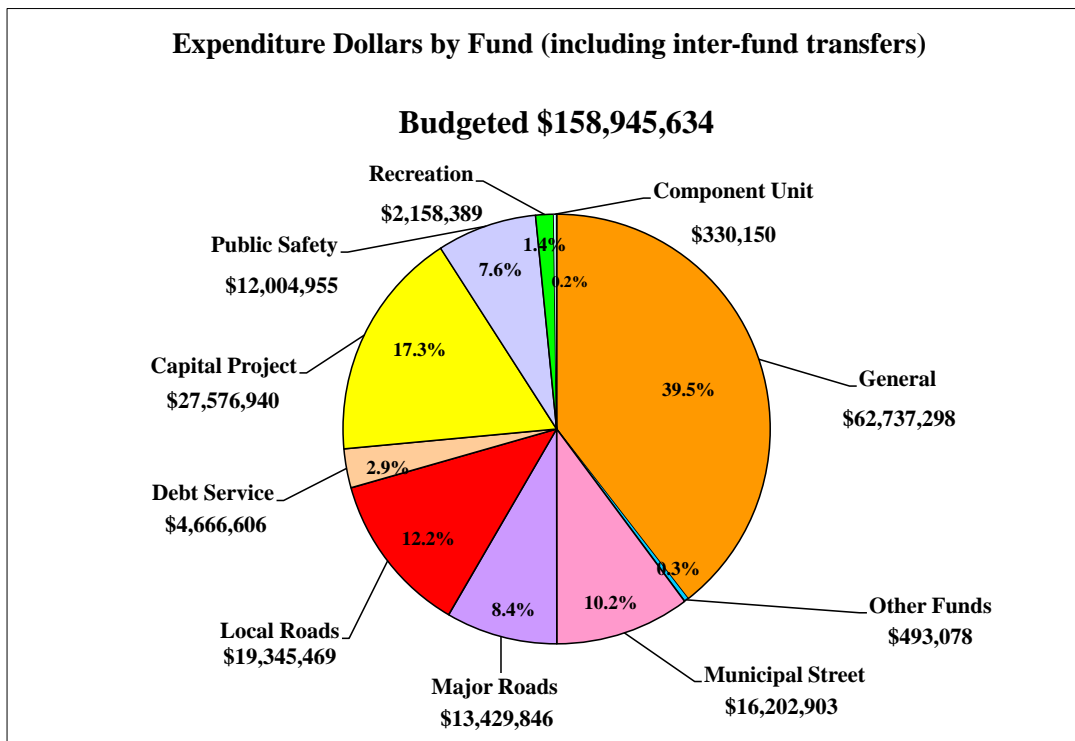
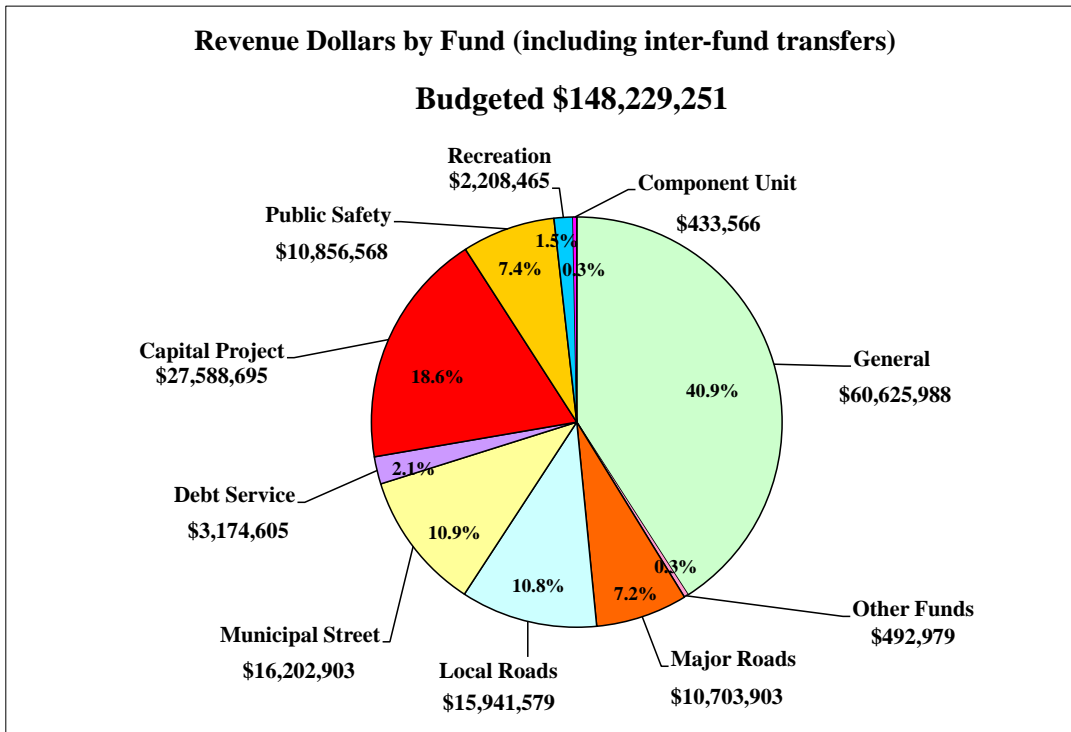
FUND OVERVIEW

The City’s General Fund accounts for 39.47% or \$62,737,298 of the total expenditure budget, including inter-fund transfers. City resources for the entire City’s operating departments are financed through the General Fund. The City Council has wide discretionary power over the financial resources attributable to this Fund. Detailed revenue and expenditures by Fund and revenue by source and expenditures by type are portrayed in schedules and graphs within this section as well as their percentage share of the total financial picture. The composition of the Fund category expenditures in the budget document including other financing uses (transfers out) are:

Fund Category	Budget	Percentage
General	\$62,737,298	39.47%
Special Revenue	63,634,640	40.03%
Debt Service	4,666,606	2.94%
Capital Projects	27,576,940	17.35%
Component Units	330,150	0.21%
Total	\$158,945,634	100.00%

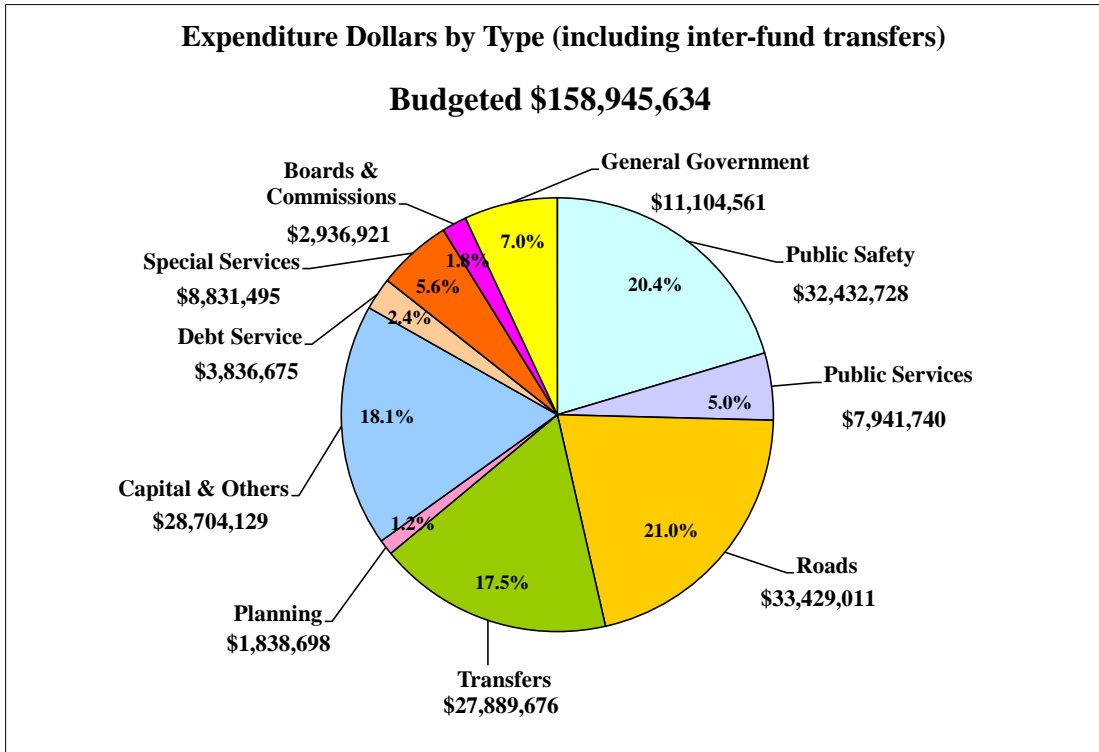
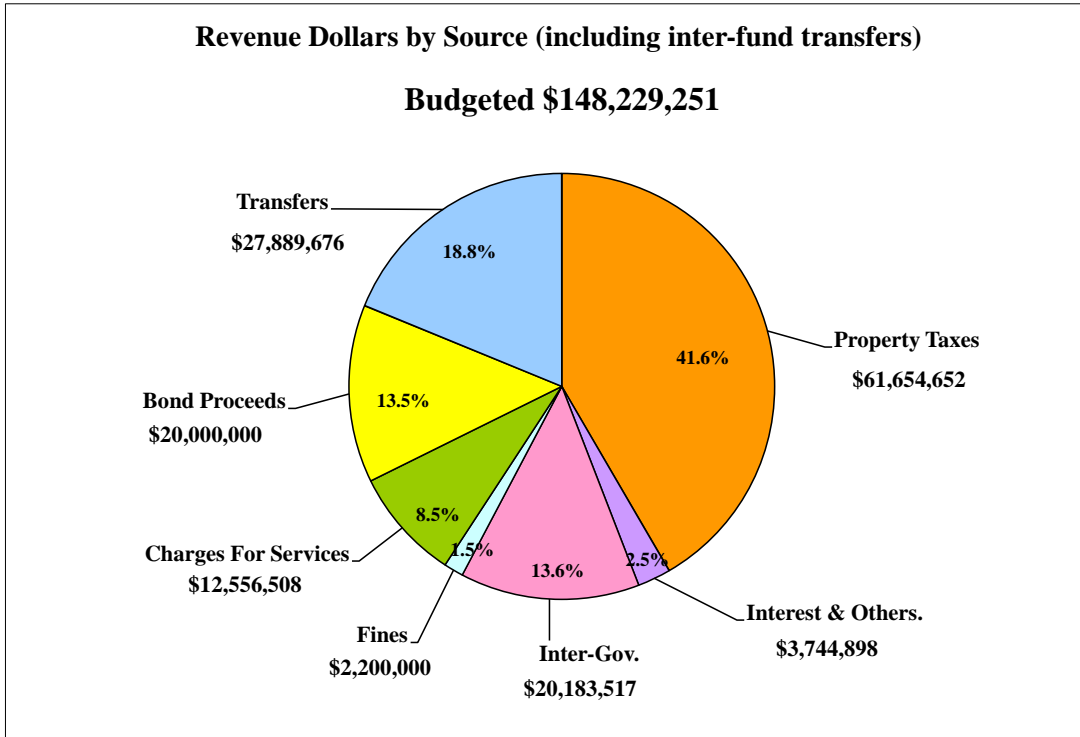


SUMMARY OF BUDGETARY FUNDS BY FUND TYPE FY 2019/20



Note: Variances between revenue and expenditures are from Fund Balance.

**SUMMARY OF BUDGETARY FUNDS
BY REVENUE SOURCE AND EXPENDITURE TYPE
FY 2019/20**



Note: Variances between revenue and expenditures are from Fund Balances.

CONSOLIDATED BUDGET SUMMARY FY 2019/20

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Component Units	Total Funds
FUND BALANCE AT JULY 1, 2019	\$34,079,443	\$12,905,166	\$1,692,107	\$3,849,553	\$1,786,059	\$54,312,328
REVENUES						
Property Taxes	32,850,489	28,395,097	0	0	409,066	61,654,652
Intergovernmental	8,743,541	11,198,971	241,005	0	0	20,183,517
Charges for Service	12,556,508	0	0	0	0	12,556,508
Interest Income	600,000	357,000	20,000	140,200	24,500	1,141,700
Fines and Forfeitures	2,200,000	0	0	0	0	2,200,000
Other/Miscellaneous	2,358,600	218,716	0	25,882	0	2,603,198
Total Revenues	59,309,138	40,169,784	261,005	166,082	433,566	100,339,575
EXPENDITURES						
Boards and Commissions	2,936,921	0	0	0	0	2,936,921
General Government	11,104,561	0	0	0	0	11,104,561
Public Safety	21,249,573	11,183,155	0	0	0	32,432,728
Planning, Community & Econ. Dev.	1,838,698	0	0	0	0	1,838,698
Public Services	7,941,740	0	0	0	0	7,941,740
Special Services	8,831,495	0	0	0	0	8,831,495
Highways and Streets	0	31,562,011	0	1,867,000	0	33,429,011
Land Acquisition, Capital Improvements and Other	0	2,177,617	495,422	25,709,940	321,150	28,704,129
Debt Service Principal	0	740,000	2,225,000	0	0	2,965,000
Debt Service Interest	0	209,013	662,662	0	0	871,675
Total Expenditures	53,902,988	45,871,796	3,383,084	27,576,940	321,150	131,055,958
Revenues over/(under) Expenditures	5,406,150	(5,702,012)	(3,122,079)	(27,410,858)	112,416	(30,716,383)
OTHER FINANCING SOURCES AND USES						
Proceeds from Bond Sale	0	0	0	20,000,000	0	20,000,000
Transfers In	1,316,850	16,236,613	2,913,600	7,422,613	0	27,889,676
Transfers Out	(8,834,310)	(17,762,844)	(1,283,522)	0	(9,000)	(27,889,676)
Total	(7,517,460)	(1,526,231)	1,630,078	27,422,613	(9,000)	20,000,000
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(2,111,310)	(7,228,243)	(1,492,001)	11,755	103,416	(10,716,383)
FUND BALANCE AT JUNE 30, 2020	\$31,968,133	\$5,676,923	\$200,106	\$3,861,308	\$1,889,475	\$43,595,945

SCHEDULE OF INTERFUND TRANSFERS FY 2019/20

Fund Transfer From	Fund Transfer To	Amount
General Fund	Capital Improvement Fund	7,000,000
	Nutrition Fund	34,310
	General Debt Service Fund	1,800,000
	Total General Fund	8,834,310
Municipal Street Fund	Major Roads Fund	4,780,094
	Local Roads Fund	11,422,208
	Total Municipal Street Fund	16,202,303
Local Roads Fund	Special Assessment Revolving Fund	171,091
	General Debt Service Fund	81,600
	Total Local Roads Fund	252,691
Local Road Special Assessment Debt Fund	Special Assessment Revolving Fund	251,522
Parks Millage Fund	General Fund	1,307,850
General Debt Service Fund	Building Authority Fund	1,032,000
Brownfield Redevelopment Authority Fund	General Fund	9,000
	Total Interfund Transfers	\$27,889,676

- (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.

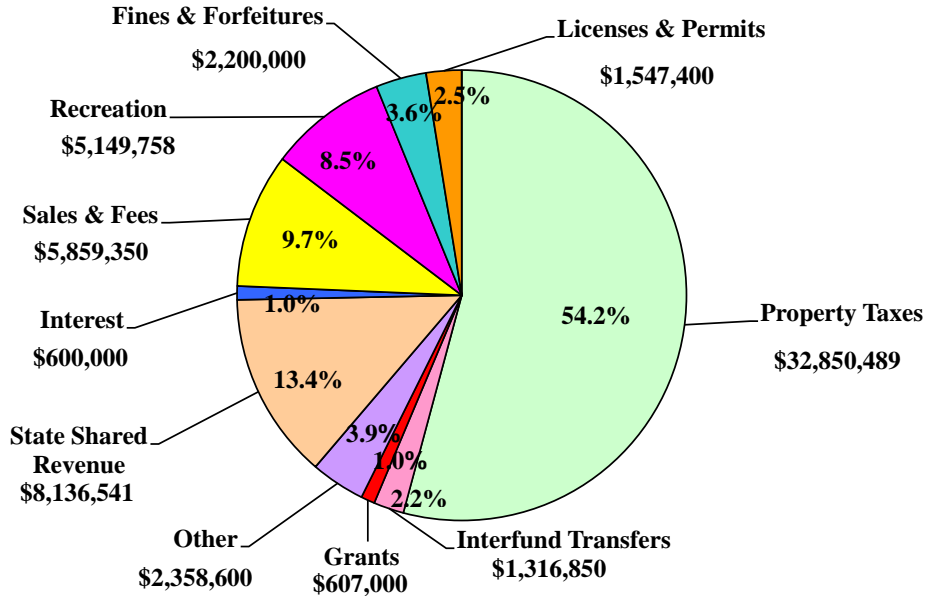
GENERAL FUND

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.

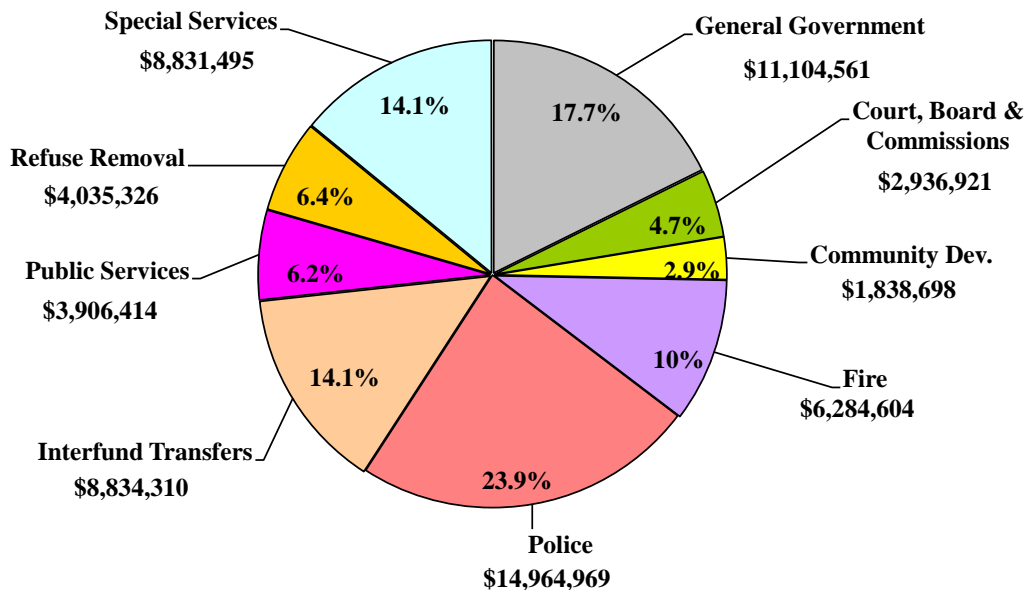


GENERAL FUND FY 2019/20

**Total General Fund Revenue and Transfers In
Budgeted \$60,625,988**

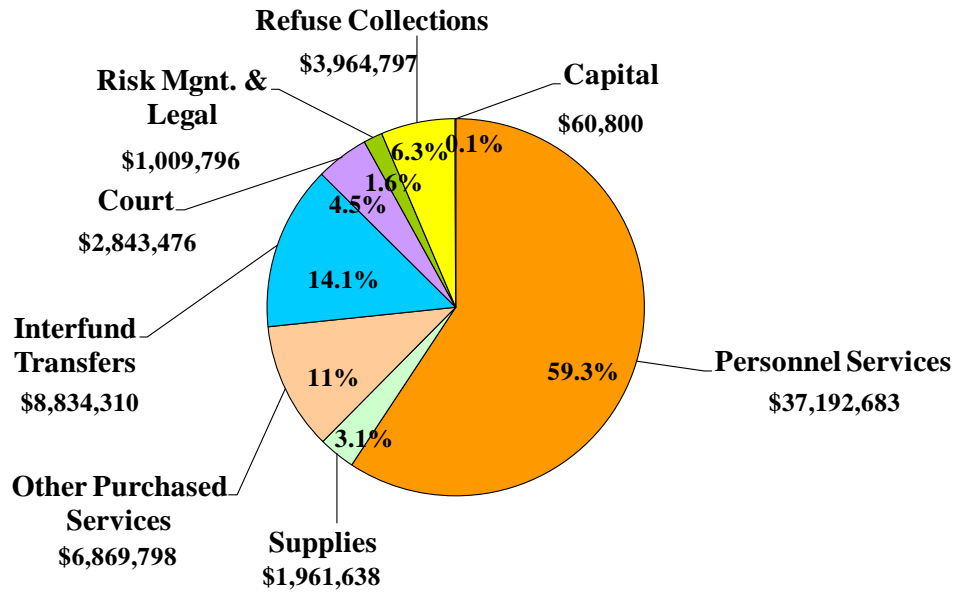


**Total General Fund Expenditures and Transfers Out
Budgeted \$62,737,298**



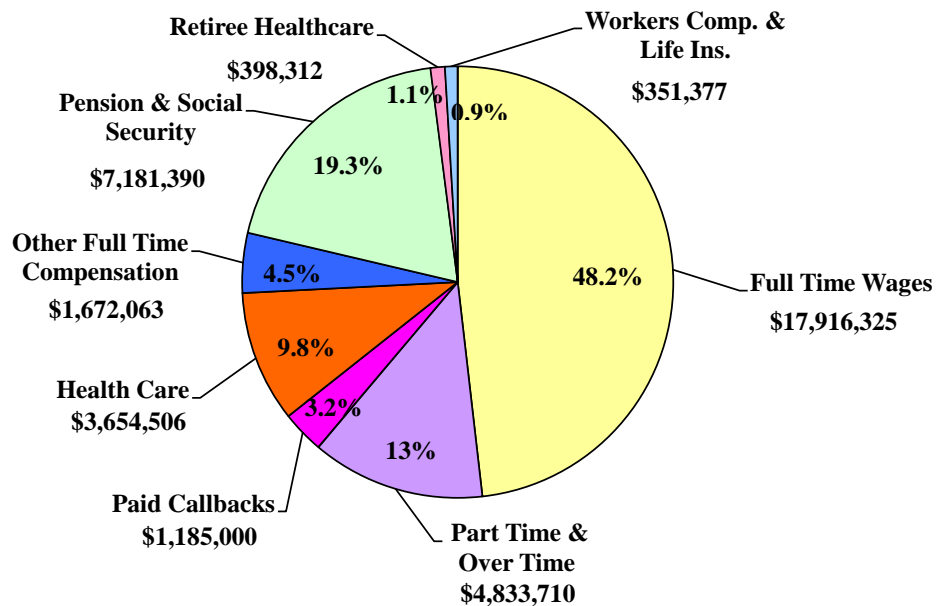
General Fund Expenditures by Classification

Budgeted \$62,737,298



General Fund Personnel Services

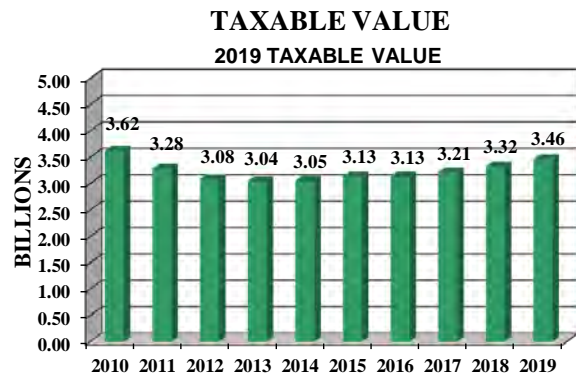
Budgeted \$37,192,683



GENERAL FUND REVENUE ANALYSIS

City Property Taxes

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



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

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

Property Taxes represent 54.2% of the General Fund Revenue, down from 55% last year. The proposed General Operating Millage (\$1 per \$1,000 of Taxable Value) is 8.1932, which covers operations, debt service and capital outlays. The Taxable Value of \$3,459,569,360 for FY 2019/20 was established on 12/31/18.

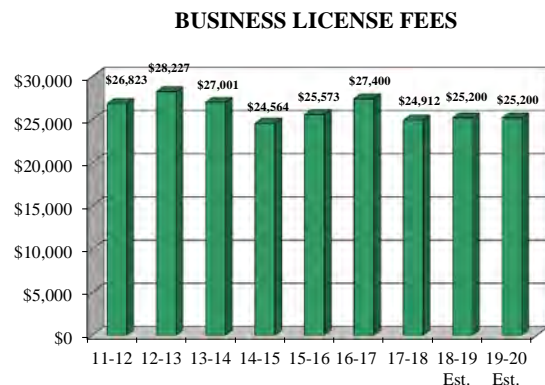
This category also consists of delinquent tax collections, penalties, interest, delinquent taxes, IFT Payments, and administration fees. Total General Fund property tax related revenues are projected at \$32,850,489 for FY 2019/20.

Real Property Taxes that are delinquent at March 1, 2020 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.

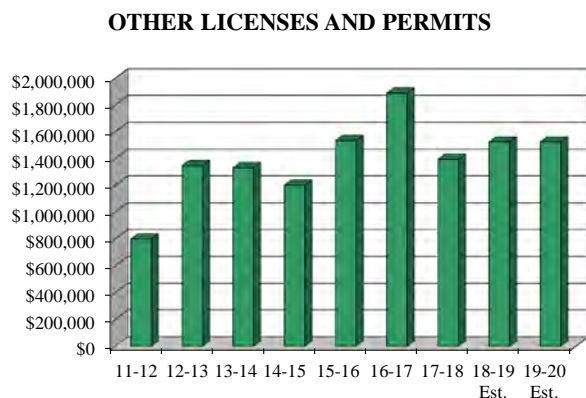
This category of revenue is projected at \$25,200 for FY 2019/20.



General Fund Revenue Analysis

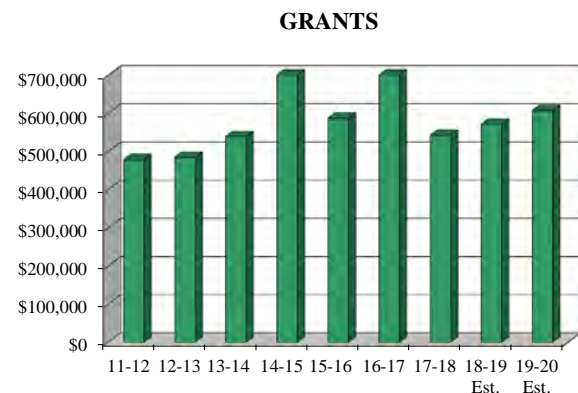
Other Licenses and Permits

This revenue source represents fees charged to owners and contractors for permits that allow the construction of new structures as well as improvements to existing structures. Mechanical permits such as heating/air conditioning, electrical, and plumbing are also included in this category. Revenue estimates for this classification are \$1,522,200 for FY 2019/20.



Grants

Grant revenue is primarily based on a Suburban Mobility Authority for Regional Transportation (SMART) Grant, and Auto Theft Grant. Grant Revenue is estimated at \$607,000 for FY 2019/20.

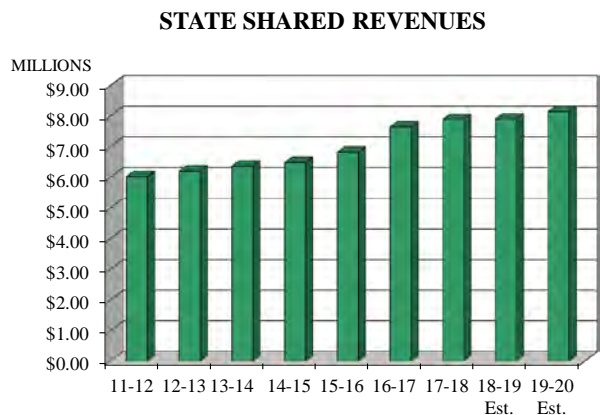


State Shared Revenues

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

In addition, this revenue source now also includes the State's reimbursement of exempt personal property taxes.

The FY 2019/20 revenues are based on the State's Budget estimates. This amount is projected to be \$8,136,541 or 13.4% of the General Fund Revenue Budget, up from 13.2% last year.

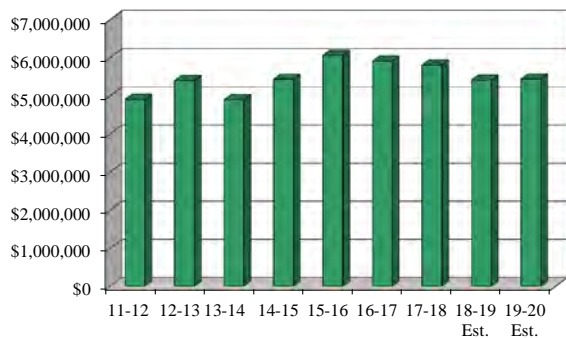


General Fund Revenue Analysis

Fees

Sources for these revenues are fees charged for various services provided by the City. This category accounts for \$5,440,300 of the General Fund Revenues. The largest revenue fee items in this group are \$1,766,000 for cable franchise fees, \$1,740,000 for advance life support fees, and \$1,480,000 for curbside recycling fees. Other revenues are estimated on anticipated development and construction and past revenue trends.

FEES

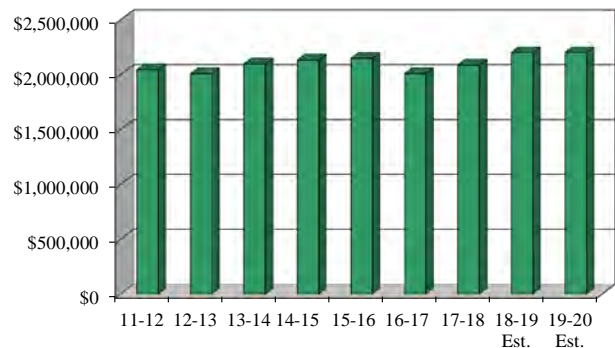


Fines and Forfeitures

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

These revenues are projected at \$2,200,000 for FY 2019/20 and comprise 3.6% of the General Fund Budget, even from 3.6% last year.

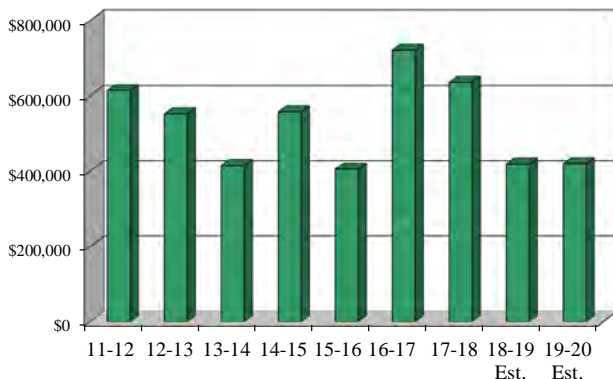
FINES AND FORFEITURES



Sales

This category of revenue is generated by the sale of various products, fixed asset sales, vital statistics (birth and death records) and radio tower rentals for cellular antennas. This category of revenue accounts for \$419,050 of the FY 2019/20 General Fund Budget.

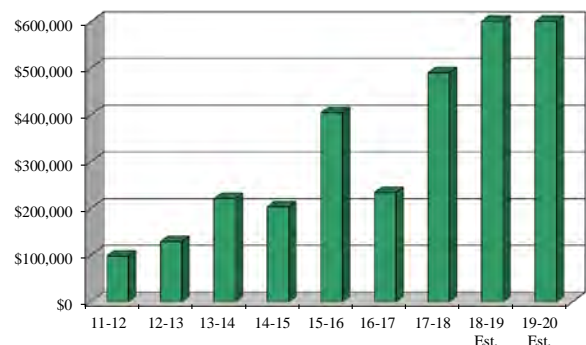
SALES



Investment Income

Investment Income is revenue derived from investing funds, which are not needed for disbursement for goods and/or services until a later date. This investment or cash management program is anticipated to add \$600,000 to the City's revenue.

INVESTMENT INCOME

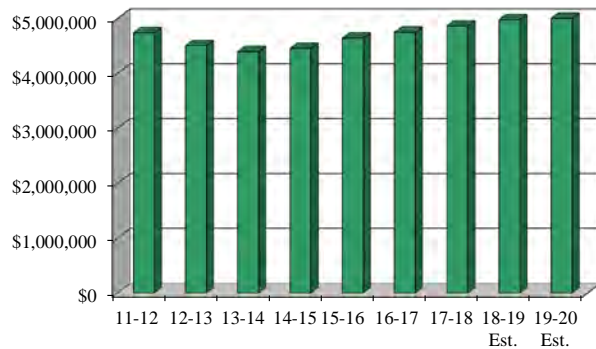


General Fund Revenue Analysis

Recreation User Charges

This category includes fees for recreation, senior, and cultural programs conducted by the Parks and Recreation Department at the William M. Costick Center, Heritage and Founders Sports Park, Ice Arena and various school and recreational activity facilities throughout the community, including the City of Farmington. This group of revenue accounts for \$5,149,758 or 8.5% of the FY 2019/20 General Fund Revenue Budget.

RECREATION USER CHARGES

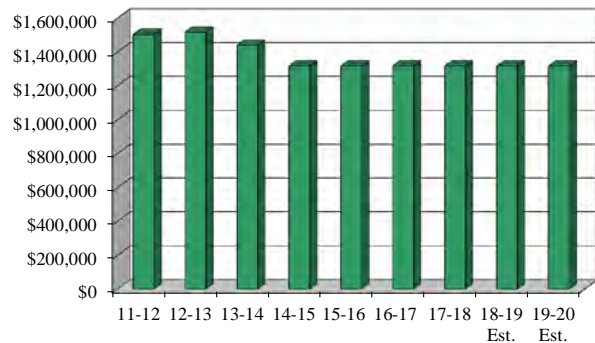


Contributions from Other Funds

This category represents the Parks Millage Fund, interfund transfers to assist in the funding of Special Service's programs for park maintenance, recreation, seniors, youth, and cultural programs contained in the General Fund. This category also includes an appropriation from the Brownfield Redevelopment Authority Fund for administrative costs of the General Fund.

FY 2019/20 contributions will be \$1,316,850 or 2.2% of the General Fund Revenue Budget.

CONTRIBUTIONS FROM OTHER FUNDS



Other Revenue

This category includes the rental fees for the Road Funds use of DPS equipment, Bond/Insurance Recoveries and Distributions, as well as various refunds, reimbursements and contributions from other governments and agencies. The Other Revenue budget for FY 2019/20 is \$2,358,600.

GENERAL FUND SUMMARY

	2016/17 Actual	2017/18 Actual	2018/19 Budget	2018/19 Estimated	2019/20 Adopted	2020/21 Projection	2021/22 Projection
FUND BALANCE AT JULY 1							
Nonspendable, Restricted & Assigned	17,303,448	18,604,967	20,129,723	20,129,723	19,023,827	16,283,809	11,680,058
Unassigned	13,579,490	14,558,909	14,896,434	14,896,434	15,055,616	15,684,324	16,626,408
TOTAL FUND BALANCE	30,882,938	33,163,876	35,026,157	35,026,157	34,079,443	31,968,133	28,306,466
REVENUES							
Property Taxes	28,934,178	30,827,096	31,678,644	31,813,601	32,850,489	33,824,406	34,827,540
Business Licenses & Permits	27,400	24,912	26,940	25,200	25,200	25,200	25,200
Other Licenses & Permits	1,886,282	1,392,234	1,128,813	1,522,200	1,522,200	1,522,200	1,522,200
Grants	708,890	541,671	361,575	571,124	607,000	617,000	435,000
State Shared Revenues	7,628,780	7,877,669	7,621,505	7,888,935	8,136,541	8,364,462	8,599,221
Fees	5,906,052	5,803,811	5,726,228	5,407,300	5,440,300	5,415,300	5,415,300
Sales	720,695	635,548	461,549	418,581	419,050	419,050	419,050
Fines & Forfeitures	2,006,801	2,085,540	2,096,000	2,200,000	2,200,000	2,200,000	2,200,000
Interest Earnings	233,798	489,901	400,000	600,000	600,000	600,000	600,000
Recreation User Charges	4,744,048	4,858,219	4,606,717	4,972,596	5,149,758	6,176,096	7,779,795
Other Revenue	2,344,949	2,500,818	2,198,400	2,539,361	2,358,600	2,363,400	2,368,200
TOTAL OPERATING REVENUE	55,141,873	57,037,419	56,306,371	57,958,898	59,309,138	61,527,114	64,191,506
EXPENDITURES							
Boards & Commissions	2,671,217	2,717,645	2,829,934	2,826,259	2,936,921	3,020,300	3,106,180
General Government	9,682,922	9,982,940	10,661,604	10,566,830	11,104,561	11,348,255	11,445,886
Public Safety	18,881,388	19,884,139	20,751,942	20,766,689	21,249,573	22,104,777	22,589,748
Planning & Community Development	1,574,259	1,598,519	1,818,516	1,726,013	1,838,698	1,888,366	1,955,714
Public Services	7,067,819	7,313,297	8,167,226	7,790,090	7,941,740	8,113,342	8,325,472
Special Services	7,344,732	7,967,963	8,441,266	8,355,627	8,831,495	10,596,280	11,668,804
TOTAL EXPENDITURES	47,222,337	49,464,503	52,670,488	52,031,508	53,902,988	57,071,321	59,091,803
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	7,919,536	7,572,916	3,635,884	5,927,390	5,406,150	4,455,793	5,099,702
OTHER FINANCING SOURCES (USES)							
Operating Transfers In	1,316,850	1,316,850	1,316,850	1,316,850	1,316,850	1,316,850	1,316,850
Operating Transfers Out	(6,955,448)	(7,027,485)	(7,546,498)	(8,190,954)	(8,834,310)	(9,434,310)	(8,634,310)
TOTAL OTHER FINANCING SOURCES (USES)	(5,638,598)	(5,710,635)	(6,229,648)	(6,874,104)	(7,517,460)	(8,117,460)	(7,317,460)
EXCESS OF REVENUE AND FINANCING SOURCES (USES) OVER (UNDER) EXPENDITURES	2,280,938	1,862,281	(2,593,764)	(946,714)	(2,111,310)	(3,661,667)	(2,217,758)
FUND BALANCE AS OF JUNE 30							
Nonspendable, Restricted & Assigned	18,604,967	20,129,723	18,324,189	19,023,827	16,283,809	11,680,058	9,157,180
Unassigned	14,558,909	14,896,434	14,108,204	15,055,616	15,684,324	16,626,408	16,931,528
TOTAL FUND BALANCE	33,163,876	35,026,157	32,432,393	34,079,443	31,968,133	28,306,466	26,088,708
Unassigned Fund Balance As Percent Of Expenditures	26.9%	26.4%	23.4%	25.0%	25.0%	25.0%	25.0%

General Fund Summary

	2016/17 Actual	2017/18 Actual	2018/19 Budget	2018/19 Estimated	2019/20 Adopted	2020/21 Projection	2021/22 Projection
<u>Nonspendable and Restricted Fund Balance</u>							
Restricted	22,408	67,064	0	22,408	0	0	0
Prepays	983,365	838,111	900,000	900,000	900,000	900,000	900,000
Total Nonspendable and Restricted Fund Balance	1,005,773	905,175	900,000	922,408	900,000	900,000	900,000
<u>Assigned Fund Balance</u>							
Next Year's Budgeted Excess Expenditures	1,488,513	2,198,169	1,475,221	2,111,310	3,661,667	2,217,758	2,217,758
Encumbrances Carried Forward	161,713	395,595	0	0	0	0	0
Future Inspections	200,000	200,000	200,000	200,000	0	0	0
Communications	200,000	200,000	200,000	200,000	0	0	0
Information Technology	900,000	1,000,000	900,000	900,000	0	0	0
Police Patrol Cars	400,000	400,000	400,000	400,000	0	0	0
Activities Center	355,000	355,000	355,000	355,000	0	0	0
Buses	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Stormwater	5,900,000	5,900,000	5,900,000	5,815,109	4,402,142	1,242,300	0
Sidewalks & Bikepaths	500,000	500,000	500,000	500,000	0	0	0
Corridor Improvement Authority	920,000	920,000	920,000	920,000	920,000	920,000	920,000
Citywide Facilities Imp.	873,494	1,455,784	873,494	1,000,000	1,000,000	1,000,000	1,000,000
Police Training	474	0	474	0	0	0	0
Public Safety	300,000	300,000	300,000	300,000	0	0	0
Retirement System Contribution*	3,000,000	5,000,000	3,000,000	3,000,000	5,000,000	5,000,000	3,719,422
Retiree Healthcare System Contribution*	2,000,000	0	2,000,000	2,000,000	0	0	0
Total Assigned Fund Balance	17,599,194	19,224,548	17,424,189	18,101,419	15,383,809	10,780,058	8,257,180
Total Nonspendable, Restricted & Assigned Fund Balance	18,604,967	20,129,723	18,324,189	19,023,827	16,283,809	11,680,058	9,157,180

* Over and above the annual actuarial calculated contribution.

GENERAL FUND ESTIMATED REVENUE ANALYSIS

ACCT. NO.	DESCRIPTION	2016/17 Actual	2017/18 Actual	2018/19 Budget	2018/19 Budget Proj.	2019/20 Budget	2020/21 Projected	2021/22 Projected
<u>PROPERTY TAXES</u>								
403	005 Current Operating Property Tax	24,723,327	26,485,588	27,160,984	27,303,797	28,239,713	29,086,905	29,959,512
	006 Current Refuse Removal Property Tax	2,226,217	2,342,555	2,503,432	2,514,873	2,569,189	2,646,265	2,725,653
	007 Economic Development Property Tax	49,466	49,439	50,674	49,701	49,633	51,122	52,655
	020 Delinquent Personal Property	43,240	51,623	45,000	45,000	45,000	45,000	45,000
	025 Interest & Penalty	362,143	350,415	330,000	300,000	300,000	300,000	300,000
	027 Transfer Affidavit Penalty Fee	36,530	31,960	30,000	21,000	21,000	21,000	21,000
	030 Payments in Lieu of Taxes	22,087	18,274	22,000	18,000	18,000	18,000	18,000
	031 IFT Payments	4,742	4,213	3,755	3,821	3,900	4,017	4,138
	032 Administration Fee	1,482,036	1,510,921	1,530,000	1,554,809	1,601,453	1,649,497	1,698,982
	035 Trailer Taxes	2,590	2,543	2,800	2,600	2,600	2,600	2,600
	036 MTT Payments/Adjustments	(18,200)	(20,435)	0	0	0	0	0
	Total Property Taxes	28,934,178	30,827,096	31,678,644	31,813,601	32,850,489	33,824,406	34,827,540
<u>BUSINESS LICENSES & PERMITS</u>								
451	025 Vendor Permits	5,250	4,706	6,116	5,000	5,000	5,000	5,000
	030 Business Licenses	4,625	4,806	4,157	5,000	5,000	5,000	5,000
	050 Landfill Permit	260	130	265	200	200	200	200
	055 Residential Builders Registration	17,265	15,270	16,402	15,000	15,000	15,000	15,000
	Total Business Licenses & Permits	27,400	24,912	26,940	25,200	25,200	25,200	25,200
<u>OTHER LICENSES & PERMITS</u>								
476	006 Fire Damage Reports	587	540	400	400	400	400	400
	009 Zoning Compliance Permit	3,820	6,445	3,305	6,500	6,500	6,500	6,500
	010 Building Permits	1,430,590	904,316	700,000	1,000,000	1,000,000	1,000,000	1,000,000
	015 Electrical Permits	146,327	156,311	150,000	160,000	160,000	160,000	160,000
	020 Heating Permits	162,673	190,070	150,000	180,000	180,000	180,000	180,000
	025 Plumbing Permits	80,276	79,934	74,945	110,000	110,000	110,000	110,000
	035 Over-Size / Weight Permits	2,000	2,350	2,000	2,000	2,000	2,000	2,000
	045 Cab Card Permits	5,900	1,200	3,200	1,500	1,500	1,500	1,500
	050 Dog Licenses	4,234	4,278	4,000	3,000	3,000	3,000	3,000
	060 Sidewalk R.O.W. Utility	14,185	15,905	11,000	12,000	12,000	12,000	12,000
	065 Residential Improvement & Engineering	8,800	11,200	7,344	14,000	14,000	14,000	14,000
	066 Residential Improvement Building	1,100	1,400	986	1,300	1,300	1,300	1,300
	069 Rental Unit Inspection Fee	24,220	16,540	20,000	30,000	30,000	30,000	30,000
	070 Soil Erosion & Sediment	1,570	1,745	1,633	1,500	1,500	1,500	1,500
	Total Other Licenses & Permits	1,886,282	1,392,234	1,128,813	1,522,200	1,522,200	1,522,200	1,522,200
<u>GRANTS</u>								
505	004 Federal FEMA Safer Grant	323,646	168,830	0	120,000	250,000	260,000	78,000
	005 Homeland Security Federal Grant	39,549	6,978	0	19,124	0	0	0
	029 SMART Grant Revenue	239,704	240,419	264,499	320,000	245,000	245,000	245,000
	032 Police Training Grant, P.A. 302	19,156	18,183	19,545	19,000	19,000	19,000	19,000
	033 Dispatch Training Grant, P.A. 32	17,103	16,913	17,000	17,000	17,000	17,000	17,000
	045 Auto Theft Grant	59,784	67,089	60,531	65,000	65,000	65,000	65,000
	050 County Grants	9,948	11,253	0	0	0	0	0
	054 Miscellaneous Grant	0	7,006	0	10,000	10,000	10,000	10,000
	100 MMRMA Rap Grant	0	5,000	0	1,000	1,000	1,000	1,000
	Total Grants	708,890	541,671	361,575	571,124	607,000	617,000	435,000
<u>STATE SHARED REVENUE</u>								
574	000 LCSSA Reimb. of Exempt Personal Property	823,770	895,821	500,000	487,002	500,000	500,000	500,000
	005 Income, Sales & Intangibles	6,765,271	6,941,971	7,082,027	7,362,764	7,597,372	7,825,293	8,060,052
	010 Liquor License Tax	39,739	39,877	39,478	39,169	39,169	39,169	39,169
	Total State Shared Revenue	7,628,780	7,877,669	7,621,505	7,888,935	8,136,541	8,364,462	8,599,221

Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2016/17 Actual	2017/18 Actual	2018/19 Budget	2018/19 Budget Proj.	2019/20 Budget	2020/21 Projected	2021/22 Projected
<u>FEES</u>								
607	030 Police Accident Reports	21,567	23,600	20,000	22,000	22,000	22,000	22,000
	031 Police Services	69,257	76,087	75,000	60,000	60,000	60,000	60,000
	032 Franklin Lockup Service Fees	1,900	1,200	1,300	1,300	1,300	1,300	1,300
	035 Miscellaneous Police Fees	39,601	34,213	40,000	35,000	35,000	35,000	35,000
	036 False Alarms	48,420	52,850	48,099	47,000	47,000	47,000	47,000
	037 Liquor License Processing	7,500	5,250	6,396	5,000	5,000	5,000	5,000
	038 Fire Department Cost Recovery	809	664	0	7,000	0	0	0
	039 Fire Inspection	98,041	84,422	98,000	90,000	90,000	90,000	90,000
	040 Weed Cutting	4,454	7,357	10,000	6,000	6,000	6,000	6,000
	041 Advance Life Support Fees	1,748,536	1,636,111	1,730,000	1,700,000	1,740,000	1,740,000	1,740,000
	042 Animal Appeal Hearing	1,500	1,150	1,522	1,000	1,000	1,000	1,000
	045 Planning Commission	38,608	65,158	54,820	55,000	55,000	55,000	55,000
	055 Zoning Board	6,435	6,324	7,165	5,000	5,000	5,000	5,000
	065 Zoning Site Plan Review	3,685	1,840	12,926	2,000	2,000	2,000	2,000
	070 Engineering Site Plan Review	120,891	116,792	75,000	100,000	100,000	100,000	100,000
	076 In-House Engineering Fees	79,558	342,006	300,000	25,000	25,000	0	0
	078 Soil Erosion Inspection	0	35	0	0	0	0	0
	082 S.A.D. Engineering Fees	311,019	84,782	0	0	0	0	0
	083 Revenues Cable TV	1,820,450	1,757,836	1,766,000	1,766,000	1,766,000	1,766,000	1,766,000
	085 Recycling Fees	1,483,821	1,506,134	1,480,000	1,480,000	1,480,000	1,480,000	1,480,000
	Total Fees	5,906,052	5,803,811	5,726,228	5,407,300	5,440,300	5,415,300	5,415,300
<u>SALES</u>								
642	005 Maps & Publications	110	88	50	50	50	50	50
	009 Franklin Dispatch	51,468	53,002	52,154	53,531	54,000	54,000	54,000
	010 Auctions	14,496	28,279	22,994	15,000	15,000	15,000	15,000
	013 Permits Expired - Uncompleted	51,650	124,850	40,836	40,000	40,000	40,000	40,000
	014 Donations	0	2,000	1,405	2,000	2,000	2,000	2,000
	015 Miscellaneous Income	346,095	79,199	65,000	65,000	65,000	65,000	65,000
	020 Vital Statistics	92,296	82,527	92,732	85,000	85,000	85,000	85,000
	021 Passport Fees	16,225	13,570	15,878	15,000	15,000	15,000	15,000
	025 Fixed Asset Sales	115,907	184,173	100,000	75,000	75,000	75,000	75,000
	056 Rental Income (Radio Tower)	31,948	67,860	70,000	68,000	68,000	68,000	68,000
	057 Phone Franchise Fees	500	0	500	0	0	0	0
	Total Sales	720,695	635,548	461,549	418,581	419,050	419,050	419,050
<u>FINES & FORFEITURES</u>								
655	001 Civil Fines	174,685	164,501	170,000	165,000	165,000	165,000	165,000
	002 Court Filing Fees	715,027	713,840	640,000	715,000	715,000	715,000	715,000
	003 Probation Fees	245,867	214,405	240,000	225,000	225,000	225,000	225,000
	004 PSI District Court	17,368	17,775	18,000	16,000	16,000	16,000	16,000
	005 Ordinance Fines	771,054	872,563	950,000	1,000,000	1,000,000	1,000,000	1,000,000
	007 Motor Carrier Fines	43,354	58,553	40,000	40,000	40,000	40,000	40,000
	015 Parking Fines	26,447	25,075	20,000	24,000	24,000	24,000	24,000
	025 Bond Forfeitures	12,999	18,828	18,000	15,000	15,000	15,000	15,000
	Total Fines & Forfeitures	2,006,801	2,085,540	2,096,000	2,200,000	2,200,000	2,200,000	2,200,000
<u>INTEREST EARNINGS</u>								
664	005 Interest Income	308,101	491,126	400,000	600,000	600,000	600,000	600,000
668	001 Unrealized Gain/(Loss)	(74,303)	(1,225)	0	0	0	0	0
	Total Interest Earnings	233,798	489,901	400,000	600,000	600,000	600,000	600,000
<u>INTERFUND TRANSFERS</u>								
676	243 Brownfield Authority Fund Admin.	9,000	9,000	9,000	9,000	9,000	9,000	9,000
	410 Parks Millage - Park Maint & Admin.	382,450	382,450	382,450	382,450	382,450	382,450	382,450
	Parks Millage - Naturalist	75,400	75,400	75,400	75,400	75,400	75,400	75,400
	Parks Millage - Youth	150,000	150,000	150,000	150,000	150,000	150,000	150,000
	Parks Millage - Activities Center Programs	400,000	400,000	400,000	400,000	400,000	400,000	400,000
	Parks Millage - Facility/Programs	150,000	150,000	150,000	150,000	150,000	150,000	150,000
	Parks Millage - Cultural Arts	150,000	150,000	150,000	150,000	150,000	150,000	150,000
	Total Inter-Fund Transfers	1,316,850	1,316,850	1,316,850	1,316,850	1,316,850	1,316,850	1,316,850

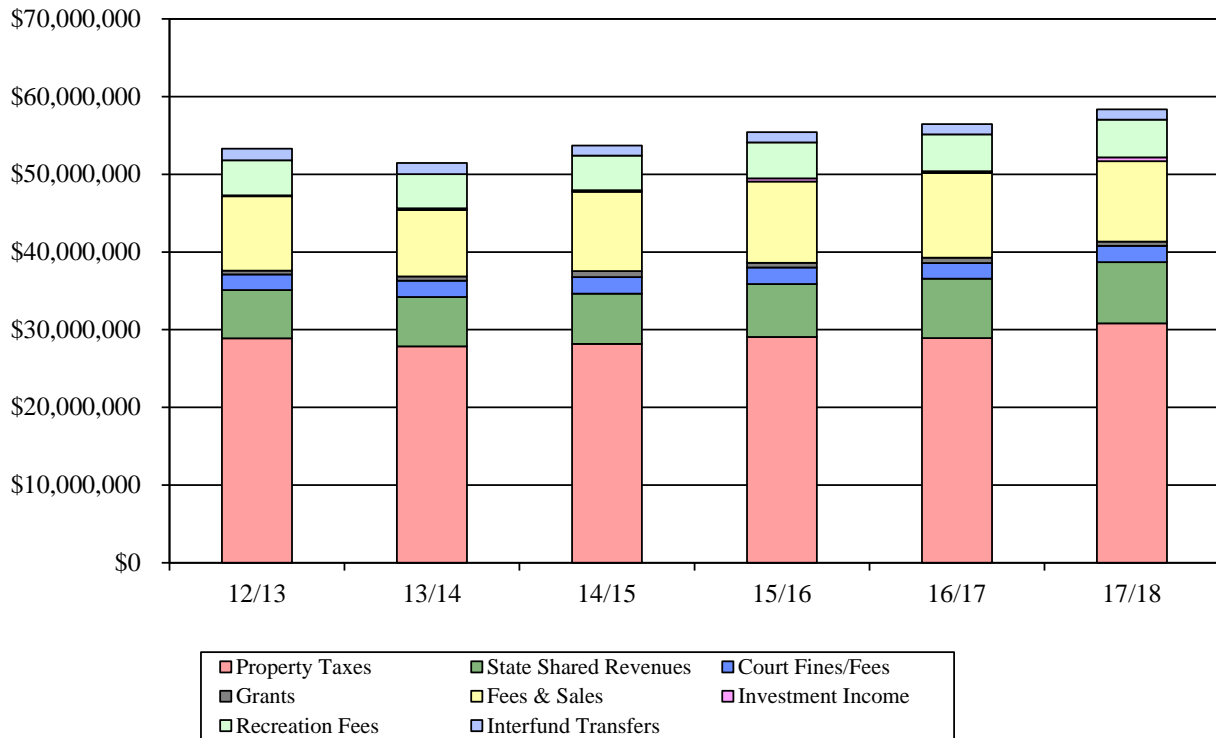
Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2016/17 Actual	2017/18 Actual	2018/19 Budget	2018/19 Budget Proj.	2019/20 Budget	2020/21 Projected	2021/22 Projected
<u>OTHER REVENUE</u>								
696 000	Bond/Insurance Recoveries	504,911	511,809	500,000	500,000	500,000	500,000	500,000
001	Reimbursements	95,825	10,079	10,000	10,000	10,000	10,000	10,000
002	State Reimbursement for Elections	56,761	0	0	0	0	0	0
003	School Reimbursement for High School Police Officer	79,853	81,450	81,450	90,400	90,200	90,200	90,200
004	Rx Cost Recovery Rebate	82,511	132,592	100,000	149,661	100,000	100,000	100,000
005	Equipment Rental - Force Account	1,152,998	1,346,762	1,100,000	1,410,200	1,281,000	1,285,800	1,290,600
006	Farmington Refuse Removal Contribution	715	516	950	1,000	1,000	1,000	1,000
007	Refunds	1,649	0	2,000	1,000	1,000	1,000	1,000
008	O.C.C. Payroll Reimbursement	0	0	0	1,700	0	0	0
009	Federal Task Force Overtime Reimbursement	36,472	30,653	36,000	30,000	30,000	30,000	30,000
011	Traffic Improvement Assoc. Bypass Reimbursement	8,265	30,732	17,000	17,000	17,000	17,000	17,000
012	Vending Machine Rebates	1,389	1,401	1,400	1,400	1,400	1,400	1,400
013	Fuel & Maintenance Reimbursement	3,344	4,052	3,500	3,500	3,500	3,500	3,500
014	Overhead Street Lighting Reimbursement	57,781	57,625	58,200	57,000	57,000	57,000	57,000
018	Contribution for Dispatch Services	221,763	224,354	223,000	228,000	228,000	228,000	228,000
019	Contribution for I.T. Services	37,843	48,915	38,500	38,500	38,500	38,500	38,500
023	Trust Fund Forfeiture	2,869	19,878	26,400	0	0	0	0
	Total Other Revenue	2,344,949	2,500,818	2,198,400	2,539,361	2,358,600	2,363,400	2,368,200
	TOTAL OPERATING REVENUE	56,458,723	58,354,269	57,623,222	59,275,748	60,625,988	62,843,964	65,508,356

General Fund Revenue Historical Trend

General Fund Actual Revenues by Source Fiscal 12/13 Through Fiscal 17/18						
Revenue Source	12/13	13/14	14/15	15/16	16/17	17/18
Property Taxes	28,896,910	27,852,944	28,164,968	29,058,007	28,934,178	30,827,096
State Shared Revenues	6,203,453	6,355,651	6,468,160	6,807,773	7,628,780	7,877,669
Court Fines/Fees	2,006,071	2,094,189	2,132,227	2,145,354	2,006,801	2,085,540
Grants	484,191	538,699	766,828	586,568	708,890	541,671
Fees & Sales	9,570,774	8,558,015	10,208,337	10,464,295	10,885,378	10,357,323
Investment Income	129,016	221,027	204,059	404,784	233,798	489,901
Recreation Fees	4,502,147	4,390,936	4,450,083	4,637,772	4,744,048	4,858,219
Interfund Transfers	1,516,850	1,439,259	1,316,850	1,316,850	1,316,850	1,316,850
Total Revenue	53,309,412	51,450,720	53,711,512	55,421,403	56,458,723	58,354,269

**General Fund
Actual Revenues by Source**

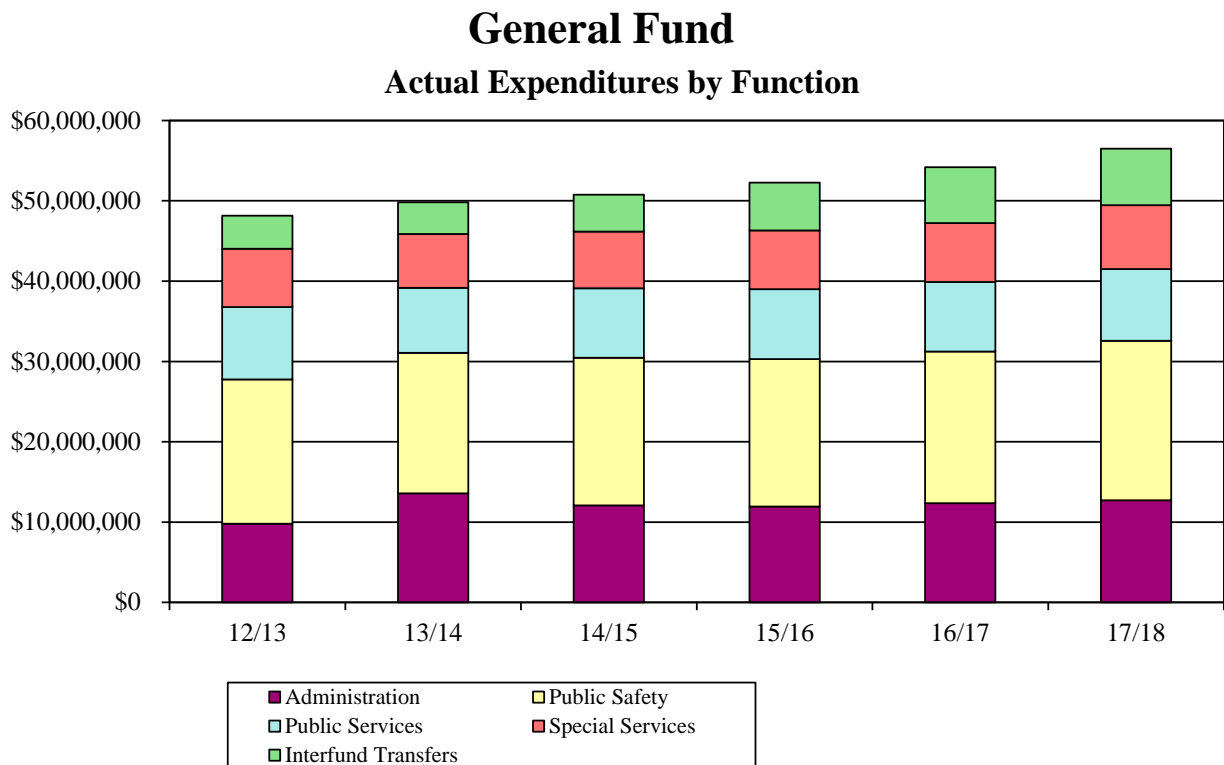


GENERAL FUND EXPENDITURE SUMMARY FY 2019/20

DIV. NO. Category and Line Item	2016/17 Actual Expenditures	2017/18 Actual Expenditures	2018/19 Current Budget	2018/19 Estimated Expenditures	2019/20 Adopted Budget	2020/21 Projected Budget	2021/22 Projected Budget
115 Boards & Commissions	2,671,217	2,717,645	2,829,934	2,826,259	2,936,921	3,020,300	3,106,180
<u>GENERAL GOVERNMENT:</u>							
101 City Council	103,686	89,733	96,417	96,384	102,721	98,581	99,736
172 City Administration	602,875	625,067	651,155	613,426	656,280	659,748	673,400
175 Public Information	406,442	376,234	429,906	415,357	440,559	452,414	463,168
202 Finance	1,700,792	1,839,557	2,003,359	1,894,374	1,981,522	2,011,176	2,055,286
210 Corporation Counsel	796,565	665,047	664,020	771,240	764,000	789,000	814,000
215 City Clerk	620,977	605,962	707,427	789,253	777,917	803,086	755,643
226 Human Resources	368,524	407,872	423,320	435,774	454,670	463,817	473,532
250 Central Services	1,083,395	1,188,028	1,035,843	1,012,775	1,029,301	1,055,710	1,085,699
290 Support Services	1,637,478	1,518,209	2,094,171	1,982,261	2,257,597	2,242,730	2,114,830
298 Post Employment Benefits	2,362,187	2,667,231	2,555,986	2,555,986	2,639,994	2,771,994	2,910,593
TOTAL GENERAL GOVERNMENT	9,682,922	9,982,940	10,661,604	10,566,830	11,104,561	11,348,255	11,445,886
<u>PUBLIC SAFETY:</u>							
300 Police	13,889,873	14,250,423	14,814,763	14,649,292	14,964,969	15,629,581	15,918,101
337 Fire	4,991,514	5,633,716	5,937,179	6,117,397	6,284,604	6,475,195	6,671,647
TOTAL PUBLIC SAFETY	18,881,388	19,884,139	20,751,942	20,766,689	21,249,573	22,104,777	22,589,748
443 Planning & Community Development	1,574,259	1,598,519	1,818,516	1,726,013	1,838,698	1,888,366	1,955,714
<u>PUBLIC SERVICES:</u>							
440 DPS Administration	330,475	354,905	593,358	491,938	472,890	483,977	496,282
442 Road Maint & Supervision	282,835	308,079	362,196	315,462	339,265	331,520	337,170
444 Building Maintenance	444,568	482,650	515,406	503,789	483,129	487,300	494,993
449 Engineering	1,031,445	1,043,607	1,325,939	1,165,121	1,351,741	1,378,945	1,422,676
450 DPW Maintenance Facility	1,239,840	1,284,213	1,403,974	1,357,066	1,259,389	1,314,810	1,374,122
523 Waste Removal	3,738,657	3,839,842	3,966,353	3,956,715	4,035,326	4,116,791	4,200,229
TOTAL PUBLIC SERVICES	7,067,819	7,313,297	8,167,226	7,790,090	7,941,740	8,113,342	8,325,472
<u>SPECIAL SERVICES:</u>							
752 Administration	1,979,487	2,041,390	2,182,501	2,217,287	2,364,369	3,402,222	3,971,917
760 Youth Services	382,902	390,204	421,127	405,506	417,868	434,790	450,851
765 Senior Services	829,521	931,922	1,001,959	981,889	1,047,737	1,078,841	1,104,782
770 Parks Maintenance	1,481,379	1,651,619	1,767,827	1,635,824	1,856,331	1,875,347	1,918,645
775 Cultural Arts	397,821	451,796	484,681	504,543	529,016	981,750	1,268,133
780 Golf Course	692,182	739,664	791,270	762,978	827,623	801,073	823,152
785 Recreation Programs	622,232	710,767	603,699	670,216	684,482	911,258	1,013,342
790 Ice Arena	959,208	1,050,601	1,188,203	1,177,384	1,104,069	1,110,999	1,117,983
TOTAL SPECIAL SERVICES	7,344,731	7,967,963	8,441,266	8,355,627	8,831,495	10,596,280	11,668,804
TOTAL EXPENDITURES	47,222,336	49,464,503	52,670,488	52,031,508	53,902,988	57,071,321	59,091,803
OTHER FINANCING USES							
299 Interfund Transfers	6,955,448	7,027,485	7,546,498	8,190,954	8,834,310	9,434,310	8,634,310
TOTAL EXPENDITURES AND OTHER FINANCING USES	54,177,784	56,491,988	60,216,986	60,222,462	62,737,298	66,505,631	67,726,113

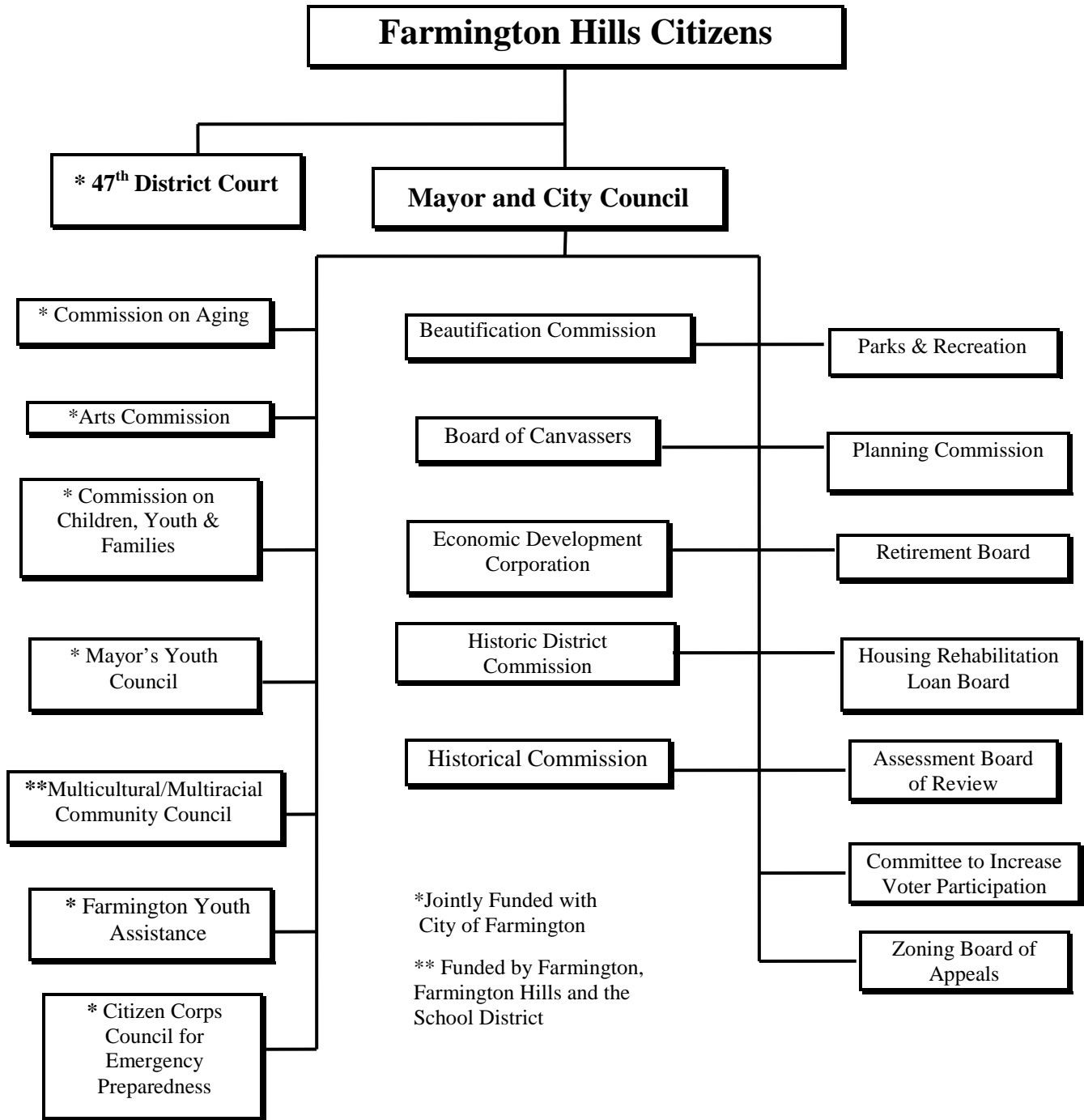
General Fund Expenditure Historical Trend

General Fund Actual Expenditures by Function Fiscal 12/13 through 17/18						
Expenditure Function	12/13	13/14	14/15	15/16	16/17	17/18
Administration	9,786,590	13,584,449	12,087,390	11,924,034	12,354,139	12,700,585
Public Safety	17,978,411	17,498,574	18,372,150	18,378,223	18,881,388	19,884,139
Public Services	9,014,178	8,069,655	8,646,250	8,699,257	8,642,077	8,911,816
Special Services	7,243,999	6,703,167	7,075,084	7,304,009	7,344,732	7,967,963
Interfund Transfers	4,121,412	3,973,615	4,589,764	5,970,849	6,955,448	7,027,485
Total Expenditures	48,144,590	49,829,460	50,770,638	52,276,372	54,177,784	56,491,988



CITY OF FARMINGTON HILLS

Table of Boards & Commissions



BOARDS, COMMISSIONS AND AGENCIES

47th DISTRICT COURT

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

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

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

GOALS

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

PERFORMANCE OBJECTIVES

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

- Continue to focus efforts on the collection of outstanding receivables including the use of the new license clearance program, the “show cause” docket and other collection strategies.
- Continue the Court’s Sobriety Court project.
- Maintain the success of the Court’s Community Work Program (CWP), which provides free labor hours for work projects in Farmington and Farmington Hills.
- Continue to identify areas for improvement in courthouse security and develop and implement policies and practices to ensure public safety.
- Continue to work with the councils and administrations of both cities to address issues of mutual concern and coordinate services for the benefit of the public.
- Continue to be actively involved in the community through working with school and community groups to increase awareness of court-related issues affecting the public.
- Continue implementation of the Court’s document imaging/management system as we continue the process of making court services more accessible in electronic formats.

	Performance Indicators *	2017/18 Actual	2018/19 Projected	2019/20 Estimated
Service Level	Farm. Hills Contribution to Court Expenses	\$2,523,501	\$2,669,760	\$2,779,303
	Farmington Contribution to Court Expenses	\$528,260	\$511,545	\$506,958
	Total Farmington Hills Court Fine Revenue	\$2,173,546	\$2,286,000	\$2,300,000
	Total Farmington Court Fine Revenue	\$607,039	\$625,000	\$625,000
	Community Work Program Revenue	\$52,343	\$72,000	\$72,000
	New Case Filings – Farmington Hills Venue *	18,564	19,000	19,000
	New Case Filings – Farmington Venue *	4,452	4,600	4,750
	Total Dispositions (Calendar Year) *	22,078	23,000	24,000
	Total Community Work Program Labor Hours*	9,848	9,500	9,500
	Sec. of State Abstracts Processed Timely *	99%	99%	99%
Efficiency	Cost to Cities Per Case Disposition	\$138.23	\$138.32	\$132.55
	Revenue to Cities Per Case Disposition (Excluding CWP Revenue)	\$125.94	\$126.57	\$121.86
	Estimated Minimum Labor Value of Community Work Program to Cities (Based on minimum wage labor rate; includes estimated insurance, supervision, and transportation costs paid).	\$193,094	\$175,000	\$175,000

*Caseload, CWP labor hours, and abstract processing statistics reported are for the calendar year 2018 actual and projected calendar year 2019. Financial statistics reported (except CWP value) are for fiscal year July 1 – June 30.

FARMINGTON YOUTH ASSISTANCE

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

FARMINGTON AREA ARTS COMMISSION

An encouraging environment stimulates performing and creative artists to study and present their talents. This joint Farmington Hills/Farmington Commission works toward that end by defining and creating appropriate programs to implement artistic and cultural activities that touch many areas such as: music, theater, dance, education institutions, visual arts, literature and letters, architecture and architectural landscaping, museums, and allied arts and crafts. The Commission also encourages public interest in the cultural heritage of the community. 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 Senior Adult Program Supervisor serves as a non-voting member and liaison to the Commission. Meetings are held the fourth Tuesday of each month.

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. Meetings are held the first Thursday of every 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.

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.

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. The Zoning Board of Appeals meets on the second Tuesday of the month.

ASSESSMENT BOARD OF REVIEW

This is a statutory board responsible for the review of the tax assessment role and to hear citizens' appeals of their assessments. The 3-member board has the authority to make corrections where necessary and to endorse the tax roll of the City for the year in which it has been prepared in accordance with Section 7.06 of the Charter. 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. 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. 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. 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. Meetings are held the second Tuesday of each month or as needed.

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. The Committee meets on the first Wednesday of each month.

COMMUNITY HEALTH COMMISSION

The purpose of this Commission is to support and encourage an environment where residents have access to quality health services and wellness programs, and to the information, education, and resources necessary to promote physical and mental health and well-being. The Committee meets on the third 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. Meetings are held on the first, second and third Thursday of each 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. Meetings are held at least once every quarter at City Hall. Expenses are paid through the Farmington Hills Retirement Plan.

BOARDS, COMMISSIONS AND AGENCIES

DEPARTMENT NUMBER: 115

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(800) JOINTLY FUNDED AGENCIES								
021	Farmington Area Youth Assistance	43,551	43,513	45,013	45,013	45,013	45,013	45,013
031	47th District Court	2,506,486	2,523,501	2,669,760	2,669,760	2,779,303	2,862,682	2,948,562
033	Farmington Area Arts Commission	711	426	818	818	818	818	818
034	Commission on Aging	1,262	1,193	1,636	1,636	1,636	1,636	1,636
038	Multicultural/Multiracial Comm. Council	707	1,357	6,562	6,560	6,560	6,560	6,560
039	Commission on Children/Youth/Families	1,020	615	2,423	2,422	2,422	2,422	2,422
042	Mayor's Youth Council	4,852	4,843	5,401	5,400	5,400	5,400	5,400
043	Emergency Preparedness Commission	655	1,939	2,325	2,325	2,325	2,325	2,325
		<u>2,559,244</u>	<u>2,577,386</u>	<u>2,733,938</u>	<u>2,733,934</u>	<u>2,843,477</u>	<u>2,926,856</u>	<u>3,012,736</u>
(800) OTHER BOARDS & COMMISSIONS								
002	Zoning Board of Appeals	4,399	3,861	4,000	4,000	4,000	4,000	4,000
005	Assessment Board of Review	3,653	3,412	4,000	4,000	4,000	4,000	4,000
024	Beautification Commission	5,300	4,816	5,410	5,410	5,410	5,410	5,410
032	Historical Commission	2,210	4,230	6,606	6,606	6,606	6,606	6,606
036	Historic District Commission	3,295	3,802	10,261	10,261	10,261	10,261	10,261
037	Parks & Recreation Commission	1,238	593	1,500	1,500	4,119	4,119	4,119
040	Comm. to Increase Voter Participation	321	854	667	667	667	667	667
044	Comm. for Energy & Environ. Sustainability	33,256	55,573	4,419	4,419	0	0	0
045	Community Health Commission	0	0	0	0	1,800	1,800	1,800
109	Planning Commission	58,302	63,119	59,133	55,462	56,581	56,581	56,581
		<u>111,973</u>	<u>140,259</u>	<u>95,996</u>	<u>92,325</u>	<u>93,444</u>	<u>93,444</u>	<u>93,444</u>
DEPARTMENT TOTAL		<u>2,671,217</u>	<u>2,717,645</u>	<u>2,829,934</u>	<u>2,826,259</u>	<u>2,936,921</u>	<u>3,020,300</u>	<u>3,106,180</u>

Boards and Commissions comprise 4.68% of the General Fund's proposed budget.

GENERAL GOVERNMENT SUMMARY

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

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

DIV.		2016/17	2017/18	2018/19	2018/19	2019/20	2020/21	2021/22
NO.	Category and Line Item	Actual	Actual	Current	Estimated	Adopted	Projected	Projected
		Expenditures	Expenditures	Budget	Expenditures	Budget	Budget	Budget
GENERAL GOVERNMENT:								
101	City Council	103,686	89,733	96,417	96,384	102,721	98,581	99,736
172	City Administration	602,875	625,067	651,155	613,426	656,280	659,748	673,400
175	Public Information	406,442	376,234	429,906	415,357	440,559	452,414	463,168
202	Finance	1,700,792	1,839,557	2,003,359	1,894,374	1,981,522	2,011,176	2,055,286
210	Corporation Counsel	796,565	665,047	664,020	771,240	764,000	789,000	814,000
215	City Clerk	620,977	605,962	707,427	789,253	777,917	803,086	755,643
226	Human Resources	368,524	407,872	423,320	435,774	454,670	463,817	473,532
250	Central Services	1,083,395	1,188,028	1,035,843	1,012,775	1,029,301	1,055,710	1,085,699
290	Support Services	1,637,478	1,518,209	2,094,171	1,982,261	2,257,597	2,242,730	2,114,830
298	Post Employment Benefits	2,362,187	2,667,231	2,555,986	2,555,986	2,639,994	2,771,994	2,910,593
TOTAL GENERAL GOVERNMENT		9,682,922	9,982,940	10,661,604	10,566,830	11,104,561	11,348,255	11,445,886
OTHER FINANCING USES								
299	Interfund Transfers	6,955,448	7,027,485	7,546,498	8,190,954	8,834,310	9,434,310	8,634,310
TOTAL		16,638,370	17,010,425	18,208,102	18,757,784	19,938,871	20,782,565	20,080,196



CITY COUNCIL

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

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

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

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

GOALS

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

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

PERFORMANCE OBJECTIVES

- Continue to evaluate and implement the recommendations of the Vision 2020 reports and Sustainability Study by engaging the City’s boards and commissions, public, and staff to implement some, all, or parts of the recommendations as determined to be appropriate for the future long-term health of the City.
- Work towards repurposing Harrison High School into a fully functional community center.
- Develop plans to refurbish and expand the Costick Center and property into a complete senior living facility.
- Develop funding options for the reconstruction of local roads, including ballot language for a local road millage as well as consideration of directed special assessments.
- Expand communication with the public through further use of technology by enhancing the City website, listservs, the low frequency radio station, and other alternatives.
- Improve public bus transportation by engaging and partnering with SMART.
- Continue to evaluate further cooperative relationships with regional communities such as Farmington, Livonia, Novi and Southfield.
- Educate the public regarding emergency preparedness through the Emergency Preparedness Commission to increase the City’s ability to respond in the event of a major emergency.
- Continue the implementation of tools and polices that encourage private sector reinvestment and redevelopment along the East Grand River, Eight Mile Road, and Orchard Lake Road corridors to improve the long-term viability of these areas.
- Involve high school age students in City government through the Mayor’s Youth Council and work to engage both students and millennial residents (age 18 – 35) in the local government process.
- Work with City Administration to market city owned properties where appropriate.
- Address strategic policy issues in the areas of public safety, transportation infrastructure (incl. non-motorized), traffic, economic development/redevelopment, neighborhoods, telecommunications, transportation, and technology.
- Equitably administer the City’s tax abatement policy and encourage economic development while protecting the long-term financial interests of the City.
- Encourage redevelopment throughout the City by continuing to support policies that streamline permitting, simplify the PUD process, and make way for current and future residential and commercial building needs.

City Council

- Work with City Administration to efficiently and effectively implement the City’s road millage and review the levied amount annually.

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Regular Meetings Held	22	23	23
	Special Meetings Held-(Joint/Other)	5	3	3
	Goals Sessions	1	1	1
	Study Sessions	17	17	20
	Public Hearings	9	10	10
	Ordinances Enacted	10	8	10
	Agenda Items Requiring Action / Resolutions Adopted	178	185	185
Efficiency	Activity Expenditures as a % of General Fund	0.16%	0.16%	0.16%

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$33 or 0.03% decrease from the current budget.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$6,337 or 6.57% increase from the FY 18/19 year-end projection and a \$6,304 or 6.54% increase from the FY 18/19 current budget.
- The budget to budget increase results primarily from higher conference and workshop expenditures along with by increased personnel costs.

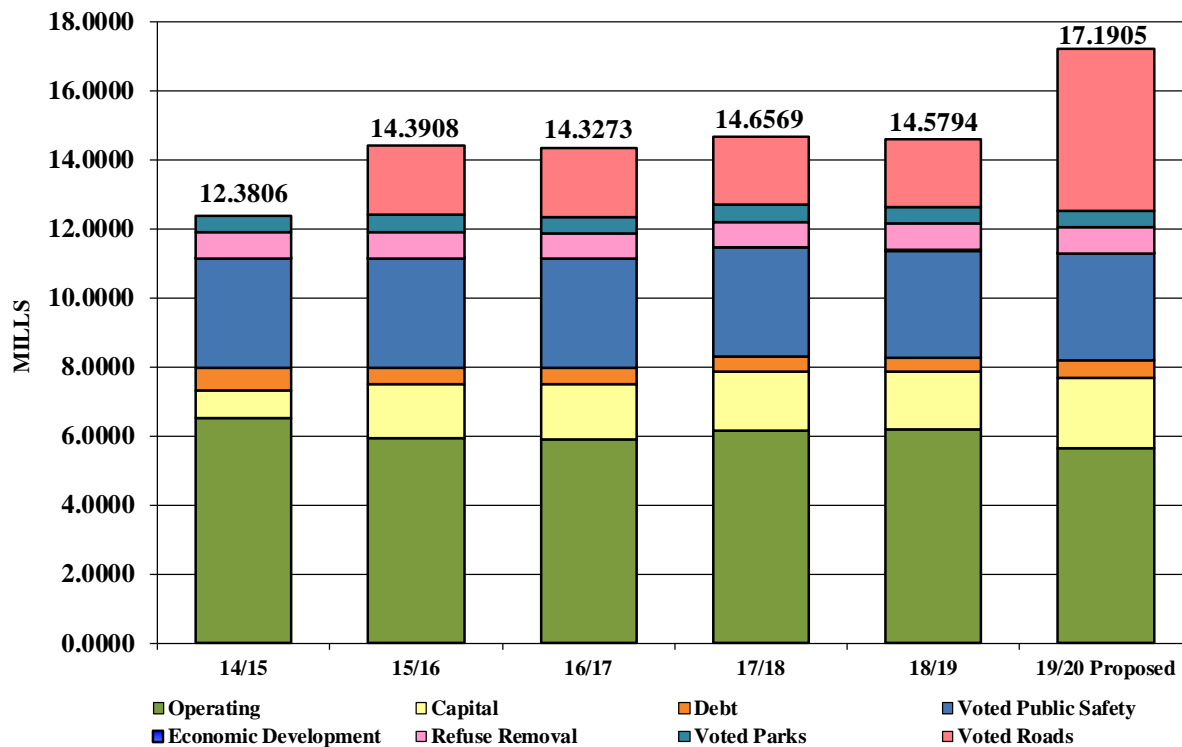
	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$53,355	\$54,431	\$55,589	\$55,556	\$56,620	\$57,753	\$58,908
Professional & Contractual	50,331	35,302	40,828	40,828	46,101	40,828	40,828
Total City Council	\$103,686	\$89,733	\$96,417	\$96,384	\$102,721	\$98,581	\$99,736

City Council

DEPARTMENT NUMBER: 101

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) PERSONNEL								
010	Wages	49,475	50,464	51,533	51,500	52,535	53,586	54,657
200	Social Security	3,785	3,860	3,942	3,942	4,020	4,100	4,182
350	Workers Compensation	95	107	114	115	65	67	68
	Category Total	53,355	54,431	55,589	55,556	56,620	57,753	58,908
(801) PROFESSIONAL & CONTRACTUAL								
001	Conference & Workshops	11,249	2,252	6,875	6,875	10,975	6,875	6,875
002	Memberships & Licenses	36,231	30,321	30,953	30,953	31,126	30,953	30,953
070	Miscellaneous Expense	2,851	2,729	3,000	3,000	4,000	3,000	3,000
	Category Total	50,331	35,302	40,828	40,828	46,101	40,828	40,828
DEPARTMENT TOTAL		103,686	89,733	96,417	96,384	102,721	98,581	99,736

Tax Rate History



CITY ADMINISTRATION

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

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

GOALS

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

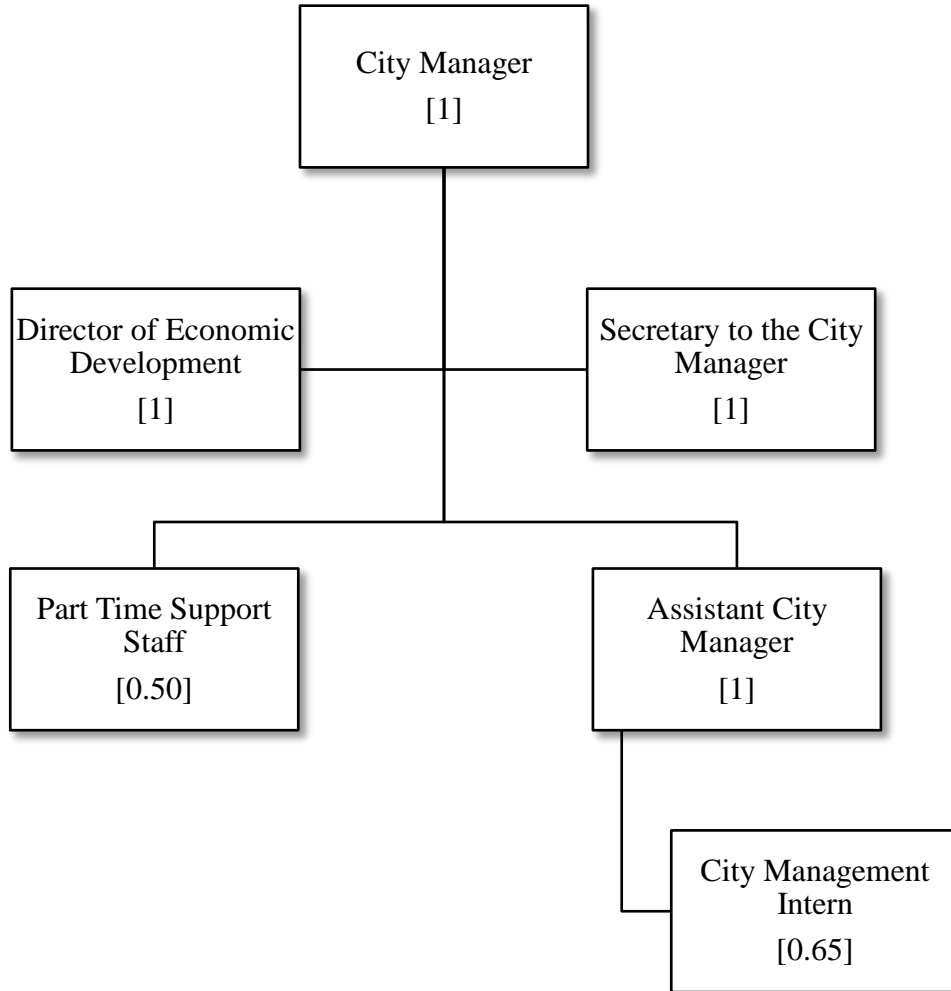
- Continue to develop and maintain Farmington Hills as a quality community for future generations. (1 – 14)
- Identify key priorities and establish procedures that ensure effective management of available resources. (2)
- Identify and implement innovative strategies and priorities that move Farmington Hills beyond economic recovery into growth. (1-14)
- Develop a budget for City operations and capital improvements that encourages investment, creativity, accountability, and fiscal responsibility. (2, 9, 10, 12, 13)
- Provide effective leadership to administrative departments maintaining a climate of positive employee relations that facilitates excellent service to the public. (8)
- Develop and implement a brand story and marketing effort that sets Farmington Hills apart from its peers to attract new residential and commercial interest and investment. (5,11)
- Provide pertinent and timely information to City Council regarding local, state, and federal issues to protect the interests of the City and its residents. (7, 14)
- Work in partnership with City Council to achieve the City's mission and goals. (1-14)
- Through Human Resources, continue efforts to have staff reflect the community. (11)
- Perform the Managerial Audit as prescribed in the City Charter. (1,2,4,9,10)
- Redesign of Farmington FOCUS and other City publications. (4,11)
- Enhance communication through the City website and social media. (11)

PERFORMANCE OBJECTIVES

- Continue to systematically review operations and services for greater efficiency.
- Promote and pursue additional outside funding for infrastructure improvements, capital items, and other special projects.
- Strive to address issues identified by City Council through its annual Goals Setting Session.
- Continue to analyze and evaluate recommendations of the Vision 2020 Reports and Sustainability Study and direct the implementation of some, all, or portions of the recommendations as determined to be appropriate by the City Council.
- Work with state, county, and local officials to continue and improve the City’s business retention and growth efforts.
- Continue to work with SMART, particularly as it relates to the Grand River Corridor, with the objective of improving and expanding the availability of public transportation services.
- Work with the Corridor Improvement Authority (CIA) Board of Directors, Grand River Avenue stakeholders, City of Farmington CIA Board of Directors, to implement the CIA Development and Tax Increment Financing Plans and the Grand River Corridor Vision Plan.
- Work with the City Council, Community Stakeholders, Non-Profit Organizations, such as the Michigan Municipal League, Southeast Michigan Council of Governments, and other appropriate parties to develop a comprehensive place making strategy designed to attract and retain knowledge-based workers, entrepreneurs and growing sectors of the economy.
- Develop and deliver a brand message that reinforces the core attributes of Farmington Hills as a residential location.

Service Level	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
	Council, Board, and Commission Meetings Staffed	81	81	88
City Council Agenda Items prepared for Council Action	181	180	185	
Executive Staff Meetings	48	48	48	
Administrative Policies Implemented	4	2	2	
Efficiency	Average Response Time to Citizen Inquiry	4 Hours	4 Hours	4 Hours
	Activity Expenditures as a % of General Fund	1.11%	1.02%	1.05%

CITY ADMINISTRATION



Total Full Time Equivalent [4.65]

STAFFING LEVELS

Acct. No.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 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
		4	4	4	4
(038) PART-TIME (FTE)					
		1.1	0.79	0.65	0.65
DEPARTMENT TOTAL					
		5.1	4.79	4.65	4.65

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$37,729 or 5.8% decrease from the current budget.
- The decrease results primarily from reduced personnel costs, vehicle expenses and conference and workshop expenses.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$42,854 or 7.0% increase from the FY 18/19 year-end projection and \$5,125 or 0.8% increase from the FY 18/19 budget.
- The budget to budget increase results primarily from increased personnel costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$578,576	\$602,054	\$615,691	\$587,245	\$619,784	\$633,135	\$646,786
Operating Supplies	4,080	5,617	10,269	9,285	8,889	8,889	8,889
Professional & Contractual	20,219	17,395	25,195	16,896	27,607	17,724	17,724
Total City Administration	\$602,875	\$625,067	\$651,155	\$613,426	\$656,280	\$659,748	\$673,399

City Administration

DEPARTMENT NUMBER: 172

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) PERSONNEL								
010	Administrative & Clerical	413,766	419,314	432,089	412,954	436,765	445,500	454,410
038	Part-time	34,958	20,174	27,127	22,589	23,264	23,729	24,204
106	Sick & Vacation	10,024	21,465	3,510	10,202	11,112	11,334	11,561
200	Social Security	32,394	32,672	34,191	31,911	32,355	33,002	33,662
250	Blue Cross/Optical/Dental	51,159	60,334	66,413	60,871	62,639	64,831	67,100
275	Life Insurance	3,244	3,297	3,478	2,866	3,444	3,513	3,583
300	Pension - DC	20,975	32,168	33,315	30,442	32,810	33,466	34,136
325	Longevity	10,329	10,705	13,558	13,473	16,350	16,677	17,011
350	Worker's Compensation	1,727	1,925	2,010	1,938	1,045	1,082	1,119
	Category Total	578,576	602,054	615,691	587,245	619,784	633,135	646,786
(740) OPERATING SUPPLIES								
001	Gas & Oil	2,671	3,101	4,800	3,906	4,500	4,500	4,500
002	Books & Subscriptions	0	59	169	79	89	89	89
008	Supplies	903	2,021	5,000	5,000	4,000	4,000	4,000
040	Miscellaneous Expense	507	437	300	300	300	300	300
	Category Total	4,080	5,617	10,269	9,285	8,889	8,889	8,889
(801) PROFESSIONAL & CONTRACTUAL								
001	Conferences & Workshops	7,418	6,188	13,130	5,000	15,755	6,000	6,000
002	Memberships & Licenses	3,357	3,512	3,808	3,682	3,628	3,500	3,500
005	Fleet Insurance	2,245	2,192	2,197	1,414	574	574	574
006	Vehicle Maintenance	2,463	1,024	400	500	500	500	500
013	Education & Training	1,136	879	1,810	1,500	1,510	1,510	1,510
041	Vehicle Allowance	3,600	3,600	3,600	3,600	4,440	4,440	4,440
042	Mileage Reimbursement	0	0	250	1,200	1,200	1,200	1,200
	Category Total	20,219	17,395	25,195	16,896	27,607	17,724	17,724
DEPARTMENT TOTAL		602,875	625,067	651,155	613,426	656,280	659,748	673,399

PUBLIC INFORMATION

MISSION STATEMENT: Disseminate information on City activities to the public through the most appropriate media available, including the City website, Facebook, social media, listserv, Focus newsletter, print media, TV, radio, online publications, the City's local cable Channels, 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 and Department of Special Services. This cohesive, focused approach provides a comprehensive public information program.

The municipal cable Channel 203, and the City's YouTube Channel provide 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 City Council meetings can be viewed on the City's website at

<http://www.fhgov.com/Government/Reference/Video-on-Demand.aspx>

The City website, Facebook, and listserv provide regular updates on City news and events. News releases promote the City in local media outlets. The Focus newsletter informs residents of City activities, programs, and services and is merged with the Special Services Activities Guide, which is distributed three (3) times per year.

GOALS

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

- Keep residents, businesses, and organizations informed about municipal activities, programs, and projects. (11) Channel 203, Spectrum and AT&T for promotional and educational purposes. (11)
- Continue to enhance public confidence and trust in City government. (1-14)
- Promote a vibrant and viable community. (11)
- Reinforce residents' confidence and pride in a City that cares about the needs of the community. (4-11)
- Give departments, boards, and commissions the opportunity to use
- Promote City events and services, and present City information and issues through various media. (11)
- Use social media as a means to increase the dissemination of public information. (4, 11)
- Inform listeners about emergencies, weather, traffic, and road conditions through broadcasts on 1650 AM. (3,11)

PERFORMANCE OBJECTIVES

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

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Total Video Division programs produced	170	185	175
	Resolutions and proclamations produced	28	30	30
	News releases/flyers produced and/or disseminated	456	350	350
	Speeches written	13	12	12
	Newsletters/annual report produced	3	3	3
	Construction listservs edited and disseminated	89	100	100
Efficiency	Number of programs produced per full time staff	33	49	59
	Activity Expenditures as a % of General Fund	0.67%	0.69%	0.70%

STAFFING LEVELS

Acct. No.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
(010) Salaries & Wages					
	Video Prod. 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 (FTE)					
		<u>2.1</u>	<u>2.1</u>	<u>1.5</u>	<u>1.5</u>
DEPARTMENT TOTAL		<u>6.1</u>	<u>6.1</u>	<u>5.5</u>	<u>5.5</u>

Public Information

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$14,549 or 3.4% decrease from the current budget.
- The decrease results primarily from projected lower than budgeted part-time wages due to open positions offset by increased contractual services expenses.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$25,202 or 6.1% increase from the FY 18/19 year-end projection and \$10,653 or 2.5% increase from the FY 18/19 budget.
- The budget to budget increase results primarily from increased personnel costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$343,435	\$341,952	\$396,162	\$368,849	\$393,920	\$405,775	\$416,529
Operating Supplies	2,234	4,844	6,555	6,444	6,575	13,475	20,375
Professional & Contractua	39,711	29,438	27,189	40,064	40,064	33,164	26,264
Capital Outlay	21,062	0	0	0	0	0	0
Total Public Information	\$406,442	\$376,234	\$429,906	\$415,357	\$440,559	\$452,414	\$463,168



Public Information

DEPARTMENT NUMBER: 175

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) PERSONNEL								
010	Salary - Full Time	217,602	185,421	217,383	217,829	225,719	232,491	239,465
038	Part-time Technicians	23,768	31,196	66,830	39,783	53,040	54,366	54,366
106	Sick & Vacation	2,407	26,040	2,140	1,625	2,182	2,247	2,315
112	Overtime	0	0	0	1,200	1,200	1,236	1,273
200	Social Security	19,208	19,195	22,459	20,252	22,231	22,877	23,438
250	Blue Cross/Optical/Dental	60,446	58,298	63,128	64,196	64,195	66,442	68,767
275	Life Insurance	1,185	952	1,239	957	1,265	1,303	1,342
300	Pension - DC	5,527	8,579	14,394	14,439	14,966	15,415	15,877
325	Longevity	12,298	11,085	7,232	7,225	8,447	8,700	8,961
350	Worker's Compensation	994	1,186	1,357	1,343	675	699	723
	Category Total	<u>343,435</u>	<u>341,952</u>	<u>396,162</u>	<u>368,849</u>	<u>393,920</u>	<u>405,775</u>	<u>416,529</u>
(740) OPERATING SUPPLIES								
001	Gas and Oil	278	280	480	369	500	500	500
008	Supplies	1,956	4,564	6,075	6,075	6,075	12,975	19,875
	Category Total	<u>2,234</u>	<u>4,844</u>	<u>6,555</u>	<u>6,444</u>	<u>6,575</u>	<u>13,475</u>	<u>20,375</u>
(801) PROFESSIONAL & CONTRACTUAL								
005	Fleet Insurance	421	512	549	574	574	574	574
006	Vehicle Maintenance	157	156	300	500	500	500	500
007	Equipment Maintenance	521	540	6,040	6,040	6,040	6,040	6,040
015	Office Rental	4,600	10,350	13,800	13,800	13,800	6,900	0
016	Phone Expense	0	144	0	650	650	650	650
024	Newsletter	34,012	17,737	6,500	6,500	6,500	6,500	6,500
066	Contractual Services	0	0	0	12,000	12,000	12,000	12,000
	Category Total	<u>39,711</u>	<u>29,438</u>	<u>27,189</u>	<u>40,064</u>	<u>40,064</u>	<u>33,164</u>	<u>26,264</u>
(970) CAPITAL OUTLAY								
020	Production Equipment	21,062	0	0	0	0	0	0
	Category Total	<u>21,062</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
DEPARTMENT TOTAL		<u>406,442</u>	<u>376,234</u>	<u>429,906</u>	<u>415,357</u>	<u>440,559</u>	<u>452,414</u>	<u>463,168</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, 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 State Statute, City Charter, City Ordinances, City Council Resolutions or direction from 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 19 separate budgeted accounting Funds. The Treasury's responsibilities, in addition to recording all City receipts/money, include a cash management program aimed at maximizing investment income while safeguarding the principal. The Finance Department also maintains relationships with the financial institutions servicing the City, which also serve as a liaison with national rating agencies that rate the City's bond issues.

The Assessing Division's primary responsibility is to annually prepare the property tax assessment roll. This function requires the Division to maintain accurate and complete records of all taxable real and personal property in the City. In light of many mandates in assessment administration, the Assessing Division has had to continually monitor and comply with ever changing requirements in assessment administration including the classification of homestead and non-homestead exemptions, the filing and recording of property transfer affidavits, and now the filing and recording of personal property exemption affidavits. For 2019, the City had approximately 27,893 real parcels (of which 791 are tax-exempt) and 3,450 personal property descriptions (of which 1,821 have no tax, due to the annual filing of the small parcel exemption affidavit). The Assessing Division provides accurate maintenance of the assessment rolls by field inspections of building permits issued by the City, random reviews of existing assessment records, as well as provides information and assistance to taxpayers of the City by phone, email and in person.

GOALS

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

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

Finance Department

- Provide timely payments to vendors within appropriate internal approvals. (9)
- Ensure customer service and easy access to our property records. (1)
- Ensure compliance with financial reporting standards set by the Governmental Accounting Standards Board (GASB) and State of Michigan Public Acts. (9)
- Provide risk management activities, which will safeguard all City assets in the most cost-effective manner. (2,9)
- Insure a competent audit firm performs an annual audit and that the City's CAFR is published and made available to the general public on the City's website. (9)
- Maintain an investment grade bond rating of an "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 work on developing "best practice" policies and procedures of key financial functions.
- Continue to train/cross-train all staff, and maintain/update Standard Operating Procedures in order to better serve internal and external users.
- Improve on the efficiency and effectiveness of the Accounts Payable function by offering more vendors the option to receive their payment via the City's Purchasing/Credit Card.
- Expand the functional use of a credit card service provider for City-wide point of collection options for non-tax receipts.
- Manage the City's Debt to leverage funding for long-term capital projects while continuing to maintain or enhance the City's strong bond ratings.
- Account for all City financial transactions timely and accurately to limit the number of auditor adjusted journal entries.
- Work with the City's Auditor to keep updated on new and pending GASB Statements impacting the City and develop a long-term plan to manage the resulting workload. This will include the implementation of GASB 74 & 75, new Standards for the accounting and financial reporting of OPEB.

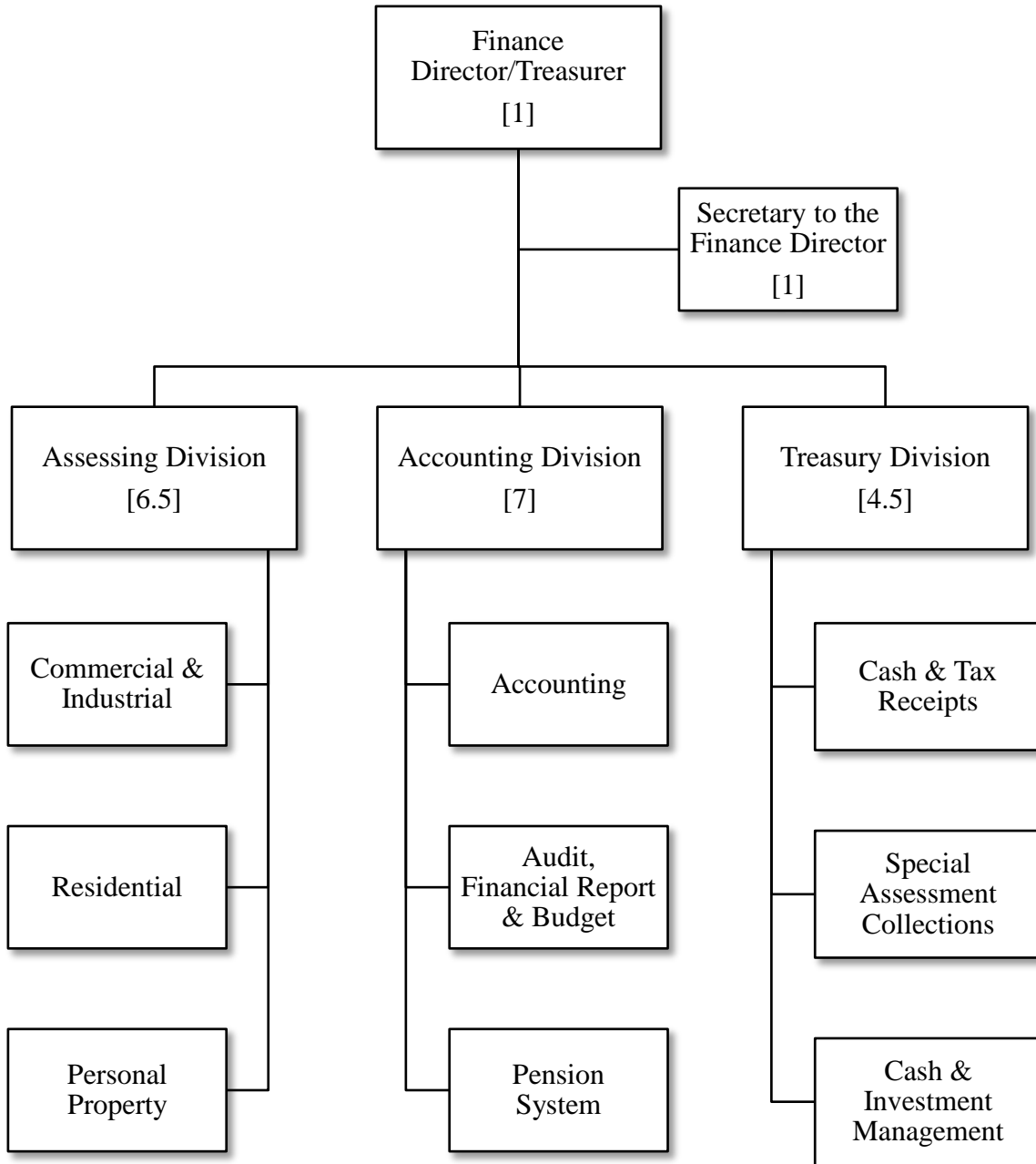
Finance Department

- Per the recommendation of the City Auditor, and with the advice and counsel of the City Attorney, continue a long-term process to close out the files of old development projects and clean-up the accounting for the related performance bonds held in trust by the City.
- Begin a long-term process to clean-up the accounting for the City's Payback Districts.
- Manage the City's Investments, in order of priority; to safeguard the assets, provide adequate liquidity and maximize yield, including the streamlining of bank accounts to provide improved staff and accounting efficiencies. This may include the setup of a zero balance checking/disbursement account connected to a savings/receiving account, which crosses all City Funds, to reduce the amount of inter-bank/inter-Fund transfers.
- Manage the City's General Liability and Property Insurance to protect the City from unexpected liability and property losses.
- Utilize GIS information for greater departmental efficiency and expand the options through which the public can access property record information.
- Continue to accept Passport Applications according to the requirements of the U.S. Department of State.
- Continue to improve the Department's document retention, storage and retrieval and disposal practices.
- Administer the Employees' Retirement System and Post-Retirement Healthcare Fund to the benefit of its members and beneficiaries, including a review and analysis of the Retirement Board's Investment Policy, which drives its Investment Return Assumptions, and make adjustments where warranted to realistically and reasonably fund the System's unfunded liabilities, within the City's budgetary constraints.
- Continue developing a Finance Department staff Succession Plan, including possible functional restructuring and related work area improvements.

Finance Department

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Number of Passport Applications Processed	492	446	450
	Number of Pension Estimates Prepared	71	69	66
	Net Retirement System & Post-Retirement Healthcare Fund Position Held in Trust	\$232,778,926	\$237,900,000	\$247,927,000
	Interest Income	\$1,807,959	\$2,145,800	\$2,067,200
	City taxes billed/levied (adjusted)	\$46,939,639	\$48,139,183	\$59,256,000
	Ad Valorem Original Taxable Value	\$3,207,859,580	\$3,316,149,820	\$3,459,569,360
	Cash and Cash Equivalents at June 30 th	\$133,725,118	\$135,000,000	\$127,000,000
	Number of Payroll Direct Deposits Issued	16,715	16,685	16,735
	Number of Payroll Checks Issued	600	552	530
	Number of Accounts Payable Checks Issued	5,717	5,986	6,050
	Number of Vendor Invoices Paid	12,300	12,220	12,500
	Commercial/Industrial property appraisals	30	39	40
	Residential property appraisals	1,719	1,103	1,100
	Board of Review Appeals	277	352	432
	Preparation of Special Assessment Rolls	42	2	3
	Property splits/combinations processed	12	16	20
	Homestead exemption affidavits processed	1,431	1,246	1,300
	Property Transfer Affidavits	1,688	1,870	1,900
	Efficiency	City's bond rating – Moody's	Aa1	Aa1
City's bond rating – Standard & Poor's		AAA	AAA	AAA
Total percent of tax levy collected.		98.66%	98.63%	N/A
Number of years the G.F.O.A. Distinguished Budget Presentation Award received		34	35	36
Number of years the G.F.O.A Certificate of Achievement for Excellence in Financial Reporting received		21	22	23
Average Rate of Return on Investments		1.90%	2.42%	2.50%
Retirement System – Funded Ratio		83%	83%	83%
Post-Retirement Healthcare Fund – Funded Ratio		102%	102%	102%
Activity Expenditures as a % of General Fund		3.26%	3.16%	3.16%

FINANCE DEPARTMENT



Total Full Time Equivalent [20.00]

STAFFING LEVELS

Acct. No.	Title	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
202	ADMINISTRATIVE				
	Finance Director/Treasurer	1	1	1	1
	Secretary to Finance Director	1	1	1	1
	ADMINISTRATIVE TOTAL	2	2	2	2
207	ACCOUNTING				
	Asst. Finance Director/Controller	1	1	1	1
	City/Pension Accountant	3	3	3	3
	Payroll Coordinator	1	1	1	1
	AP - Accounting Technician	1	2	1	1
	AP - Account Clerk I	0	0	1	1
	AP - Account Clerk II	1	0	0	0
	ACCOUNTING TOTAL	7	7	7	7
208	TREASURY				
	Deputy Treasurer	1	1	1	1
	Account Processing Supervisor	1	1	1	1
	Account Clerk II	0	0	2	2
	Account Clerk I	2	2	0	0
	Total	4	4	4	4
	Part Time (FTE)	0.59	0.59	0.50	0.50
	TREASURY TOTAL	4.59	4.59	4.50	4.50
209	ASSESSING				
	City Assessor	1	1	1	1
	Assessor III	2	3	2	2
	Assessor II	2	0	1	1
	Assessor I	0	1	1	1
	Clerk Typist I	0	1	1	1
	Clerk Typist II	1	0	0	0
	Total	6	6	6	6
	Part Time (FTE)	0.50	0.50	0.50	0.50
	ASSESSING TOTAL	6.50	6.50	6.50	6.50
FINANCE DEPARTMENT TOTAL		20.09	20.09	20.00	20.00

Finance Department

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$108,985 or 5.4% decrease from the current budget.
- The decrease results primarily from decreased personnel costs and Michigan tax tribunal refunds.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$87,148 or 4.6% increase from the FY 18/19 year-end projection, and \$21,837 or 1.1% decrease from the FY 18/19 budget.
- The budget to budget increase results primarily from decreased banking and audit fees partially offset by increased personnel costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$1,539,705	\$1,569,303	\$1,660,612	\$1,572,940	\$1,703,572	\$1,726,910	\$1,764,694
Operating Supplies	13,810	15,477	16,990	21,951	21,568	21,884	22,210
Professional & Contractual	147,277	235,304	325,757	299,483	256,382	262,382	268,382
Capital Outlay	0	19,473	0	0	0	0	0
Total Finance	\$1,700,792	\$1,839,557	\$2,003,359	\$1,894,374	\$1,981,522	\$2,011,176	\$2,055,286

Finance Department

DEPARTMENT NUMBER: 202 - ADMINISTRATION

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) PERSONNEL							
010 Administrative Salaries	173,241	168,934	169,134	169,130	173,844	177,321	180,867
106 Sick & Vacation	29,316	0	0	0	0	0	0
112 Overtime	2	404	600	300	500	500	500
200 Social Security	13,470	15,454	13,537	13,288	13,893	13,634	13,907
250 Blue Cross/Optical/Dental	23,595	26,530	26,537	26,086	27,471	28,432	29,428
275 Life Insurance	1,304	882	1,318	1,237	1,344	1,371	1,398
300 Pension - DC	13,398	13,251	12,970	12,973	13,205	13,469	13,738
325 Longevity	3,175	2,880	2,277	2,278	2,323	2,969	3,029
350 Worker's Compensation	652	844	744	749	390	404	418
Reallocation to Pension Fund	(15,928)	(16,305)	(16,855)	(16,950)	(17,216)	(17,560)	(17,912)
Reallocation to Water Fund	(11,430)	(12,902)	(11,356)	(11,302)	(11,648)	(11,881)	(12,119)
Reallocation to Sewer fund	(11,430)	(12,902)	(11,356)	(11,302)	(11,648)	(11,881)	(12,119)
Category Total	219,365	187,070	187,550	186,487	192,458	196,778	201,136
(740) OPERATING SUPPLIES							
001 Gas & Oil	0	1,114	1,450	1,845	2,250	2,250	2,250
002 Books & Subscriptions	178	45	0	0	0	0	0
008 Supplies	1,335	2,191	1,540	2,500	8,275	8,275	8,275
041 Over & Short	44	17	0	0	0	0	0
Category Total	1,557	3,368	2,990	4,345	10,525	10,525	10,525
(801) PROFESSIONAL & CONTRACTUAL							
001 Conferences & Workshops	301	795	1,625	0	2,450	2,450	2,450
002 Memberships & Licenses	1,800	1,160	1,370	1,463	1,463	1,463	1,463
004 Consultants	1,425	43,455	62,015	62,015	62,015	62,015	62,015
005 Fleet Insurance	840	840	840	840	0	0	0
006 Vehicle Maintenance	0	0	0	20	20	20	20
013 Education & Training	183	287	1,270	700	1,270	1,270	1,270
024 Printing Services	33	265	300	0	0	0	0
041 Auto Allowance	3,600	3,900	3,600	3,600	4,400	4,400	4,400
042 Mileage Reimbursement	172	47	150	100	100	100	100
Category Total	8,353	50,749	71,170	68,738	71,718	71,718	71,718
(970) CAPITAL OUTLAY							
001 Office Furniture	0	18,078	0	0	0	0	0
Category Total	0	18,078	0	0	0	0	0
FINANCE - ADMIN. TOTAL	229,276	259,265	261,710	259,570	274,701	279,021	283,379

Finance Department

DEPARTMENT NUMBER: 207 - ACCOUNTING

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) PERSONNEL								
010	Accounting Salaries	392,587	399,697	423,998	411,501	444,820	445,556	454,468
038	Part-Time	0	714	0	150	0	0	0
106	Sick & Vacation	5,132	8,061	7,216	2,650	28,795	16,600	3,000
112	Overtime	563	594	2,186	1,628	1,950	1,989	2,029
200	Social Security	30,005	30,566	33,901	31,714	37,593	35,587	35,231
250	Blue Cross/Optical/Dental	63,679	93,368	92,604	89,523	95,115	98,444	101,890
275	Life Insurance	1,031	1,021	1,092	1,042	1,163	1,186	1,210
300	Pension - DC	38,689	40,933	42,862	42,297	44,636	45,529	46,439
325	Longevity	6,914	8,779	9,741	9,410	15,859	11,076	11,298
350	Worker's Compensation	1,474	1,710	1,855	1,793	1,043	1,043	1,034
	Reallocation to Water Fund	(13,562)	(14,616)	(15,386)	(14,793)	(16,774)	(16,425)	(16,210)
	Reallocation to Sewer fund	(13,562)	(14,616)	(15,386)	(14,423)	(16,774)	(16,425)	(16,210)
	Reallocation to Pension Fund	(57,228)	(64,169)	(60,805)	(64,068)	(74,358)	(75,845)	(77,362)
	Category Total	455,721	492,041	523,878	498,424	563,068	548,315	546,816
(740) OPERATING SUPPLIES								
008	Supplies	2,081	1,604	2,650	2,515	0	0	0
	Category Total	2,081	1,604	2,650	2,515	0	0	0
(801) PROFESSIONAL & CONTRACTUAL								
001	Conferences & Workshops	1,628	735	1,900	1,900	2,200	2,200	2,200
002	Memberships & Licenses	650	975	980	980	1,315	1,315	1,315
013	Education & Training	1,364	2,151	3,355	2,320	3,245	3,245	3,245
021	Audit Services	38,605	49,260	60,000	58,000	40,000	41,000	42,000
024	Printing Services	329	1,943	1,100	1,100	1,350	1,350	1,350
042	Mileage Reimbursement	364	105	325	200	200	200	200
	Category Total	42,940	55,168	67,660	64,500	48,310	49,310	50,310
FINANCE-ACCOUNTING TOTAL		500,742	548,813	594,188	565,439	611,378	597,625	597,126

Finance Department

DEPARTMENT NUMBER: 208 - TREASURY

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) PERSONNEL							
010 Treasury Salaries	188,794	185,315	201,525	197,912	214,200	220,626	227,245
038 Part-time Salary	16,159	17,371	19,520	12,337	16,990	17,330	17,676
106 Sick & Vacation	0	10,983	2,962	925	3,445	3,514	3,584
112 Overtime	252	1,451	2,750	1,884	2,781	2,837	2,893
200 Social Security	15,756	16,560	17,582	16,310	18,454	18,991	19,542
250 Blue Cross/Optical/Dental	23,145	24,304	39,603	38,087	38,326	39,667	41,056
275 Life Insurance	645	662	704	698	727	742	756
300 Pension - DC	10,509	15,844	17,906	17,397	18,446	18,999	19,569
325 Longevity	2,753	3,475	3,079	3,328	3,825	3,940	4,058
350 Worker's Compensation	766	935	1,002	1,006	537	571	587
Category Total	<u>258,780</u>	<u>276,900</u>	<u>306,633</u>	<u>289,884</u>	<u>317,731</u>	<u>327,216</u>	<u>336,967</u>
(740) OPERATING SUPPLIES							
008 Supplies	1,346	1,152	1,700	3,781	0	0	0
Category Total	<u>1,346</u>	<u>1,152</u>	<u>1,700</u>	<u>3,781</u>	<u>0</u>	<u>0</u>	<u>0</u>
(801) PROFESSIONAL & CONTRACTUAL							
001 Conferences & Workshops	1,765	1,336	1,836	1,591	2,016	2,016	2,016
002 Memberships & Licenses	70	70	70	70	70	70	70
007 Office Equipment Maint	0	156	0	0	0	0	0
013 Education & Training	2,018	1,771	255	45	85	85	85
024 Printing Services	7,892	7,913	9,600	9,600	9,600	9,600	9,600
042 Mileage Reimbursement	135	9	194	153	153	153	153
500 Bank Service Fees	70,274	81,588	75,220	75,000	30,000	30,000	30,000
Category Total	<u>82,154</u>	<u>92,842</u>	<u>87,175</u>	<u>86,459</u>	<u>41,924</u>	<u>41,924</u>	<u>41,924</u>
(970) CAPITAL OUTLAY							
002 Office Equipment	0	1,395	0	0	0	0	0
Category Total	<u>0</u>	<u>1,395</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
FINANCE - TREASURY TOTAL	<u>342,280</u>	<u>372,289</u>	<u>395,508</u>	<u>380,124</u>	<u>359,655</u>	<u>369,140</u>	<u>378,891</u>

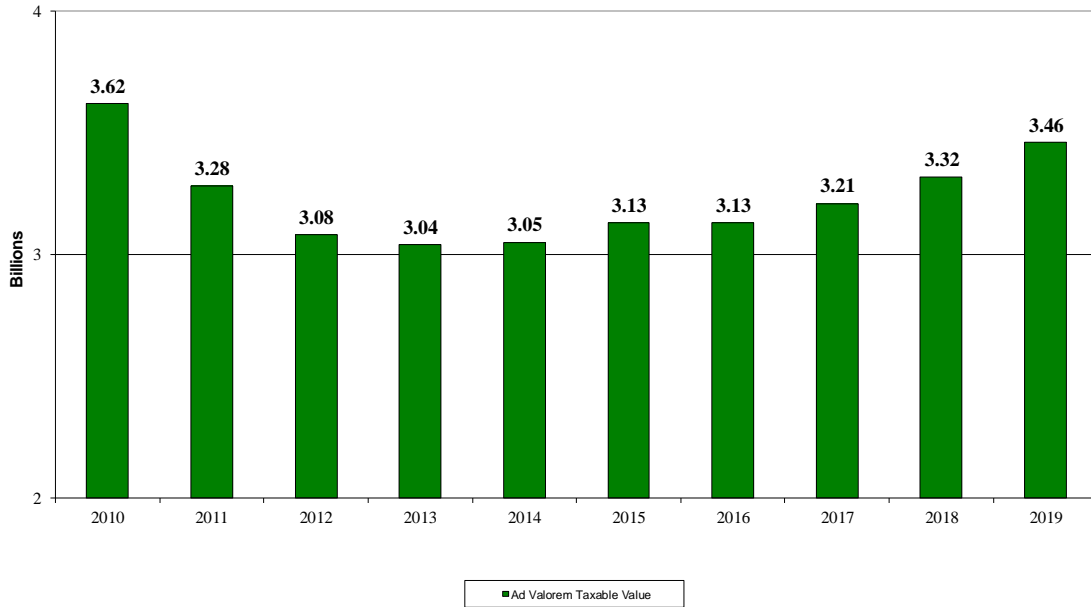
Finance Department

DEPARTMENT NUMBER: 209 - ASSESSING

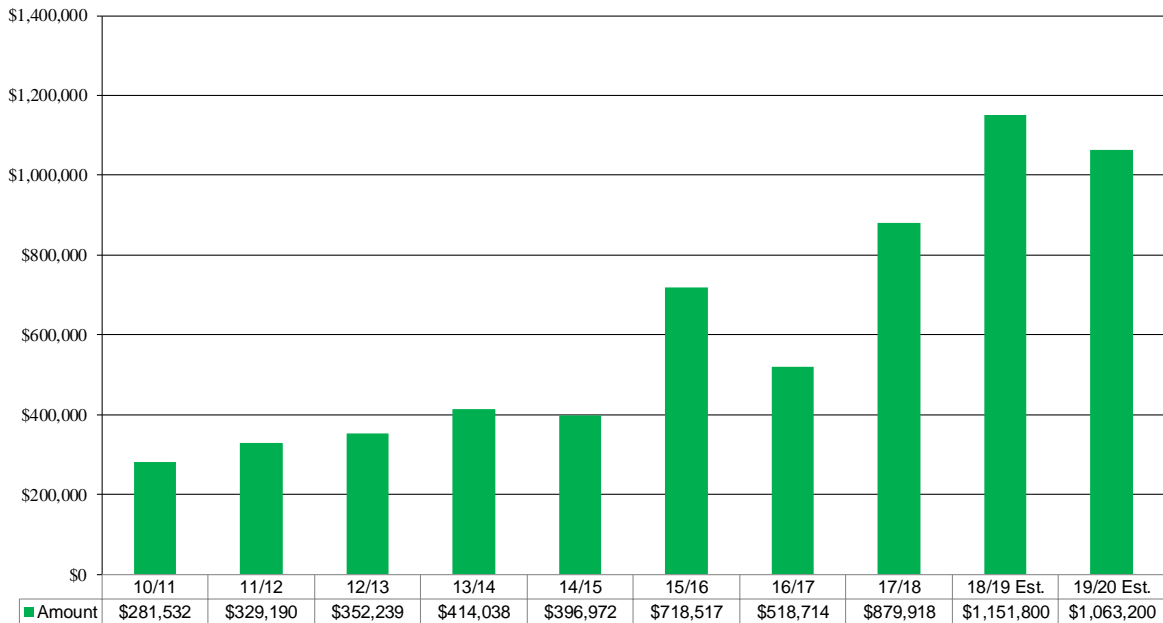
Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) PERSONNEL							
010 Administrative & Clerical	422,598	404,503	421,120	399,520	420,345	437,159	454,645
038 Part-time	16,831	15,797	19,885	12,372	16,366	16,693	17,027
106 Sick & Vacation	2,082	16,300	2,123	2,123	2,165	2,208	2,252
112 Overtime	568	705	750	2,000	750	765	780
200 Social Security	33,806	33,686	35,190	32,203	34,818	36,182	37,599
250 Blue Cross/Optical/Dental	86,770	90,264	102,110	103,836	107,516	111,279	115,174
275 Life Insurance	978	985	1,038	987	1,046	1,067	1,088
300 Pension - DC	24,561	30,107	40,550	28,745	30,063	31,266	32,516
325 Longevity	14,347	17,388	16,120	12,955	15,521	16,142	16,788
350 Worker's Compensation	3,297	3,557	3,665	3,404	1,725	1,840	1,904
Category Total	<u>605,838</u>	<u>613,292</u>	<u>642,551</u>	<u>598,145</u>	<u>630,315</u>	<u>654,601</u>	<u>679,774</u>
(740) OPERATING SUPPLIES							
001 Gas & Oil	205	239	350	434	500	500	500
002 Books & Subscriptions	7,792	8,068	8,400	9,876	10,543	10,859	11,185
008 Supplies	830	1,046	900	1,000	0	0	0
Category Total	<u>8,827</u>	<u>9,353</u>	<u>9,650</u>	<u>11,310</u>	<u>11,043</u>	<u>11,359</u>	<u>11,685</u>
(801) PROFESSIONAL & CONTRACTUAL							
001 Conferences & Workshops	556	2,714	2,550	1,500	2,691	2,691	2,691
002 Memberships & Licenses	1,590	9,664	1,690	1,690	1,665	1,665	1,665
005 Fleet Insurance	565	512	512	574	574	574	574
006 Vehicle Maintenance	209	68	250	222	200	200	200
009 Consultants	5,000	19,775	25,000	22,450	25,000	25,000	25,000
013 Education & Training	2,827	645	1,000	1,000	750	750	750
024 Printing Services	3,083	3,167	3,750	3,550	3,550	3,550	3,550
999 Tax Tribunal Refunds	0	0	65,000	48,800	60,000	65,000	70,000
Category Total	<u>13,830</u>	<u>36,545</u>	<u>99,752</u>	<u>79,786</u>	<u>94,430</u>	<u>99,430</u>	<u>104,430</u>
FINANCE - ASSESSING TOTAL	<u>628,495</u>	<u>659,190</u>	<u>751,953</u>	<u>689,241</u>	<u>735,788</u>	<u>765,390</u>	<u>795,889</u>
 TOTAL FINANCE DEPARTMENT	 <u>1,700,792</u>	 <u>1,839,557</u>	 <u>2,003,359</u>	 <u>1,894,374</u>	 <u>1,981,522</u>	 <u>2,011,176</u>	 <u>2,055,286</u>

KEY DEPARTMENTAL TRENDS

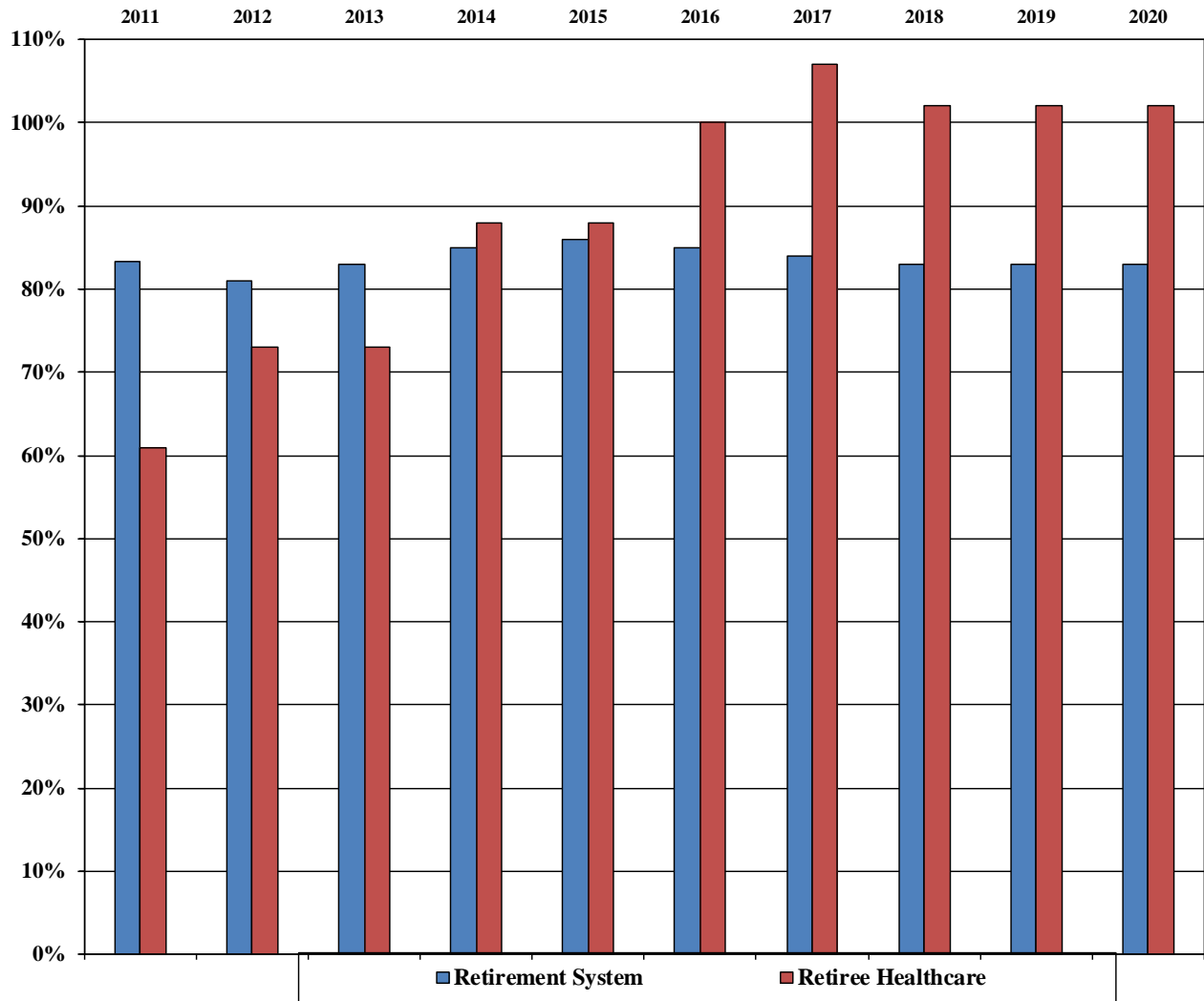
City of Farmington Hills
Taxable Value History
2010 - 2019



City of Farmington Hills
Governmental Activities - Investment Earnings History/Projection
at June 30th



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



CORPORATION COUNSEL

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

Legal Services are provided through a contract with a private firm. Legal services include acting as legal advisor to the City Council, Boards and Commissions, and City Staff; preparing all legal documents; preparing for enactment all additions and amendments to the City's Code of Ordinances; and representing the City in all legal proceedings in which the City may have an interest. There are no city employees in this budget. Legal Services comprise 1.22% of the General Fund's proposed budget.

GOALS

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

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

PERFORMANCE OBJECTIVES

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

Corporation Counsel

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$107,220 or 16.1% increase from the current budget.
- The increase results primarily from projected increased legal fees in the areas of court defense and special projects.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$7,240 or 0.9% decrease from the FY 18/19 year-end projection and a \$99,980 or 15.1% increase from the FY 18/19 current budget.
- The budget to budget increase results from increased hourly rates and increased costs for services related to special projects and Michigan Tax Tribunal cases.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Professional & Contractual	\$796,565	\$665,047	\$664,020	\$771,240	\$764,000	\$789,000	\$814,000
Total Corporation Counsel	\$796,565	\$665,047	\$664,020	\$771,240	\$764,000	\$789,000	\$814,000

DEPARTMENT NUMBER: 210

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(801) PROFESSIONAL & CONTRACTUAL							
008 Legal Retainer	208,000	212,000	216,240	216,240	221,000	228,000	235,000
009 Prosecution	294,004	319,781	329,460	330,000	360,000	371,000	382,000
010 Court Defense	91,020	30,444	35,700	76,000	54,000	56,000	58,000
011 Labor Relations	17,147	24,980	20,400	36,000	25,000	26,000	27,000
012 MTT Professional Services	178,467	44,798	38,760	39,000	50,000	52,000	54,000
071 Special Projects	7,927	33,044	23,460	74,000	54,000	56,000	58,000
DEPARTMENT TOTAL	796,565	665,047	664,020	771,240	764,000	789,000	814,000

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 Clerk's Office and by maintaining accurate and complete records of all business transactions and to conduct in an orderly manner, all federal, state, county and local elections.

The City Clerk's Office is responsible for many diverse functions and serves as the main information office of the City. The City Clerk attends and records all meetings of the City Council; a summary report of Council's actions is then prepared and distributed to City staff and the public. The City Clerk also prepares the tentative and final City Council meeting agendas and electronic information packets with the assistance of the City Manager. The City Clerk serves as the City's Freedom of Information Act (FOIA) Coordinator processing request for public records. The City Clerk's Office is responsible for posting and publishing all public hearing and legal notices and legal advertising for the City, maintaining all City files, policies and permanent records, conducting elections and the maintenance of all voter registrations. The City Clerk's Office is also responsible for receiving/reviewing petitions and preparing resolutions for special assessment district improvements and processing of Council resolutions. The City Clerk's Office maintains the City Codes of Ordinances, resolutions and other legal documents. In addition, the Clerk's Office processes birth and death records, certain business registrations/permits, easements and agreements, street/alley vacations, and is responsible for recording documents with the Oakland County Register of Deeds. The City Clerk functions as Secretary to the City Council as well as the Building and Hospital Authorities and provides direct recording secretarial services to the Planning Commission and Zoning Board of Appeals and clerical support services for agendas, notices and minutes for all City Boards and Commissions and various Ad-Hoc Committees.

During the FY 2019/20 budget two Elections will be conducted – the local General Election scheduled for November 5, 2019 and the Presidential Primary Election anticipated to be held March 10, 2020.

GOALS

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

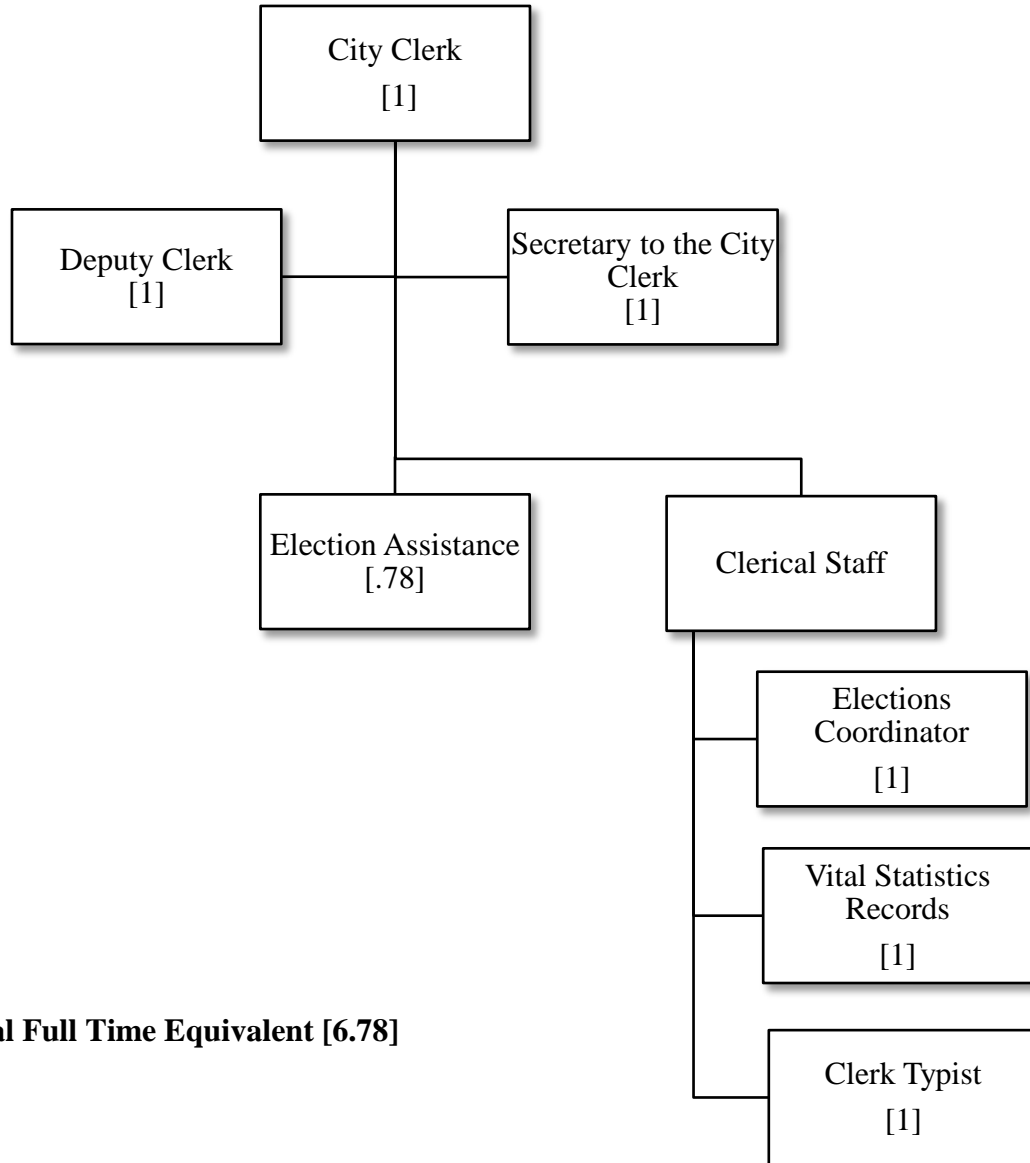
- Overall review and update of ordinances with Departments. (2,8,9)
- Streamlining document retention and assisting with department access to public files held by the Clerk's Office to avoid duplication. (2,9)
- Attend a meeting of each board and commission regarding agenda and minute preparation and legal deadlines. (4,8)
- Host a FOIA forum for pertinent/new staff. (8)
- Continue to develop best practices for use of the new Election Equipment for Election Inspectors and staff. (1,2,9)
- Expand our pool of Election Inspectors and include city staff going forward when necessary. (1,4,8)
- Work with the new Secretary of State and area Clerks for funding of additional election equipment due to legislative changes. (2,7)
- Public outreach with regard to changes in Election Law and opportunities for voters. (1,11,4)

PERFORMANCE OBJECTIVES

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

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Levels	Birth Records Processed	697	770	N/A
	Death Records Processed	1,082	1,105	N/A
	Freedom of Information Act (FOIA) Requests Processed	223	250	200+
	Ordinances Enacted	10	8	10
	City Council Minutes (includes study sessions, special meetings) prepared	44	44	44
	Planning Commission Minutes prepared	17	18	18
	Zoning Board of Appeals Minutes prepared	9	10	10
	Agendas & Minutes posted and filed for other various board/commission and committees	238	245	245
	Voter Registration Records Processed – *Under new legislation, persons 18+ are automatically registered when obtaining a DL or Personal ID	4,535	*5,985	*8,200+
	Absentee Ballots Issued - *Increased numbers based on no-reason absentee legislation	6,716	*21,847	*15,000
	Council Agendas/Packets Prepared	22	23	23
	No. of Elections Conducted	1	3	2
	No. of Public Notices Published	95	100	100+
	No. of Documents Recorded	60	60	60
	No. of Liquor License Requests approved by City Council (New, transfers, One-Day, etc.)	3	4	4
	No. of Permits Issued- Special Events, Temporary Outdoor Sales, Massage Businesses, Home Daycare, Peddler/Solicitor	109	142	142
Efficiency	Activity Expenditures as a % of General Fund	1.07%	1.32%	1.24%

CITY CLERK



Total Full Time Equivalent [6.78]

STAFFING LEVELS

Acct. No.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
(010)	Administrative and Clerical				
	City Clerk	1	1	1	1
	Deputy Clerk	1	1	1	1
	Secretary to the Clerk	1	1	1	1
	Department Aid	0	0	1	1
	Clerk Typist II	1	1	1	1
	Clerk Typist I	1	1	0	0
	Election Coordinator	1	1	1	1
	Total	6	6	6	6
(038)	Part Time (FTE)				
	Election Help	0.20	0.28	0.78	0.78
	Department Total	6.20	6.28	6.78	6.78

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$81,826 or 11.6% increase from the current budget.
- The increase results from the purchase of a high speed scanner for processing absentee ballots and increased costs for part-time election workers and overtime due to increased voter turnout for elections, partially offset by lower costs for legal notices.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$11,336 or 1.4% decrease from the FY 18/19 year-end projection and \$70,490 or 10.0% increase from the FY 18/19 budget.
- The budget to budget increase results primarily from higher personnel costs, increased cost of part time, election workers and overtime wages, election supplies and printing services due to legislative changes regarding elections and heading into a Presidential Election year.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$565,416	\$545,119	\$632,852	\$634,886	\$665,492	\$721,931	\$652,618
Operating Supplies	17,920	28,304	22,530	22,752	41,500	27,000	35,700
Professional & Contractual	37,641	32,539	52,045	43,460	70,925	54,155	67,325
Capital Outlay	0	0	0	88,155	0	0	0
Total City Clerk	\$620,977	\$605,962	\$707,427	\$789,253	\$777,917	\$803,086	\$755,643

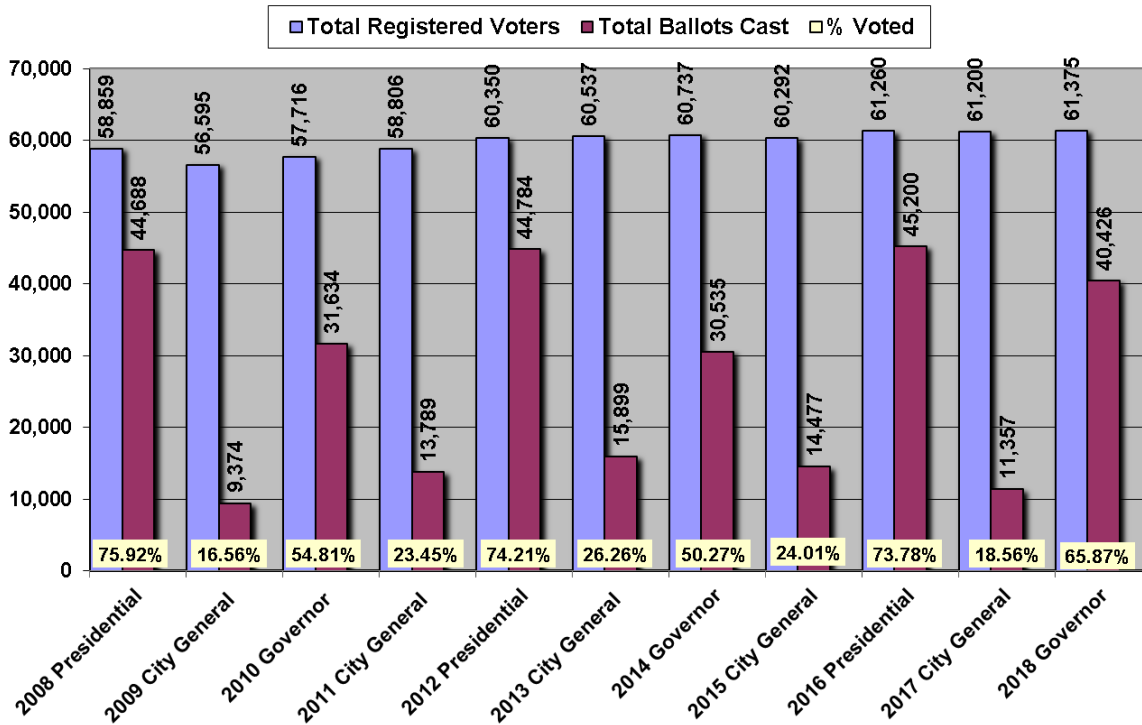
City Clerk

DEPARTMENT NUMBER: 215

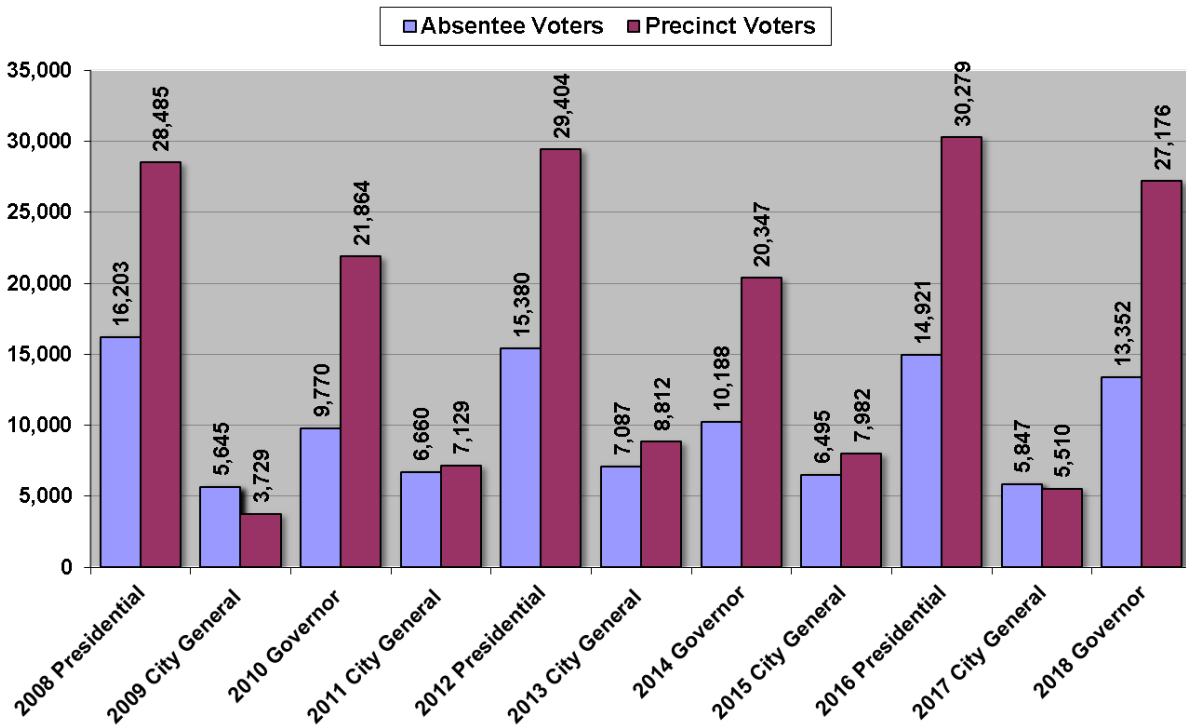
Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) PERSONNEL							
010 Administrative & Clerical	338,626	350,016	367,681	367,400	384,633	396,172	408,057
038 Part-time	2,267	1,618	7,488	10,791	21,924	27,300	23,500
039 Election Workers	97,648	38,046	86,925	95,000	98,840	130,000	50,000
106 Sick & Vacation	0	991	2,345	0	2,391	3,000	3,000
112 Overtime	13,160	3,325	10,099	15,200	17,052	20,000	18,500
200 Social Security	28,239	28,370	31,212	31,354	34,235	35,543	36,088
250 Blue Cross/Optical/Dental	63,987	78,627	79,420	67,880	57,010	59,005	61,071
275 Life Insurance	1,805	1,862	1,975	1,937	2,049	2,090	2,132
300 Pension - DC	5,284	26,026	27,839	27,513	28,793	29,657	30,546
325 Longevity	13,053	14,708	16,177	16,077	17,615	18,143	18,688
350 Worker's Compensation	1,348	1,530	1,691	1,733	950	1,020	1,036
Category Total	565,416	545,119	632,852	634,886	665,492	721,931	652,618
(740) OPERATING SUPPLIES							
001 Gas & Oil	502	845	1,080	1,302	1,500	1,500	1,500
008 Supplies	2,961	2,593	4,050	4,050	3,200	4,000	4,000
012 Election Supplies	14,458	24,867	17,400	17,400	36,800	21,500	30,200
Category Total	17,920	28,304	22,530	22,752	41,500	27,000	35,700
(801) PROFESSIONAL & CONTRACTUAL							
001 Conferences & Workshops	3,804	4,524	4,300	4,000	6,200	7,200	6,000
002 Memberships & Licenses	515	496	505	490	525	525	525
004 Consultants	6,294	5,531	8,500	6,500	7,500	7,500	7,500
005 Fleet Insurance	840	840	840	840	0	0	0
007 Office Equip. Maintenance	5,633	0	4,300	4,300	4,300	4,300	4,300
012 Codification	4,760	4,192	6,000	6,000	6,000	6,000	6,000
013 Education & Training	1,755	1,402	3,500	3,000	3,000	3,000	1,000
014 Legal Notices	4,927	5,198	12,000	6,000	8,000	8,000	8,000
015 Election Site Rentals	2,800	1,300	3,000	3,230	3,000	3,230	1,600
024 Printing Services	1,938	5,996	4,500	5,000	27,000	9,000	27,000
041 Vehicle Allowance	3,600	3,600	3,600	3,600	4,400	4,400	4,400
078 Recording Fees	775	(540)	1,000	500	1,000	1,000	1,000
Category Total	37,641	32,539	52,045	43,460	70,925	54,155	67,325
(970) CAPITAL OUTLAY							
007 Election Equipment	0	0	0	88,155	0	0	0
Category Total	0	0	0	88,155	0	0	0
DEPARTMENT TOTAL	620,977	605,962	707,427	789,253	777,917	803,086	755,643

KEY DEPARTMENTAL TRENDS

Total Votes Cast



Total Voters By Election



HUMAN RESOURCES

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

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

GOALS

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

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

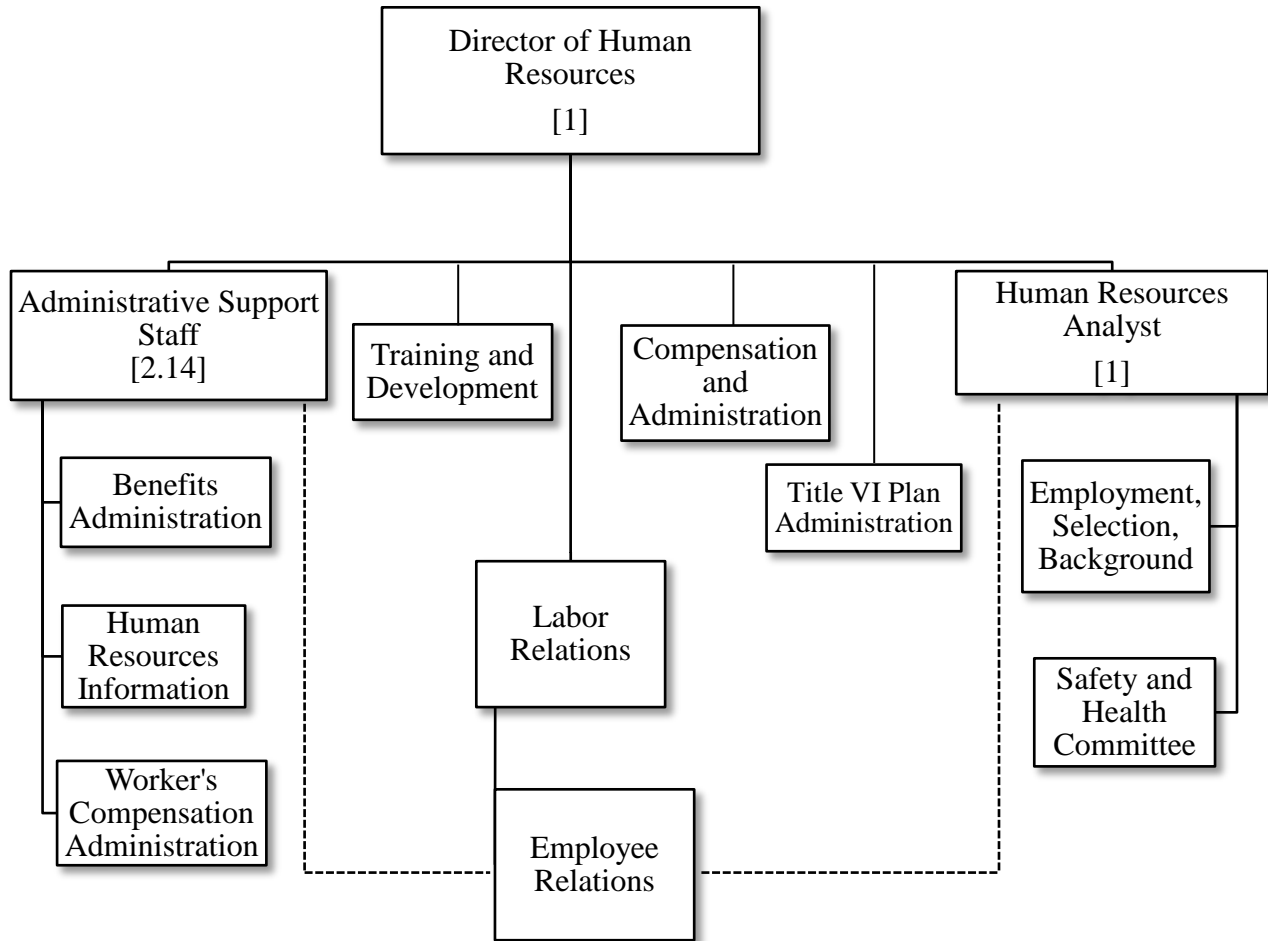
Human Resources

- Develop and support programs that promote morale amongst the workforce and highlight the City as an employer of choice. (8)
- To actively manage the benefit plans and discover cost savings opportunities. (2)
- Maintain the intranet as a critical source of information to employees regarding employment, benefits, policies programs and procedures. (2, 8)

PERFORMANCE OBJECTIVES

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Full-time new hires	17	25	28
	Part-time/seasonal new hires	132	142	152
	Full-time terminations/Retirements	21	17	24
	Part-time/seasonal terminations	129	125	140
	Health Insurance Administration (including FT, COBRA and retirees)	528	563	560
	Applications received	1,408	1,575	1,590
	Payroll changes processed	564	480	500
	Occupational injuries or illnesses	55	32	25
	Driver's license checks processed	304	335	352
	Criminal checks processed	306	325	332
	Benefit changes processed	390	380	375
	Employee consultations	3,600	3,600	3,600
	Participation in Fit for Life Program	40%	35%	38%
	Efficiency	Number of years awarded MML Lowest Modification Factor for Workers Compensation	21	21
Average # work days to complete internal recruitment		24	35	30
Average # work days to complete external recruitment		60	65	65
% Labor grievances resolved before arbitration		100%	90%	100%
Full-time employee turnover rate (excluding retirements)		0.03%	0.02%	0.03%
% Minorities in Work Force		13%	15%	16%
Activity Expenditures as a % of General Fund		0.72%	0.73%	0.72%

HUMAN RESOURCES



Total Full Time Equivalent [4.14]

STAFFING LEVELS

Acct. No.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
(010) ADMINISTRATIVE & CLERICAL					
	Director of Human Resources	1	1	1	1
	Human Resources Analyst	1	1	1	1
	Benefits Coordinator	0	0	1	1
	Secretary to the Director	1	1	0	0
	Human Resources Department Aide	1	1	1	1
		4	4	4	4
(038) Part Time (FTE)					
		0.14	0.14	0.14	0.14
DEPARTMENT TOTAL		4.14	4.14	4.14	4.14

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$12,454 or 2.9% increase from the current budget.
- The increase results primarily from increased medical insurance costs.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$18,896 or 4.3% increase from the FY 18/19 year-end projection and \$31,350 or 7.4% increase from the FY 18/19 current budget.
- The budget to budget increase results primarily from higher personnel costs along with increased costs for related to the hiring process.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$343,840	\$377,928	\$393,833	\$405,682	\$423,370	\$432,517	\$442,232
Operating Supplies	5,614	7,763	11,518	10,637	11,921	11,921	11,921
Professional & Contractual	19,071	22,181	17,969	19,455	19,379	19,379	19,379
Total Human Resources	\$368,524	\$407,872	\$423,320	\$435,774	\$454,670	\$463,817	\$473,532

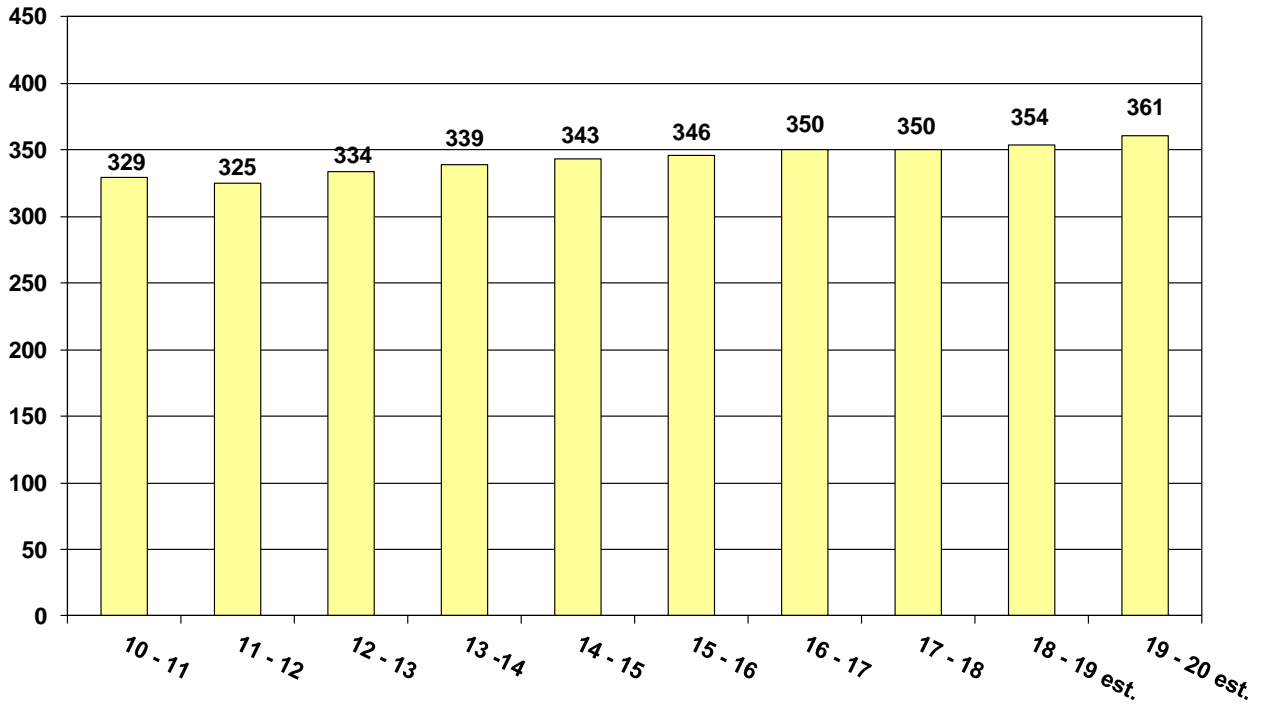
Human Resources

DEPARTMENT NUMBER: 226

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) PERSONNEL								
010	Administrative Salaries	252,277	264,218	272,743	272,898	281,665	287,298	293,044
038	Part-time	4,002	798	4,300	4,300	4,300	4,386	4,474
106	Sick & Vacation	0	9,580	6,576	8,955	9,050	9,231	9,416
112	Overtime	0	0	500	500	500	510	520
200	Social Security	19,502	20,684	22,408	22,130	23,370	23,475	23,944
250	Blue Cross/Optical/Dental	39,302	50,856	53,008	62,592	68,629	71,031	73,517
275	Life Insurance	1,732	1,793	1,917	1,900	1,957	1,996	2,036
300	Pension - DC	24,266	26,231	27,041	27,071	27,910	28,468	29,038
325	Longevity	1,790	2,611	4,101	4,080	5,327	5,434	5,542
350	Worker's Compensation	969	1,157	1,239	1,257	662	688	701
	Category Total	343,840	377,928	393,833	405,682	423,370	432,517	442,232
(740) OPERATING SUPPLIES								
001	Gas & Oil	1,274	1,157	2,400	1,519	2,000	2,000	2,000
003	Personnel Testing	899	300	747	747	850	850	850
004	Personnel Advertising	2,114	4,889	7,100	7,100	7,500	7,500	7,500
008	Supplies	1,327	1,417	1,271	1,271	1,571	1,571	1,571
	Category Total	5,614	7,763	11,518	10,637	11,921	11,921	11,921
(801) PROFESSIONAL & CONTRACTUAL								
001	Conferences & Workshops	172	333	1,220	1,220	1,220	1,220	1,220
002	Memberships & Licenses	692	736	755	755	755	755	755
004	Consultants/CDL	2,400	3,674	3,200	3,200	3,680	3,680	3,680
005	Fleet Insurance	840	840	840	840	0	0	0
013	Education & Training	2,588	3,708	4,200	3,100	4,200	4,200	4,200
024	Printing Services	0	0	0	40	0	0	0
025	Safety & Health Committee	6,062	5,508	1,924	4,000	1,924	1,924	1,924
026	Physical Exams	2,716	3,782	2,230	2,700	3,200	3,200	3,200
041	Auto Allowance	3,600	3,600	3,600	3,600	4,400	4,400	4,400
	Category Total	19,071	22,181	17,969	19,455	19,379	19,379	19,379
DEPARTMENT TOTAL		368,524	407,872	423,320	435,774	454,670	463,817	473,532

KEY DEPARTMENTAL TREND

FULL TIME EMPLOYEES (positions)



CENTRAL SERVICES

MISSION STATEMENT: Provide the highest quality, efficient internal support for Information Technology, Geospatial Analysis, 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 Geographic Information Systems (GIS). Supplies and services are procured by purchasing staff for all departments and divisions within the City. Purchasing staff also dispose of surplus City owned property. Mail services for incoming and outgoing mail are managed by Central Services staff.

GOALS

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

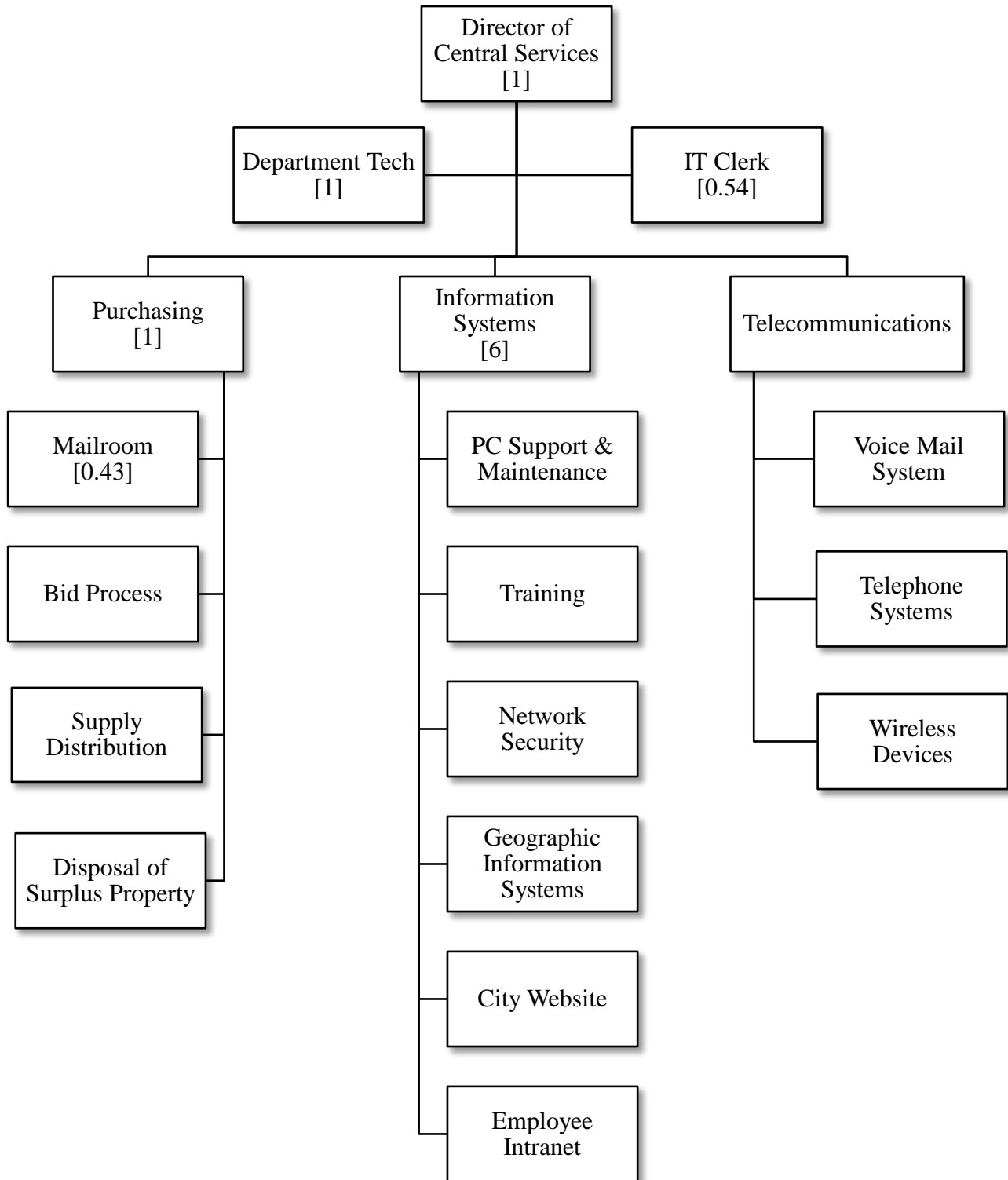
- Streamline routine work-flow with the use of technology. (2,8)
- Maintain a stable, reliable and efficient computer network. (2,8,9)
- Provide software training opportunities for employees. (2,8)
- Replace obsolete and ineffective technology equipment prior to it becoming a support problem. (2)
- Promote the use of e-Procurement and expand the membership of vendors and agencies. (2)
- Expand the use of cooperative purchasing. (2,9, 11)
- Replace paper based sealed bidding process with electronic process. (2,8)
- Review, promote and implement creative ways to save money and improve operations. (2)
- Educate staff about the purchasing process. (2,8,9)
- Expand the use of GIS technology. (2,8)
- Promote, support and expand network communications system. (2, 3, 8)
- Promote, educate and expand the use of the p-card program. (2,8)
- Implement Green purchasing procedures. (2,10)
- Maintain existing service and support levels with added responsibilities. (1,8)
- Review consolidation opportunities.(2,10)
- Manage additional responsibilities (Farmington IT). (2)

PERFORMANCE OBJECTIVES

- Maintain and improve growing services levels within assigned resources.
- To promote the use of technology to improve the delivery of City services.
- To support end users in a timely and professional manner without secondary visits.
- Expand the use of the City website and to disseminate information about the City.
- Expand and promote the use of the employee intranet.
- Implement pro-active contracts with multi-year renewal options.
- Eliminate redundancy of information maintenance and promote information sharing.
- Expand the use of document imaging.
- Encourage, expand and promote cooperative purchasing.
- Support and maintain data network to provide uninterrupted work for staff.
- Encourage and promote the use of existing software systems to their fullest capacity.
- Leverage the use of GIS Technology to better serve staff, local business & residents.

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Software Systems Supported	206	200	205
	Software Training Classes Provided	12	12	12
	GIS Enhanced Applications	6	9	9
	Computer Hardware Supported (PC's)	473	465	450
	Helpdesk/Support incidents	1,000	1,000	1,100
	Multi-Function Network Printers	55	55	58
	Network & Local Printers	34	34	40
	Portable PC's Supported	61	90	120
	Virtual Servers Maintained	36	54	60
	Smart phone devices	250	297	310
	Smart phone Users	200	269	300
	Ratio of PC's to IT Analysts	94:1	95:1	95:1
	Sealed Bids/RFP's Issued	52	65	65
	MITN e-Procurement members	220	236	240
	City Manager Reports	60	70	72
	Purchase Orders Issued	818	825	830
	Total Amount Purchased	\$22,816,200	\$23,200,000	\$24,500,000
	Purchasing Net Aggregate Savings	\$412,979	\$423,729	\$460,000
	Total Dollars purchased with p-card	\$1,939,002	\$2,132,902	\$2,346,192
	Total number of p-card transactions	7,156	7,872	8,659
Total sold through MITN auction	\$102,782	\$105,865	\$109,040	
Number of items sold through MITN auction	151	155	160	
Outbound U.S. Mail Spend	\$83,800	\$89,500	\$95,000	
Efficiency	Average Amount of Purchase Order	\$27,892	\$28,121	\$29,518
	Savings per \$1 expended	\$0.018	\$0.018	\$0.019
	Average p-card transaction	\$270.96	\$284.51	\$298.74
	Activity Expenditures as % of General Fund	2.10%	1.69%	1.64%

CENTRAL SERVICES



Total Full Time Equivalent [9.97]

STAFFING LEVELS

Acct. 250	Title	Authorized Positions		Requested Positions	Authorized Positions
		FY 2017/18 Budget	FY 2018/19 Budget	FY 2019/20 Budget	FY 2019/20 Budget
(010) ADMINISTRATIVE & CLERICAL					
	Director of Central Services	1	1	1	1
	Buyer	1	1	1	1
	Manager of Information Technology	1	1	1	1
	Senior Information Systems Analyst	0	0	2	2
	Information Systems Analyst II	3	3	1	1
	Information Systems Analyst I	1	1	1	1
	GIS Technician	1	1	1	1
	Aide	1	0	0	0
	Department Technician	0	1	1	1
	Total	9	9	9	9
(038) Part Time (FTE)					
	Mail Clerk	0.40	0.40	0.43	0.43
	IT Clerk	0.50	0.50	0.54	0.54
	Total	0.90	0.90	0.97	0.97
Department Total		9.90	9.90	9.97	9.97

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$23,068 or 2.2% decrease from the current budget.
- The decrease results primarily from projected less than budgeted personnel costs, consultants, education and training, and office equipment maintenance.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$16,526 or 1.6% increase from the FY 18/19 year-end projection and \$6,542 or 0.6% decrease from the FY 18/19 current budget.
- The budget to budget decrease is due to decreased office equipment maintenance costs partially offset by increased personnel costs.

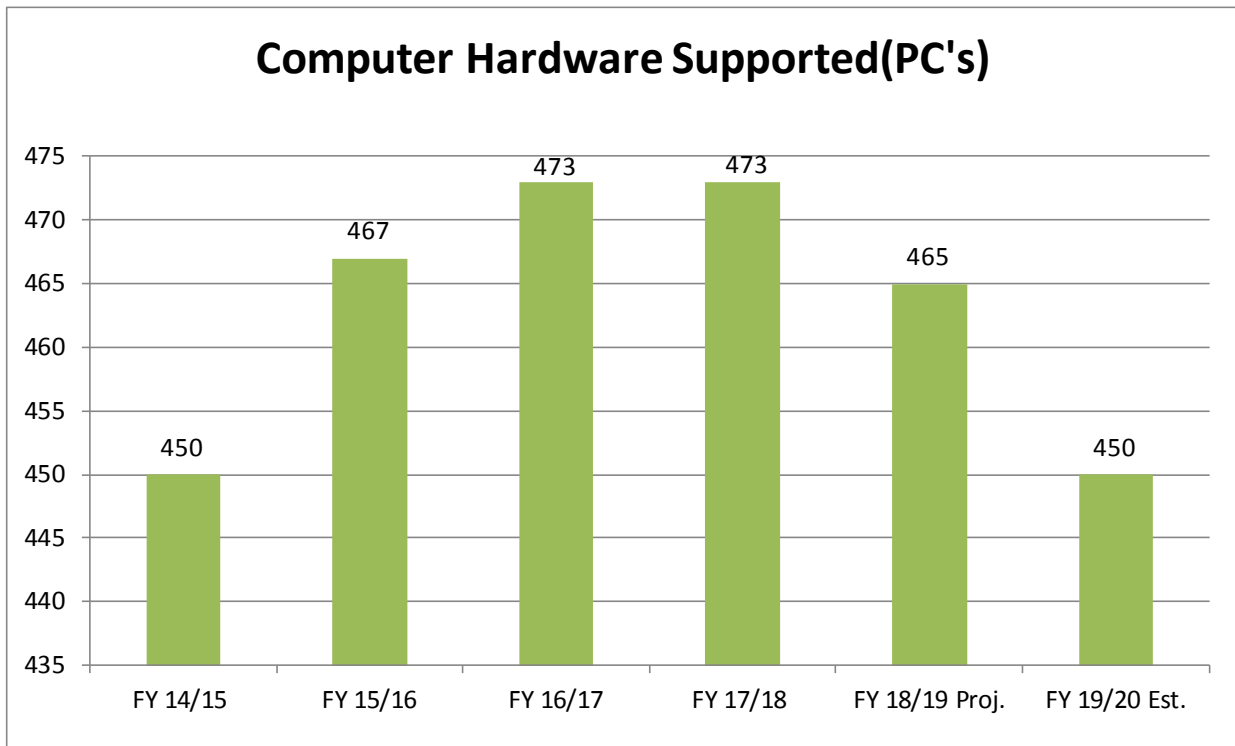
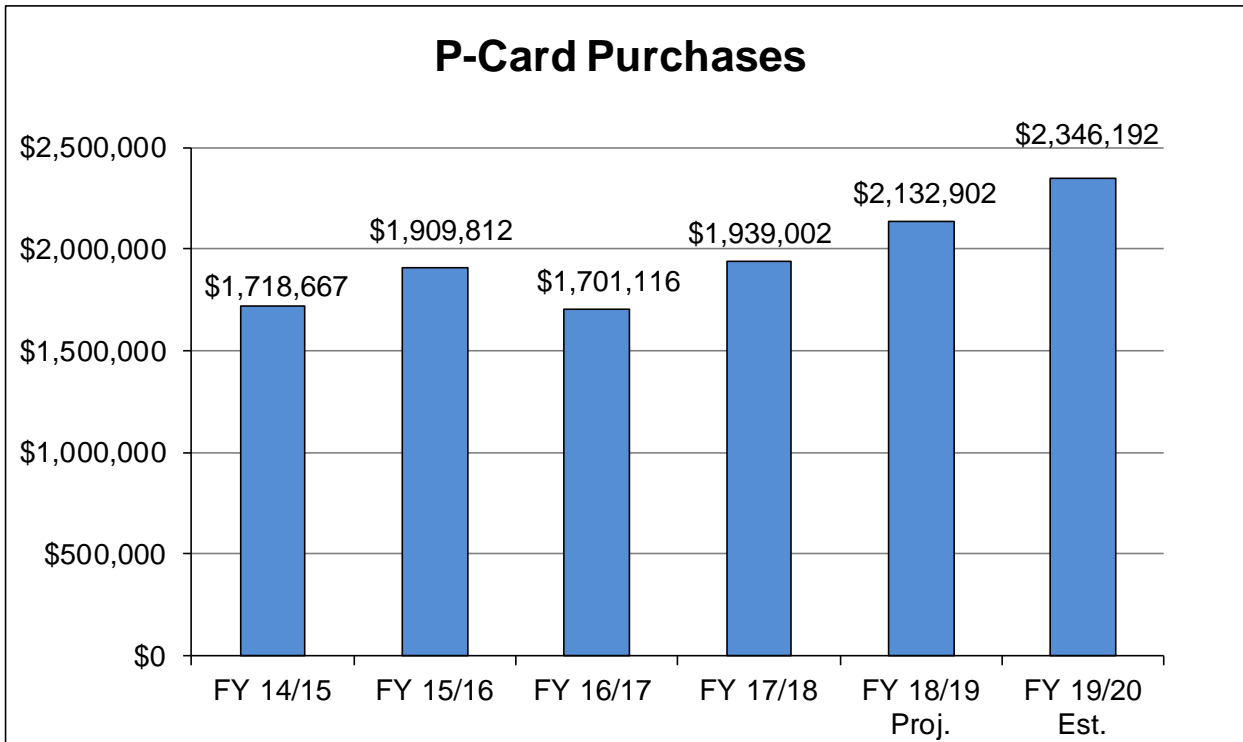
	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$825,055	\$894,357	\$961,072	\$954,497	\$972,611	\$999,650	\$1,029,639
Operating Supplies	2,357	2,878	2,961	2,938	3,090	3,110	3,110
Prof. & Contractual	255,982	290,793	71,810	55,340	53,600	52,950	52,950
Total Central Services	\$1,083,395	\$1,188,028	\$1,035,843	\$1,012,775	\$1,029,301	\$1,055,710	\$1,085,699

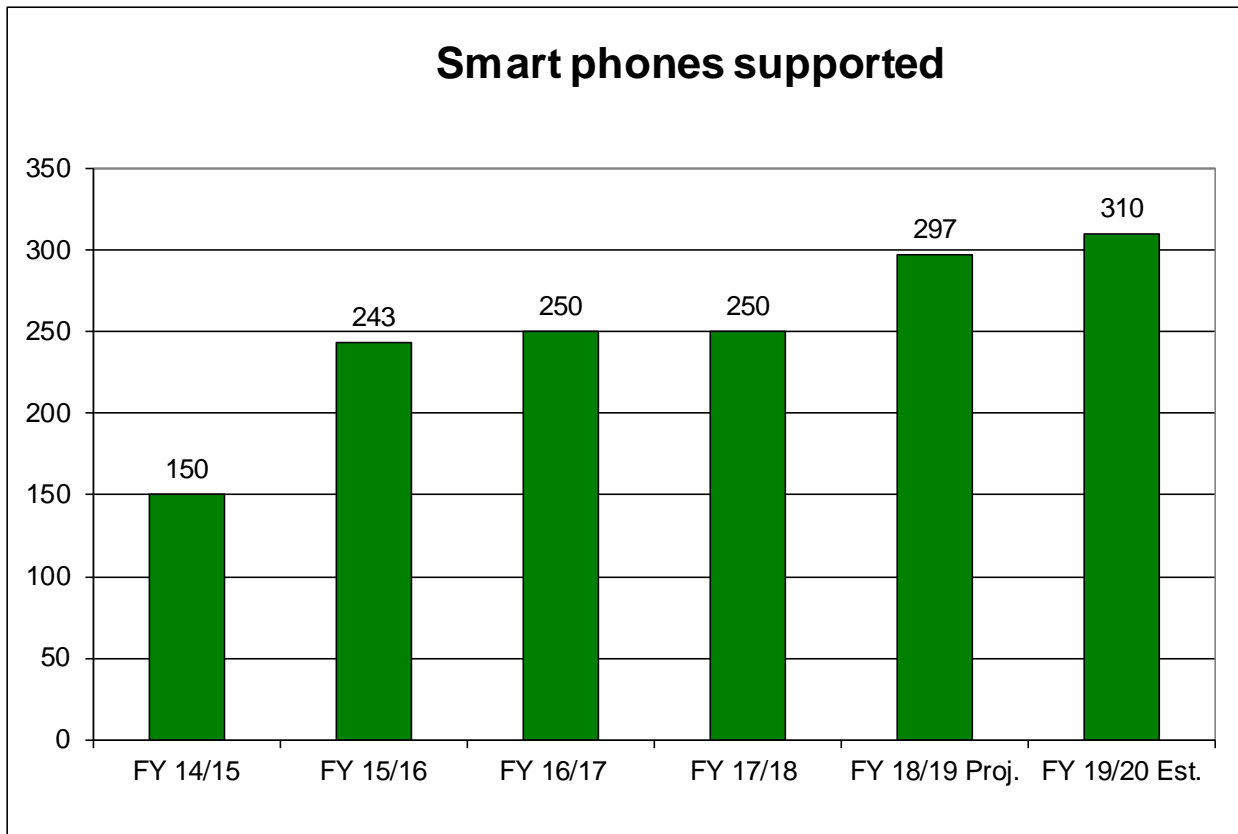
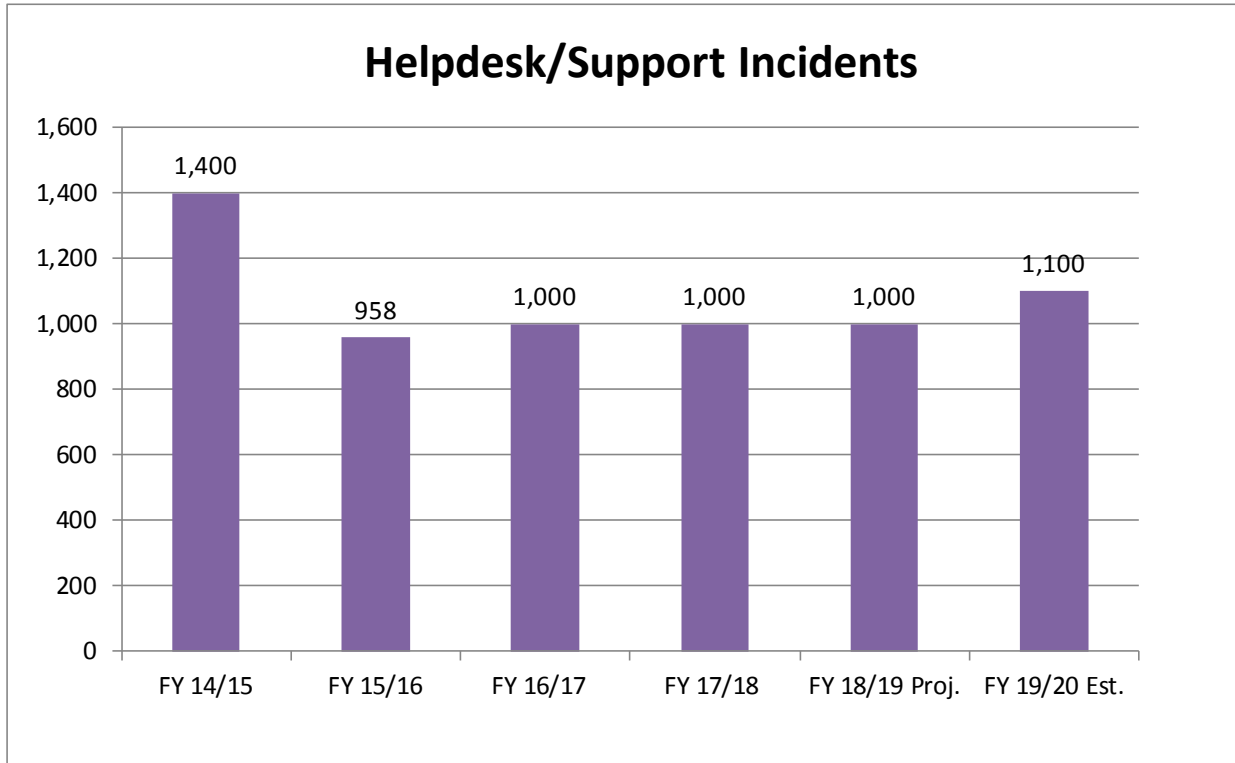
Central Services

DEPARTMENT NUMBER: 250

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) PERSONNEL								
010	Administrative Salaries	598,668	637,719	662,403	668,550	681,516	701,961	723,020
038	Part-time	11,371	21,570	25,100	22,780	25,097	25,620	26,200
106	Sick & Vacation	5,856	5,235	26,201	23,720	5,500	5,500	5,500
112	Overtime	3,826	3,399	8,000	5,800	8,000	8,000	8,000
200	Social Security	51,866	52,598	58,255	56,125	59,983	59,652	61,386
250	Blue Cross/Optical/Dental	109,509	124,745	125,328	124,363	131,088	135,676	140,425
275	Life Insurance	2,937	3,469	3,696	3,546	3,807	3,883	3,961
300	Pension - DC	8,595	13,244	14,701	14,686	22,657	23,337	24,037
325	Longevity	29,951	29,537	34,232	31,844	33,245	34,242	35,270
350	Worker's Compensation	2,477	2,841	3,156	3,084	1,718	1,778	1,840
	Category Total	825,055	894,357	961,072	954,497	972,611	999,650	1,029,639
(740) OPERATING SUPPLIES								
001	Gas & Oil	626	755	1,200	977	1,125	1,125	1,125
002	Books & Subscriptions	0	138	61	61	65	65	65
008	Supplies	1,731	1,984	1,700	1,900	1,900	1,920	1,920
	Category Total	2,357	2,878	2,961	2,938	3,090	3,110	3,110
(801) PROFESSIONAL & CONTRACTUAL								
001	Conferences & Workshops	1,266	1,465	2,470	2,250	4,000	3,300	3,300
002	Memberships & Licenses	205,202	243,612	1,000	1,000	1,200	1,250	1,250
004	Consultants/Website Dev.	29,738	27,612	35,000	31,000	33,000	33,000	33,000
005	Fleet Insurance	840	840	840	840	0	0	0
007	Office Equip. Maintenance	10,692	6,770	20,000	9,500	3,000	3,000	3,000
013	Education & Training	6,022	6,865	8,700	6,950	7,800	7,800	7,800
024	Printing Services	122	29	200	200	200	200	200
041	Auto Allowance	2,100	3,600	3,600	3,600	4,400	4,400	4,400
	Category Total	255,982	290,793	71,810	55,340	53,600	52,950	52,950
DEPARTMENT TOTAL		1,083,395	1,188,028	1,035,843	1,012,775	1,029,301	1,055,710	1,085,699

KEY DEPARTMENTAL TRENDS





SUPPORT SERVICES

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

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

This Department's operations, which are approximately 3.6% of the General Fund's proposed budget, are partially supported by a \$57,000 Reimbursement for Overhead Street Lighting from various affected subdivisions and properties.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$111,910 or a 5.3% decrease from the current budget.
- The decrease results primarily from estimated savings in operating supplies, memberships and licenses, telephone, postage, unemployment compensation and document imaging costs partially offset by increases in consultants and insurable property repairs.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$275,336 or 13.9% increase from the FY 18/19 year-end projection and \$163,426 or 7.8% increase from the FY 18/19 budget.
- The budget to budget increase results primarily from increased membership and license costs as well as the cost of changing email providers. Other proposed increases are for consultants, a broadband study and office equipment maintenance partially offset by decreases in telephone/data and postage costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Operating Supplies	\$36,754	\$37,613	\$57,880	\$34,635	\$53,030	\$55,680	\$55,780
Professional & Contractual	1,580,541	1,480,595	2,036,291	1,947,626	2,204,567	2,187,050	2,059,050
Capital Outlay	20,183	0	0	0	0	0	0
Total Support Services	\$1,637,478	\$1,518,209	\$2,094,171	\$1,982,261	\$2,257,597	\$2,242,730	\$2,114,830

Support Services

DEPARTMENT NUMBER: 290

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(740) OPERATING SUPPLIES								
001	Gas & Oil Pool Cars	5,532	5,900	9,600	7,595	8,750	9,600	9,600
008	Miscellaneous Expense	10,541	16,330	16,000	8,200	12,000	13,200	13,200
014	Copier Supplies	3,631	3,699	5,400	5,400	5,400	6,000	6,100
046	City-Wide Beautification	17,050	11,684	26,880	13,440	26,880	26,880	26,880
	Category Total	36,754	37,613	57,880	34,635	53,030	55,680	55,780
(801) PROFESSIONAL & CONTRACTUAL								
002	Membership & Licenses	0	0	284,582	275,000	455,601	490,000	375,000
003	Public Relations	25,571	25,983	47,000	42,000	42,000	42,000	42,000
004	Consultants	26,102	18,564	30,000	42,000	50,000	35,000	35,000
005	Fleet Insurance	5,650	5,120	5,170	7,816	7,816	7,800	7,800
006	Vehicle Maintenance	5,850	3,668	5,000	5,000	5,000	5,000	5,000
007	Office Equip. Maintenance	471	2,309	4,000	2,960	18,500	18,500	18,500
010	Broadband Study	0	0	0	0	60,000	0	0
015	Copier Rental	32,791	34,249	42,000	36,100	36,500	36,500	36,500
016	Phone Expense	207,829	174,643	240,000	180,000	185,000	190,000	190,000
018	Postage & Machine Rental	92,786	83,800	110,000	89,500	95,000	110,000	97,000
019	Gen. Liability & Contents	879,250	783,855	825,000	825,000	825,000	825,000	825,000
022	Insurable Property Repairs	0	28,327	63,922	95,000	50,000	50,000	50,000
027	Radio Maintenance	0	1,250	2,500	1,250	1,250	1,250	1,250
050	Overhead Lighting Utilities	187,236	211,973	205,917	203,000	205,900	210,000	210,000
052	Document Imaging Management	0	0	50,000	35,000	50,000	50,000	50,000
082	Unemployment Compensation	45,251	38,463	50,000	35,000	50,000	50,000	50,000
083	Disability Funding	9,802	21,827	10,000	10,000	10,000	10,000	10,000
084	Pest Abatement	9,948	14,696	13,000	13,000	13,000	13,000	13,000
085	Cobra Insurance	988	(1,064)	6,000	12,000	6,000	6,000	6,000
086	Health IBNR	(198)	0	25,000	25,000	25,000	25,000	25,000
087	Wellness Program	6,443	11,574	11,000	8,500	9,000	9,000	9,000
089	State Hlth. Insurance Claims Tax	2,716	3,220	3,200	1,500	1,000	0	0
090	Fed. ACA Trans. Insurance Prog.	41,999	3,251	0	0	0	0	0
998	Disaster Emergency Fund	57	14,887	3,000	3,000	3,000	3,000	3,000
	Category Total	1,580,541	1,480,595	2,036,291	1,947,626	2,204,567	2,187,050	2,059,050
(970) CAPITAL OUTLAY								
055	Land Acquisition	20,183	0	0	0	0	0	0
	Category Total	20,183	0	0	0	0	0	0
DEPARTMENT TOTAL		1,637,478	1,518,209	2,094,171	1,982,261	2,257,597	2,242,730	2,114,830

POST-EMPLOYMENT BENEFITS

Post-Employment Benefits are contributions made to the City’s Defined Benefit Retirement System and Retiree Healthcare Plan for the Closed General Member Group. Prior to FY 2013/14, these contributions were allocated to the various representative Departments. However, due to the General Group being closed to new members since FY 2006/07, it became increasingly more difficult to accurately allocate these contributions, as new hires have been placed in Defined Contribution plans. Post-employment Benefits comprise 4.21% of the General Fund’s proposed budget.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- No change.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$84,008 or 3.3% increase from the FY 18/19 budget.
- The City-wide combined Employees’ Retirement System and Post-Retirement Healthcare Fund’s actuarial calculated contributions increased in FY 19/20 from FY 18/19 resulting from the June 30, 2018 actuary study.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$2,362,187	\$2,667,231	\$2,555,986	\$2,555,986	\$2,639,994	\$2,771,994	\$2,910,593
Total Post Employment Benefits	\$2,362,187	\$2,667,231	\$2,555,986	\$2,555,986	\$2,639,994	\$2,771,994	\$2,910,593

DEPARTMENT NUMBER: 298

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) PERSONNEL							
305 General Group DB Pension	1,782,993	2,462,813	2,365,004	2,365,004	2,314,162	2,429,870	2,551,364
308 General Group DB Retiree Healthcare	579,194	204,418	190,982	190,982	325,832	342,124	359,230
DEPARTMENT TOTAL	2,362,187	2,667,231	2,555,986	2,555,986	2,639,994	2,771,994	2,910,593

INTERFUND TRANSFERS

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

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$644,456 or 8.5% increase from the current budget.
- The increase results from increased transfers to the Capital Improvement Fund, Federal Forfeiture Fund and Community Center Renovations Fund.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$643,356 or 7.9% increase from the FY 18/19 year-end projection and \$1,287,812 or 17.1% increase from the FY 18/19 budget.
- The budget to budget increase results from increased transfers to the Capital Improvement Fund and General Debt Service Fund partially offset by decreases in transfers to the Community Center Renovations Fund, Federal Forfeiture Fund and Golf Course Capital Improvement Fund.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Interfund Transfers	\$6,955,448	\$7,027,485	\$7,546,498	\$8,190,954	\$8,834,310	\$9,434,310	\$8,634,310
Total Interfund Transfers	\$6,955,448	\$7,027,485	\$7,546,498	\$8,190,954	\$8,834,310	\$9,434,310	\$8,634,310

Interfund Transfers comprise 14.08% of the General Fund’s proposed budget.

DEPARTMENT NUMBER: 299

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
INTERFUND TRANSFERS							
213 To Federal Forfeiture Fund	0	0	0	44,656	0	0	0
242 To Corridor Improvement Auth. Fund	50,000	0	0	0	0	0	0
281 To Nutrition Fund	44,705	70,249	34,500	34,300	34,310	34,310	34,310
301 To General Debt Service Fund	1,386,391	1,422,162	1,282,046	1,282,046	1,800,000	2,900,000	2,100,000
404 To Capital Improvement Fund	5,444,400	5,455,122	5,500,000	6,000,000	7,000,000	6,500,000	6,500,000
406 To Community Center Renovations Fund	0	50,000	700,000	800,000	0	0	0
412 To Golf Course Capital Improv. Fund	29,952	29,952	29,952	29,952	0	0	0
Total Operating Budget	6,955,448	7,027,485	7,546,498	8,190,954	8,834,310	9,434,310	8,634,310

PUBLIC SAFETY SUMMARY

DIV.	2016/17 Actual	2017/18 Actual	2018/19 Current	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
NO. Category and Line Item	Expenditures	Expenditures	Budget	Expenditures	Budget	Budget	Budget
PUBLIC SAFETY:							
300 Police	13,889,873	14,250,423	14,814,763	14,649,292	14,964,969	15,629,581	15,918,101
337 Fire	4,991,514	5,633,716	5,937,179	6,117,397	6,284,604	6,475,195	6,671,647
TOTAL PUBLIC SAFETY	18,881,388	19,884,139	20,751,942	20,766,689	21,249,573	22,104,777	22,589,748



Police Department Honor Guard



Fire Department Honor Guard

POLICE DEPARTMENT

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

Criminal activity once again decreased during 2018 with “Group A” crimes dropping by 16%, making it the lowest in City history. Group A Crime has decrease since 2008, dropping by 49% over the past 10 years. The number of Burglaries (88), Auto Thefts (40), and Larceny from Autos (204), were the lowest ever recorded in City history. Armed Robberies (9) were tied for the lowest in City history.

GOALS

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

- Maintain Department accreditation through the Michigan Association of Chiefs of Police. (1,12)
- Department wide training in “Fair and Impartial Policing,” to further improve the superior police services provided to our community. (1,3,8,13)
- Purchase and implementation of an integrated in-car / body worn camera system, with full redaction capability.(1,3,13)
- Continue successful efforts to reduce crime, increase community and inter-agency cooperation thereby enhancing the quality of life for City residents and visitors. (2,8,13)
- Continue the development of the Department’s ability to gather, analyze and utilize critical crime trend data toward effective deployment of personnel and crime prevention tactics. (1,2)
- Continue to build upon law enforcement community connections through several key crime prevention programs. (2,3,11,13)
- Replace marked patrol vehicles and unmarked vehicles that have reached their end of law enforcement use. (1,3)
- Install interior and exterior security upgrades to include: additional audio/video security, exterior signage, and security devices. (1,2,3,13)
- Purchase of Personnel Management software to improve supervision, assessment, and development of Department staff. (1,2,8)
- Continue successful efforts to recruit, hire, and retain quality police employees, while seeking to add diversity to the workforce. (1,8,13)
- Increase reality-based training involving the utilization of de-escalation techniques while training in use-of-force options. (1,8)
- Construct, equip, and staff a current data analysis lab, to support investigative personnel with identification, recovery, and analysis of evidentiary data. (1,3,12)

PERFORMANCE OBJECTIVES

	Performance Indicators	2017 Actual	2018 Actual	2019 Projected	
Service Level	Neighborhood Watch Groups	55	56	57	
	Speech/Service Requests	114	105	97	
	False Alarm Fees Collected [5]	\$57,437	\$39,705	\$46,209	
	Report Copy Requests	1,344	1,137	1,300	
	Pistol Permits Processed [2]	1,792	1,408	1,748	
	Investigative Division Cases	4,782	4,055	4,593	
	Investigative Division Arrest Warrants	465	452	472	
	Investigative Division Juvenile Petitions	47	67	59	
	Fire Service Calls	9,524	9,500	9,410	
	Adults Arrested	2,590	2,566	2,475	
	Juveniles Arrested	36	45	46	
	O.U.I.L. Arrests	179	169	171	
	Traffic Violations Issued [3] (47 th D.C)	8,861	10,782	9,593	
	Dispatched Runs (FHPD/FHFD/FDPS/FVPD)	46,860	45,647	46,841	
	Group A Crimes per 1,000 Population	31.53	26.20	29.75	
	Group B Crimes/Activities per 1,000 Population	11.58	9.83	10.78	
	Villages of Franklin & Bingham Farms Dispatched Calls for Service	3,499	3,259	3,353	
	City of Farmington Dispatched Calls for Service	6,725	6,072	6,380	
	Efficiency	Burglaries-residential [1]	89	58	83
		Burglaries-commercial [1]	35	30	38
	Robberies	16	9	12	
	Moving Violations (Hazardous) [3]	6,530	5,903	5,824	
	Non-Moving Violations (Non- Hazardous) [3]	2,331	4,879	3,259	
	Residential Burglaries/1,000 Housing Units [4]	2.49	1.63	2.30	
	Cases Closed	4,415	4,739	4,658	
	Activity Expenditures as a % of General Fund	25.23%	24.43%	23.85%	

[1] Includes entry by forcible and non-forcible (unsecured) means

[2] Change in legislation allowed some firearm purchases directly from a Federal Firearms Licensed Dealer

[3] Numbers corrected to include traffic violations only. Misdemeanor ticket violations excluded

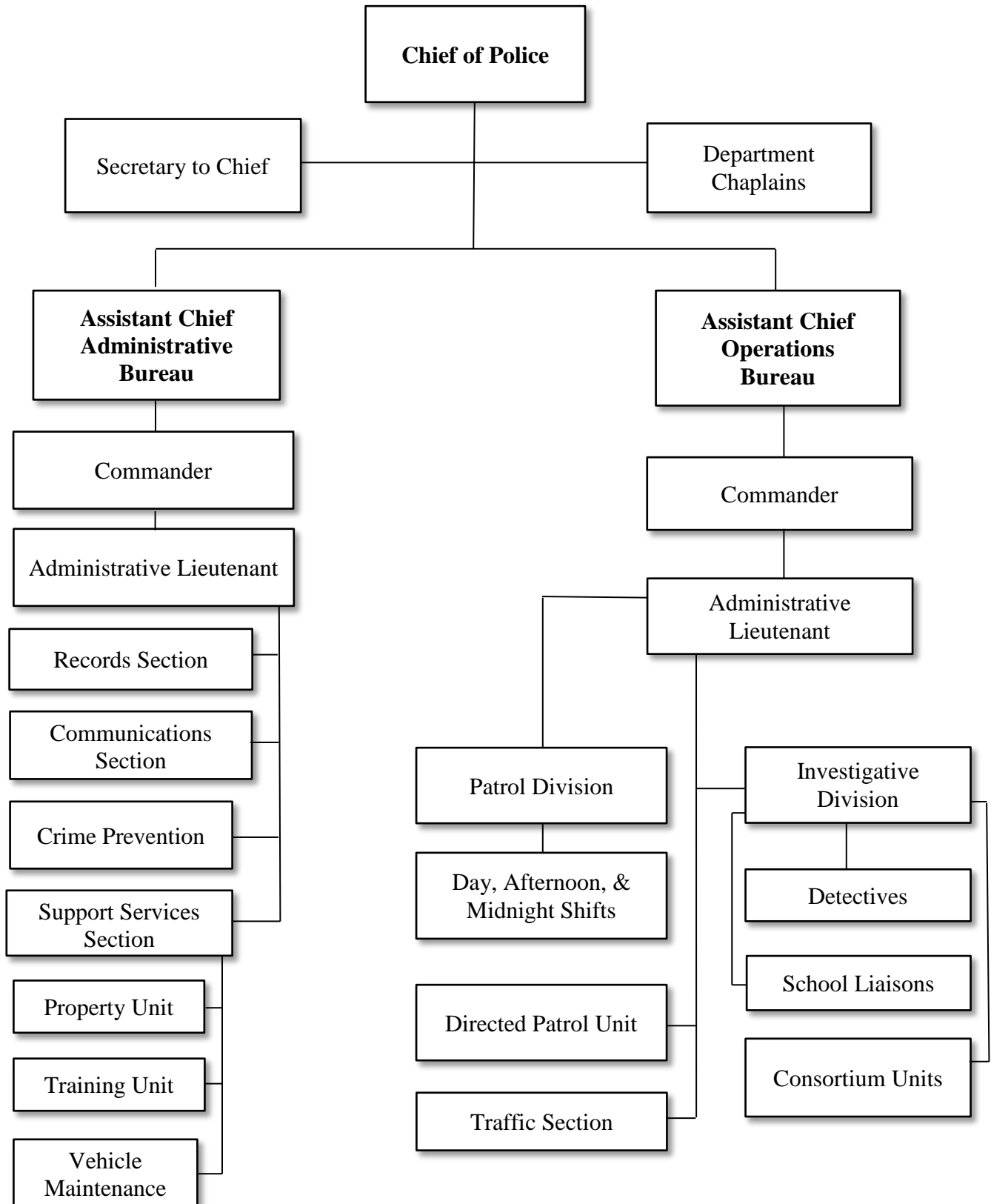
[4] Formula correction in 2018 for calculation of Residential Burglaries/1000 Housing Units

[5] Alarm Billing

Department Budgetary Accomplishments

- Achieved Department accreditation through Michigan Association of Chiefs of Police.
- Hired five new police officers to fill vacancies.
- Hired five full-time dispatchers to fill vacancies.
- Hired one Records Section clerk.
- One Administrative Secretary and Secretary.
- Hired four Police Service Aides.
- Completed upgrade of the Communications Section electrical infrastructure and installation of a new UPS battery backup system.
- Implemented redesign project of our Public Safety Communications Center and integrated Executive Command and Conference Center.
- Reduce the Department's vehicle fleet by one vehicle (29) and implemented final conversions of Patrol vehicles to the Ford Pursuit Utility platform.
- Purchased and equipped six marked patrol SUVs and one unmarked vehicle to replace vehicles being removed from the Department's fleet.
- Purchased two Unmanned Aerial Systems.
- Purchased interactive technology for our First floor briefing and training room.
- Purchased wireless communication equipment for motorcycle radios.
- Purchased six new hand held LIDAR Units.
- Purchased additional 8TB server to support current in-car camera system.
- Purchase portable hydraulic breaching system.
- Purchased software management program for our Department Field Training Program.
- Department wide training in Mental Health First Aid.

POLICE DEPARTMENT



Police Department

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
(010) Administrative & Clerical					
	Chief of Police	1	1	1	1
	Secretary to the Chief of Police	1	1	1	1
	Records Division Supervisor	1	1	1	1
	Dispatch Coordinator	3	3	3	3
	Secretary	3	3	3	3
	Dispatcher	8	8	9	9
	Teleprocessing Operator	1	1	0	0
	Crime Analyst	0	0	1	1
	Clerk Typist II	2	2	3	3
	Clerk Typist I	2	2	1	1
	Community Service Officer	1	1	1	1
	Administrative Secretary	3	3	3	3
	Police Service Technician	1	1	1	1
	Records Section Coordinator	1	1	1	1
	Crime Prevention Technician	1	1	1	1
	Department Aide	2	2	2	2
	Total	31	31	32	32
	(017) Assistant Chief	2	3	2	2
	(018) Commander	2	1	2	2
	(019) Lieutenant	5	5	5	5
	(020) Sergeant	16	16	16	16
	(021) Police Officer	45	45	45	45
	(051) Crossing Guard (FTE)	1.22	1.22	1.22	1.22
	(038) Part-time (Dispatch & Clerical) (FTE)	10.52	9.57	9.25	9.25
	Total	81.74	80.79	80.47	80.47
	Total	112.74	111.79	112.47	112.47
705 PUBLIC SAFETY MILLAGE					
(010) Administrative & Clerical					
	Communications Supervisor (Civilian)	1	1	1	1
	Dispatcher	5	5	5	5
	Total	6	6	6	6
	(021) Police Officer	35	35	35	35
	Total Public Safety Millage Fund	41.00	41.00	41.00	41.00
	DEPARTMENT TOTAL	153.74	152.79	153.47	153.47

Police Department

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$165,471 or 1.1% decrease from the current budget.
- The decrease results from projected lower than budgeted costs for personnel, medical insurance, and operating supplies (\$40,600).

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$315,677 or 2.2% increase from the FY 18/19 year-end projection and \$150,206 or 1.0% increase over the FY 18/19 current budget.
- The budget to budget increase results primarily from higher personnel costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$12,997,772	\$13,092,950	\$13,718,267	\$13,565,332	\$13,885,760	\$14,442,468	\$14,735,533
Operating Supplies	390,173	432,414	498,555	475,750	474,250	499,305	485,290
Professional & Contractual	486,032	550,316	589,646	599,952	604,959	687,808	697,278
Capital Outlay	15,896	174,742	8,295	8,258	0	0	0
Total Police	\$13,889,873	\$14,250,423	\$14,814,763	\$14,649,292	\$14,964,969	\$15,629,581	\$15,918,101

Police Department

DEPARTMENT NUMBER: 300

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) PERSONNEL								
010	Administrative & Clerical	1,457,943	1,464,090	1,564,332	1,589,208	993,629	1,013,502	1,033,772
012	Dispatchers	0	0	0	0	669,317	682,704	696,358
017	Assistant Chiefs	210,930	284,410	327,913	288,435	224,695	229,189	233,773
018	Commanders	193,704	133,156	105,427	144,431	216,725	221,060	225,481
019	Lieutenants	461,187	469,667	475,371	478,954	488,607	498,379	508,347
020	Sergeants	1,367,399	1,364,209	1,395,491	1,382,158	1,434,363	1,463,051	1,492,312
021	Patrol	2,857,708	2,932,093	3,203,584	3,164,362	3,337,264	3,404,010	3,472,090
038	Part-time	387,336	346,907	400,000	369,282	355,000	362,100	369,342
041	Court Time	85,920	120,357	101,532	134,100	118,000	120,360	122,767
042	Holiday Pay	304,023	305,706	322,803	316,765	334,425	341,114	347,936
051	Crossing Guards	16,679	12,772	17,000	15,900	17,000	17,340	17,687
106	Sick/Personal/Vacation	303,409	341,470	300,000	279,100	400,000	408,000	416,160
112	Overtime	728,481	681,697	658,500	698,650	675,000	688,500	702,270
115	Grant - dispatch Training Wages	2,214	1,739	0	1,500	2,000	2,040	2,081
200	Social Security	669,937	671,677	720,780	699,722	749,758	764,753	780,048
250	Blue Cross/Optical/Dental	1,067,570	1,369,003	1,398,874	1,330,440	1,367,723	1,395,077	1,422,979
275	Life Insurance	13,659	13,820	15,125	14,598	15,333	15,640	15,952
300	Pension - DC	96,535	154,392	180,725	202,340	219,611	224,003	228,483
305	Pension - DB	1,341,913	1,476,747	1,524,496	1,524,496	1,644,133	1,677,016	1,710,556
308	Post Retirement Healthcare	750,973	261,284	263,532	263,532	0	275,000	280,500
325	Longevity	516,371	496,267	527,912	461,090	511,315	521,541	531,972
350	Worker's Compensation	163,882	191,488	214,870	206,268	111,860	118,091	124,668
Category Total		12,997,772	13,092,950	13,718,267	13,565,332	13,885,760	14,442,468	14,735,533
(705) PUBLIC SAFETY MILLAGE								
010	Administrative & Clerical	338,910	312,877	336,688	310,007	345,354	352,261	359,306
021	Patrol	2,406,267	2,369,693	2,541,207	2,475,825	2,621,897	2,674,335	2,727,822
041	Court Time	96,805	82,377	90,000	84,700	90,000	91,800	93,636
042	Holiday Pay	137,994	137,464	146,080	134,867	149,347	152,334	155,381
106	Sick/Personal/Vacation	30,554	67,829	15,000	15,000	37,800	38,556	39,327
112	Overtime	416,472	337,000	253,500	325,350	359,607	366,799	374,135
115	Grant-Dispatch	0	1,202	0	2,000	2,000	2,040	2,081
200	Social Security	264,138	255,461	266,560	260,859	284,996	290,696	296,510
250	Blue Cross/Optical/Dental	432,020	563,556	617,018	548,924	573,560	585,031	596,732
275	Life Insurance	4,824	4,576	5,081	4,704	5,081	5,183	5,286
300	Pension - DC	43,386	66,613	80,778	72,983	81,127	82,750	84,405
305	Pension - DB	585,568	663,110	677,502	677,502	734,108	748,790	763,766
308	Post Retirement Healthcare	156,159	58,518	60,005	60,005	0	70,000	71,400
325	Longevity	78,978	88,957	101,694	94,576	119,483	121,873	124,310
350	Worker's Compensation	69,020	76,894	83,887	81,909	45,166	47,682	50,338
Realloc. to P.S. Millage Fund		(5,061,093)	(5,086,126)	(5,275,000)	(5,149,211)	(5,449,526)	(5,630,129)	(5,744,434)
Category Total		0	0	0	0	0	0	0

Police Department

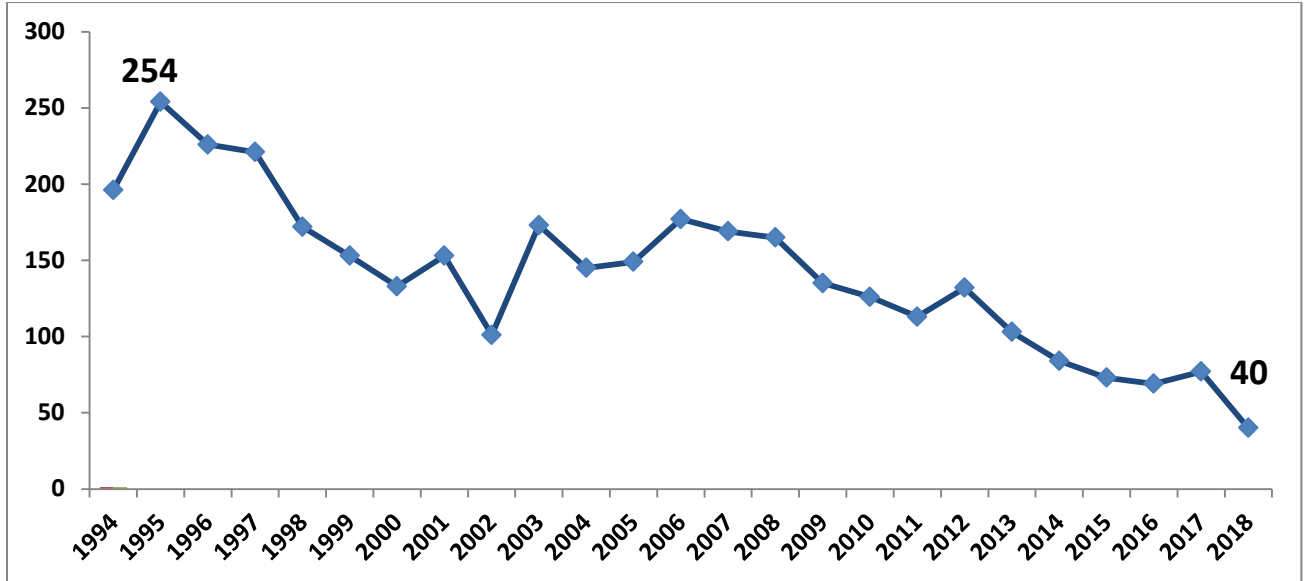
DEPARTMENT NUMBER: 300

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(740) OPERATING SUPPLIES								
001	Gas & Oil	129,197	139,780	216,000	184,450	225,000	225,000	225,000
002	Books & Subscriptions	908	1,090	3,600	7,500	2,900	7,650	3,162
003	Pers. Testing & Advert.	9,237	0	13,000	11,300	2,000	15,000	2,040
008	Supplies	101,139	74,624	83,312	78,000	69,950	75,000	75,000
011	Rental Equipment	32,013	29,318	28,000	28,000	28,000	28,560	29,131
018	Ammunition & Weapons	13,812	52,182	47,256	45,500	36,250	36,975	37,715
019	Uniforms/Uniform Equip.	100,086	130,234	101,387	115,000	101,650	105,000	107,000
040	Miscellaneous Expense	3,789	5,253	6,000	6,000	8,500	6,120	6,242
041	Over and Short	(8)	(65)	0	0	0	0	0
	Category Total	390,173	432,414	498,555	475,750	474,250	499,305	485,290
(801) PROFESSIONAL & CONTRACTUAL								
001	Conferences & Workshops	3,260	4,372	5,220	5,220	5,820	5,324	5,430
002	Memberships & Licenses	1,360	890	2,245	2,245	2,245	2,290	2,336
005	Fleet Insurance	45,489	41,858	41,505	47,426	41,056	41,056	41,056
006	Vehicle Maintenance	77,276	88,389	110,578	110,578	104,550	113,220	115,484
007	Office Equip. Maint.	4,557	6,975	6,100	4,500	6,100	6,222	6,346
008	Firearms Range Maint.	143	2,086	5,600	4,500	5,500	4,200	4,300
009	In-car Maint	17,985	324	10,000	7,500	0	80,000	81,600
013	Education & Training	19,764	30,058	24,500	24,500	50,100	40,902	41,720
014	State Act 302 Training	23,066	30,949	20,000	22,000	20,000	20,000	20,000
015	State Act 32 Training	6,654	10,026	17,000	17,000	17,000	17,000	17,000
016	Telephone Expense	22,026	30,038	38,150	38,150	38,150	38,913	39,691
023	Data Processing	89,973	96,239	114,633	114,633	119,648	117,300	119,646
024	Printing Services	6,603	9,795	8,550	4,000	8,550	8,721	8,895
026	Physical Examinations	17,260	32,133	18,000	18,000	18,000	18,360	18,727
027	Vehicle Radio Maint.	5,324	4,969	7,000	7,000	7,000	7,140	7,283
028	Prisoner Care	9,827	11,156	12,000	12,000	12,000	12,240	12,485
029	Building Maintenance	11,294	15,484	21,073	28,000	13,510	20,400	20,808
041	Auto Allowances	17,700	18,000	18,000	18,000	22,200	22,200	22,200
043	Auto Washing	4,137	6,759	4,000	6,000	6,000	6,000	6,000
044	Towing	835	230	500	800	500	500	500
056	Utilities	62,349	58,496	60,000	64,000	64,000	64,000	64,000
065	Uniform Cleaning	19,202	18,687	18,500	18,500	18,500	18,870	18,360
070	Crime Prevention	3,106	7,986	4,500	4,500	4,500	4,590	4,682
097	Live Scan Application	12,627	10,066	12,500	12,500	12,500	12,750	13,005
098	Investigative Services	4,217	14,354	9,492	8,400	7,530	5,610	5,722
	Category Total	486,032	550,316	589,646	599,952	604,959	687,808	697,278
(970) CAPITAL OUTLAY								
001	Office Furniture	0	0	8,295	8,258	0	0	0
002	Office Equipment	15,896	0	0	0	0	0	0
015	Automotive/Auto Equip.	0	174,742	0	0	0	0	0
	Category Total	15,896	174,742	8,295	8,258	0	0	0
DEPARTMENT TOTAL		13,889,873	14,250,423	14,814,763	14,649,292	14,964,969	15,629,581	15,918,101

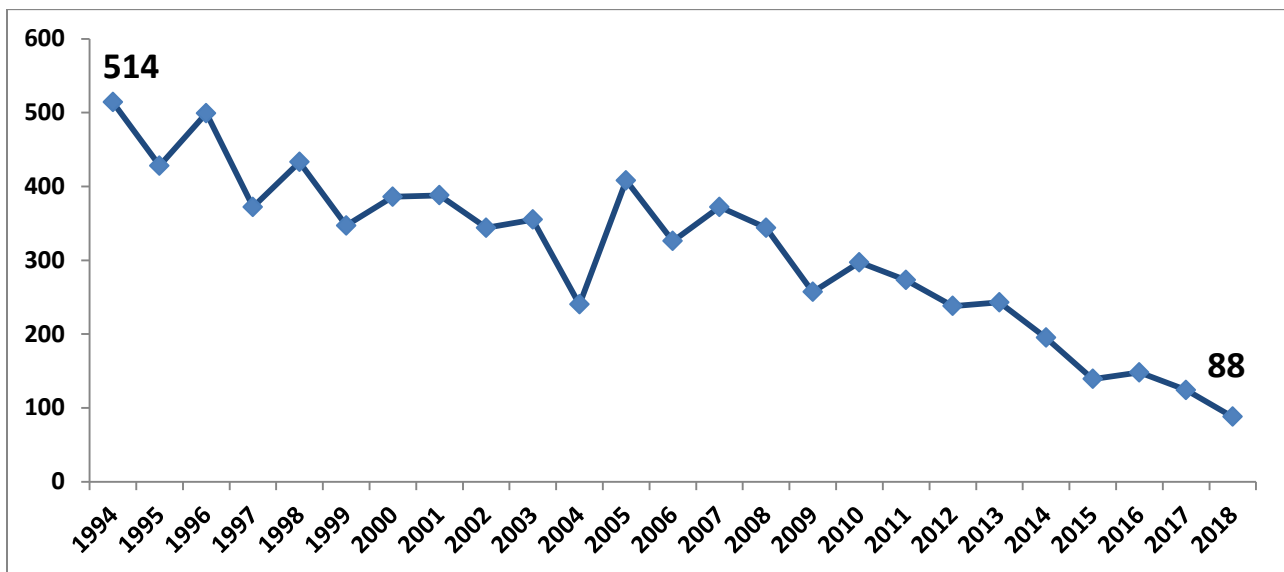
Over \$400,000 of various General Fund Grants, Fees & Contributions help support the cost of providing Police Services throughout the City.

Key Department Trends

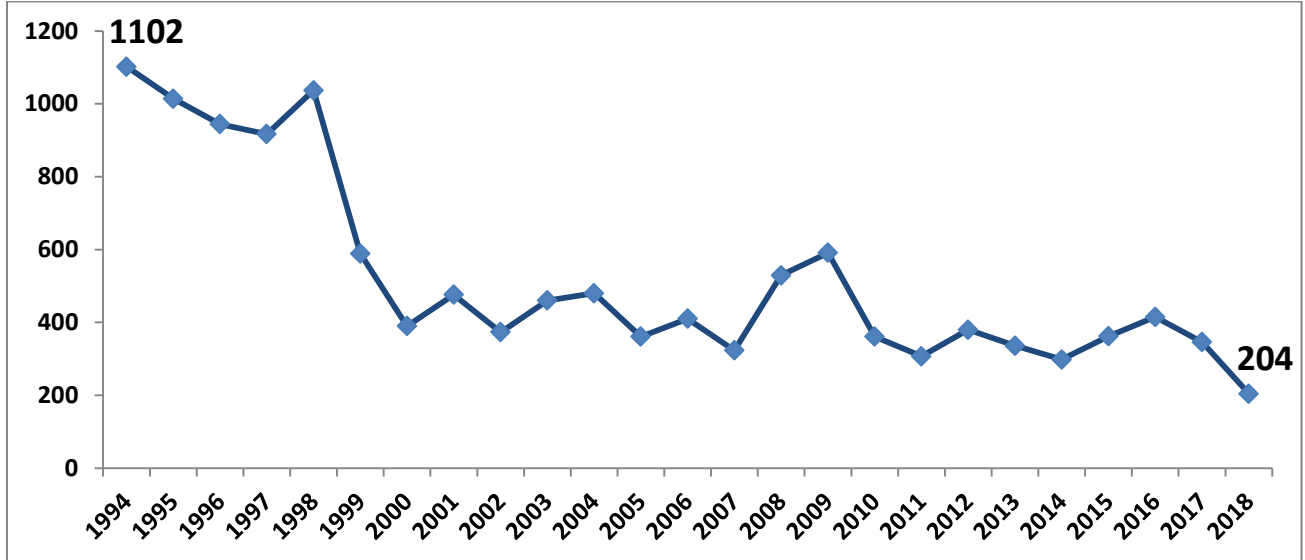
25 Year History – Unlawful Driving Away of Automobiles



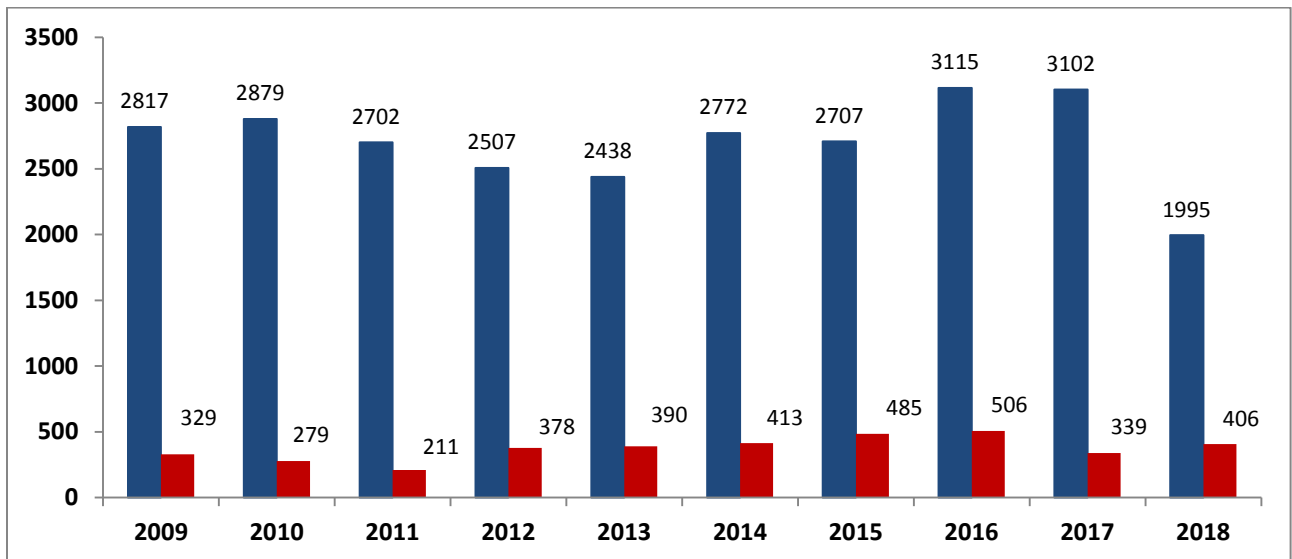
25 Year History – Residential and Commercial Burglaries



25 Year History – Larceny from Autos



10 Year History - Traffic Crashes



Blue= Property Damage Accident Red= Injury Accident

FIRE DEPARTMENT

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

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

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

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

GOALS

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

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

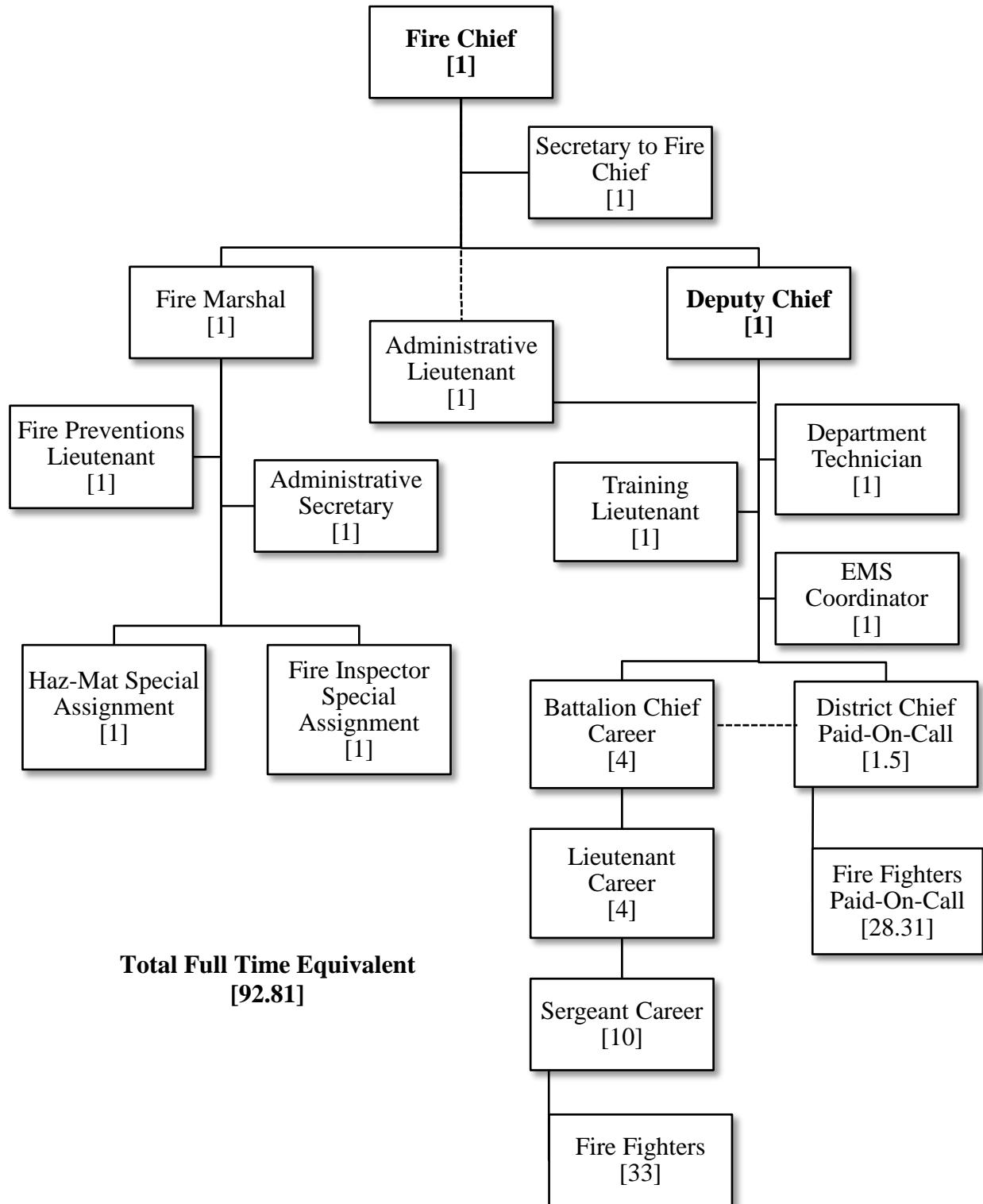
PERFORMANCE OBJECTIVES

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

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Number of Incidents	9,500	9,700	9,800
	Number of Emergency Medical Incidents	6,022	6,150	6,200
	Number of Public Education Programs	135	140	150
	Number of Training Hours	19,750	21,000	21,500
Efficiency	Activity Expenditures as a % of General Fund	9.97%	10.20%	10.02%



FIRE DEPARTMENT



STAFFING LEVELS

Acct. 337 Title	Authorized Positions		Requested Positions	Authorized Positions
	17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
<u>GENERAL FUND</u>				
(010) Full Time Wages				
Lieutenant	3	3	3	3
Fire Marshal	1	1	1	1
Secretary to the Fire Chief	1	1	1	1
Administrative Secretary	1	1	1	1
Department Tech.	1	1	1	1
Station Sergeant	3	3	2	2
Shift Sergeant	0	0	2	2
Full-time Fire Fighter	13	13	16	16
Fire Fighter/Inspector	1	1	1	1
Hazardous Material Specialist	1	1	1	1
Total	25	25	29	29
(025) Paid Callback System (FTE)				
Paid Callback	28.02	27.40	24.98	24.98
Total	28.02	27.40	24.98	24.98
<u>PUBLIC SAFETY MILLAGE FUND</u>				
(010) Administrative and Clerical				
Fire Chief	1	1	1	1
Deputy Chief	1	1	1	1
Battalion Chief	4	4	4	4
Shift Lieutenant	4	4	4	4
Shift Sergeant	4	8	6	6
Full-time Fire Fighter	15	15	17	17
EMS Coordinator	1	1	1	1
Total	30	34	34	34
(025) Paid Callback System (FTE)				
Paid Callback	10.90	5.29	4.83	4.83
Total	10.90	5.29	4.83	4.83
Department Total	93.92	91.69	92.81	92.81

Fire Department

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$180,218 or 3.0% increase from the current budget.
- The increase results from estimated higher than budgeted salaries, overtime and vehicle maintenance expenses partially offset by lower operating supplies expenses.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$167,207 or 2.7% increase from the FY 18/19 year-end projection and \$347,425 or 5.9% increase over the FY 18/19 current budget.
- The budget to budget increase results primarily from higher personnel costs which is partially funded by a federal grant. This increase is partially offset by lower operating supplies and professional and contractual expenses.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$4,026,962	\$4,714,916	\$4,775,738	\$4,939,954	\$5,189,769	\$5,373,385	\$5,563,538
Operating Supplies	312,886	347,870	367,264	343,478	337,849	342,729	346,710
Professional & Contractual	651,666	570,931	786,177	825,965	756,986	759,081	761,399
Capital Outlay	0	0	8,000	8,000	0	0	0
Total Fire Department	\$4,991,514	\$5,633,716	\$5,937,179	\$6,117,397	\$6,284,604	\$6,475,195	\$6,671,647

Fire Department

DEPARTMENT NUMBER: 337

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) PERSONNEL							
010 Administrative & Clerical	1,958,385	1,960,445	1,942,136	2,056,452	2,251,208	2,330,000	2,411,550
025 Paid Callback Wages	674,951	1,149,903	1,206,881	1,165,000	1,185,000	1,226,475	1,269,402
038 Part-time	0	0	0	19,000	39,000	40,365	41,778
042 Holiday Pay	16,438	30,854	27,645	33,745	62,538	64,727	66,992
106 Sick & Vacation	79,968	54,659	53,000	53,169	53,000	54,855	56,775
112 Overtime	146,929	175,701	165,000	197,304	176,000	182,160	188,536
200 Social Security	215,355	258,776	265,154	272,198	295,140	305,470	316,161
250 Blue Cross/Optical/Dental	292,254	378,698	363,173	393,604	410,055	424,407	439,261
275 Life Insurance	3,447	3,348	3,310	3,205	3,831	3,965	4,104
300 Pension - DC	21,950	31,281	30,390	34,588	37,936	39,264	40,638
305 Pension - DB	338,206	359,140	385,234	385,234	416,868	431,458	446,559
308 Post Retirement Healthcare	94,519	66,267	72,607	72,607	72,480	75,017	77,642
325 Longevity	71,364	81,752	87,914	77,663	91,328	94,524	97,833
350 Workers Compensation	113,196	164,093	173,294	176,185	95,385	100,698	106,307
Category Total	4,026,962	4,714,916	4,775,738	4,939,954	5,189,769	5,373,385	5,563,538
(705) PUBLIC SAFETY MILLAGE							
010 Full Time Wages	2,318,165	2,437,842	2,651,130	2,601,048	2,819,067	2,917,734	3,019,855
025 Paid Callback Wages	963,892	521,620	233,250	233,250	237,915	246,242	254,860
042 Holiday	127,172	132,692	149,617	145,272	163,030	168,736	174,642
106 Sick & Vacation	9,531	76,629	81,900	93,978	129,000	133,515	138,188
112 Overtime	351,392	462,081	410,000	530,000	451,000	466,785	483,122
200 Social Security	290,243	279,828	280,032	279,310	301,344	311,891	322,807
250 Blue Cross/Optical/Dental	341,161	417,285	472,211	459,051	504,778	522,445	540,731
275 Life Insurance	4,334	4,735	5,227	5,100	5,638	5,835	6,040
300 Pension - DC	25,580	29,815	32,932	33,404	38,472	39,819	41,212
305 Pension - DB	438,378	528,696	546,818	546,818	556,613	576,094	596,258
308 Post Retirement Healthcare	141,211	128,121	122,936	122,936	122,169	126,445	130,870
325 Longevity	106,709	118,201	134,184	136,826	138,559	143,409	148,428
350 Workers Compensation	152,370	163,600	154,763	154,299	85,162	89,906	94,913
Realloc. to P.S. Millage Fund	(5,270,138)	(5,301,147)	(5,275,000)	(5,341,292)	(5,552,747)	(5,748,856)	(5,951,927)
Category Total	0	0	0	0	0	0	0
(740) OPERATING SUPPLIES							
001 Gas & Oil	60,438	71,058	112,983	85,710	98,250	98,250	98,250
002 Books & Subscriptions	13,512	10,384	11,425	11,500	11,425	11,425	11,425
008 Supplies	84,924	79,557	81,900	81,900	80,000	82,400	84,872
011 Medical Supplies	89,394	97,617	90,000	90,469	74,000	75,480	76,989
019 Uniforms	23,939	27,981	28,182	29,150	31,000	32,000	32,000
020 Protective Clothing	6,269	5,269	5,600	5,600	6,000	6,000	6,000
040 Miscellaneous	8,489	8,029	8,049	8,049	8,049	8,049	8,049
075 Fire Equipment Repair Parts	21,127	38,467	23,325	25,300	23,325	23,325	23,325
076 Fire Prevention Materials	4,796	9,507	5,800	5,800	5,800	5,800	5,800
Category Total	312,886	347,870	367,264	343,478	337,849	342,729	346,710

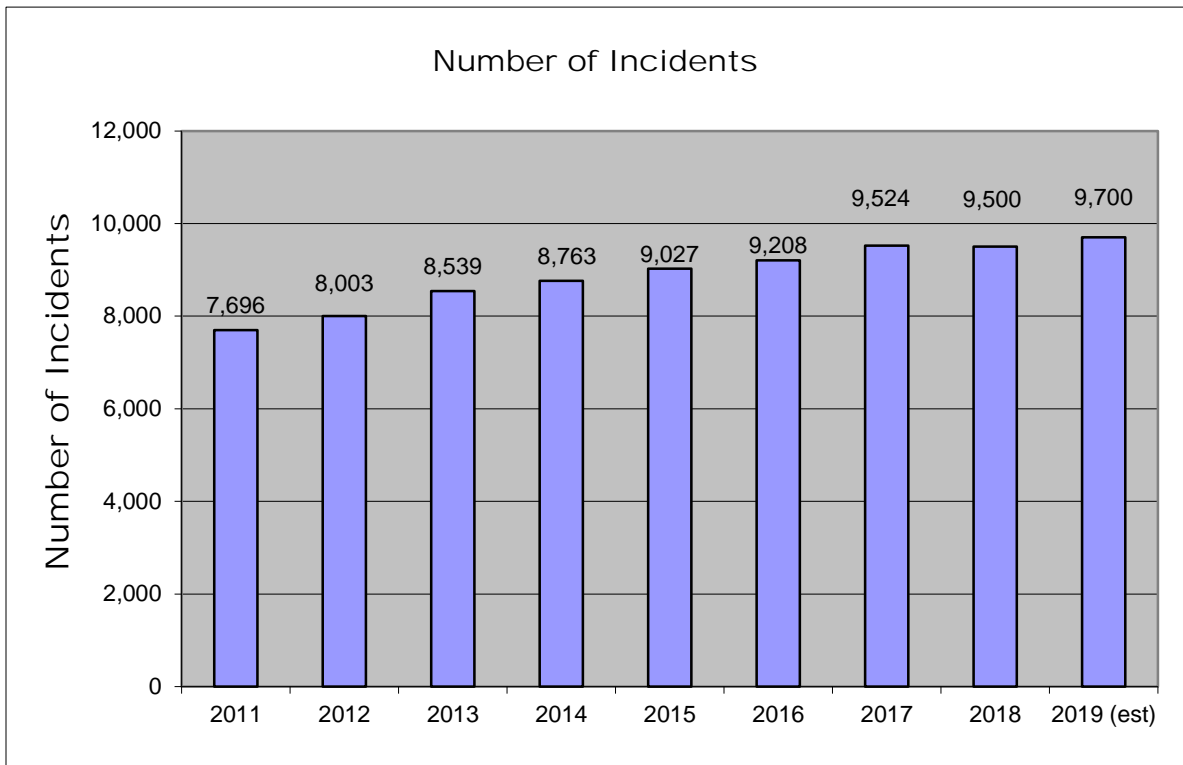
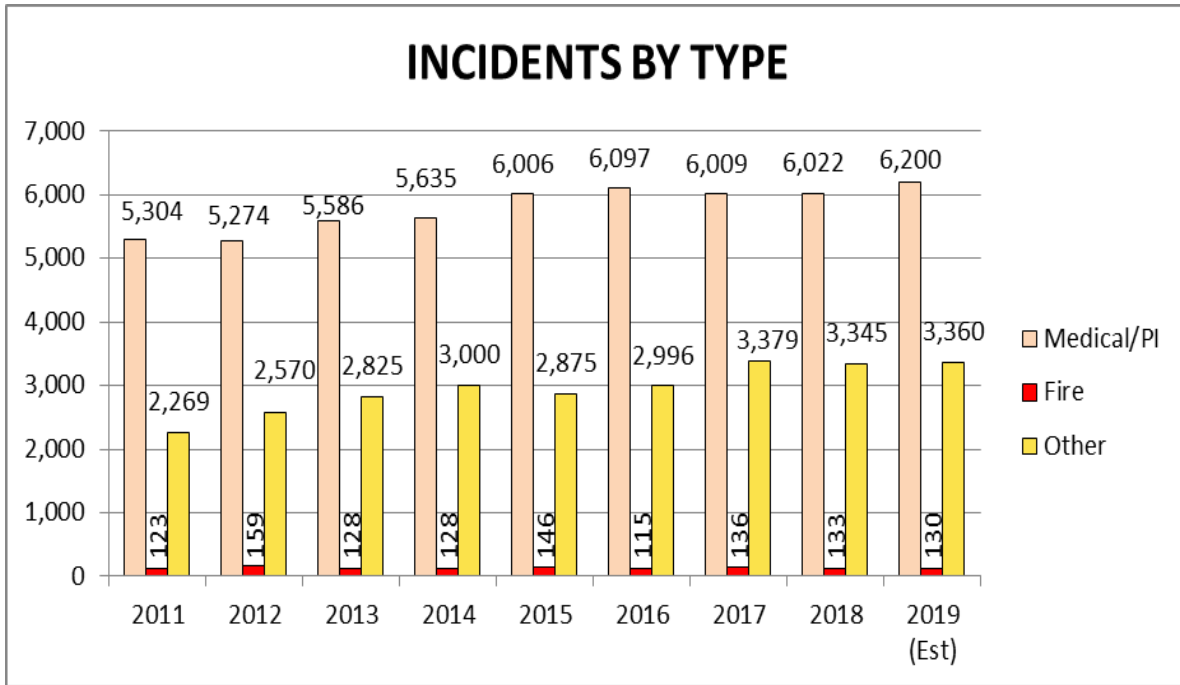
Fire Department

DEPARTMENT NUMBER: 337

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2019/20 Requested	2019/20 Proposed
(801) PROFESSIONAL & CONTRACTUAL							
001 Conferences & Workshops	9,158	10,449	13,100	13,100	15,414	13,100	13,100
002 Memberships & Licenses	18,240	26,015	45,853	45,875	28,466	29,000	29,000
005 Fleet Insurance	69,613	62,518	65,025	68,283	76,800	76,800	76,800
006 Vehicle Maintenance	78,640	45,169	28,500	66,000	66,000	66,000	66,000
007 Office Equip. Maintenance	8,017	9,016	10,500	10,112	10,500	10,500	10,500
008 Vehicle Refurbishment	0	632	0	0	0	0	0
009 Consultants	79,401	67,484	77,000	77,000	77,000	77,000	77,000
013 Education and Training	63,566	67,240	62,775	63,000	62,775	63,000	63,000
016 Phone Expense	21,835	31,808	24,500	24,500	27,500	27,500	27,500
023 Data Processing	18,740	19,133	25,301	25,250	38,451	38,451	38,451
025 Utilities	130,808	122,231	122,000	125,000	128,000	128,000	128,000
026 Physical Examinations	32,330	35,488	43,500	42,000	43,500	43,500	43,500
027 Radio Maintenance	584	957	2,000	2,000	2,000	2,000	2,000
029 Building Maintenance	95,015	47,011	112,343	110,000	75,600	77,250	79,568
031 Fire Hydrant Rentals	25,720	25,780	25,780	25,845	25,980	25,980	25,980
032 Fire Equip. Maintenance	0	0	128,000	128,000	79,000	81,000	81,000
Category Total	651,666	570,931	786,177	825,965	756,986	759,081	761,399
(970) CAPITAL OUTLAY							
007 Equipment	0	0	8,000	8,000	0	0	0
Category Total	0	0	8,000	8,000	0	0	0
DEPARTMENT TOTAL	4,991,514	5,633,716	5,937,179	6,117,397	6,284,604	6,475,195	6,671,647

Various General Fund Licenses & Permits and User Fee Revenue helps to support the cost of providing Fire Services throughout the City. The most significant revenue is Advance Life Support Fees (ambulance transport) which is expected to generate over \$1.7 million for the City in FY 19/20.

KEY DEPARTMENTAL TRENDS



PLANNING AND COMMUNITY DEVELOPMENT

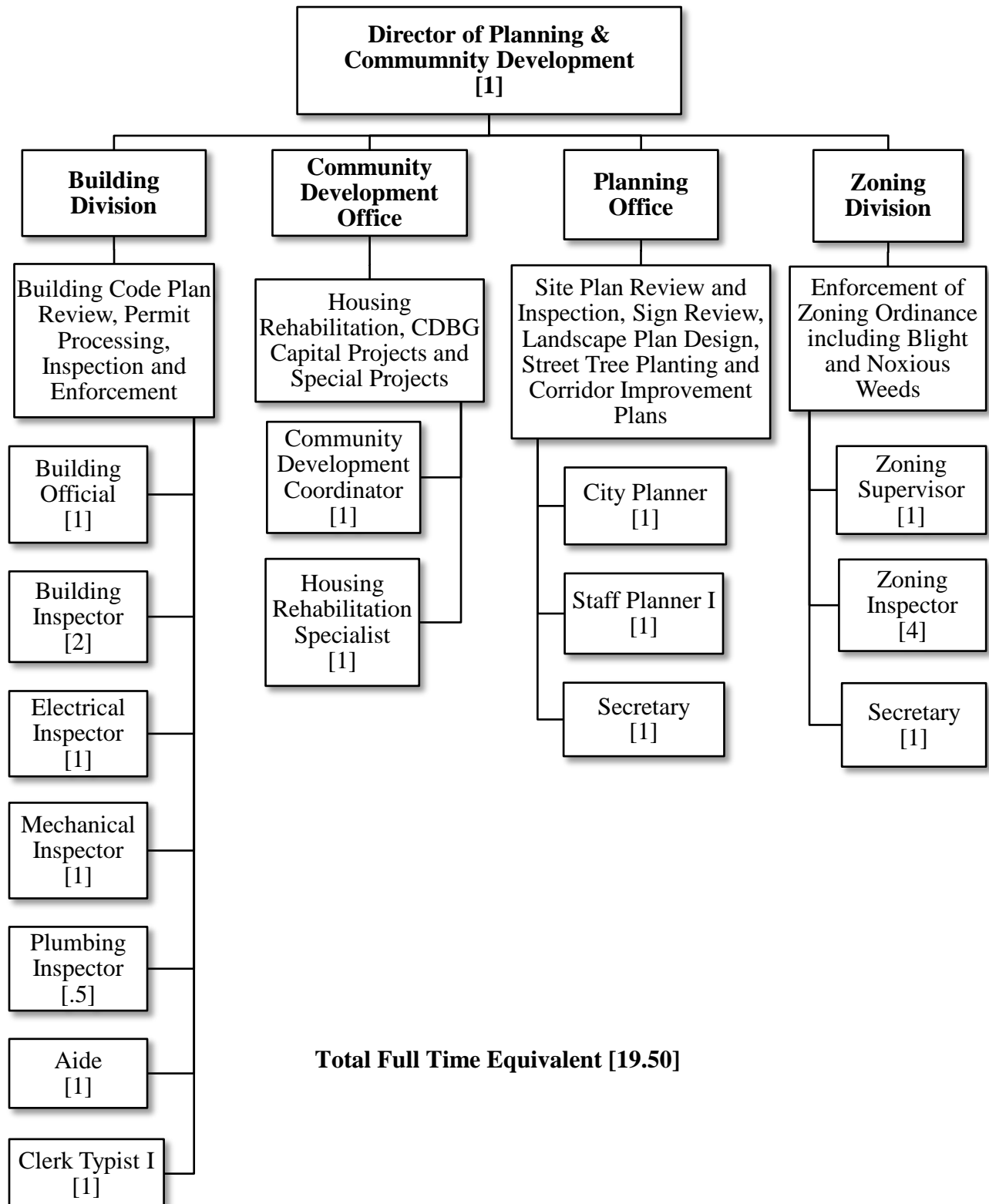
MISSION STATEMENT: Provide professional planning and community development services as directed by the City's codes and ordinances with an appreciation for a participatory approach to community change involving residents and property owners.

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. Nineteen full time equivalent employees make the department an efficient operation. Funding for the department continues to be in large part supported by permit fees. The department provides professional staff support to City Council, Planning Commission, Zoning Board of Appeals, Beautification Commission, Historic District Commission, Historical Commission, Housing Rehabilitation Loan Board and Building Boards.



PLANNING AND COMMUNITY DEVELOPMENT



STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
(010)	Administrative & Clerical				
	Community Development Director	1	1	1	1
	Community Development Coordinator	1	1	1	1
	Building Official	1	1	1	1
	City Planner	1	1	1	1
	Zoning Office Supervisor	1	1	1	1
	Staff Planner I	1	1	1	1
	Housing Rehab Specialist	1	1	1	1
	Secretary to the Director	1	1	1	1
	Secretary	1	1	1	1
	Aide	1	1	1	1
	Clerk Typist I	1	1	1	1
	Total	11	11	11	11
(032)	Code Inspectors				
	Building Official	1	0	0	0
	Building Inspector	1	2	2	2
	Electrical Inspector	1	1	1	1
	Mechanical Inspector	1	1	1	1
	Zoning Code Inspector	4	4	4	4
	Total			8	8
		Total Full Time Equivalent [19.50]			
(038)	Part-time (FTE)				
	Department Worker	0.37	0	0	0
	Plumbing Inspector	0	0.5	0.5	0.5
	Total Part-Time	0.37	0.5	0.5	0.5
	DEPARTMENT TOTAL	19.37	19.50	19.50	19.50

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 1 Mechanical Inspector; 1 Building Division Aide; and 1 Clerk Typist. Additional duties include the registration of all contractors performing work within the city and responding to service requests from residents. Statistical reports are sent monthly to the U. S. Census Bureau, the F. W. Dodge Report and the Southeastern Michigan Council of Governments (SEMCOG) in addition to other city departments. The Building Division maintains permit and plan records in accordance with the State of Michigan record retention schedule and receives numerous requests for copies of plans and construction documents each year. The Building Division also responds to resident complaints pertaining to substandard housing and dangerous buildings as well as property maintenance issues. Inspection staff initiates enforcement action through District Court when warranted.

GOALS

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

- Enforce the Property Maintenance Code to ensure protection of the City's housing stock. (1,12,13)
- Provide on-going training to inspectors necessary to maintain State registrations. (8)
- Improve process efficiency to shorten turnaround time of permit requests. (1,2)
- Move forward with real-time inspection results. (1,12,13)
- Work towards online permitting and inspections.(1,12,13)

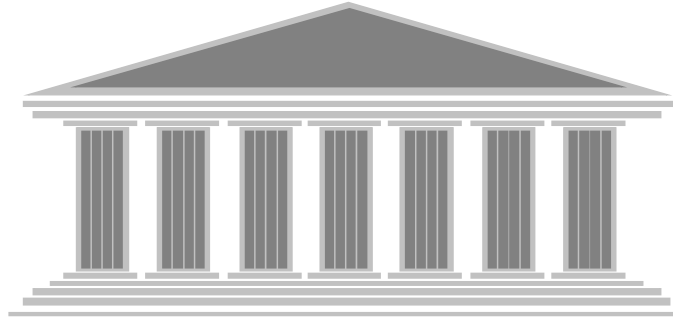
PERFORMANCE OBJECTIVES

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

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Building Permits Issued	2,159	2,246	2,203
	Electrical Permits Issued	854	918	886
	HVAC Permits Issued	1,399	1,432	1,416
	Plumbing Permits Issued	742	764	753
	Change of Occupancy Permits	65	54	60
	Demolition Permits Issued	27	32	30
	Certificates of Occupancy Issued	1,771	1,810	1,791
	Building Inspections	4,221	4,618	4,420
	Electrical Inspections	1,866	1,896	1,881
	HVAC Inspections	1,703	1,900	1,802
Plumbing Inspections	1,115	1,478	1,297	
Efficiency	Inspections/Inspector/Year	2,226	2,473	2,350
	Inspections Performed within 24 hrs.	98%	98%	98%
	Permit Fees Collected	1,330,631	1,450,000	1,450,000

Building Permits at Market Value

Ten Year History 2009-2018 (Calendar Year)



Residential

Year	New Construction		Additions and Improvements		Total Value
	Number	Value	Number	Value	
2009	11	3,569,160	315	5,351,442	8,920,602
2010	29	7,993,496	1,338	6,149,024	14,142,520
2011	18	5,573,463	1,182	9,678,290	15,251,753
2012	39	14,948,935	1,167	12,561,971	27,510,906
2013	75	25,526,217	1,203	13,953,649	39,479,866
2014	78	26,231,580	1,104	10,265,886	36,497,466
2015	22	6,750,578	1,450	16,195,759	22,946,337
2016	11	5,647,600	1,403	20,017,495	25,665,095
2017	22	9,189,930	1,851	23,578,910	32,768,840
2018	31	10,527,994	1,373	24,076,279	34,604,273

Commercial

2009	6	6,032,056	127	16,899,337	23,931,393
2010	4	17,856,729	166	14,058,606	31,915,335
2011	3	858,623	150	18,191,427	19,050,050
2012	5	15,286,092	168	34,915,575	50,201,667
2013	5	7,229,192	188	30,661,877	37,891,069
2014	5	3,479,190	197	35,239,862	38,719,052
2015	5	7,658,502	206	30,694,871	38,353,373
2016	6	38,212,748	216	38,908,951	77,121,699
2017	6	54,696,559	184	32,050,256	86,746,815
2018	2	10,900,000	196	43,324,590	54,224,590

Source: Building Division records

COMMUNITY DEVELOPMENT OFFICE

The Community Development Coordinator administers the Community Development Block Grant (CDBG) Program, provides professional assistance to the Beautification Commission and oversees various special projects. The purpose of the CDBG program is to provide assistance to low and moderate income families at their homes and in eligible areas. There are many aspects to the program: Housing Rehabilitation Program, participating in the non-profit Rebuilding Together, capital projects, assisting the administration of CDBG funding from City of Farmington, participation in the HOME Consortium with Oakland County and administration of the Single-Family Rental Inspection Program.

In 2018, 15 homes were rehabilitated through the Housing Rehabilitation Program. The Community Development Office funded repair of an additional five homes through Rebuilding Together. Administration of CDBG funds from the City of Farmington is provided by this office for the Costick Activities Center Senior Adult program, including building costs and staffing. In 2019/2020 improvements to Olde Towne Park playground and a new sidewalk from Riverwalk subdivision to Mayfield is planned.

The City of Farmington Hills has continued its relationship with the Oakland County HOME Consortium. The funding for home repairs available through the HOME Consortium has been made available to eligible Farmington Hills families. The Community Development Office has referred Housing Rehabilitation clients that fit the Oakland County criteria. The Oakland County HOME Consortium has completed home repairs for six Farmington Hills families in 2018.

The Single-Family Rental Inspection ordinance has been in effect for three years. The initial notification of non-homestead property owners has been completed. In 2018, the number of rental homes inspected was 300.. In 2019 the Community Development Office will begin the second year of renewals for rental certifications. We believe the majority of previously certified rental property owners will continue renting and will require re-inspection. This will maintain the number of yearly inspections around 350 houses.

GOALS

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

- Administer CDBG funds in accordance with HUD regulations. (5, 9, 12, 13)
- Assist the City of Farmington with the expenditure of their CDBG funds at the Costick Activities Center. (2, 9)
- Provide staff assistance to the Beautification Commission. (1, 12)
- Administer the Single-Family Rental Inspection code to prevent blight and property deterioration of the City's housing stock. (1, 3, 9, 12)

PERFORMANCE OBJECTIVES

- Rehabilitate 15 homes with a budget of \$132,489.
- Successfully coordinate with Oakland County HOME Consortium.
- Complete capital projects within one year of letting contract.
- Successfully coordinate special projects including Rebuilding Together.
- Administer the Single-Family Rental Inspection Program, completing inspections on 350 homes.

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Housing Rehabilitations Completed	18	15	15
	Housing Rehabilitation	\$274,118	\$212,978	\$132,489
	CDBG Capital	\$19,277	\$0	\$250,000
	CDBG Loan Board Meetings	8	8	8
	Special Project Meetings/Beautification Commission Meetings	8	8	10
Efficiency	Single-Family Rental Inspections	225	300	350
	% of CDBG Admin. Cost/Total Entitlement (below HUD 20% guideline)	20%	20%	20%
	% of Capital Projects completed within one year	100%	100%	100%
	Dollars/Housing Rehab Completed	15,229	14,199	8,266

PLANNING OFFICE

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

GOALS

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

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

PERFORMANCE OBJECTIVES

- 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.
- Efficient processing of all planning applications

Planning and Community Development

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Planning Commission meetings	16	16	16
	Historic District Commission meetings	7	12	12
	PUD Plans	4	5	4
	Site Plans	31	30	30
	Rezoning Requests	1	4	5
	Zoning Text and City Code Amendments	4	4	4
	Landscape Plans	24	30	30
	Lot Splits	5	5	5
	Land Transfers/Combinations	7	5	5
	Plat/Site Condominium	0	2	2
	Cluster Options	1	2	3
	PUD Option Qualification	1	6	7
	New Building Permits (off., comm., ind.)	18	23	15
	Tree Permits	81	85	80
	Residential Permits	30	41	40
Re-Occupancy Permits	66	45	40	
Efficiency	Miscellaneous Permits	114	130	130
	% of tree permits reviewed within 5 days	100%	100%	100%
	% of permit requests reviewed within 5 days	100%	100%	100%



ZONING DIVISION

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

GOALS

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

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

PERFORMANCE OBJECTIVES

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

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	ZBA-Regular Meetings	8	10	12
	ZBA-Special Meetings	0	1	1
	ZBA Cases	16	20	22
	ZBA Mailings	1,093	1,500	1,500
	Junk Vehicles Inspections	2,406	2,500	2,500
	Blight Inspections	5,765	6,000	6,000
	Sign Inspections	682	700	700
	Zoning Inspections	2,001	2,000	2,000
	Total Number of Inspections	10,854	11,000	11,500
Efficiency	Average # of Inspections/Inspector	2,071	3,750	2,875
	Number of Abatements	3,319	3,300	3,300

Planning and Community Development

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$92,503 or 5.1% decrease from the current budget.
- The decrease results primarily from budget savings in personnel, operating supplies and professional and contractual expenses.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$112,685 or 6.5% increase from the FY 18/19 year-end projection, and a \$20,182 or 1.1% increase from the FY 18/19 budget.
- The budget to budget increase results primarily from higher personnel and software costs partially offset by lower professional and contractual costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$1,519,607	\$1,524,557	\$1,744,725	\$1,672,280	\$1,763,532	\$1,828,590	\$1,895,938
Operating Supplies	15,054	13,636	20,758	17,820	20,300	20,300	20,300
Professional & Contractual	39,597	42,376	53,033	35,913	39,066	39,476	39,476
Capital Outlay	0	17,950	0	0	15,800	0	0
Total Planning & Community Development	\$1,574,259	\$1,598,519	\$1,818,516	\$1,726,013	\$1,838,698	\$1,888,366	\$1,955,714

Planning and Community Development comprises 2.93% of the General Fund's proposed budget.

\$1,450,000 of Building related Licenses and Permits revenue supports the costs of the Planning and Community Development Department.

Planning and Community Development

DEPARTMENT NUMBER: 443

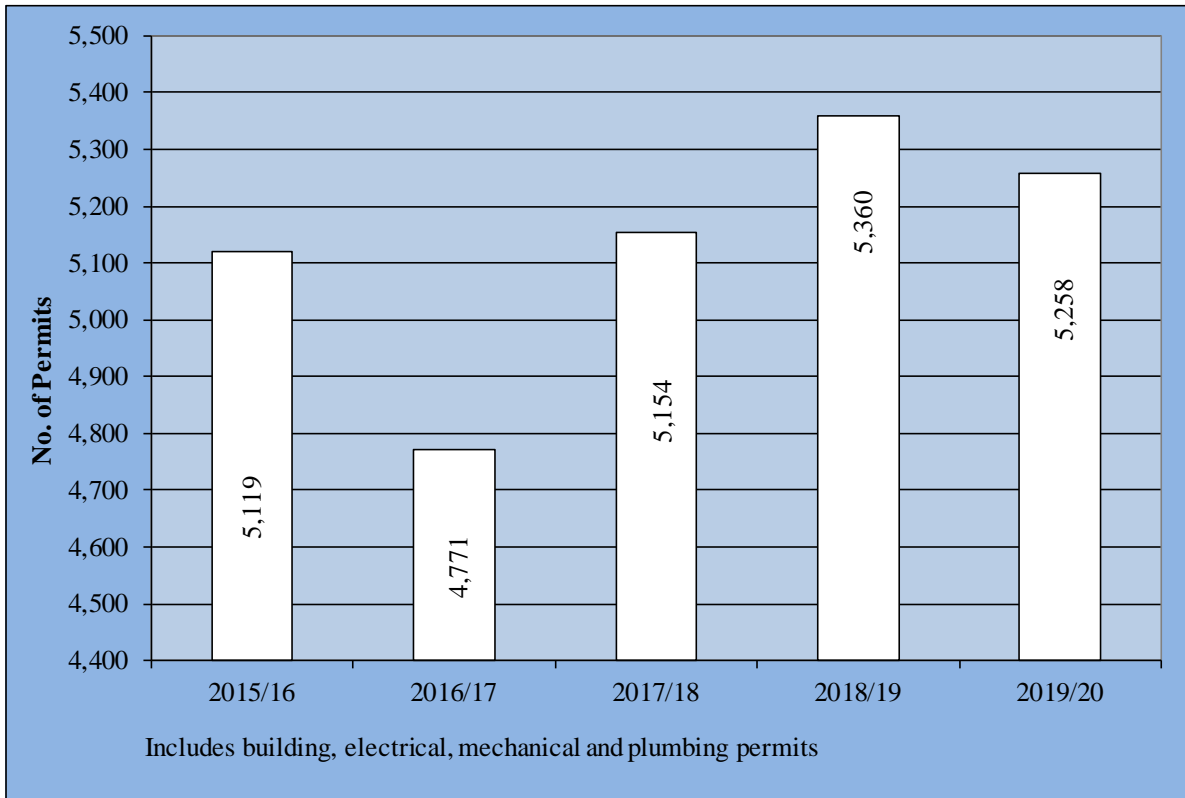
Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) PERSONNEL								
010	Administrative & Clerical	669,955	686,602	713,796	714,650	737,368	763,176	789,887
032	Code Inspectors	455,343	365,675	484,003	449,381	493,664	510,942	528,825
038	Part-time	6,918	43,201	31,200	37,000	31,200	32,292	33,422
106	Sick & Vacation	51,205	16,191	51,626	26,948	51,326	53,122	54,982
112	Overtime	5,989	9,359	7,500	6,000	6,000	6,210	6,427
200	Social Security	90,163	88,314	102,291	95,615	104,453	108,109	111,893
250	Blue Cross/Optical/Dental	210,211	281,161	307,256	299,885	286,370	296,393	306,767
275	Life Insurance	3,085	3,034	3,352	3,242	3,383	3,501	3,624
300	Pension - DC	48,632	61,656	79,292	85,945	94,746	98,062	101,494
325	Longevity	44,803	40,786	44,539	42,043	40,518	41,936	43,404
350	Worker's Compensation	8,628	9,023	10,170	8,893	4,804	5,146	5,513
700	Cost allocate to CDBG	(75,326)	(80,446)	(90,300)	(97,322)	(90,300)	(90,300)	(90,300)
	Category Total	1,519,607	1,524,557	1,744,725	1,672,280	1,763,532	1,828,590	1,895,938
(740) OPERATING SUPPLIES								
001	Gas & Oil	9,762	9,273	15,600	13,020	15,500	15,500	15,500
002	Books & Subscriptions	1,347	174	500	200	200	200	200
008	Supplies	3,945	4,189	4,658	4,600	4,600	4,600	4,600
	Category Total	15,054	13,636	20,758	17,820	20,300	20,300	20,300
(801) PROFESSIONAL & CONTRACTUAL								
001	Conferences & Workshops	100	80	500	0	500	500	500
002	Memberships & Licenses	1,321	455	2,125	1,400	1,400	1,400	1,400
004	Engineering Consultant	8,094	4,350	7,000	3,000	3,000	3,000	3,000
005	Fleet Insurance	5,914	5,549	5,458	6,163	5,476	5,476	5,476
006	Vehicle Maintenance	5,159	3,422	5,150	7,400	4,000	4,000	4,000
013	Education & Training	575	790	500	750	750	750	750
024	Printing Services	2,006	1,329	2,000	400	500	500	500
041	Vehicle Allowance	3,600	3,600	3,600	3,600	4,440	4,440	4,440
066	Contractual Services	7,988	8,325	10,000	2,500	2,500	2,910	2,910
085	Weed Cutting	4,080	4,358	4,200	2,500	4,000	4,000	4,000
086	Building Board-Up	760	140	2,500	500	2,500	2,500	2,500
087	Building Demolition	0	9,978	10,000	7,700	10,000	10,000	10,000
	Category Total	39,597	42,376	53,033	35,913	39,066	39,476	39,476
(970) CAPITAL OUTLAY								
008	IT Software & Equipment	0	17,950	0	0	15,800	0	0
	Category Total	0	17,950	0	0	15,800	0	0
DEPARTMENT TOTAL		1,574,259	1,598,519	1,818,516	1,726,013	1,838,698	1,888,366	1,955,714

CAPITAL OUTLAY

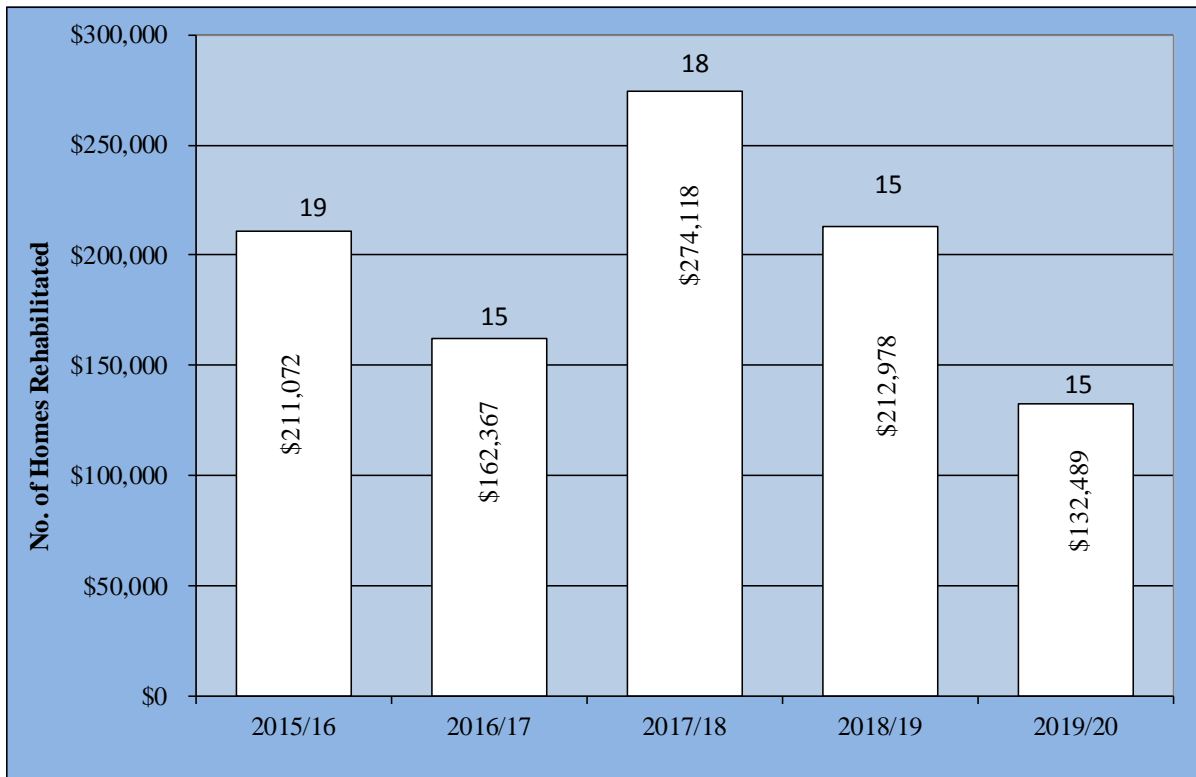
Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
					Quantity	Amount
008		IT Software & Equipment				
	1	BS&A Software Upgrade	15,800	15,800	1	15,800
CAPITAL OUTLAY TOTAL				15,800		15,800

KEY DEPARTMENTAL TRENDS

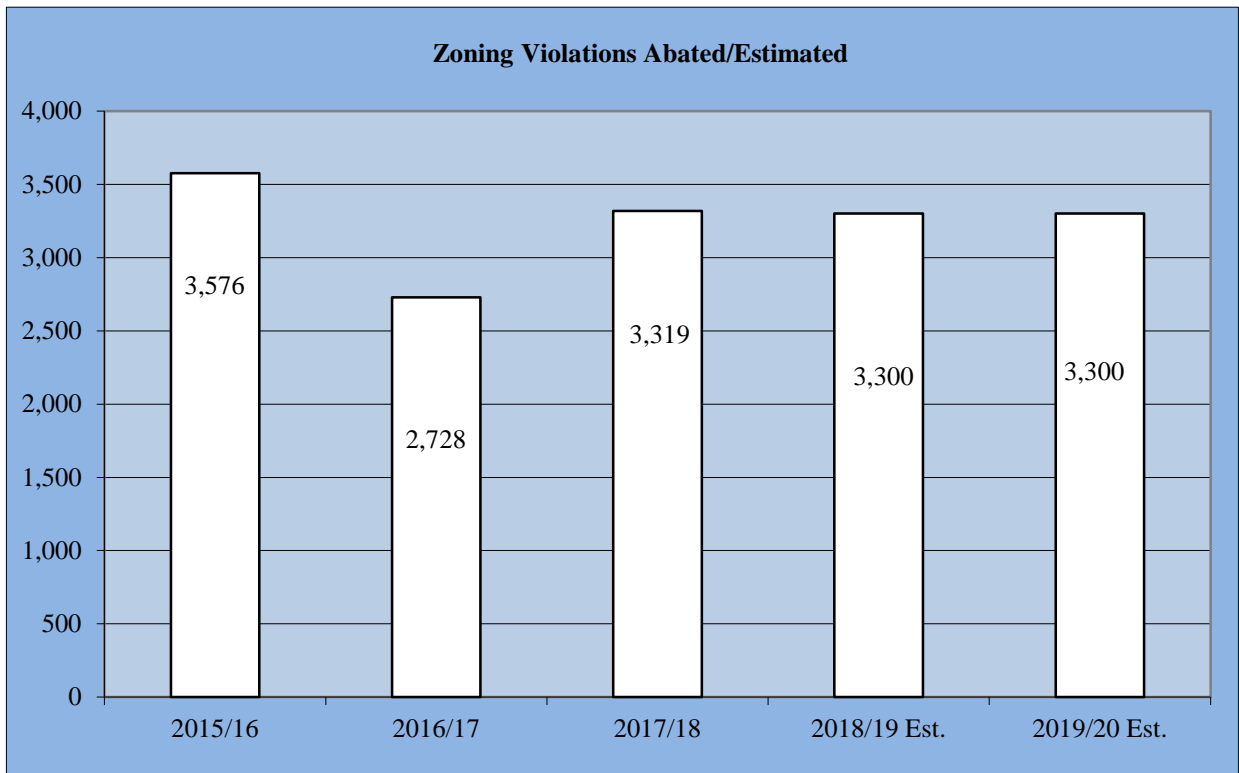
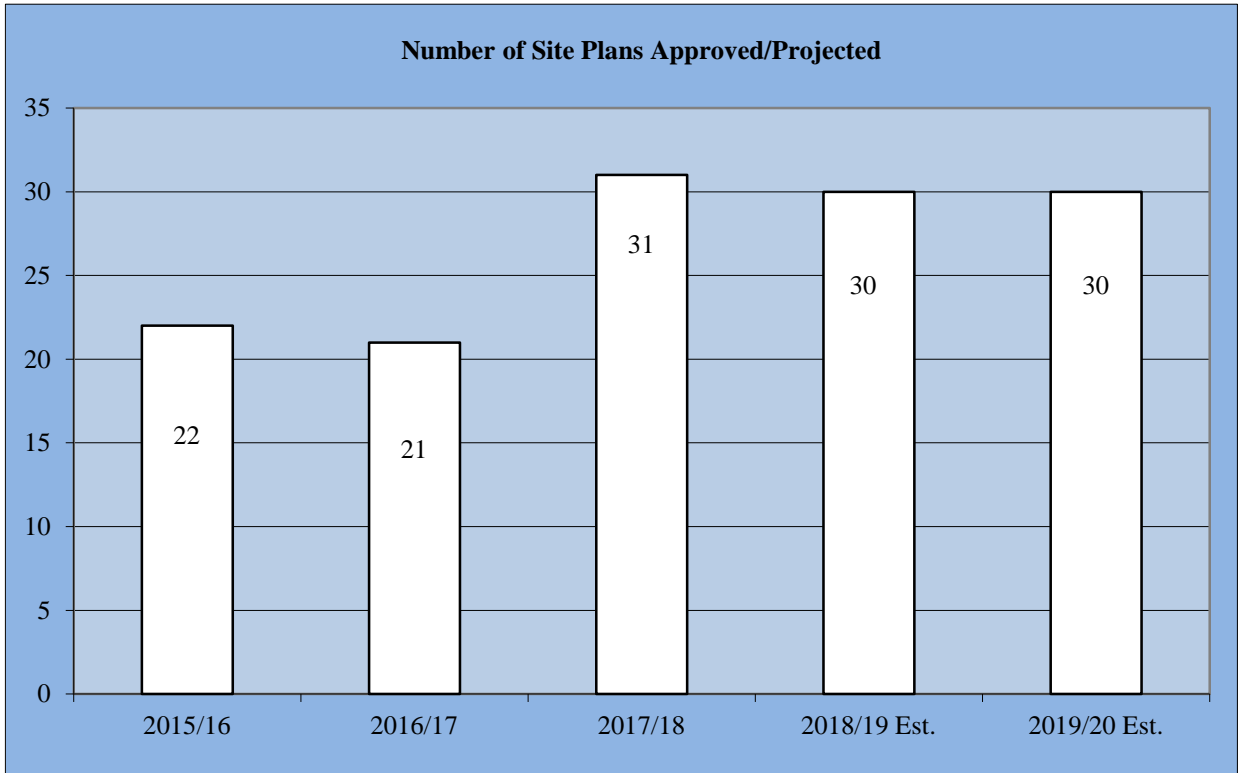
All Permits Issued/Estimated



**Housing Rehabilitation Program
Homes Assisted/Projected**



KEY DEPARTMENTAL TRENDS (Continued)



PUBLIC SERVICES SUMMARY

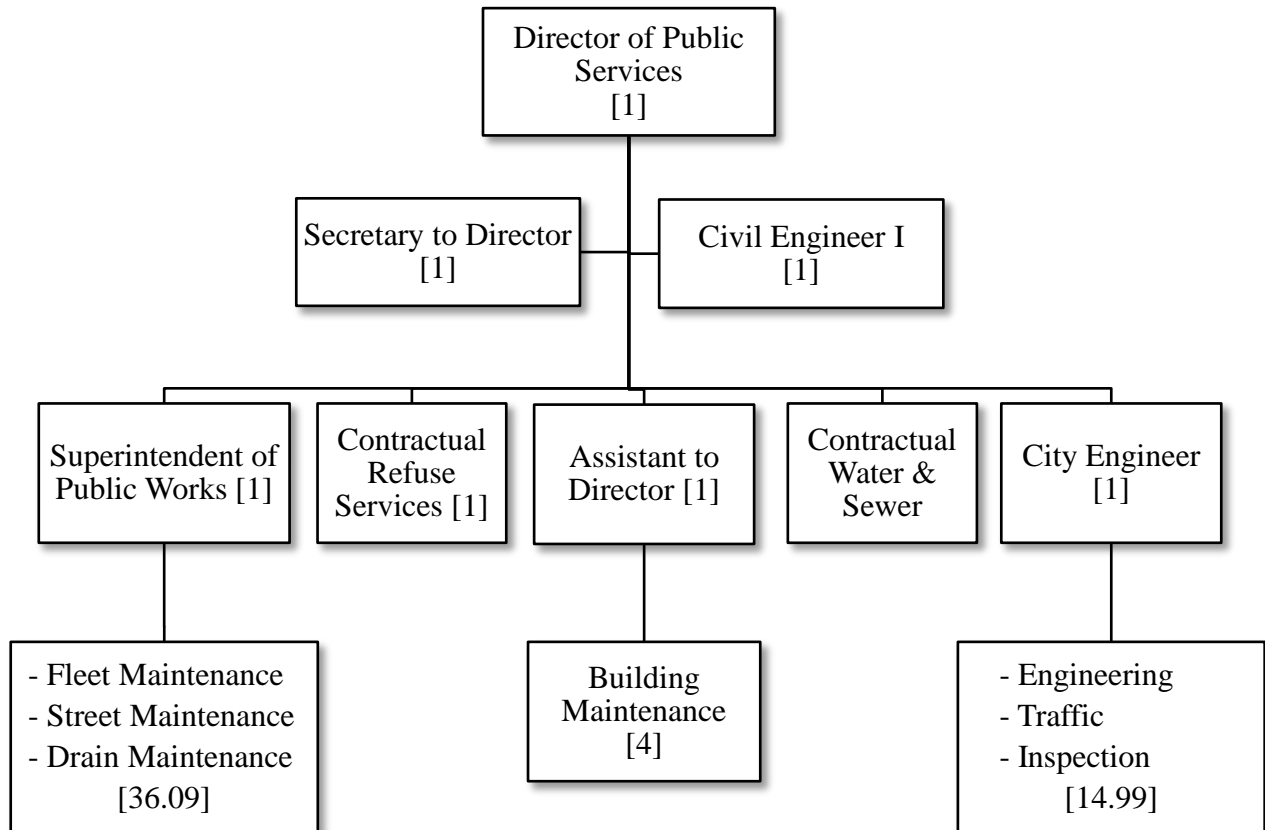
DIV.		2016/17	2017/18	2018/19	2018/19	2019/20	2020/21	2021/22
NO.	Category and Line Item	Actual Expenditures	Actual Expenditures	Current Budget	Estimated Expenditures	Adopted Budget	Projected Budget	Projected Budget
PUBLIC SERVICES:								
440	DPS Administration	330,475	354,905	593,358	491,938	472,890	483,977	496,282
442	Road Maint & Supervision	282,835	308,079	362,196	315,462	339,265	331,520	337,170
444	Building Maintenance	444,568	482,650	515,406	503,789	483,129	487,300	494,993
449	Engineering	1,031,445	1,043,607	1,325,939	1,165,121	1,351,741	1,378,945	1,422,676
450	DPW Maintenance Facility	1,239,840	1,284,213	1,403,974	1,357,066	1,259,389	1,314,810	1,374,122
523	Waste Removal	3,738,657	3,839,842	3,966,353	3,956,715	4,035,326	4,116,791	4,200,229
TOTAL PUBLIC SERVICES		7,067,819	7,313,297	8,167,226	7,790,090	7,941,740	8,113,342	8,325,472

The Public Services Department comprises 12.66% of the General Fund's Proposed Budget.



PUBLIC SERVICES

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



Total Full Time Equivalent [62.08]

DPS ADMINISTRATION

The Department of Public Services Administration provides the overall management for the Department's three operating divisions: Public Works, Engineering and Building Maintenance. The department consists of the Director and three administrative staff members. The salaries of these employees are partially reimbursed from the water and sewer funds.

GOALS

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

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

PERFORMANCE OBJECTIVES

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

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Reports to council	44	55	55
	Meetings attended impacting the delivery of public services	480	540	550
Efficiency	% of City Council meetings attended	75%	80%	80%
	% of tap fees requests reviewed within 48 hours	95%	95%	95%
	Activity Expenditures as a % of General Fund	0.63%	0.82%	0.75%

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 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 I	1	1	1	1
	Administration Division Total	4	4	4	4

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$101,420 or 17.1% decrease from the current budget.
- The decrease results primarily from estimated lower than consultant costs.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$19,048 or 3.9% decrease from the FY 18/19 year-end projection and \$120,468 or 20.3% decrease from the FY 18/19 budget.
- The budget to budget decrease results from lower consultant costs partially offset by higher personnel costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$264,428	\$289,996	\$308,021	\$302,120	\$330,550	\$340,592	\$350,937
Operating Supplies	5,198	5,143	6,020	5,858	6,175	6,175	6,175
Professional & Contractual	60,849	59,766	279,317	183,960	136,165	137,210	139,170
Total DPS Admin	\$330,475	\$354,905	\$593,358	\$491,938	\$472,890	\$483,977	\$496,282

DPS Administration

DEPARTMENT NUMBER: 440

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) SALARIES & WAGES							
010 Administrative & Clerical	268,246	294,583	303,841	303,853	331,775	341,728	351,980
106 Sick & Vacation	3,283	3,249	3,290	3,770	3,739	3,820	3,900
112 Overtime	2,688	2,432	9,458	3,613	6,690	6,890	7,097
200 Social Security	21,142	23,243	25,302	24,381	27,411	28,221	29,055
250 Blue Cross/Optical/Dental	30,922	31,740	35,642	34,100	35,088	36,316	37,587
275 Life Insurance	1,515	1,852	1,985	1,910	2,145	2,209	2,276
300 Pension - DC	17,563	19,188	19,845	19,875	21,454	22,098	22,761
325 Longevity	5,913	8,773	9,504	9,504	11,482	11,826	12,181
350 Worker's Compensation	1,293	1,585	1,828	1,820	950	1,013	1,080
591 Reallocation to Water Funds	(35,255)	(38,660)	(51,337)	(50,353)	(55,092)	(56,765)	(58,489)
592 Reallocation to Sewer Funds	(52,882)	(57,990)	(51,337)	(50,353)	(55,092)	(56,765)	(58,489)
Category Total	264,428	289,996	308,021	302,120	330,550	340,592	350,937
(740) OPERATING SUPPLIES							
001 Gas & Oil	1,006	1,141	1,920	1,628	1,875	1,875	1,875
002 Books & Subscriptions	0	157	100	230	300	300	300
004 Recruiting	450	484	1,000	1,000	1,000	1,000	1,000
008 Supplies	3,707	3,361	3,000	3,000	3,000	3,000	3,000
025 Pilot- Vegetation Management	35	0	0	0	0	0	0
Category Total	5,198	5,143	6,020	5,858	6,175	6,175	6,175
(801) PROFESSIONAL & CONTRACTUAL							
001 Conferences & Workshops	4,054	5,828	2,845	2,070	5,995	5,995	5,995
002 Memberships & Licenses	34,698	36,657	37,345	37,000	37,315	39,200	41,160
004 Consultants	17,236	12,400	233,332	140,000	87,000	87,000	87,000
005 Fleet Insurance	840	840	840	840	0	0	0
006 Vehicle Maintenance	0	5	0	0	0	0	0
013 Education & Training	421	437	1,355	450	1,415	1,415	1,415
041 Auto Allowance	3,600	3,600	3,600	3,600	4,440	3,600	3,600
Category Total	60,849	59,766	279,317	183,960	136,165	137,210	139,170
DEPARTMENT TOTAL	330,475	354,905	593,358	491,938	472,890	483,977	496,282

ROAD MAINTENANCE

The road maintenance and supervision budget provides funding for the staff assigned to right-of-way maintenance activities in support of the Department's Vision and Mission Statements. The City's street network currently includes approximately 58 miles of major streets and 247 miles of local streets. Farmington Hills has the ninth largest municipal street network in the State of Michigan and the largest municipal network in Oakland County. Routine maintenance of the City's street system includes pavement patching, road grading, litter control, forestry maintenance, storm drain maintenance and improvements, sign maintenance and snow/ice control. Additionally, City crews provide mowing and litter control services to 40 miles of State and County roads.

GOALS

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

- Improve road safety. (1,3,13)
- Reduce complaints. (8,11,13)
- Improve efficiency of the snow and ice control operations. (3,10,13)
- Improve the efficiency of road maintenance services. (2,12)
- Maintain a safe work environment. (8)
- Contribute to the City's beautification. (12,13)
- Increase participation in community engagement and outreach events. (4, 11)
- Utilize the Pavement Management System to improve the efficiency and planning of road maintenance operations. (12,13)
- Implement and utilize modern Asset Management software. (2,8)
- Maintain APWA self-assessment certification (1)
- Improve the contract preparation, scheduling and oversight of contracted road and right-of-way maintenance services. (1,3)

PERFORMANCE OBJECTIVES

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

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Maintenance Contracts Completed	28	29	29
	Emergency Call-Ins (supervisor response)	78	60	75
	Winter Maintenance Events (November 1-April 30)	32	30	40
Efficiency	Miles of Gravel Road Graded	243	350	350
	Community Outreach Events	15	18	20
	Lineal Feet of Re-ditching	8,808	9,000	9,000
	Miles per Road Maintenance Personnel	14.4	14.5	14.5
	Gallons of Liquid De-Icer	188,500	225,000	270,000
	Tons of Salt Used	5,300	3,500	4,000
	Tons of Cold Patch Material Placed	295	250	200
	Activity Expenditures as a % of General Fund	0.55%	0.53%	0.54%

STAFFING LEVELS

Acct.	Title	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
(010) Administrative and Clerical					
	Supervisor	3	3	3	3
	Equipment Operator III	5	5	5	5
	Sign Shop Technician	1	1	1	1
	Equipment Operator II	9	9	9	9
	Equipment Operator I	1	2	1	1
	Laborer II	0	1	2	2
	Laborer I	2	0	0	0
	Total	21	21	21	21
(038) Seasonal Aide (FTE)					
		6.92	5.46	5.49	5.49
Department Total		27.92	26.46	26.49	26.49

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$46,734 or 12.9% decrease from current budget.
- The decrease is primarily the result of projected less than budgeted gas and oil expenses.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$23,803 or 7.5% increase from the FY 18/19 year-end projection and \$22,931 or 6.3% decrease from the FY 18/19 budget.
- The budget-to-budget decrease results from a decrease in gas and oil expenses.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$1,768,354	\$2,046,384	\$2,083,294	\$2,073,387	\$2,093,538	\$2,153,525	\$2,217,548
Operating Supplies	102,503	134,759	196,642	150,310	167,145	172,150	176,050
Professional & Contractual	138,295	135,179	128,054	129,446	127,120	129,370	131,120
Capital Outlay	41,981	38,141	37,500	35,706	45,000	30,000	30,000
Less Road Funds Reimburse.	(1,768,297)	(2,046,384)	(2,083,294)	(2,073,387)	(2,093,538)	(2,153,525)	(2,217,548)
Total Road Maint & Superv.	\$282,835	\$308,079	\$362,196	\$315,462	\$339,265	\$331,520	\$337,170

Road Maintenance

DEPARTMENT NUMBER: 442

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) SALARIES & WAGES							
010 Administrative & Clerical	1,093,855	1,160,171	1,202,123	1,185,558	1,232,349	1,269,319	1,307,399
015 Seasonal Aides	110,581	78,383	115,000	115,000	115,000	117,300	119,660
106 Sick & Vacation	9,803	33,543	10,000	3,395	23,176	22,400	23,800
112 Overtime	82,138	131,176	120,000	134,377	137,620	140,372	143,179
200 Social Security	100,123	108,739	117,172	112,471	121,956	123,569	127,132
250 Blue Cross/Optical/Dental	211,915	326,705	292,736	303,388	287,276	297,331	307,737
275 Life Insurance	1,984	2,034	2,163	1,906	2,163	2,228	2,295
300 Pension - DC	29,956	48,121	57,602	55,811	57,762	59,495	61,280
325 Longevity	50,106	59,972	62,343	58,590	62,034	63,895	65,812
350 Worker's Compensation	77,891	97,541	104,155	102,893	54,202	57,616	59,255
Category Total	1,768,354	2,046,384	2,083,294	2,073,387	2,093,538	2,153,525	2,217,548
(740) OPERATING SUPPLIES							
001 Gas & Oil	73,613	98,245	154,392	108,060	125,150	128,900	132,800
002 Books & Subscriptions	0	0	150	150	150	150	150
008 Supplies	506	745	1,800	1,800	1,800	1,800	1,800
019 Uniforms	14,897	16,381	19,000	19,000	19,500	20,000	20,000
030 Tools & Misc. Small Equip.	7,559	8,324	9,000	9,000	9,000	9,000	9,000
034 Safety Equipment	5,929	11,064	12,300	12,300	11,545	12,300	12,300
Category Total	102,503	134,759	196,642	150,310	167,145	172,150	176,050
(801) PROFESSIONAL & CONTRACTUAL							
001 Conferences & Workshops	4,225	6,144	7,740	7,740	8,450	8,700	8,950
002 Memberships & Licenses	1,612	855	1,260	1,260	1,305	1,305	1,305
005 Fleet Insurance	22,313	19,500	19,329	22,521	21,640	21,640	21,640
006 Vehicle Maintenance	94,187	103,833	77,000	75,000	75,000	76,500	78,000
008 Equipment Maintenance	3,123	994	2,500	3,000	2,500	3,000	3,000
013 Education & Training	1,359	2,434	8,125	8,125	6,125	6,125	6,125
029 Cemetery Maintenance	0	0	1,000	1,000	1,000	1,000	1,000
030 Emergency Meal Allowance	705	1,419	1,100	800	1,100	1,100	1,100
071 Contractual Projects	10,772	0	10,000	10,000	10,000	10,000	10,000
Category Total	138,295	135,179	128,054	129,446	127,120	129,370	131,120
(970) CAPITAL OUTLAY							
020 Equipment	2,680	3,338	0	0	0	0	0
058 Trucks	39,300	34,803	37,500	35,706	0	0	0
060 Cemetery Fence Replacement	0	0	0	0	45,000	30,000	30,000
Category Total	41,981	38,141	37,500	35,706	45,000	30,000	30,000
GROSS DEPARTMENT TOTAL	2,051,132	2,354,463	2,445,490	2,388,849	2,432,803	2,485,045	2,554,718
Less: Road Funds Reimbursement	(1,768,297)	(2,046,384)	(2,083,294)	(2,073,387)	(2,093,538)	(2,153,525)	(2,217,548)
NET DEPARTMENT TOTAL	282,835	308,079	362,196	315,462	339,265	331,520	337,170

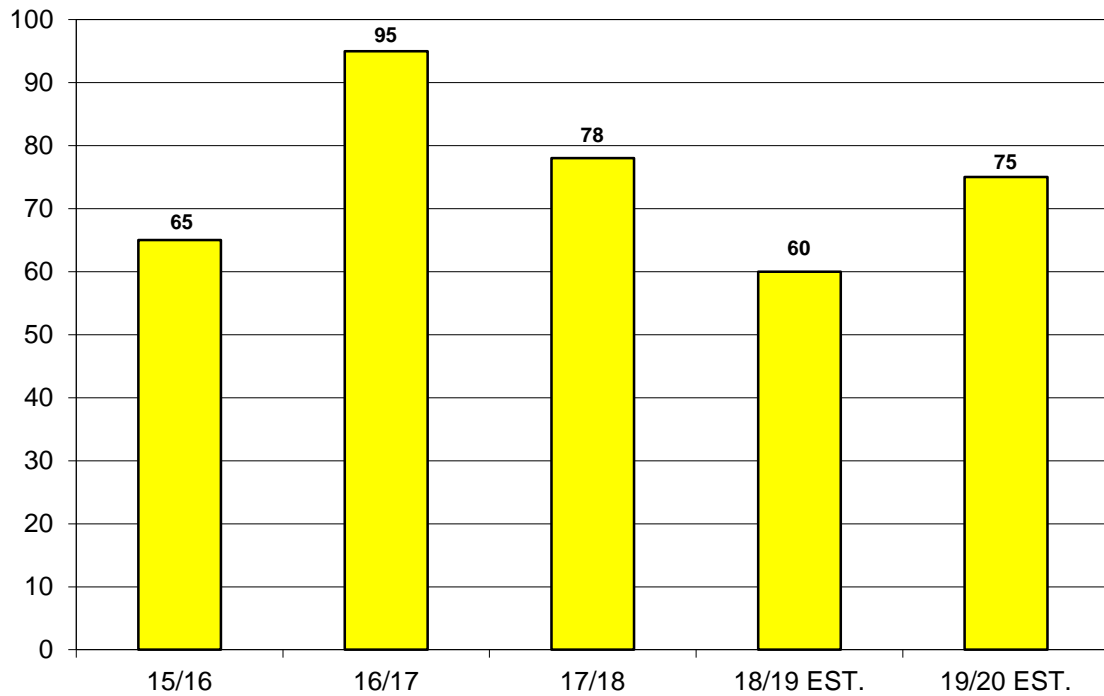
In addition to the Road Fund's Reimbursement for Personnel Costs netted above, General Fund Revenue reflects Fees from the Road Fund's for Equipment Rental.

CAPITAL OUTLAY

Acct.		Budget	Manager's Budget	
No.	Quantity	Request	Quantity	Amount
060				
	Cemetery Fence Replacement	45,000		45,000
CAPITAL OUTLAY TOTAL		45,000		45,000

KEY DEPARTMENTAL TRENDS

**Emergency Call-Ins (Roads)
(Supervisor Response)**



BUILDING MAINTENANCE

The operation and maintenance expenses for City Hall are charged to this account. Principal expenses are for salaries and supplies to keep the building in good repair. The building maintenance staff is responsible for managing maintenance contracts, monitoring/inspecting all heating, ventilation and air conditioning (HVAC) equipment, completing preventative maintenance programs, and providing general maintenance and repair for 14 City-owned buildings.

GOALS

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

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

PERFORMANCE OBJECTIVES

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

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Community Work Program work days supervised	39	40	41
	Number of monthly inspections (HVAC)	168	168	168
	Number of buildings maintained	14	14	14
	Number of maintenance contracts managed	9	11	11
Efficiency	Percentage of emergency call-ins responded to within 30 minutes	95%	95%	95%
	Activity Expenditures as a % of General Fund	0.85%	0.84%	0.77%

Building Maintenance

STAFFING LEVELS

Acct. 444	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
(010)					
	Building Maintenance Supervisor	1	1	1	1
	Building Maintenance Technician	1	1	1	1
	Building Maintenance Worker	2	2	2	2
	Building Maint. Division Total	4	4	4	4

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$11,617 or 2.3% decrease from the current budget.
- This decrease results primarily from estimated lower personnel costs than budgeted.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$20,660 or 4.1% decrease from the FY 18/19 year-end projection and \$32,277 or 6.3% decrease over the FY 18/19 budget.
- The budget to budget decrease is due primarily to reduced medical insurance and worker’s compensation costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$321,864	\$360,289	\$368,657	\$357,877	\$339,577	\$343,998	\$351,941
Operating Supplies	12,210	13,329	13,430	13,435	13,600	13,650	13,700
Prof. & Contractual	107,969	109,032	133,319	132,477	129,952	129,652	129,352
Capital Outlay	2,525	0	0	0	0	0	0
Total Building Maintenance	\$444,568	\$482,650	\$515,406	\$503,789	\$483,129	\$487,300	\$494,993

Building Maintenance

DEPARTMENT NUMBER: 444

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) SALARIES & WAGES							
010 Salaries	199,045	205,371	209,878	205,400	207,411	211,559	215,790
106 Sick & Vacation	2,573	1,829	2,753	1,750	3,374	3,450	3,550
112 Overtime	5,080	4,385	9,885	9,325	9,613	9,820	10,020
200 Social Security	17,534	17,683	19,760	17,968	19,213	19,568	19,931
250 Blue Cross/Optical/Dental	75,744	98,147	91,733	88,303	72,085	70,985	73,470
275 Life Insurance	484	492	515	451	412	420	429
300 Pension - DC	2,923	11,059	11,290	11,283	11,575	11,807	12,043
325 Longevity	10,014	11,231	11,810	12,696	10,746	10,961	11,180
350 Worker's Compensation	8,467	10,092	11,033	10,701	5,148	5,427	5,528
Category Total	321,864	360,289	368,657	357,877	339,577	343,998	351,941
(740) OPERATING SUPPLIES							
001 Gas & Oil	579	491	1,080	1,085	1,250	1,250	1,250
008 Supplies	10,220	11,438	10,550	10,550	10,550	10,550	10,550
019 Uniforms	1,410	1,401	1,800	1,800	1,800	1,850	1,900
Category Total	12,210	13,329	13,430	13,435	13,600	13,650	13,700
(801) PROFESSIONAL & CONTRACTUAL							
001 Conferences & Workshops	0	1,173	1,370	695	1,370	1,370	1,370
002 Memberships & Licenses	0	0	200	0	600	300	0
005 Fleet Insurance	611	543	549	632	632	632	632
006 Vehicle Maintenance	38	131	250	200	200	200	200
013 Education & Training	1,195	0	1,000	1,000	1,000	1,000	1,000
025 Utilities	56,022	59,120	60,000	60,000	60,000	60,000	60,000
029 Building Maintenance	50,103	48,065	69,950	69,950	66,150	66,150	66,150
Category Total	107,969	109,032	133,319	132,477	129,952	129,652	129,352
(970) CAPITAL OUTLAY							
036 Building Improvements	2,525	0	0	0	0	0	0
Category Total	2,525	0	0	0	0	0	0
DEPARTMENT TOTAL	444,568	482,650	515,406	503,789	483,129	487,300	494,993

ENGINEERING DIVISION

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

GOALS

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

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

PERFORMANCE OBJECTIVES

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

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Contracts Let (number)	9	9	12
	Contracts Let (amount)	\$8,590,000	\$28,188,000	\$22,000,000
	Site Plans Reviewed	13	21	12
	Subdivision/Locations Participating in SAFE-TE ³	6	8	10
	Citizen Service Requests	254	225	250
Efficiency	Percent first reviews within four weeks	68%	76%	80%
	Activity Expenditures as a % of General Fund	1.85%	1.94%	2.15%

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
(010) Salaries and Wages					
	City Engineer	1	1	1	1
	Chief Engineering Inspector	1	1	1	1
	Design Technician	1	1	1	1
	Traffic Engineer	1	1	1	1
	Civil Engineer II	2	1	1	1
	Civil Engineer I	1	2	2	2
	Construction Inspector IV	1	1	1	1
	Construction Inspector II	2	3	2	2
	Construction Inspector I	1	0	1	1
	Clerk Typist I	1	0	1	1
	Clerk Typist II	0	1	0	0
	Administrative Secretary	1	1	1	1
	Total	13	13	13	13
(038) Part-time (FTE)					
	Part-Time	2.32	2.32	2.99	2.99
	Total	2.32	2.32	2.99	2.99
Engineering Division Total		15.32	15.32	15.99	15.99

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$160,818 or 12.1% decrease from the current budget.
- The decrease results primarily from projected lower than budgeted personnel costs.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$186,620 or 16.0% increase from the FY 18/19 year-end projection and \$25,802 or 1.9% increase from the FY 18/19 budget.
- The budget to budget increase results from higher personnel costs partially offset by lower capital outlay expenditures.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$934,802	\$941,869	\$1,173,917	\$1,024,287	\$1,277,175	\$1,304,379	\$1,348,110
Operating Supplies	22,248	23,276	33,100	27,796	30,660	30,660	30,660
Prof. & Contractual	25,129	33,868	36,422	32,352	43,906	43,906	43,906
Capital Outlay	49,266	44,594	82,500	80,686	0	0	0
Total Engineering	\$1,031,445	\$1,043,607	\$1,325,939	\$1,165,121	\$1,351,741	\$1,378,945	\$1,422,676

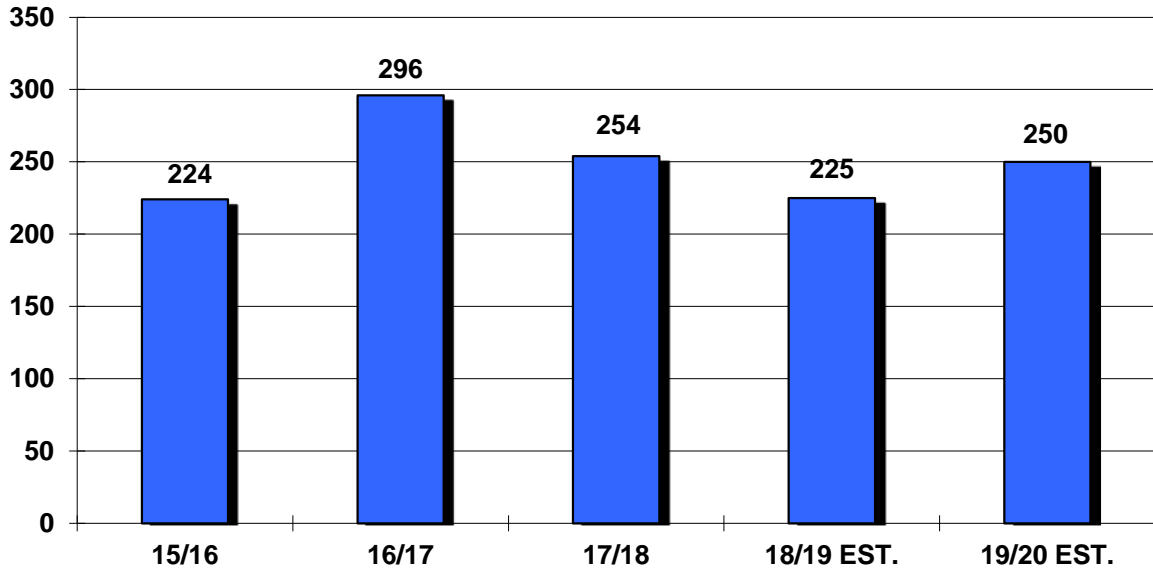
Engineering Division

DEPARTMENT NUMBER: 449

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) SALARIES & WAGES								
010	Salaries & Wages	738,213	728,948	836,057	767,593	855,339	889,553	925,135
038	Part-time	64,847	56,982	79,019	59,340	114,255	115,000	115,000
106	Sick & Vacation	25,512	30,090	43,199	16,539	43,598	15,800	16,200
112	Overtime	132,207	85,928	168,724	141,265	179,379	193,800	197,700
200	Social Security	74,218	70,730	88,994	77,070	94,137	95,665	98,823
250	Blue Cross/Optical/Dental	129,603	133,294	166,932	142,987	171,312	177,308	183,514
275	Life Insurance	3,048	2,820	3,895	3,028	3,931	4,069	4,211
300	Pension - DC	43,960	44,850	57,422	48,610	57,331	59,624	62,009
325	Longevity	29,589	30,871	31,897	31,731	33,548	34,890	36,286
350	Worker's Compensation	8,118	7,844	9,832	8,402	4,701	4,998	5,159
	Realloc. to Water Fund	(278,822)	(214,705)	(267,475)	(233,382)	(233,630)	(238,606)	(246,605)
	Realloc. to Sewer Fund	(35,692)	(35,784)	(44,579)	(38,897)	(46,726)	(47,721)	(49,321)
	Category Total	934,802	941,869	1,173,917	1,024,287	1,277,175	1,304,379	1,348,110
(740) OPERATING SUPPLIES								
001	Gas & Oil	13,536	14,285	24,000	19,530	22,500	22,500	22,500
002	Books & Subscriptions	0	0	500	0	500	500	500
008	Supplies	8,712	8,991	8,600	8,266	7,660	7,660	7,660
	Category Total	22,248	23,276	33,100	27,796	30,660	30,660	30,660
(801) PROFESSIONAL & CONTRACTUAL								
001	Conferences & Workshop	362	2,415	5,505	3,068	6,855	6,855	6,855
002	Memberships & Licenses	4,157	1,016	2,070	1,344	2,260	2,260	2,260
004	Consultants	1,200	15,455	2,100	10,000	10,000	10,000	10,000
005	Fleet Insurance	2,670	3,227	3,252	3,728	3,756	3,756	3,756
006	Vehicle Maintenance	3,993	3,979	5,000	5,000	3,600	3,600	3,600
007	Equip. Maintenance	4,734	1,201	3,900	1,416	2,900	2,900	2,900
009	Consulting & Review Fee	0	0	500	0	500	500	500
013	Education & Training	4,334	2,887	10,395	4,096	9,495	9,495	9,495
024	Printing Services	79	89	100	100	100	100	100
041	Auto Allowance	3,600	3,600	3,600	3,600	4,440	4,440	4,440
	Category Total	25,129	33,868	36,422	32,352	43,906	43,906	43,906
(970) CAPITAL OUTLAY								
008	IT Equipment	0	9,791	45,000	44,980	0	0	0
015	Inspection Vehicles	49,266	34,803	37,500	35,706	0	0	0
	Category Total	49,266	44,594	82,500	80,686	0	0	0
DEPARTMENT TOTAL		1,031,445	1,043,607	1,325,939	1,165,121	1,351,741	1,378,945	1,422,676

KEY DEPARTMENTAL TRENDS

Citizens Service Requests



DPW MAINTENANCE FACILITY

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

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

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

GOALS

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

- Improve fleet safety, reliability, and equipment longevity. (2,8)
- Promote alternative fuels within the fleet. (2)
- Promote more shared use of City fleet by all departments through the use of higher-quality pool vehicles. (2)
- Provide adequate maintenance and upgrades to the DPW facility to ensure maximum benefit and longevity. (1,2)
- Ensure a safe work environment. (8)

PERFORMANCE OBJECTIVES

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

DPW Maintenance Facility

Service Level	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
	Parts Received	\$216,882	\$191,233	\$198,882
	Work Orders	1,317	1,268	1,319
	Fuel Gallons	236,916	249,370	256,150
	Number of Vehicles and Equipment	445	454	454
	Average Age of Vehicles and Equipment	4.88	4.46	4.4
	New Vehicles and Equipment Purchased	33	22	22
	Efficiency	Activity Expenditures as a % of General Fund	2.27%	2.26%

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
(015)	Supervision/Secretary/Mechanics				
	DPW Superintendent	1	1	1	1
	Secretary	1	1	1	1
	DPW Contract Technician	1	1	1	1
	Fleet & Facility Maintenance Supervisor	1	1	1	1
	Mechanic III	2	1	1	1
	Mechanic II	1	3	3	3
	Mechanic I	1	1	0	0
	Auto Service Worker	1	0	0	0
	Inventory & Repair Coordinator	1	1	1	1
	Building Maint Mechanic	1	1	1	1
	Total Full-time	11	11	10	10
(038)	Part-time	1.0	0.6	0.6	0.6
	DPW Maintenance Facility Total	12.00	11.60	10.60	10.60

DPW Maintenance Facility

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$46,908 or 3.3% decrease from the current budget.
- The decrease results from projected budget savings in personnel, operating supplies and professional and contractual costs.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$97,677 or 7.2% decrease from the FY 18/19 year-end projection and a \$144,585 or 10.3% decrease from the FY 18/19 budget.
- The budget-to-budget decrease results primarily from lower personnel, professional and contractual and capital offset costs partially offset by higher operating supplies.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$942,168	\$989,248	\$1,071,025	\$987,789	\$1,042,484	\$1,069,875	\$1,100,078
Operating Supplies	582,679	701,779	875,283	812,635	914,365	939,150	964,550
Prof. & Contractual	196,196	181,134	267,269	211,668	212,880	216,125	219,834
Capital Outlay	156,757	125,265	116,500	157,881	0	0	0
Less: Interdepartment Billings	(637,960)	(713,213)	(926,103)	(812,907)	(910,340)	(910,340)	(910,340)
Total Maintenance Facility	\$1,239,840	\$1,284,213	\$1,403,974	\$1,357,066	\$1,259,389	\$1,314,810	\$1,374,122

DPW Maintenance Facility

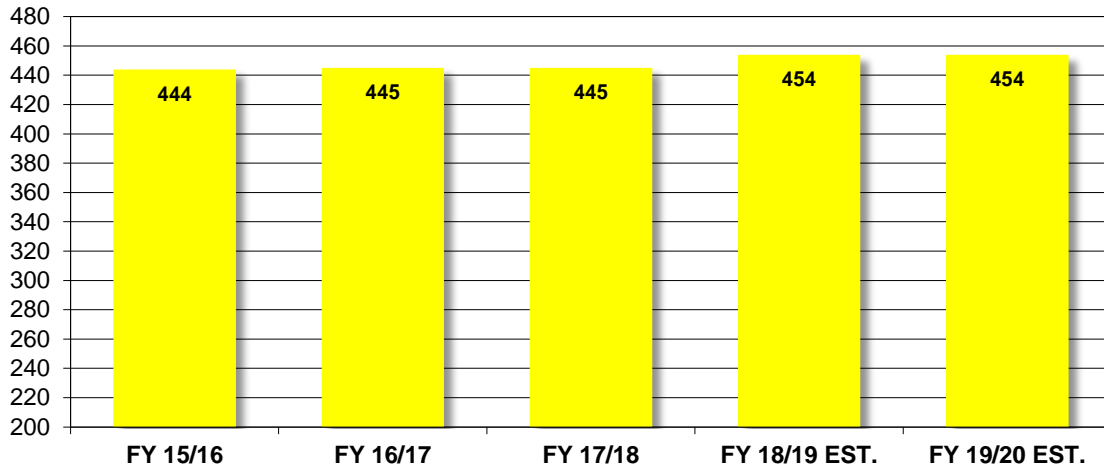
DEPARTMENT NUMBER: 450

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) SALARIES & WAGES								
015	Supervision/Sec./Mech.	609,408	597,097	659,432	606,700	630,190	649,096	668,569
038	Part-time	13,640	6,137	33,700	36,000	33,700	33,700	33,700
106	Sick & Vacation	12,992	35,978	3,000	7,816	41,456	39,500	39,500
112	Overtime	38,109	52,689	49,969	45,330	48,340	49,307	50,293
200	Social Security	53,497	53,710	58,933	53,332	59,645	61,276	62,903
250	Blue Cross/Optical/Dental	131,696	158,997	170,615	151,871	147,825	152,999	158,354
275	Life Insurance	1,388	1,355	1,544	1,380	1,449	1,478	1,508
300	Pension - DC	30,867	35,971	50,675	43,028	44,388	45,720	47,091
325	Longevity	34,323	30,068	24,256	24,115	25,997	26,777	27,580
350	Worker's Compensation	16,249	17,247	18,901	18,217	9,494	10,023	10,581
	Category Total	942,168	989,248	1,071,025	987,789	1,042,484	1,069,875	1,100,078
(740) OPERATING SUPPLIES								
001	Fuel & Oil Inventory	391,879	504,448	649,353	550,747	650,065	669,600	689,700
002	Books & Subscriptions	1,500	1,500	1,800	1,800	1,800	1,800	1,800
008	Supplies	8,283	10,268	9,000	9,000	9,000	9,000	9,000
009	Gas & Oil	2,711	2,310	4,080	3,038	3,750	3,900	4,000
012	Mechanics Tool Allowance	3,699	3,749	3,750	3,750	3,750	3,750	3,750
076	Auto/Truck Parts	155,897	162,198	191,300	228,300	230,000	234,600	239,300
085	Misc. Auto/Truck Supplies	18,711	17,306	16,000	16,000	16,000	16,500	17,000
	Category Total	582,679	701,779	875,283	812,635	914,365	939,150	964,550
(801) PROFESSIONAL & CONTRACTUAL								
001	Conferences & Workshops	3,040	3,398	5,420	5,420	7,120	7,120	7,120
002	Memberships & Licenses	1,208	941	1,126	1,185	1,096	1,126	1,126
005	Fleet Insurance	1,407	1,637	1,654	1,444	1,744	1,789	1,878
006	Vehicle Maintenance	2,140	691	2,400	3,000	1,050	1,070	1,090
007	Office Equip. Maintenance	4,607	4,215	6,300	5,500	5,500	5,500	5,500
008	Garage Equip. Maintenance	4,903	7,669	16,199	16,199	14,200	14,200	14,200
013	Education & Training	412	232	3,320	3,320	3,320	3,320	3,320
025	Utilities Expense	70,804	69,085	80,500	73,000	75,200	75,200	77,500
027	Radio Maintenance	0	2,046	2,000	1,000	2,000	2,000	2,000
029	Building Maintenance	33,461	19,598	40,500	40,500	40,500	40,500	40,500
046	Custodial Contract	9,692	10,610	14,000	14,000	16,300	16,600	17,000
056	Refuse Removal	6,776	4,978	8,400	8,400	9,000	9,100	9,200
104	Subcontract Repairs	57,746	56,035	85,450	38,700	35,850	38,600	39,400
	Category Total	196,196	181,134	267,269	211,668	212,880	216,125	219,834
(970) CAPITAL OUTLAY								
007	Garage Equipment	3,378	7,579	0	40,322	0	0	0
015	Vehicles	153,379	117,686	116,500	117,559	0	0	0
	Category Total	156,757	125,265	116,500	157,881	0	0	0
	Total Expenditures	1,877,800	1,997,427	2,330,077	2,169,973	2,169,729	2,225,150	2,284,462
	Less Interdepartment Billings	(637,960)	(713,213)	(926,103)	(812,907)	(910,340)	(910,340)	(910,340)
	DEPARTMENT TOTAL	1,239,840	1,284,213	1,403,974	1,357,066	1,259,389	1,314,810	1,374,122

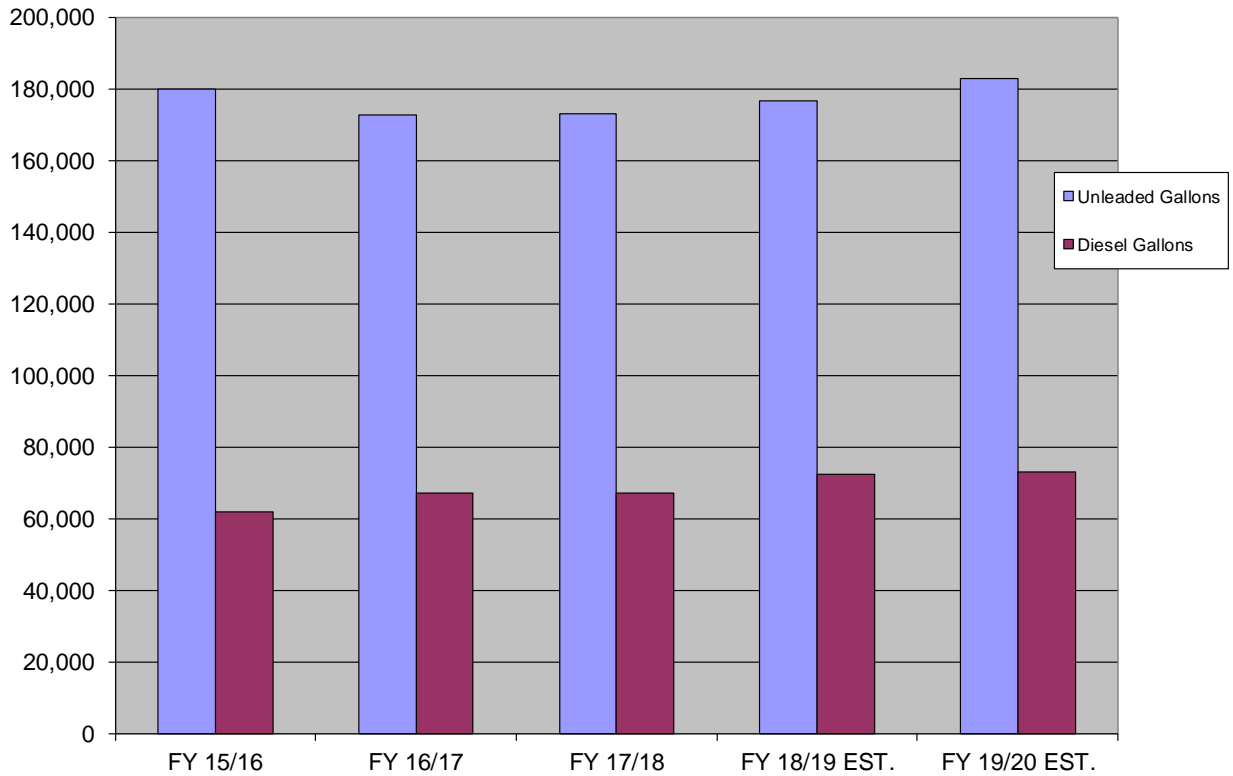
This Division's operations are partially supported by Reimbursements for Fuel & Maintenance costs from other local governments.

KEY DEPARTMENTAL TRENDS

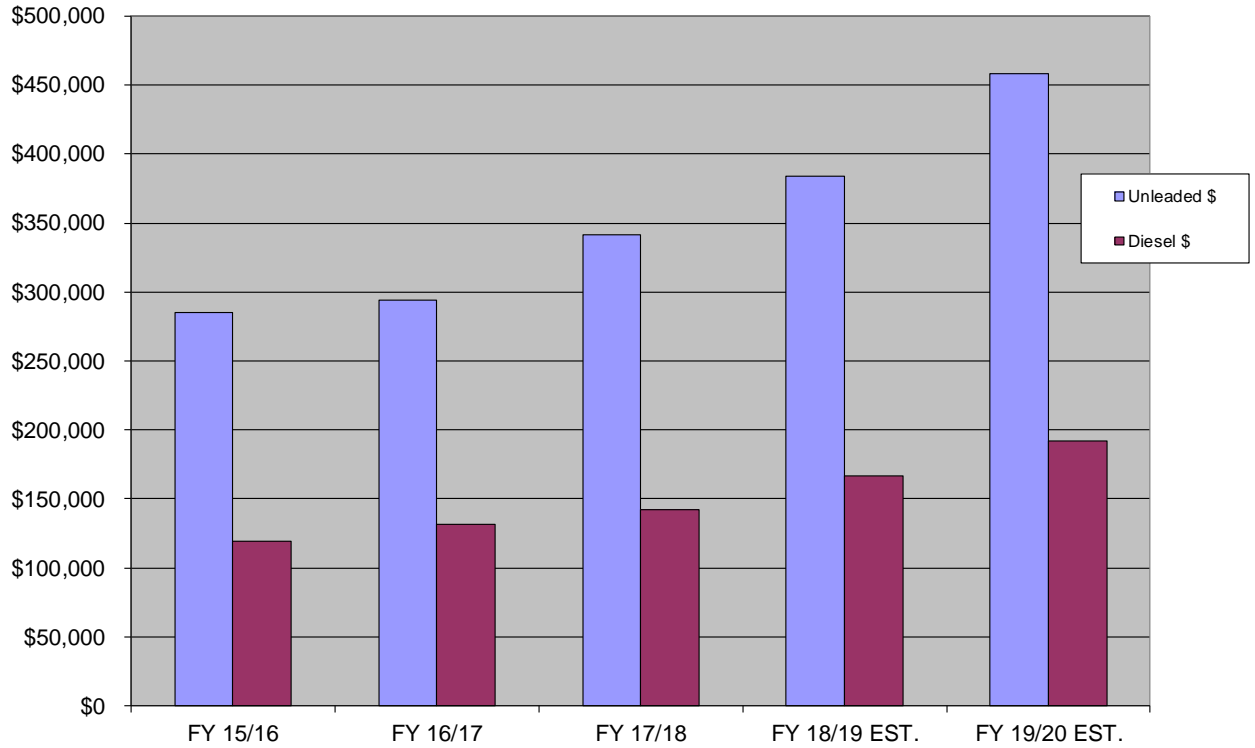
Number of Vehicles and Equipment Maintained



UNLEADED AND DIESEL FUEL USAGE (gallons)



UNLEADED AND DIESEL FUEL USAGE (\$)



WASTE COLLECTION/RECYCLING

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

The DPW is responsible for monitoring day-to-day refuse/recycling services, dispatching complaints to the contractor’s supervisory staff, and responding to questions and special requests from residents. Beginning in 1999, the Hazardous Materials Collection program was expanded to allow Farmington Hills residents to participate in other RRRASOC member Hazardous Materials Collection events, with seven events scheduled for 2019. This program enables residents to properly dispose of oil-based paint, pesticides, chemicals, solvents, used computer equipment, and other hazardous materials.

GOALS

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

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

PERFORMANCE OBJECTIVES

Service Level	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Pounds of waste per household	2,510	2,600	2,700
	Dwelling units served	23,356	23,372	23,505
Efficiency	Diversion rate	42.6%	42%	44%
	Waste Landfilled	57.4%	58%	56%
	Farmington Hills attendance at all Household Hazardous Waste events	2,442	2,600	2,700
	Activity Expenditures as a % of General Fund	6.80%	6.60%	6.43%

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
(010)	Full time				
	Clerk Typist II	1	1	1	1
	Total	1	1	1	1
	Department Total	1	1	1	1

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$9,638 or 0.2% decrease from the current budget.
- The increase is primarily due to projected lower than budgeted professional and contractual costs.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$78,611 or 2.0% increase from the FY 18/19 year-end projection and \$68,973 or 1.7% increase from the FY 18/19 budget.
- The budget-to-budget increase is primarily due to increases in the contractual annual per-home rate.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$59,585	\$61,629	\$63,778	\$64,440	\$66,829	\$68,998	\$71,035
Operating Supplies	2,100	998	3,700	3,700	3,700	3,700	3,700
Prof. & Contractual	3,676,972	3,777,216	3,898,875	3,888,575	3,964,797	4,044,093	4,125,494
Total Waste Collection	\$3,738,657	\$3,839,842	\$3,966,353	\$3,956,715	\$4,035,326	\$4,116,791	\$4,200,229

Waste Collection/Recycling

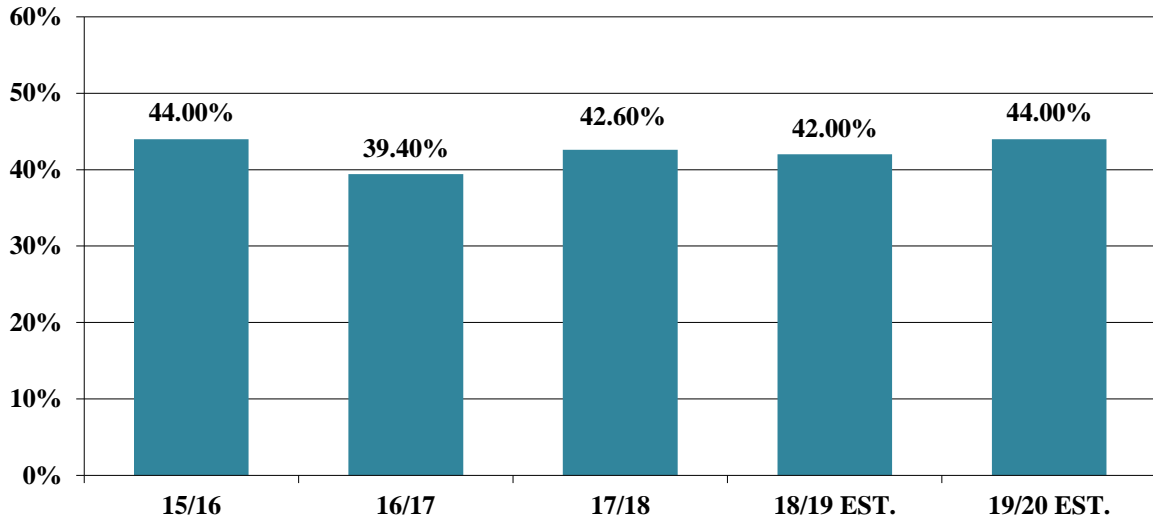
DEPARTMENT NUMBER: 523

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) SALARIES & WAGES								
010	Salaries & Wages	34,999	36,814	38,967	39,123	41,428	42,671	43,951
112	Overtime	0	0	0	167	0	0	0
200	Social Security	2,593	2,724	2,996	2,957	3,177	3,297	3,283
250	Blue Cross/Optical/Dental	16,821	16,264	15,660	16,048	15,721	16,271	16,841
275	Life Insurance	98	98	128	102	128	131	133
300	Pension - DC	4,950	5,445	5,666	5,682	5,930	6,108	6,291
325	Longevity	0	135	200	193	358	427	440
350	Workers Compensation	123	148	161	168	87	94	96
	Category Total	59,585	61,629	63,778	64,440	66,829	68,998	71,035
(740) OPERATING SUPPLIES								
008	Miscellaneous	2,100	998	3,700	3,700	3,700	3,700	3,700
	Category Total	2,100	998	3,700	3,700	3,700	3,700	3,700
(801) PROFESSIONAL & CONTRACTUAL								
056	Collection Contract	3,495,481	3,586,631	3,698,400	3,686,100	3,759,822	3,835,018	3,911,719
058	Recycling Center	2,370	7,348	16,800	16,800	16,800	16,800	16,800
059	Contribution to RRRASOC	99,675	99,675	99,675	99,675	99,675	99,675	99,675
060	Disposal of Household Hazardous Materials	79,446	83,562	84,000	86,000	88,500	92,600	97,300
	Category Total	3,676,972	3,777,216	3,898,875	3,888,575	3,964,797	4,044,093	4,125,494
Total Refuse Removal Expenditures		3,738,657	3,839,842	3,966,353	3,956,715	4,035,326	4,116,791	4,200,229

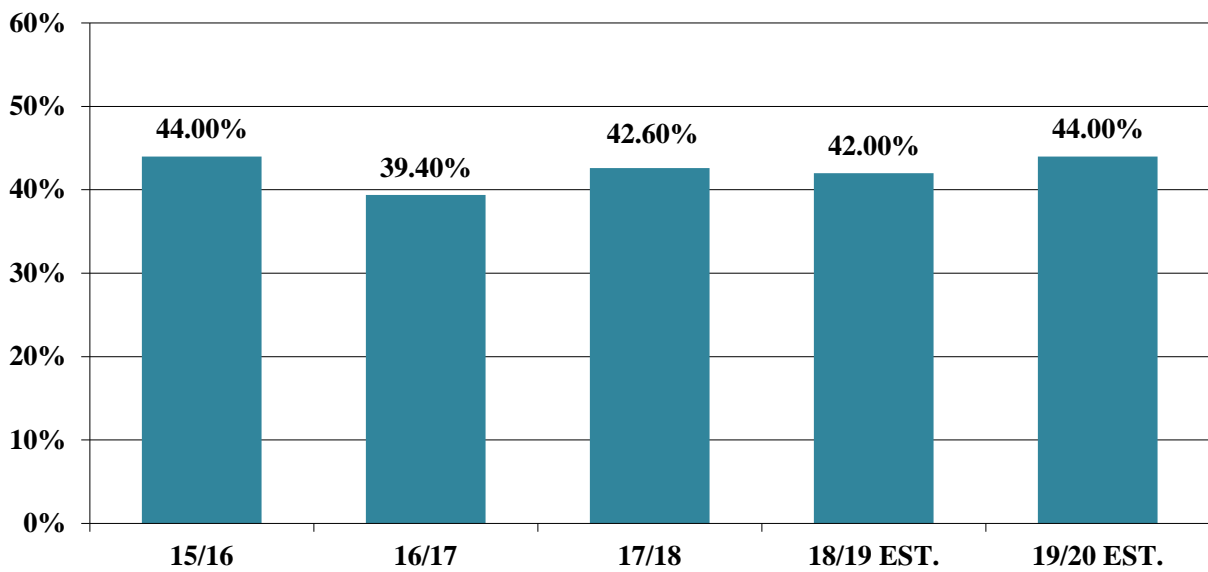
This Division is supported primarily by a Refuse Collection & Disposal Dedicated Millage and Recycling User Fees.

KEY DEPARTMENTAL TRENDS

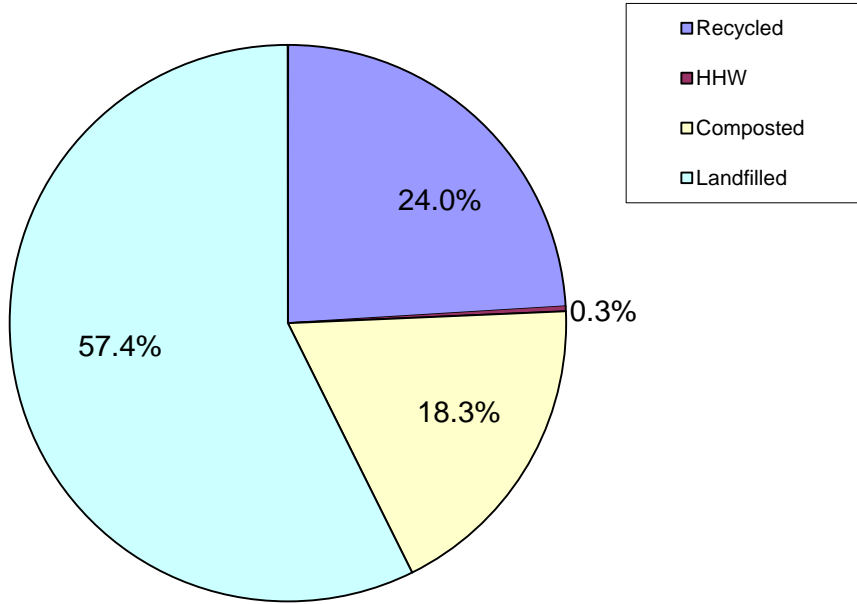
Percent of Recycled and Composted Materials Diverted from Landfill



Percent of Recycled and Composted Materials Diverted from Landfill



Diversion Rate - 2018



SPECIAL SERVICES SUMMARY

DIV.		2016/17	2017/18	2018/19	2018/19	2019/20	2020/21	2021/22
		Actual	Actual	Current	Estimated	Adopted	Projected	Projected
NO.	Category and Line Item	Expenditures	Expenditures	Budget	Expenditures	Budget	Budget	Budget
SPECIAL SERVICES:								
752	Administration	1,979,487	2,041,390	2,182,501	2,217,287	2,364,369	3,402,222	3,971,917
760	Youth Services	382,902	390,204	421,127	405,506	417,868	434,790	450,851
765	Senior Services	829,521	931,922	1,001,959	981,889	1,047,737	1,078,841	1,104,782
770	Parks Maintenance	1,481,379	1,651,619	1,767,827	1,635,824	1,856,331	1,875,347	1,918,645
775	Cultural Arts	397,821	451,796	484,681	504,543	529,016	981,750	1,268,133
780	Golf Course	692,182	739,664	791,270	762,978	827,623	801,073	823,152
785	Recreation Programs	622,232	710,767	603,699	670,216	684,482	911,258	1,013,342
790	Ice Arena	959,208	1,050,601	1,188,203	1,177,384	1,104,069	1,110,999	1,117,983
TOTAL SPECIAL SERVICES		7,344,731	7,967,963	8,441,266	8,355,627	8,831,495	10,596,280	11,668,804

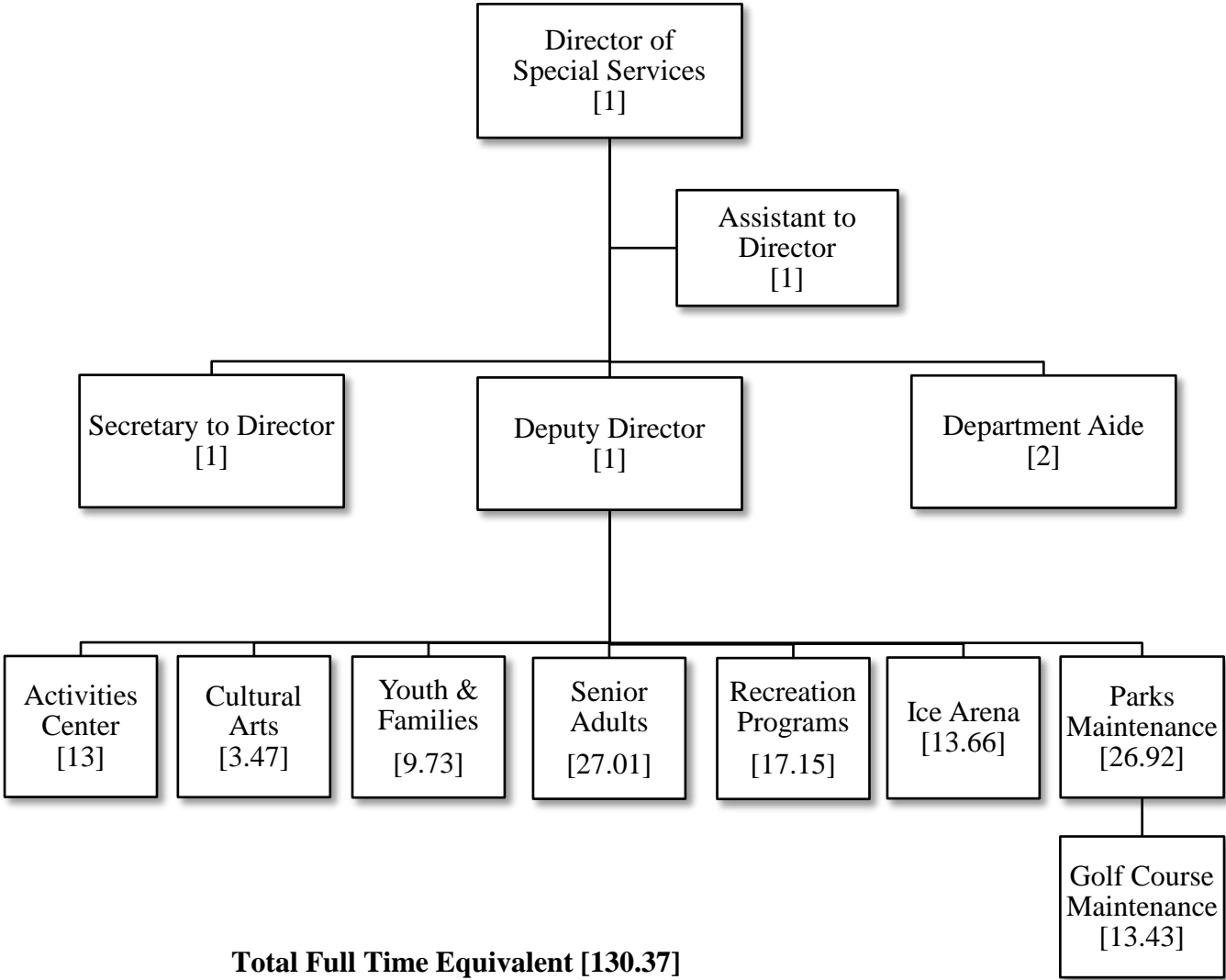
The Special Services Department comprises 14.08% of the General Fund's 2019/20 Proposed Budget and is supported primarily from Recreation User Fees (\$5,149,758), an appropriation from the Parks Millage (\$1,307,850), and a SMART Grant (\$245,000).



SPECIAL SERVICES

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

SPECIAL SERVICES



ADMINISTRATION

The Department has gradually evolved from the Farmington Area Recreation Commission (established in 1948) to the Parks and Recreation Department in 1978 and finally by authority of the City Council as stated in the City Charter, to the Department of Special Services in 1985. The Department consists of eight divisions including Administration, Cultural Arts, Senior Division, Youth and Families Division, Recreation Division, Parks & Golf Division, Facilities Division and the Ice Arena. The Administration Division is 3.77% of the General Fund Budget in FY 2019/20.

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

GOALS

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

- Provide administrative oversight and support to each Division within the Department so that staff are empowered to provide the best services for our residents/customers. (8)
- Continue to promote and enhance web-based registration system for department's programs, classes and ticket sales. (2)
- Manage planning, design, repurposing, organizing and opening of new Community Center (formally Harrison High School). (2)
- Provide proper protective equipment and training for staff so that they may complete their duties in a safe and efficient manner. (2,8)
- Research and pursue Federal, State and private grants, and other funding sources to maximize spending dollars for capital growth and land improvements. (2,7)
- Strengthen existing and create new partnerships. (2)
- Provide high quality programs, facilities and services. (1,6,13)
- Proactively respond to emerging trends and issues in order to remain a vital force in the community. (6,12,13)
- Preserve and enhance attractive and valuable natural resources within the community and maximize accessibility for all users. (2,6)
- Provide direction to the Video Division and enhance video productions. Develop and implement a Department-wide Marketing & Communications Plan aligned with City's overall brand. (11)
- Continue to seek new strategies to promote our programs, facilities and services. (2)
- Continue to work closely with other City Departments to ensure the delivery of high-quality services to our residents and customers. (1,13)

Administration

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
(010)	Administration				
	Director	1	1	1	1
	Deputy Director	1	1	1	1
	Assistant to Director*	0	0	1	1
	Facilities Supervisor	1	1	1	1
	Secretary to the Director	1	1	1	1
	Bldg. Maintenance Tech.	1	1	1	1
	Department Aide	2	2	2	2
	Marketing Assistant	1	1	1	1
	Total	8	8	9	9
(011)	Program Management				
	Recreation Superintendent	1	1	1	1
	Recreation Supervisor	3	2	2	2
	Recreation Specialist	0	1	1	1
	Total	4	4	4	4
(038)	Part-time (FTE)	10.25	10.00	10.00	10.00
	ADMINISTRATION TOTAL	22.25	22.00	23.00	23.00

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET –

- \$34,786 or 1.6% increase from the current budget.
- The increase results from higher operating supplies and professional and contractual costs partially offset by lower personnel costs.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION –

- \$147,082 or 6.6% increase from the FY 18/19 year-end projection and \$181,868 or 8.3% increase from the FY 18/19 budget.
- The budget to budget increase results primarily from increased personnel, operating supplies and professional and contractual costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$1,226,679	\$1,319,397	\$1,390,125	\$1,380,274	\$1,473,961	\$2,142,113	\$2,200,008
Operating Supplies	103,493	99,079	90,330	115,836	116,500	137,115	176,115
Professional & Contractual	649,314	622,914	702,046	721,177	773,908	1,122,994	1,595,794
Total Special Services Administration	\$1,979,487	\$2,041,390	\$2,182,501	\$2,217,287	\$2,364,369	\$3,402,222	\$3,971,917

Administration

DEPARTMENT NUMBER: 752

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) Personnel								
010	Administrative & Clerical	424,904	465,277	492,585	492,279	559,277	620,312	638,921
011	Program Management	237,659	236,123	240,043	239,881	248,689	414,334	422,621
038	Part-time	259,854	244,792	279,760	257,004	279,760	562,440	576,440
106	Sick & Vacation	31,853	23,642	6,338	22,000	4,687	4,300	4,450
112	Overtime	6,463	3,467	5,700	3,881	1,762	1,798	1,836
200	Social Security	74,610	76,348	81,466	79,452	87,214	126,228	129,434
250	Blue Cross/Optical/Dental	120,216	178,593	186,965	186,688	189,408	268,037	277,419
275	Life Insurance	2,335	2,485	2,828	2,707	3,266	3,784	3,897
300	Pension - DC	22,210	39,897	47,233	49,600	60,443	89,347	92,028
325	Longevity	28,446	26,835	23,735	23,918	26,616	27,414	28,237
350	Worker's Compensation	18,130	21,940	23,472	22,864	12,839	24,118	24,725
	Category Total	1,226,679	1,319,397	1,390,125	1,380,274	1,473,961	2,142,113	2,200,008
(740) Operating Supplies								
001	Gas & Oil	2,721	3,162	4,080	4,557	5,250	5,250	5,250
005	Sustainability	0	0	0	25,000	25,000	25,000	25,000
008	Supplies	100,772	95,918	86,250	86,279	86,250	106,865	145,865
	Category Total	103,493	99,079	90,330	115,836	116,500	137,115	176,115
(801) Professional & Contractual								
001	Conferences & Workshops	2,631	2,485	3,075	3,075	3,075	3,075	3,075
002	Memberships & Licenses	12,373	9,148	7,299	9,348	9,948	12,448	12,448
005	Fleet Insurance	2,016	1,895	1,583	2,620	1,780	1,780	1,780
006	Vehicle Maintenance	480	323	500	800	800	500	500
007	Office Equip. Maint. & Rent	41,263	31,459	35,071	36,565	41,665	57,165	67,165
013	Education & Training	250	2,734	4,000	3,700	7,500	15,500	15,500
016	Telephone	8,836	13,261	7,800	13,500	7,520	10,740	10,740
018	Postage & Bulk Mailing	20,910	21,455	21,678	21,800	21,678	23,544	23,544
024	Printing Costs	46,790	47,830	69,750	69,905	74,500	96,200	96,200
025	Utilities	232,537	210,362	216,100	216,063	271,137	446,137	671,137
029	Maintenance & Repair	110,922	120,591	170,920	170,741	143,230	203,030	370,530
035	Credit Card Fees	64,003	73,464	60,000	66,375	66,000	70,000	80,000
041	Auto Allowance	3,600	3,600	3,600	3,600	4,440	4,440	4,440
066	Contract Services	87,313	66,144	81,235	80,150	93,700	144,900	205,200
067	Scholarships	10,000	10,000	10,000	10,000	10,000	10,000	10,000
068	ADA Accommodations	0	0	0	3,500	3,500	3,500	3,500
072	Special Projects	5,390	8,161	9,435	9,435	13,435	20,035	20,035
	Category Total	649,314	622,914	702,046	721,177	773,908	1,122,994	1,595,794
ADMINISTRATION TOTAL		1,979,487	2,041,390	2,182,501	2,217,287	2,364,369	3,402,222	3,971,917

YOUTH & FAMILY SERVICES – AFTER SCHOOL PROGRAM

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

Farmington Hills Area Youth & Family Services has successfully developed and implemented a structured program for youth in middle school. Since 1996, 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 after school.

Our After School Youth Centers are located in each of the four quadrants of Farmington Hills offering opportunities to middle school age youth in Farmington Hills and Farmington. Over 14,500 youth have taken part in the youth center program since its beginning. This year more than 427 youth members have joined the program and have attended one of the four youth centers on a daily basis. Our 2018 Summer Drop-In Program had 93 participants enrolled, averaging 54 youth per day and averaging 30 youth on each of the 31 field trips that were offered. Some of our youth cannot afford the field trips, but thanks to our generous partnerships, we were able to include many of the youth on educational and outdoor field trips, at no cost. These campers visited Ann Arbor Hands-On Museum, Underground Railroad, Yankee Air Museum, the DIA and Detroit Historic Museum. These trips were courtesy of Farmington Hills/Farmington Xemplar Club, Farmington Public Schools, the Bernstein Law Firm, Susan Sloat-Ray Okonski Foundation, Farmington/Farmington Hills Community Foundation, service organizations, friends and families.

We consistently seek input from youth members in creating and implementing programs, while simultaneously providing leadership opportunities for participants. We continue our partnership with Club Z! Tutoring, assisting the youth with homework and healthy study habits.

PKC Group and Busch's worked together again this year with the youth and senior division giving back to their community during this holiday season feeding close to 500 individuals at our Thanksgiving Dinner. Youth members also set up a Holiday Giving Tree which collected over 100 sets of new scarves, mittens, socks and gloves for families in need.

We are proud to be going into our 24th full year providing a fun, secure environment where young people can be actively involved in physical, social and educational benefits while learning important lifelong lessons.



GOALS

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

- Maintain and work to increase enrollment for the After School and Summer Drop-In programs. (1,2)
- Continue our affiliation with Farmington Public Schools becoming stronger as we work together supporting our youth through tutoring and awareness of positive mental health. (1)
- Explore new opportunities on ways to reach families not participating in after school programs by partnering with local faith organizations, youth publications, cable shows. (4)
- Expand the tutoring program through our partnership with Club Z! Tutoring, a professional tutoring organization. Increase enrichment opportunities to include study skills training for youth members. (1)
- Create leadership opportunities at each youth center by creating work groups that provide services to seniors and/or families in need. (1,4,6)
- Partner with our police department to spend time with our youth and discuss the seriousness of on-line, cell phone/social media use and misuse. (1)
- Continue working with Bernstein Law Firm. Our youth will interact and learn directly from these leaders in the field of law with hands-on workshops. (1,3)
- Sustain our partnership with Oakland Early College which provides volunteer students to assist at the Youth Centers. We usually have 5 to 7 students help out. (1,2,8)
- Continuously evaluate our focus on health and fitness with the help of our personal technology devices and working together with fitness goals. (1)
- Continue to offer new programs, meeting with growing businesses that expose our youth to activities that get them moving and off of their digital devices. For example; The youth have enjoyed Parkour Gym field trips that challenge them physically. (1, 4)
- Develop more unique activities for the youth of all interests and abilities. (2)
- Maintain our staff/youth member relationship and trust. Create more mentoring opportunities. (1,6,8)



PERFORMANCE OBJECTIVES

- Communicate with parents/guardians of our youth to continue to evaluate their needs and program interests.
- In partnership with Oakland Early College, 5 volunteers worked at the After School and Summer Drop-In Programs at no cost to the City of Farmington Hills.
- The total number of hours spent by youth members in the After School and Summer Drop-In Programs is as follows: In the summer program, each youth member averaged 8 hours per day for a total of 16,848 hours. During the school year program, the average youth member spends an average of 2.75 hours per day for a total for 89,400 hours and 7 half days at 7 hours each. **This equals 109,545 hours our youths have spent supervised in a safe, structured environment.**

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level Summer	Summer Drop-in Program participation	88	93	100
	Number of days Summer Drop-In Program is offered	38	39	39
	Average daily participants of Summer Drop-in	51	54	55
	Total number of Summer Drop-In visits	1,940	2,063	2,145
	Daily average of summer field trip participants	30	30	35
	Number of summer field trips	32	31	34
	Total of summer field trip participants	930	850	850
	Service Level School Year	Total number of enrolled After School youth members (6 th – 9 th Grade)	427	435
Total number of days program is offered		170	170	173
Daily average participation (Four centers operate Monday through Thursday. Three centers are open on Friday)		184	194	200
Total youth center school year program visits (All Youth Centers)		31,280	32,980	34,600
Total school year field trip participants		455	471	475
Efficiency	Total number of Summer Drop-In and school year field trip participants	1,385	1,250	1,475
	Total number of days program is offered summer/school year	209	209	212
	Total number of Summer Drop-In and school year visits	33,220	35,043	36,745
	Total number of hours our youth have spent in the Summer Drop-In and After School Program	103,458	109,545	114,329
	Activity Expenditures as a % of General Fund	0.69%	0.68%	0.67%

Note: To calculate the average number of hours youth spend in the programs, we averaged summer total by 8 hours per day, school year average 2.75 hours per day and 7 hours per half day.

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Authorized Positions	Requested Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
(760)	YOUTH & FAMILIES				
010	Youth Services Supervisor	1	1	1	1
	Total	1	1	1	1
038	Part time (FTE)	8.73	8.73	8.73	8.73
	DEPARTMENT TOTAL	9.73	9.73	9.73	9.73

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$15,621 or 3.7% decrease from the current budget.
- The increase results primarily from projected lower than budgeted personnel and professional and contractual costs.

FY 18/19 PROPOSED BUDGET vs. FY 18/19 YEAR END PROJECTION

- \$12,362 or 3.0% increase from the FY 18/19 year-end projection and \$3,259 or 0.8% decrease over the FY 18/19 budget.
- The budget to budget increase results from lower professional and contractual costs.

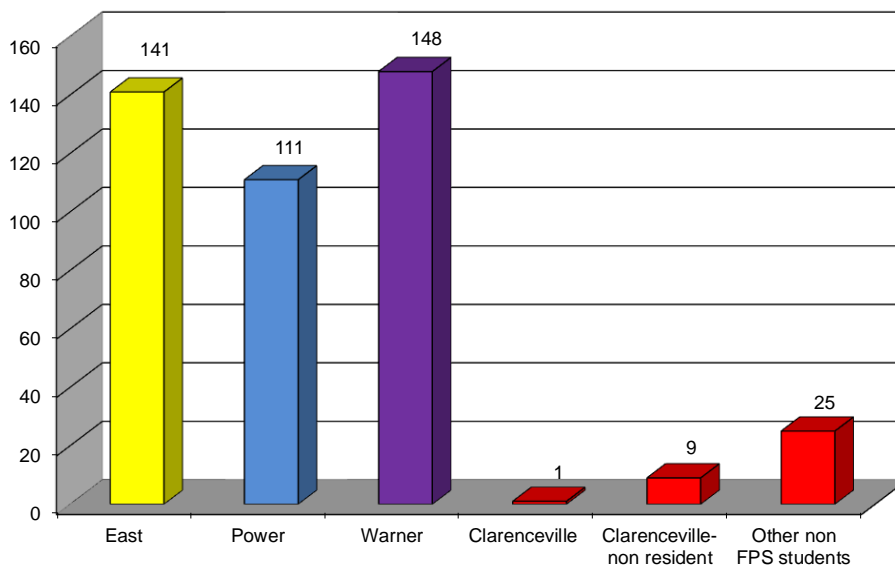
	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$322,566	\$324,181	\$353,027	\$342,806	\$353,968	\$365,290	\$376,251
Operating Supplies	42,328	47,111	36,100	38,100	36,100	38,150	40,200
Prof. & Contractual	18,009	18,912	32,000	24,600	27,800	31,350	34,400
Total Youth & Families	\$382,902	\$390,204	\$421,127	\$405,506	\$417,868	\$434,790	\$450,851

Youth & Family Services

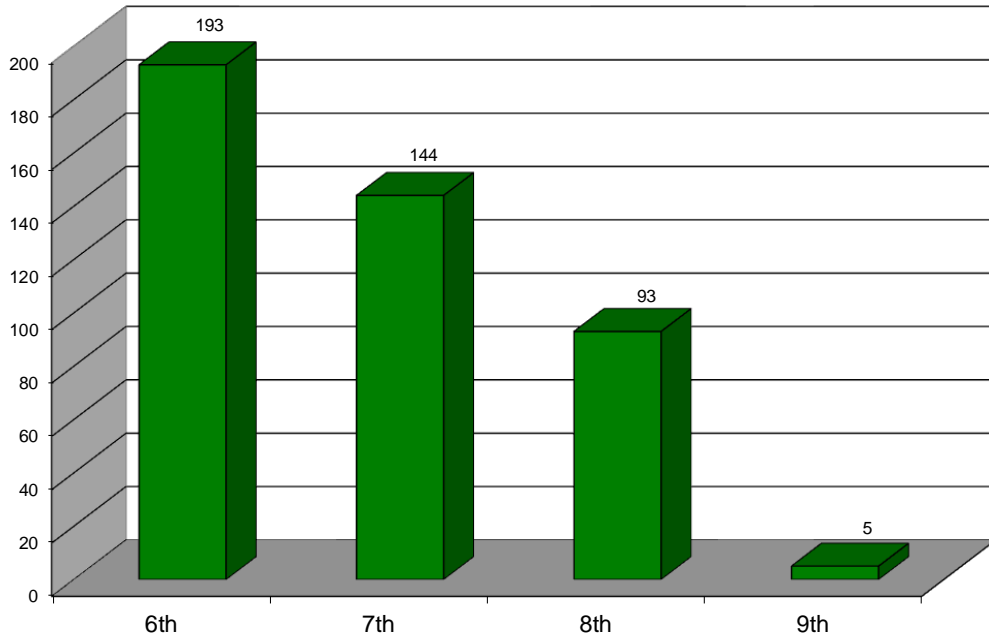
DEPARTMENT NUMBER: 760

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) Personnel								
010	Administrative & Clerical	67,150	68,256	69,608	69,608	71,546	72,977	74,436
038	Part-time	210,068	207,311	229,190	220,200	229,190	237,500	245,500
106	Sick & Vacation	4,375	4,593	4,696	4,696	4,880	5,000	5,200
112	Overtime	86	60	0	0	0	0	0
200	Social Security	21,866	21,653	23,643	22,830	23,814	24,577	25,325
250	Blue Cross/Optical/Dental	7,128	9,379	11,626	11,600	14,427	14,716	15,010
275	Life Insurance	98	98	103	103	103	105	107
325	Longevity	5,352	5,459	5,569	5,569	5,680	5,794	5,909
350	Worker's Compensation	6,442	7,370	8,592	8,200	4,328	4,622	4,763
	Category Total	322,566	324,181	353,027	342,806	353,968	365,290	376,251
(740) Operating Supplies								
002	Books & Subscriptions	0	0	100	100	100	150	200
008	Supplies	42,328	47,111	36,000	38,000	36,000	38,000	40,000
	Category Total	42,328	47,111	36,100	38,100	36,100	38,150	40,200
(801) Professional & Contractual								
001	Conferences & Workshops	50	0	200	0	200	250	300
002	Memberships & Licenses	876	842	1,000	1,000	1,000	1,000	1,000
007	Office Equip. Maint. & Rent	891	1,511	1,500	1,500	1,500	2,000	3,000
013	Education & Training	0	0	100	100	100	100	100
066	Contractual Services	16,192	16,560	29,200	22,000	25,000	28,000	30,000
	Category Total	18,009	18,912	32,000	24,600	27,800	31,350	34,400
Total Youth & Families		382,902	390,204	421,127	405,506	417,868	434,790	450,851

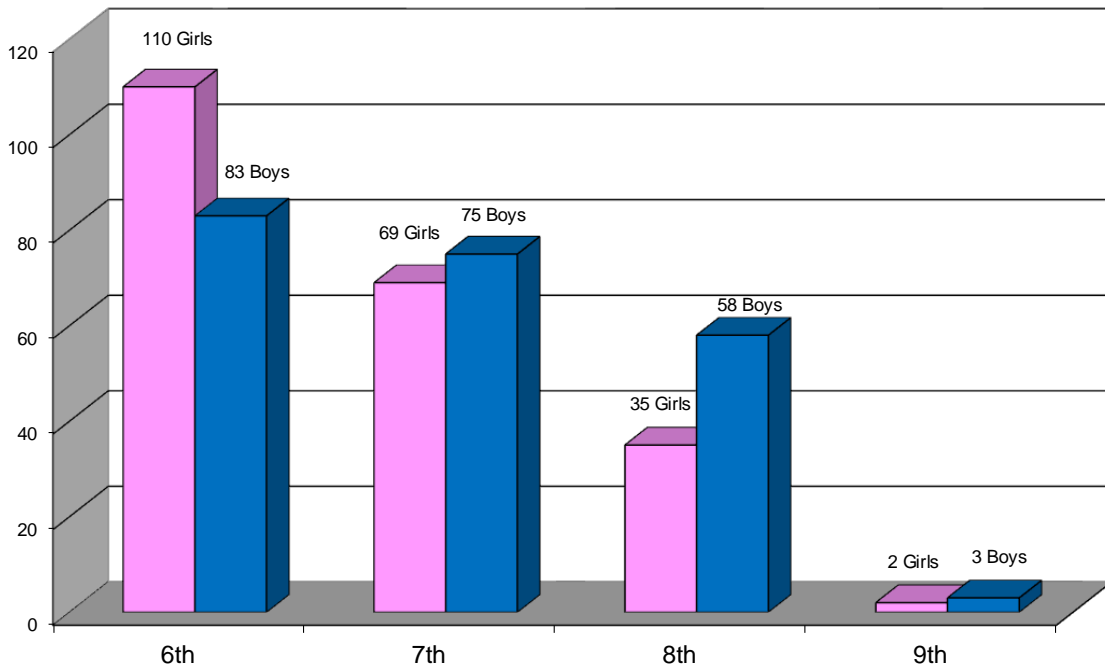
2018-2019 Youth Members By School



Youth Members Per Grade 2018-2019



2018-2019 Girl's & Boy's Youth Members By Grade



SENIOR SERVICES DIVISION

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

The Farmington Hills Senior Services Division serves residents 50 years of age and over by providing programs and services designed to foster independent and healthy lifestyles. Emphasis is placed on innovative programming targeting aging baby boomers as well as older adults. The wide variety of programs encompasses physical, social, educational, and recreational activities to include older adults age 50 & better regardless of ability. Community-based service programs are designed for adult residents requiring assistance with transportation, chore services, home delivered meals, nutritional supplements, adult day program and food assistance programs. A variety of community partnerships enhance the ability of the Senior Division to provide quality programs and services.

The Senior Services Division offers a place to gain the skills, resources and connections needed to respond to the personal and community challenges that face the older adult. Planned events are scheduled daily including evenings and weekends at the Costick Activities Center, Longacre House and the Jon Grant Community Center. The Senior Services Division comprises 1.67% of the General Fund's FY 2019/2020 Proposed Budget.

GOALS

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

- Expand programming to serve the growing older adult population
- Program evening and weekend physical activities, such as exercise classes, bicycling and pickleball to encourage Baby Boomers to be active before retirement. (6,13)
- Create and enhance programs and services to ensure seniors in the community are able to maintain a quality of life that makes retirement years full and dignified. (1,6,13)
- Enhance accessibility for older adults and people with a disability to participate as an active member of the community through a comprehensive transportation program. (1, 12, 13)
- Continue to improve the quality of life for older adults with dementia by providing workshops and support groups for family caregivers and SENEX Adult Day Program. (1,13)
- Work with area senior living facilities and social groups to encourage participation in Senior Division special events, lifelong learning classes and pool activities. (1,12,13)

PERFORMANCE OBJECTIVES

- Promote and expand innovative programs to attract greater number of adults.
- Create more opportunities for volunteers to enhance services for Farmington area older adults.
- Expand programs to promote independence, health and wellness for adults of all abilities

Senior Division Monthly Attendance Totals 2017-2018

	Card Swipe	Nutrition	Outreach	Trips and Travel	Senex	Transportation	Chore	Aquatics	Exercise	Clubs	Special Events	Service	Support Groups	Dance	Activities, Speakers, Classes	Totals
July 2017	1,673	8,350	614	34	197	1,353	8	1,285	1,097	584	153	65	121	252	264	16,050
Aug 2017	1,825	9,904	431	18	254	2,150	4	1,207	1,039	530	246	100	159	89	474	18,430
Sept 2017	1,797	8,958	658	29	224	1,639	6	1,213	1,073	546	148	89	49	167	289	16,885
Oct 2017	1,685	9,176	704	36	237	1,820	10	1,222	1,047	311	478	142	109	260	250	17,487
Nov 2017	1,487	8,786	888	22	212	1,961	6	1,093	1,100	389	226	85	69	120	310	16,754
Dec 2017	902	8,577	1,456	23	171	1,549	5	750	807	492	508	127	118	201	109	15,795
Jan 2018	1,140	8,552	479	14	198	1,766	8	916	1,295	402	259	78	87	72	299	15,565
Feb 2018	1,176	7,837	521	19	174	1,565	8	894	1,179	462	100	294	56	111	513	14,909
March 2018	1,546	9,606	618	26	243	1,682	10	1,081	1,518	548	184	336	63	101	395	17,957
April 2018	1,723	9,423	568	23	228	1,720	10	1,167	1,205	731	214	199	82	168	419	17,880
May 2018	1,428	10,345	743	27	270	2,219	7	1,225	1,543	542	205	109	98	185	464	19,410
June 2018	1,304	10,090	821	33	248	1,672	9	1,175	1,040	608	173	195	61	124	346	17,899
TOTALS	17,686	109,604	8,501	304	2,656	21,096	91	13,228	13,943	6,145	2,894	1,819	1,072	1,850	4,132	205,021

Senior Services Division

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		2017/18 Budget	2018/19 Budget	2019/20 Budget	2019/20 Budget
(765)	<u>SENIOR ADULTS</u>				
010	Administrative & Clerical				
	Senior Adult Program Supervisor	1	1	1	1
	Senior Adult Supervisor	2	2	2	2
	Senior Adult Specialist - Programming	1	1	1	1
	Senior Adult Nutrition Coordinator	1	1	1	1
	Total	5	5	5	5
038	Part-time (FTE)				
	Part-time	4.09	4.11	4.90	4.90
	Part-time Nutrition Grant	6.01	6.08	6.05	6.05
	Maintenance	0.24	0.24	0.24	0.24
	Part-time Transportation Grant	10.82	10.82	10.82	10.82
	Total	21.16	21.25	22.01	22.01
	SENIOR ADULTS TOTAL	26.16	26.25	27.01	27.01

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$20,070 or 2.0% decrease from the current budget.
- The decrease results from estimated lower than budgeted personnel and SMART transportation costs.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$65,848 or 6.7% increase from the FY 18/19 year-end projected budget and \$45,778 or 4.6% increase from the FY 18/19 budget.
- The budget to budget increase results primarily from increased personnel costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$672,813	\$741,897	\$806,703	\$791,879	\$842,607	\$878,541	\$903,982
Operating Supplies	25,160	35,774	28,850	28,850	30,050	32,900	31,900
Professional & Contractual	131,548	154,250	166,406	161,160	175,080	167,400	168,900
Total Senior Adults	\$829,521	\$931,922	\$1,001,959	\$981,889	\$1,047,737	\$1,078,841	\$1,104,782

Senior Services Division

DEPARTMENT NUMBER: 765

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) Salaries & Wages								
010	Administrative & Clerical	262,367	272,050	283,007	282,947	291,261	297,086	303,028
038	Part-time	110,718	113,007	111,900	111,850	131,775	134,575	137,375
039	Part-time Nutrition Grant	145,879	153,705	161,518	157,902	160,855	167,880	170,180
040	Maintenance	3,372	4,176	4,729	4,729	4,875	4,875	4,875
075	Part-time Transportation	223,673	240,883	276,000	268,380	276,000	284,280	291,000
106	Sick & Vacation	2,541	3,908	3,349	4,128	4,165	4,248	4,333
112	Overtime	538	1,487	0	1,000	1,000	1,000	1,000
200	Social Security	57,216	59,968	64,786	64,218	67,096	68,948	70,330
250	Blue Cross/Optical/Dental	40,951	59,168	67,506	63,836	58,028	60,059	62,161
275	Life Insurance	641	649	687	673	692	706	720
300	Pension - DC	19,808	28,575	29,618	29,540	30,170	30,773	31,389
325	Longevity	4,331	5,145	6,373	6,275	7,122	7,336	7,556
350	Worker's Compensation	17,350	20,728	23,676	22,847	12,257	13,021	13,281
	Reallocate to Nutrition Grant Fund	(216,572)	(221,551)	(226,446)	(226,446)	(202,689)	(196,246)	(193,246)
	Category Total	672,813	741,897	806,703	791,879	842,607	878,541	903,982
(740) Operating Supplies								
008	Supplies	18,598	17,096	17,800	17,800	19,000	20,500	19,500
009	Kitchen Food & Supplies	272,661	277,289	247,800	247,800	271,557	278,000	281,000
010	Special Events	1,566	1,487	2,000	2,000	2,000	2,000	2,000
072	Special Function Expense	6,773	8,870	9,050	9,050	9,050	10,400	10,400
	Reallocate to Nutrition Grant Fund	(274,438)	(268,968)	(247,800)	(247,800)	(271,557)	(278,000)	(281,000)
	Category Total	25,160	35,774	28,850	28,850	30,050	32,900	31,900
(801) Professional & Contractual								
001	Conferences & Workshops	225	341	350	350	1,450	350	350
002	Memberships & Licenses	909	909	1,055	1,005	1,055	1,125	1,125
005	Fleet Insurance	8,744	7,509	7,593	11,860	11,860	11,860	11,860
013	Education & Training	0	295	250	250	250	250	250
024	Printing Costs	2,258	2,613	2,930	2,930	3,050	3,050	3,050
066	Contract Services	60,993	63,049	55,650	55,650	68,300	61,650	63,150
075	SMART Transportation	55,023	75,955	94,578	85,115	85,115	85,115	85,115
076	Dial - A - Ride	3,396	3,579	4,000	4,000	4,000	4,000	4,000
	Category Total	131,548	154,250	166,406	161,160	175,080	167,400	168,900
Total Senior Adults		829,521	931,922	1,001,959	981,889	1,047,737	1,078,841	1,104,782

PARKS DIVISION

The Parks Division operates, maintains and provides security for over 600 acres of parkland, including 62 athletic fields. This includes turf management on all sites, grading, re-building, dragging and lining of baseball diamonds; layout, lining, goal and net replacement on soccer, lacrosse, field hockey, and flag football fields; mowing; landscaping; trash pickup and disposal; and the care and replacement of amenities at all park and municipal sites. The Parks Division also provides for leaf removal, seasonal cleanup, snow and ice removal and melting compound application. Riley Skate Park, the Heritage Splash Pad, William Grace Dog Park and the recently completed Riley Archery Range have increased user participation in park activities and maintenance demands. The Visitor Center, Day Camp Building, Heritage History Museum, 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, football, baseball and soccer associations and various community groups to provide a wide variety of athletic, recreational and special needs for the citizens of the community. Some examples of the diverse functions of the Parks Division include the pick up and distribution of food commodities for the Senior Adult Division, and the pick up, installation, removal and storage of voting devices at all precincts for city, state and national elections. The division is also responsible for the set-up and takedown for many special events such as the holiday lighting, banners, Art on the Grand, Founder's Festival, Festival of the Arts, Hay Day, Special Olympics, and special tournaments for baseball and soccer.

GOALS

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

- Monitor landscape and drainage improvements at the Heritage Stable Studio and Heritage History Center area in conjunction with Riley Archery Range. (3,13)
- Supplement and improve equipment maintenance procedures through utilization of dedicated part-time personnel. (1,2)
- Continue environmentally sound maintenance practices established by certification under the Michigan Turfgrass Environmental Stewardship Program. (2,3)
- Re-establish turf and landscape planting in conjunction with new pavement and drainage at Heritage Park entrance. (3,13)
- Interior renovations for Stables Art Studio at Heritage Park. (2)
- Enhance site security at various parks. (2,13)
- Add more interpretive and educational features to trail system at Heritage Park. (1,13)
- Continue planning and implementation of trail master plan as developed with 2019 P & R Master Plan. (3,13)
- Begin implementation of topdressing applications to maintain and improve quality of Founders Park soccer fields. (1,3)

PERFORMANCE OBJECTIVES

- Continue development of the instructional planting area at the regraded intersection area of Heritage Park.
- Assume maintenance of grounds and athletic facilities at former Harrison High School site.
- Complete the installation of features along the Heritage nature Discovery Trail.
- Continue landscaping around Heritage equipment storage area.
- Monitor and control invasive species in the new wetlands reestablishment area surrounding the former boardwalk at Heritage Park.
- Increase removal and replacement of dead or dangerous trees in all park sites.
- 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.
- Coordinate and develop projects involving the increased use of corporate and casual volunteer groups in all parks.
- Begin sand topdressing program at Founders Park.
- Continue work with DPW to review and establish more effective ice/snow control measures by expanding the use of brine treatments on walks, parking lots and drives on all City sites.
- Work with DPW in collaborating on efficient use of equipment and personnel on various maintenance and construction projects throughout the City.
- Continue work with FPS and user groups to control costs with athletic field use.
- Develop and initiate strategic improvement plan and maintenance for William Grace Dog Park.
- Explore installation of security fencing at the Founders Park Maintenance Building to deter theft and vandalism.
- Resurface/repair trails at Heritage & Woodland Hills Parks.
- Upgrade equipment and vehicle fleet.

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Fields Maintained	60	60	62
	Total acreage maintained	528	528	552
	Flower beds maintained (Square feet)	24,435	24,435	39,323
	Acres mowed	155	155	160
Efficiency	Numbers of acres maintained per FTE	20.57	20.59	20.51
	Acres of parkland per 1,000 population	7.47	7.47	7.81
	Activity Expenditures as a % of General Fund	2.92%	2.72%	2.96%

PARKS STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
(770)	PARKS DIVISION				
(010)	Salaries & Wages				
	Parks & Golf Superintendent	1	1	1	1
	Park Maintenance Supervisor	1	1	1	1
	Building Maintenance Mechanic	1	1	1	1
	Laborer II	2	2	2	2
	Laborer I	1	1	2	2
	Park Maintenance Technician	2	2	2	2
	Naturalist	1	0	0	0
	Small Engine Mech.	0	0	1	1
	Recreation Specialist	0	1	1	1
	Total	9	9	11	11
(038)	Part-Time (EFT)	16.59	15.92	15.92	15.92
	PARKS DIVISION TOTAL	25.59	24.92	26.92	26.92

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$132,003 or 7.5% decrease from the current budget.
- The decrease results from estimated lower than budgeted personnel, operating supplies and professional and contractual costs.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$220,506 or 13.5% increase from the FY 18/19 year-end projected budget and \$88,504 or 5.0% increase from the FY 18/19 budget.
- The budget to budget increase results primarily from increased personnel costs partially offset by lower professional and contractual costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$1,070,025	\$1,183,754	\$1,240,126	\$1,164,738	\$1,395,328	\$1,399,901	\$1,428,754
Operating Supplies	164,710	170,444	218,988	205,890	204,040	208,980	214,197
Prof. & Contractual	246,643	297,421	308,713	265,197	256,963	266,466	275,694
Total Parks Division	\$1,481,379	\$1,651,619	\$1,767,827	\$1,635,824	\$1,856,331	\$1,875,347	\$1,918,645

Parks Division

Department Number: 770

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702)	Personnel							
010	Salaries & Wages	452,008	460,142	484,154	464,899	587,060	604,672	622,812
038	Part-time	345,019	347,746	382,875	344,360	385,610	390,456	394,005
106	Sick & Vacation	13,116	32,867	42,000	30,827	39,822	10,171	6,496
112	Overtime	64,572	79,924	60,000	65,000	61,500	65,500	66,810
200	Social Security	68,140	71,475	76,101	70,358	83,909	83,718	85,250
250	Blue Cross/Optical/Dental	67,826	125,267	121,074	116,584	158,862	164,422	170,177
275	Life Insurance	894	886	927	810	1,133	1,167	1,202
300	Pension-DC	11,400	12,042	19,328	22,832	39,248	40,425	41,638
325	Longevity	26,058	28,368	25,744	24,016	22,870	23,556	24,263
350	Worker's Compensation	20,993	25,038	27,923	25,052	15,314	15,813	16,101
	Category Total	<u>1,070,025</u>	<u>1,183,754</u>	<u>1,240,126</u>	<u>1,164,738</u>	<u>1,395,328</u>	<u>1,399,901</u>	<u>1,428,754</u>
(740)	Operating Supplies							
001	Gas & Oil	36,089	42,302	62,093	50,300	57,890	57,890	57,890
002	Books & Subscriptions	186	61	200	100	200	200	200
008	Supplies	84,286	75,677	100,250	100,050	77,250	77,850	78,675
014	Chemical Supplies	36,356	45,271	47,285	46,500	57,915	61,665	65,607
019	Uniforms & Clothing	6,154	6,236	7,160	6,940	7,160	7,500	7,600
030	Miscellaneous Tools	1,640	898	2,000	2,000	3,625	3,875	4,225
	Category Total	<u>164,710</u>	<u>170,444</u>	<u>218,988</u>	<u>205,890</u>	<u>204,040</u>	<u>208,980</u>	<u>214,197</u>
(801)	Professional & Contractual							
001	Conferences & Workshops	651	688	1,150	460	680	680	680
002	Memberships & License	684	630	1,045	780	970	745	745
005	Fleet Insurance	7,635	7,942	8,026	10,798	10,079	10,800	10,800
006	Vehicle Maintenance	29,808	25,076	23,000	21,200	20,500	23,000	23,000
007	Equipment Maintenance	15,030	24,801	21,000	20,000	21,000	22,000	23,000
013	Education & Training	530	711	800	900	900	900	900
025	Utilities	87,782	91,666	97,550	94,750	98,750	102,750	106,750
029	Park Bldgs. Maintenance	8,009	16,260	9,890	13,000	9,500	9,500	10,000
056	Refuse Dumpster	5,939	5,948	10,787	10,454	10,787	11,084	11,391
066	Contract Services	90,576	123,700	135,465	92,855	83,797	85,007	88,428
	Category Total	<u>246,643</u>	<u>297,421</u>	<u>308,713</u>	<u>265,197</u>	<u>256,963</u>	<u>266,466</u>	<u>275,694</u>
	DEPARTMENT TOTAL	<u>1,481,379</u>	<u>1,651,619</u>	<u>1,767,827</u>	<u>1,635,824</u>	<u>1,856,331</u>	<u>1,875,347</u>	<u>1,918,645</u>

CULTURAL ARTS DIVISION

The Special Services' Cultural Arts Division supports the positive influence of arts and culture in our community, both economically and socially, by answering the needs and desires expressed by our citizens. The Division offers a widely varied selection of educational and entertainment opportunities in all areas of the arts, seeking out high-quality professional instructors and performers. Division offerings include art, music and theater classes and productions, a wide range of summer camps, workshops and lessons, a concert series at the Farmington Players Barn Theatre and free summer concerts at Heritage Park. The Division's Public Art Program at the Farmington Hills City Hall opened the fifth exhibition in January 2019, showcasing over 90 works of art from both local and regional artists. The Division also presents ongoing art exhibits at the City Gallery, as well as Art on the Grand, the annual fine arts fair in downtown Farmington, bringing over 100 artists to the area from across the country. The Division supports the Festival of the Arts, in conjunction with the Farmington Community Arts Council and the Farmington Public Schools, and programs such as the Artist in Residence, Student Art Awards, Art of the Matter conference, and the Greater Farmington Film Festival.

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

GOALS

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

- Research, strategize and plan new spaces, programs and events for the new Community Center (Harrison) to implement in FY 2020/21. (2, 6, 12)
- Continuously evaluate all arts-related programs based on time, space and value to community. Monitor and maintain high quality of programming, while being aware of the need to keep programs affordable and competitively priced. (2, 6)
- Serve as an advocate for the intrinsic value of art and cultural programs to the community, sharing information about the economic and educational gains to our area available through the arts. (4, 11)
- Work with the Farmington Community Arts Council and the Farmington Area Arts Commission to investigate ways to better serve the needs of individuals, organizations and businesses involved in all areas of the arts. (1, 6, 11)
- Continue to enhance and promote the Public Art Program at City Hall. (1, 2, 11)
- Continue to expand the current Farmington Hills Youth Theatre offerings and continue to explore the idea of creating a larger regional Youth Theatre program. (1, 2, 6)

Cultural Arts Division

- Connect students with professional artists and performers at theatre camps, art camps, and the Festival of the Arts. (2, 4, 6, 11)
- Provide new, diverse and high-quality concerts that provide affordable entertainment for families. (1, 2, 6)
- Serve as an ongoing facilitator and/or supporter for large area art events, such as Art on the Grand, the Festival of the Arts, and the Greater Farmington Film Festival; seek out ideas for new festivals and events. (1, 6)
- Continue to support Division and Departmental promotional efforts. (1, 2, 11)
- Encourage increased volunteer inclusion in Division's events and services. (4)

PERFORMANCE OBJECTIVES

- Using information gleaned from the Creative Census, and additional feedback from the community, continue to investigate strategies with the Farmington Hills Cultural Arts Division, the Farmington Community Arts Council, and the Farmington Area Arts Commission for ways to better serve the needs of individuals, organizations and businesses involved in all areas of the arts.
- Continue to grow the Farmington Hills Youth Theatre, and explore the idea of creating a larger regional Youth Theatre program.
- Evaluate community's needs and specific interests in the arts, in order to continue to satisfy current customers, add new patrons, and attract people to the area.
- Recognize and encourage young local artists and performers through programs such as the Student Art Awards and the Festival of the Arts, and through exhibition opportunities such as the "Kids Art Alley" as part of Art on the Grand.
- Expand promotional efforts in order to build awareness of the available programs, the Department, and the arts in general.
- Continue to bring in new artists to participate in Art on the Grand, while supporting cooperative efforts between the Cities of Farmington Hills and Farmington, in order to introduce thousands of new visitors to our community.
- Enhance and support the activities of the Farmington Area Art Commission, including the Student Art Awards and Artist in Residence programs, as well as new educational projects such as the annual "Art of the Matter" student conference.

Cultural Arts Division

- Create new events to connect businesses with talented citizens in our community, such as art receptions and artist talks at City Hall.
- Connect students with professional artists and performers at theatre camps, art camps, and the Festival of the Arts.
- Develop new, more varied full-day summer camp offerings and classes, especially in the theater arts.

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Art, Dance and Music Class Participants	625	600	650
	Professional Concert Series, Special Events, Youth Theatre attendants	9,500	11,300	13,100
	Summer Concerts Attendance (est.)	3,500	4,000	4,000
	Performance Classes, Youth Theatre	410	540	640
	Festival of the Arts Attendance (est.) Artist Awards, Art Receptions	1,550	1,700	1,800
	Art on the Grand Attendance (est.)	40,000	40,000	40,000
	Instrumental Lessons	250	350	375
	Efficiency	Activity Expenditures as a % of General fund	0.80%	0.84%

STAFFING LEVELS

Acct.	702 Title or Position	Authorized Positions		Requested Positions	Requested Positions
		2017/18 Budget	2018/19 Budget	2019/20 Budget	2019/20 Budget
(775) CULTURAL ARTS					
010 Administrative & Clerical					
	Cultural Arts Supervisor	1	1	1	1
	Cultural Arts Coordinator	1	1	1	1
		<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
038	Part-time (FTE)	<u>1.47</u>	<u>1.47</u>	<u>1.47</u>	<u>1.47</u>
CULTURAL ARTS TOTAL		<u>3.47</u>	<u>3.47</u>	<u>3.47</u>	<u>3.47</u>

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$19,862 or 4.1% increase from the current budget.
- The increase results primarily from projected higher than budgeted medical insurance costs.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$24,473 or 4.9% increase from the FY 18/19 year-end projection and \$44,335 or 9.1% increase over the FY 18/19 adopted budget.
- The increase results from increased personnel, operating supplies and contractual services costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$208,984	\$248,611	\$252,210	\$263,305	\$263,927	\$456,424	\$502,554
Operating Supplies	62,446	68,900	76,102	81,832	91,353	169,266	238,053
Prof. & Contractual	126,391	134,285	156,369	159,406	173,736	356,060	527,526
Total Cultural Arts Division	\$397,821	\$451,796	\$484,681	\$504,543	\$529,016	\$981,750	\$1,268,133

Cultural Arts Division

DEPARTMENT NUMBER: 775

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) Salaries & Wages							
010 Administrative & Clerical	121,125	127,848	130,768	130,950	134,410	192,684	196,538
038 Part-time	40,201	42,790	52,020	52,020	53,550	146,880	182,835
106 Sick & Vacation	2,573	0	0	0	0	0	0
112 Overtime	828	583	0	0	0	0	0
200 Social Security	11,959	12,812	14,228	13,707	14,635	26,237	29,288
250 Blue Cross/Optical/Dental	20,072	49,830	38,631	50,200	47,000	66,645	68,978
275 Life Insurance	197	197	206	183	206	315	321
300 Pension - DC	6,852	7,712	7,997	7,984	8,128	15,490	15,800
325 Longevity	1,338	2,088	3,190	3,091	3,339	3,406	3,474
350 Worker's Compensation	3,838	4,751	5,170	5,170	2,659	4,766	5,321
Category Total	208,984	248,611	252,210	263,305	263,927	456,424	502,554
(740) Operating Supplies							
008 Supplies	31,293	32,321	39,527	42,517	54,778	132,691	201,478
010 Special Functions	31,153	36,580	36,575	39,315	36,575	36,575	36,575
Category Total	62,446	68,900	76,102	81,832	91,353	169,266	238,053
(801) Professional & Contractual							
001 Conferences & Workshops	0	0	0	0	0	0	0
002 Memberships & Licenses	611	539	660	660	660	700	700
066 Contractual Services	125,780	133,746	155,709	158,746	173,076	355,360	526,826
Category Total	126,391	134,285	156,369	159,406	173,736	356,060	527,526
Total Cultural Arts	397,821	451,796	484,681	504,543	529,016	981,750	1,268,133

GOLF DIVISION

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

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

GOALS

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

- Continue to add and maintain new tree plantings and site amenities to enhance the future ambience of the property. (6,13)
- Initiate monitoring for Oak Wilt Disease on golf course and adjoining properties. (10)
- 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)
- Complete implementation of new Driving Range ball dispenser hardware and software which will facilitate customer service and increase sales at the range. (11)
- Complete repaving of the cart paths on the Front 9 and begin repairs to back 9. (1,2)

PERFORMANCE OBJECTIVES

- Complete ground restoration adjoining new cart paths.
- Continue parking lot maintenance around Clubhouse.
- Finish construction of cart paths on Front 9 and begin on back 9.
- Complete full implementation of software installation on Driving Range.
- Rebuild Ladies Tee on Hole 6 and repair Tees 5 & 13.
- Continue removal of dead trees and replacement with native species.
- Continue maintenance program for sewer pumps on course.
- Rebuild irrigation inlet structures on #13 pond.
- Continue with maintenance program on cart rental fleet

Golf Division

	Performance Indicators	FY 2017/18	FY 2018/19	FY 2019/20
		Actual	Projected	Estimated
Service Level	Total number of rounds	42,819	42,000	42,500
	Resident	31,572	31,500	31,500
	Non-Resident	11,247	10,500	11,000
	9/18 Holes Weekdays	32,546	31,570	32,000
	9/18 Holes Weekend	10,273	10,430	10,500
	Seniors 9/18 hole	15,332	15,275	13,750
	Efficiency	Total Revenue	\$1,282,335	\$1,126,900
Cost for 9 holes of golf (weekday resident)		\$15.00	\$15.00	\$15.00
Activity Expenditures as a % of General Fund		1.31%	1.27%	1.32%

GOLF DIVISION STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
(780)	GOLF COURSE				
(010)	Salaries & Wages				
	Golf Supervisor	1	1	1	1
	Laborer II	1	1	1	1
	Total	2	2	2	2
(038)	Part Time (FTE)	11.41	11.43	11.43	11.43
	GOLF COURSE TOTAL	13.41	13.43	13.43	13.43

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$28,291 or 3.6% decrease over the current budget.
- The decrease results from projected lower than budgeted personnel and operating supply costs.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$64,645 or 8.5% increase from the FY 18/19 year-end projection and \$36,353 or 4.6% increase over the FY 18/19 budget.
- The budget to budget increase results primarily from increased personnel costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$411,672	\$435,769	\$468,319	\$450,251	\$508,985	\$472,503	\$486,887
Operating Supplies	115,152	134,929	145,976	135,946	138,688	141,110	143,610
Prof. & Contractual	165,359	168,966	176,975	176,781	179,950	187,460	192,655
Total Golf Division	\$692,182	\$739,664	\$791,270	\$762,978	\$827,623	\$801,073	\$823,152

Golf Division

DEPARTMENT NUMBER: 780

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
<u>GOLF DIVISION</u>								
(702)	Personnel							
010	Salaries & Wages	105,116	106,893	108,952	108,794	111,980	101,798	105,869
038	Part-time	219,571	232,798	253,728	242,650	253,488	259,500	267,000
106	Sick & Vacation	5,857	1,713	5,500	4,400	42,000	2,000	2,000
112	Overtime	26,223	25,218	26,000	24,000	24,000	24,000	24,000
200	Social Security	27,847	28,923	30,631	29,641	33,529	29,940	30,837
250	Blue Cross/Optical/Dental	15,159	27,384	29,871	27,900	25,505	36,001	37,261
275	Life Insurance	197	197	206	185	206	212	219
300	Pension - DC	0	0	0	0	7,325	11,930	12,337
325	Longevity	5,987	6,108	6,229	6,231	6,829	4,072	4,235
350	Worker's Compensation	5,716	6,537	7,202	6,451	4,123	3,050	3,129
	Category Total	411,672	435,769	468,319	450,251	508,985	472,503	486,887
(740)	Operating Supplies							
001	Gas & Oil	8,876	10,130	22,218	16,622	21,100	21,100	21,100
008	Supplies	35,383	41,807	34,600	35,250	34,100	35,000	36,000
009	Golf Pro Shop Merchandise	24,559	26,085	31,265	30,625	30,000	30,000	30,000
014	Fertilizer & Insect Control	43,680	53,021	52,700	49,700	49,700	51,200	52,700
019	Uniforms	2,654	3,886	5,193	3,749	3,788	3,810	3,810
	Category Total	115,152	134,929	145,976	135,946	138,688	141,110	143,610
(801)	Professional & Contractual							
001	Conferences & Workshops	0	0	0	0	0	500	500
002	Memberships & Licenses	435	310	1,295	1,295	1,295	1,295	1,295
005	Fleet Insurance	421	375	379	435	435	435	435
006	Vehicle Maintenance	4,337	0	250	0	0	0	0
007	Equipment Maintenance	28,601	35,905	28,000	28,000	27,000	30,000	31,000
013	Education & Training	0	0	200	200	500	500	500
024	Printing Costs	3,254	328	2,800	2,800	2,800	2,800	2,800
025	Utilities	76,608	69,333	88,200	88,200	88,200	91,200	94,200
027	Radio Equipment Maint.	0	0	200	200	200	200	200
029	Maint. & Building Repairs	4,012	11,583	6,520	6,520	6,520	6,550	6,600
056	Refuse Dumpster	1,496	1,377	3,681	3,681	2,550	3,530	4,675
066	Contractual Services	46,195	49,755	45,450	45,450	50,450	50,450	50,450
	Category Total	165,359	168,966	176,975	176,781	179,950	187,460	192,655
	GOLF TOTAL	692,182	739,664	791,270	762,978	827,623	801,073	823,152

RECREATION DIVISION

The Recreation Division continued to be a leader of programming in the community in 2018 with excellent participation numbers in several areas. The Recreation Division increased the number, quality, and variety of programs offered, in addition to still providing classic outdoor programming, special events, camps, fitness programs, and classes to support people of all ages, abilities, and interests. The Recreation Division continued to maintain partnerships with area businesses through receiving funding and volunteerism.

GOALS

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

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

PERFORMANCE OBJECTIVES

- Creation of 10 new programs.
- Creation of 5 new sponsorships/partnerships.
- Increase number of participants.
- Retain seasonal staff to reduce training costs
- Continue to market utilizing existing and new resources.

Recreation Division

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Total participation hours	308,530	309,150	309,455
	Recreation programs offered	2,691	2,714	2,745
	Number of people participating in programs	29,922	29,920	29,930
	Number of new programs created	16	17	17
	Number of athletic field reservations	5,000	5,000	5,000
	Volunteer hours donated	7,900	7,800	7,850
Efficiency	Activity Expenditures as a % of General Fund	1.26%	1.12%	1.09%

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$66,517 or 11.0% increase from the current budget.
- The increase results primarily from the cost of additional staffing and supplies for the Swimming and Nature Study Programs, and from the net of projected increases and decreases in a variety of programs. It is projected that additional program revenue will offset the additional expenditures.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$14,266 or 2.1% increase from the FY 18/19 year-end projection and \$80,783 or 13.4% increase from the FY 18/19 budget.
- The 18/19 budget increase results primarily from a projected increase in costs for the Swimming, Day Camp and Teen Programs along with the net of projected increases and decreases in a variety of programs. It is projected that additional program revenue will offset the additional expenditures.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Recreation Programs	\$622,232	\$710,767	\$603,699	\$670,216	\$684,482	\$911,258	\$1,013,342
Total Recreation Programs	\$622,232	\$710,767	\$603,699	\$670,216	\$684,482	\$911,258	\$1,013,342

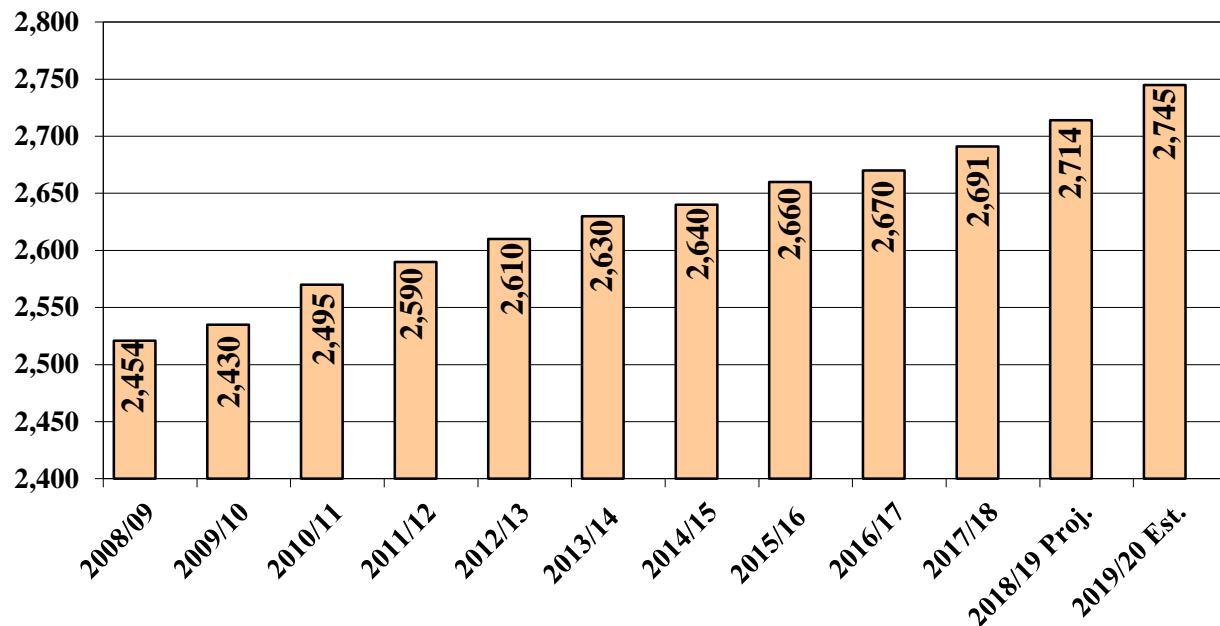
Recreation Division

DEPARTMENT NUMBER: 785

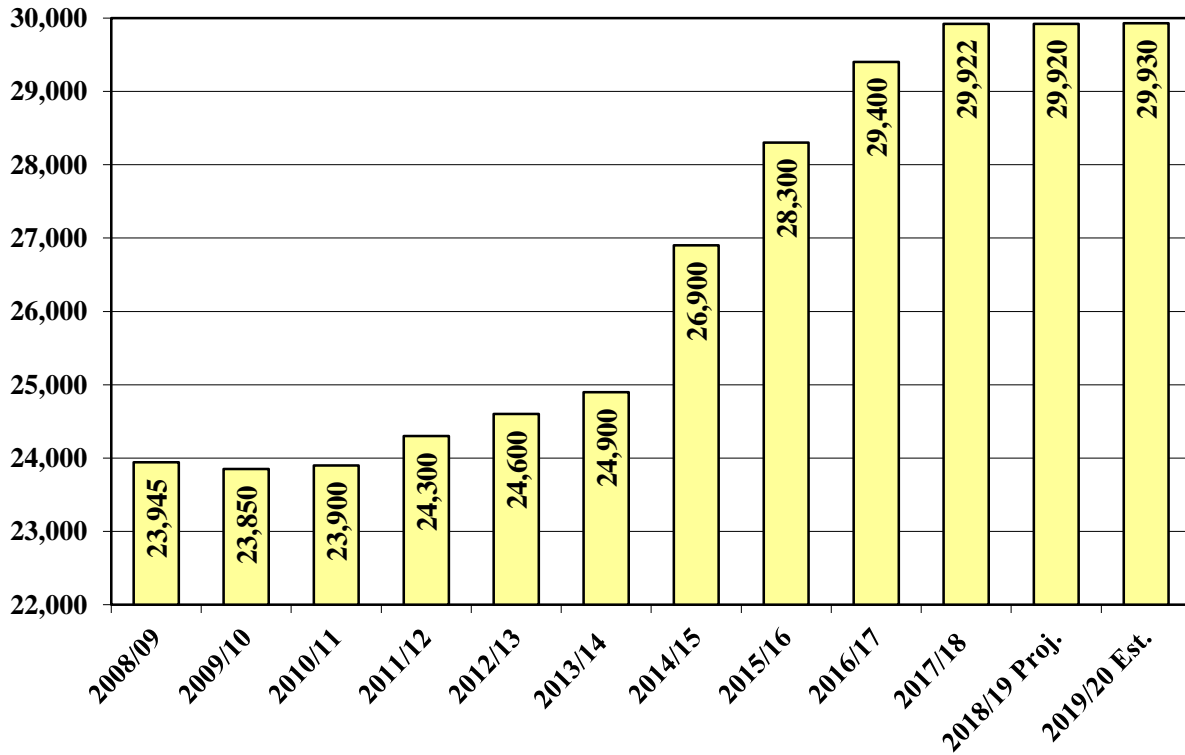
Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(965) RECREATION PROGRAMS							
001 Over & Short	552	266	0	0	0	0	0
041 Swimming	172,475	202,617	161,108	199,910	207,000	371,850	427,118
045 After School Recreation	13,264	11,685	9,933	9,925	9,922	10,397	16,560
055 Day Camp	82,386	89,800	97,563	101,563	106,993	124,180	125,180
057 Gym	18,180	19,182	20,949	20,940	24,201	33,600	55,500
060 Classes	32,481	33,771	32,105	32,056	29,178	40,600	49,750
065 Tennis Lessons	2,192	4,323	3,738	3,722	3,913	5,475	7,025
070 Golf	5,612	7,967	5,770	5,750	5,750	6,000	6,150
075 Softball	5,301	3,885	8,820	2,071	2,175	2,250	2,250
105 Special Events	32,177	37,198	30,291	30,287	30,287	32,153	32,153
110 Youth Soccer	8,263	6,321	9,360	9,304	9,360	9,660	9,860
120 Youth Basketball	12,450	15,018	14,930	13,930	14,875	14,875	16,225
170 Teen Programs	31,783	39,040	27,531	29,165	36,191	37,660	36,710
200 Social Security	25,799	26,070	26,640	27,300	27,925	38,320	43,185
208 Adult Chorus	6,592	5,942	7,700	7,036	7,205	7,255	7,305
212 Nature Study	66,030	87,388	34,616	57,886	46,391	46,391	46,391
213 Archery	54,358	62,033	56,800	60,938	61,000	65,000	65,000
216 Safety Town	7,028	7,645	7,538	7,534	8,582	9,055	9,155
218 Children's Travel	38,970	43,219	38,464	42,499	46,391	46,391	46,391
219 Sled Hill	51	0	0	0	0	0	0
350 Worker's Compensation	6,287	7,396	9,843	8,400	7,144	10,146	11,434
TOTAL REC. PROGRAMS	622,232	710,767	603,699	670,216	684,482	911,258	1,013,342

KEY DEPARTMENT TRENDS

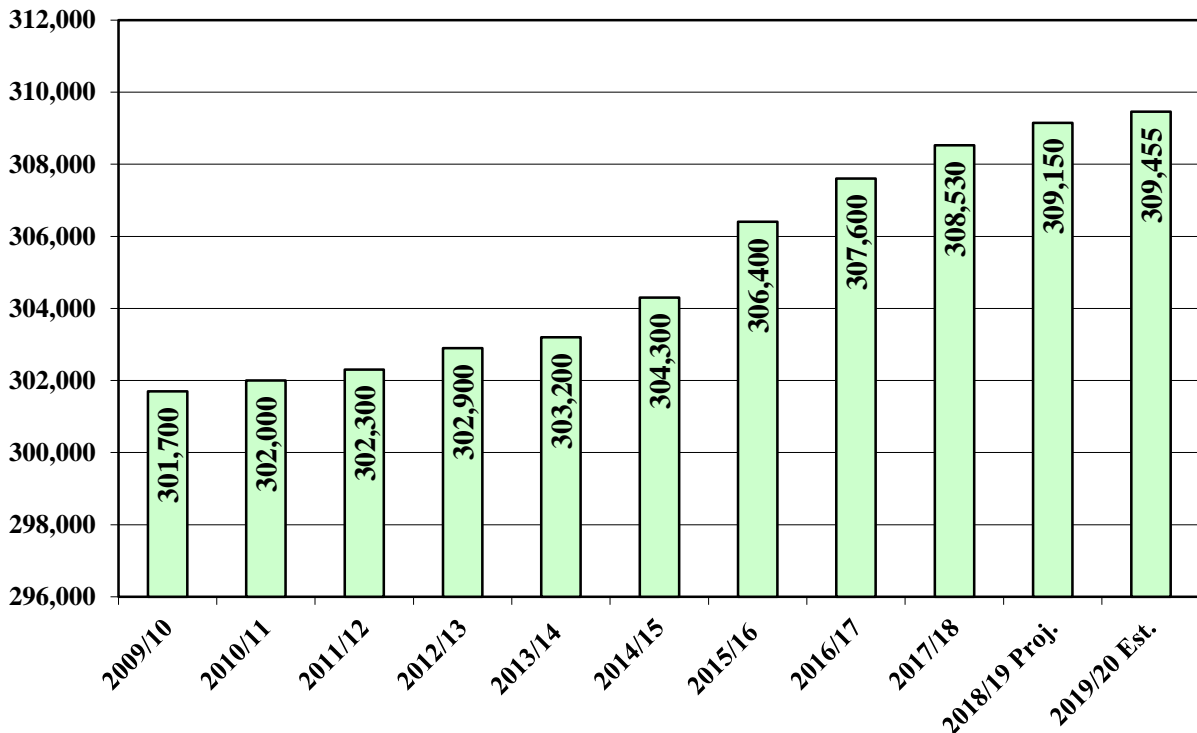
TOTAL PROGRAM ACTIVITIES



NUMBER OF PROGRAM ENROLLEES



PROGRAM PARTICIPATION HOURS



ICE ARENA DIVISION

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

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

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

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

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

GOALS

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

- Utilize mobile options (e-mail, texting, etc.) for booking ice time, registration receipts, confirmations, communications and promotion of programs and activities. (2)
- Upgrade outdated equipment to be more efficient, cost effective, and sustainable. (10)
- Continue to provide the community with a first-class facility offering the best in programming and services at an affordable price. (1, 2, 6)
- Continue to improve and promote web-based registration for Arena programs through the city website. (2)
- Increase program enrollment by proactively promoting and marketing through specialized flyers, emails, mailing, and other various media forms. (2, 11)
- Utilize available means to promote and increase awareness of Arena programs and activities, including social networking. (6, 11)

Ice Arena

- Identify and implement new revenue producing programs, activities, and events. (2)
- Work cooperatively with Recreation and Youth & Family Services to promote the After School Program. (2, 6)
- Continue collaboration and develop enhanced partnerships with user associations. (2, 6)
- Utilize social media for publicizing, communications and promotion of programs and activities. (2)
- Research and analyze current data from ice arenas around the country for benchmarks and best practices. (2, 6)
- Continue to explore opportunities presented by the Riley Skate Park near the Ice Arena, the baseball diamonds, the disc golf course, the fishing pier, and the soccer fields. (1, 2, 6)

PERFORMANCE OBJECTIVES

- Renovate and upgrade the 23 year old arena to maintain its state-of-the-art attractiveness
- Aggressively market the use of ice rentals during the months of March through August to increase revenue during the off-season.
- Increase exposure of the Arena as a destination facility to the public thru events and tournaments, including hosting State and National Tournaments and events.
- Increase new skater registration in Arena programs and activities in partnership with the Little Caesars Farmington Hills Hockey Association.
- Promote efficient and effective operations to provide the most affordable skating activities and programs.
- Teach and grow the sport of skating, for all ability levels, in a safe and enjoyable environment.
- Provide Youth Hockey Association activities and programs that meet the needs of both house and travel players to increase membership and participation.
- Host United States Ice Rink Association Training events.
- Continue to grow offerings to the Adult Hockey League players

Service Level	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
	Efficiency	Learn to Skate Revenue	\$71,673	\$60,000
Learn to Skate Class Participation		814	750	750
Inside concession revenue		\$70,670	\$80,000	\$80,000
Efficiency	Outside concession revenue	\$28,675	\$35,000	\$35,000
	Activity Expenditures as a % of General Fund	1.86%	1.96%	1.76%

STAFFING LEVELS

Acct. No.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		17/18 Budget	18/19 Budget	19/20 Budget	19/20 Budget
702	ICE ARENA ADMINISTRATION				
(010)	Salaries & Wages				
	Ice Arena Manager	1	1	1	1
	Arena Maintenance Supervisor	1	1	1	1
	Ice arena Supervisor	1	1	1	1
	Total	3	3	3	3
(038)	Part-Time (FTE)	7.38	6.88	7.38	7.38
	ADMINISTRATION TOTAL	10.38	9.88	10.38	10.38
703	ICE ARENA CONCESSION STAND				
(038)	Part Time (FTE)	3.03	3.28	3.28	3.28
	CONCESSION STAND TOTAL	3.03	3.28	3.28	3.28
	ICE ARENA TOTAL	13.41	13.16	13.66	13.66

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$10,818 or 0.9% decrease from the current budget.
- The increase results primarily from projected lower than budgeted operating supply costs.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$73,315 or 6.2% decrease from the FY 18/19 year-end projection and \$84,133 or 7.1% decrease over the FY 18/19 budget.
- The budget to budget increase is primarily due to lower capital outlay costs partially offset by higher personnel costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Requested	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Personnel	\$480,079	\$516,764	\$556,903	\$546,084	\$582,769	\$582,769	\$589,699	\$596,683
Operating Supplies	91,721	107,086	104,780	104,780	104,780	104,780	104,780	104,780
Professional & Contractual	387,407	402,252	416,520	416,520	416,520	416,520	416,520	416,520
Capital Outlay	0	24,500	110,000	110,000	0	0	0	0
Total Ice Arena	\$959,208	\$1,050,601	\$1,188,203	\$1,177,384	\$1,104,069	\$1,104,069	\$1,110,999	\$1,117,983

Ice Arena

DEPARTMENT NUMBER: 790

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Requested	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(702) Admin. Personnel								
010 Administrative & Clerical	164,274	169,187	173,277	173,275	178,102	178,102	181,664	185,297
038 Part-time	147,183	158,064	180,000	180,000	201,123	201,123	201,123	201,123
106 Sick & Vacation	8,907	9,334	9,768	9,880	9,945	9,945	10,144	10,347
112 Overtime	0	0	500	0	0	0	0	0
200 Social Security	24,711	25,830	28,506	28,086	30,562	30,562	30,865	31,174
250 Blue Cross/Optical/Dental	48,975	69,668	67,413	70,000	67,210	67,210	69,562	71,997
275 Life Insurance	702	712	761	674	770	770	785	801
300 Pension - DC	6,231	6,852	7,033	7,341	7,200	7,200	7,344	7,491
325 Longevity	8,008	8,353	9,085	9,086	10,322	10,322	10,528	10,739
350 Worker's Compensation	3,988	4,992	5,366	5,364	2,876	2,876	3,007	3,037
Category Total	412,980	452,991	481,709	483,705	508,110	508,110	515,022	522,006
(703) Concession Personnel								
038 Part-time	61,613	58,254	68,578	57,170	68,893	68,893	68,893	68,893
112 Overtime	0	187	350	0	0	0	0	0
200 Social Security	4,714	4,471	5,273	4,374	5,270	5,270	5,270	5,270
350 Worker's Compensation	773	861	993	834	496	496	513	513
Category Total	67,099	63,773	75,194	62,379	74,659	74,659	74,677	74,677
(740) Operating Supplies								
001 Gas & Oil	880	1,222	1,500	1,500	1,500	1,500	1,500	1,500
002 Books & Subscriptions	200	200	150	150	150	150	150	150
008 Supplies	83,005	97,909	95,580	95,580	95,580	95,580	95,580	95,580
019 Uniforms & Cleaning	979	931	850	850	850	850	850	850
030 Miscellaneous Tools	0	0	100	100	100	100	100	100
035 Bank Credit Card Charges	6,657	6,824	6,600	6,600	6,600	6,600	6,600	6,600
Category Total	91,721	107,086	104,780	104,780	104,780	104,780	104,780	104,780
(801) Professional & Contractual								
001 Conference and Workshops	0	879	0	880	0	0	0	0
002 Memberships & Licenses	4,582	0	5,000	5,000	5,000	5,000	5,000	5,000
007 Office Equip. Maintenance	4,040	7,590	4,500	4,500	4,500	4,500	4,500	4,500
008 Arena Equip. Maintenance	9,089	12,536	11,000	11,000	11,000	11,000	11,000	11,000
013 Education & Training	9	0	300	300	300	300	300	300
024 Printing Costs	257	0	4,000	3,120	4,000	4,000	4,000	4,000
025 Utilities	277,339	287,873	291,380	291,380	291,380	291,380	291,380	291,380
029 Building Maintenance	43,255	45,737	50,440	50,440	50,440	50,440	50,440	50,440
066 Contract Services	48,837	40,945	48,800	48,800	48,800	48,800	48,800	48,800
068 Non-Ice Activities	0	840	1,100	1,100	1,100	1,100	1,100	1,100
Category Total	387,407	402,252	416,520	416,520	416,520	416,520	416,520	416,520
(970) Capital Outlay								
004 Recreation Equipment	0	0	110,000	110,000	0	0	0	0
036 Building Improvements	0	24,500	0	0	0	0	0	0
Category Total	0	24,500	110,000	110,000	0	0	0	0
TOTAL	959,208	1,050,601	1,188,203	1,177,384	1,104,069	1,104,069	1,110,999	1,117,983

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, as well as City Road Millage Property Taxes.

The Municipal Street Fund was established to account for up to a 2.00 mill Special Road Millage approved in 2014 and the 2.75 mill Special Local Road Millage approved in 2018. The 2014 millage was approved by the electorate in November 2014, effective July 2015 for ten years. The 2018 millage was approved by the electorate in November 2018, effective July 2019, and is a perpetual millage.

These funds are dedicated for the City's local match to Major Road grant funded Projects and for Local Road construction projects, as well as preventative maintenance treatments on both Major and Local Roads.

The Deferred Special Assessment Fund was established by City Council to provide interim financing of special assessment installments for citizens who are not eligible for State Programs and/or 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. Voters approved a 10 year renewal in August 2018 which will run July 2019 – June 2029.

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

Public Safety

The Public Safety Millage Fund was originally established to account for up to a 1 Mill (\$1.00 per \$1,000 of Taxable Value) levy approved by the electorate of the City in November 1995. This millage has been utilized to fund the Police and Fire Departments. The original millage was renewed in November 2003 for a ten-year period beginning July 2006. Up to an additional 0.5 mill was also approved at that time. The renewed and additional millage became effective with the July 2006 levy. In November 2015 voters passed a renewal of the Headlee Rolled back 1.4764 millage. This renewal becomes effective in July 2016 and expires June 30, 2026. An additional 1.7 mills were approved in 2011, effective July 2012 for ten years and expires June 30, 2022.

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

Special Revenue Funds

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).

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 five special millages:

- Up to 0.5000 Mill (\$0.50 per \$1,000 Taxable Value) for Parks acquisition and development.
- Up to 1.4764 (\$1.4764 per \$1,000 Taxable Value) for Police and Fire Public Safety.
- Up to 1.7000 (\$1.7000 per \$1,000 Taxable Value) for Police and Fire Public Safety.
- Up to 2.0000 Mills (\$2.00 per \$1,000 Taxable Value) for Major and Local Roads.
- Up to 2.7500 Mills (\$2.75 per \$1,000 Taxable Value) for Local Roads.

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

Other revenue sources include bonds and grants.

SPECIAL REVENUE FUNDS SUMMARY

	Total Infrastructure Funds	Total Recreation Funds	Public Safety Funds	C.D.B.G Fund #275	Total Special Revenue Funds
FUND BALANCE AT JULY 1, 2019	\$9,327,327	\$526,159	\$3,051,681	\$0	\$12,905,166
REVENUES					
Property Taxes	16,112,903	1,635,626	10,646,568	0	28,395,097
Intergovernmental	10,317,990	338,503	100,000	442,478	11,198,971
Interest Income	215,500	31,500	110,000	0	357,000
Miscellaneous	190	168,526	0	50,000	218,716
Total Revenues	26,646,582	2,174,155	10,856,568	492,478	40,169,783
EXPENDITURES					
Highways & Streets	31,562,011	0	0	0	31,562,011
Public Safety	0	0	11,183,155	0	11,183,155
Debt Service - Principal	740,000	0	0	0	740,000
Debt Service - Interest	209,013	0	0	0	209,013
Land Acquisition, Capital Improvements and Other	12,800	850,539	821,800	492,478	2,177,617
Total Expenditures	32,523,824	850,539	12,004,955	492,478	45,871,796
Revenues over/(under) Expenditures	(5,877,242)	1,323,616	(1,148,387)	0	(5,702,013)
OTHER FINANCING SOURCES AND USES					
Transfers In	16,202,303	34,310	0	0	16,236,613
Transfers Out	(16,454,994)	(1,307,850)	0	0	(17,762,844)
Total	(252,691)	(1,273,540)	0	0	(1,526,231)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(6,129,933)	50,076	(1,148,387)	0	(7,228,244)
FUND BALANCE AT JUNE 30, 2020	\$3,197,394	\$576,235	\$1,903,293	\$0	\$5,676,922

SPECIAL REVENUE FUNDS INFRASTRUCTURE FUNDS SUMMARY

	Municipal Street Fund #201	Major Roads Fund #202	Local Roads Fund #203	Deferred Special Assessment Fund #255	Total Infrastructure Funds
FUND BALANCE AT JULY 1, 2019	\$0	\$5,510,828	\$3,763,290	\$53,209	\$9,327,327
REVENUES					
Property Taxes	16,112,903	0	0	0	16,112,903
Intergovernmental	50,000	5,823,619	4,444,371	0	10,317,990
Interest Income	40,000	100,000	75,000	500	215,500
Miscellaneous	0	190	0	0	190
Total Revenues	16,202,903	5,923,809	4,519,371	500	26,646,582
EXPENDITURES					
Highways & Streets	0	13,422,246	18,139,765	0	31,562,011
Debt Service - Principal	0	0	740,000	0	740,000
Debt Service - Interest	0	0	209,013	0	209,013
Other	600	7,600	4,000	600	12,800
Total Expenditures	600	13,429,846	19,092,778	600	32,523,824
Revenues over/(under) Expenditures	16,202,303	(7,506,037)	(14,573,408)	(100)	(5,877,242)
OTHER FINANCING SOURCES AND USES					
Transfers In	0	4,780,094	11,422,208	0	16,202,303
Transfers Out	(16,202,303)	0	(252,691)	0	(16,454,994)
	(16,202,303)	4,780,094	11,169,517	0	(252,691)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	(2,725,942)	(3,403,891)	(100)	(6,129,933)
FUND BALANCE AT JUNE 30, 2020	\$0	\$2,784,885	\$359,399	\$53,109	\$3,197,394

SPECIAL REVENUE FUNDS RECREATION FUNDS SUMMARY

	Nutrition Fund #281	Parks & Recreation Millage Fund #410	Total Recreation Funds
FUND BALANCE AT JULY 1, 2019	\$0	\$526,159	\$526,159
REVENUES			
Property Taxes	0	1,635,626	1,635,626
Intergovernmental	298,503	40,000	338,503
Interest Income	1,500	30,000	31,500
Miscellaneous	168,526	0	168,526
Total Revenues	468,529	1,705,626	2,174,155
EXPENDITURES			
Land Acquisition, Capital Improvements and Other	502,839	347,700	850,539
Total Expenditures	502,839	347,700	850,539
Revenues over/(under) Expenditures	(34,310)	1,357,926	1,323,616
OTHER FINANCING SOURCES AND USES			
Transfers In	34,310	0	34,310
Transfers Out	0	(1,307,850)	(1,307,850)
Total	34,310	(1,307,850)	(1,273,540)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	50,076	50,076
FUND BALANCE AT JUNE 30, 2020	\$0	\$576,235	\$576,235

SPECIAL REVENUE FUNDS PUBLIC SAFETY FUNDS SUMMARY
--

	Public Safety Fund #205	Federal Forfeiture Fund #213	State Forfeiture Fund #214	Total Public Safety Funds
FUND BALANCE AT JULY 1, 2019	\$2,140,525	\$511,797	\$399,359	\$3,051,681
REVENUES				
Property Taxes	10,646,568	0	0	10,646,568
Intergovernmental	100,000	0	0	100,000
Interest Income	100,000	5,000	5,000	110,000
Total Revenues	10,846,568	5,000	5,000	10,856,568
EXPENDITURES				
Public Safety	11,002,273	130,732	50,150	11,183,155
Land Acquisition, Capital Improvements and Other	317,000	254,500	250,300	821,800
Total Expenditures	11,319,273	385,232	300,450	12,004,955
Revenues over/(under) Expenditures	(472,705)	(380,232)	(295,450)	(1,148,387)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(472,705)	(380,232)	(295,450)	(1,148,387)
FUND BALANCE AT JUNE 30, 2020	\$1,667,820	\$131,565	\$103,909	\$1,903,293

MUNICIPAL STREET FUND

This Fund provides for the accounting and budgeting of the 2.00 mill Special Road Millage approved in 2014 and the 2.75 mill Special Local Road Millage approved in 2018. Revenue is calculated by multiplying the eligible taxable value by the millage rate approved by City Council and reducing the figure for estimated delinquent personal property taxes. The 2014 millage was approved by the electorate in November 2014, effective July 2015 for ten years. The 2018 millage was approved by the electorate in November 2018, effective July 2019 and is a perpetual millage.

Revenue

This Fund receives revenue from the special millage levy, industrial facilities tax payments and interest income. Overall tax revenue will increase from an increase in taxable value along with the new local road millage mentioned above, partially offset by a Headlee Rollback of the millages, as shown below.

CITY OF FARMINGTON HILLS
MUNICIPAL STREET FUND

	FY 18/19	FY 19/20	
		2014 Millage	2018 Millage
<u>Ad Valorem</u>			
<u>Real Property:</u>			
Taxable Value (Excl. Ren Zone, Sr., Brownfield., CIA)	\$3,098,570,150	\$3,243,813,690	\$3,243,813,690
Millage Rate	1.9593	1.9448	2.7296
Real Property Tax Levy	\$6,071,028	\$6,308,569	\$8,854,314
<u>Personal Property:</u>			
Taxable Value (Excl. Ren Zone, Sr., Brownfield., CIA)	\$195,872,700	\$207,053,120	\$207,053,120
Millage Rate	1.9593	1.9448	2.7296
Personal Property Tax Levy	\$383,773	\$402,677	\$565,172
Estimated Collections after Delinquencies	\$376,098	\$394,623	\$553,869
Total Ad Valorem	\$6,447,126	\$6,703,192	\$9,408,183
<u>IFT</u>			
<u>Real Property:</u>			
Taxable Value (Excl. Ren Zone, Sr., Brownfield., CIA)	\$109,780	\$0	\$0
Millage Rate	0.9796	0.9723	1.3648
Real Property Tax Levy	\$108	\$0	\$0
<u>Personal Property:</u>			
Taxable Value (Excl. Ren Zone, Sr., Brownfield., CIA)	\$736,580	\$667,030	\$667,030
Millage Rate	0.9796	0.9723	1.3648
Personal Property Tax Levy	\$722	\$649	\$910
Estimated Collections after Delinquencies	\$707	\$636	\$892
Total IFT	\$815	\$636	\$892

Municipal Street Fund

Expenditures

The Municipal Street Fund intends to appropriate 100% of its tax revenue to the Major and Local Road Funds in FY 2019/20 for the City's local match to Major Road grant funded Projects as well as preventative maintenance treatments on both Major and Local Roads.

Fund Balance

Fund Balance is projected to be \$0 at June 30, 2020.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$163,571 or 2.52% increase from the current budget. This is due to an increase in the transfer to the Major Road Fund.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$9,551,391 or 143.60% increase from the FY 18/19 year-end projection. This is due to additional transfers to the Major and Local Roads from the increased revenue as stated above.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Total Municipal Street Fund	\$7,358,991	\$6,291,496	\$6,487,941	\$6,651,512	\$16,202,903	\$16,686,291	\$17,184,177

Municipal Street Fund

MUNICIPAL STREET FUND

FUND NUMBER: 201

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1		1,180,627	21,270	37,468	37,468	0	0	0
REVENUES								
403 008	Road Millage Property Tax	6,171,999	6,273,329	6,447,126	6,467,206	16,111,375	16,594,716	17,092,557
031	IFT Payments	1,032	917	815	815	1,528	1,575	1,620
574 001	LCSA Reimb. of Exempt Pers. Prop. Tax	0	0	0	106,023	50,000	50,000	50,000
664 005	Interest Income	26,603	33,448	40,000	40,000	40,000	40,000	40,000
TOTAL REVENUES		6,199,634	6,307,694	6,487,941	6,614,044	16,202,903	16,686,291	17,184,177
TOTAL REVENUES AND OTHER FINANCING SOURCES								
		6,199,634	6,307,694	6,487,941	6,614,044	16,202,903	16,686,291	17,184,177
(500) EXPENDITURES								
996 003	Audit Fees	750	750	800	750	600	600	600
TOTAL EXPENDITURES		750	750	800	750	600	600	600
(299) OTHER FINANCING USES								
801 202	Transfer to Major Road Fund	3,679,121	4,235,125	4,262,141	4,425,762	4,780,094	4,920,816	5,065,757
801 203	Transfer to Local Road Fund	3,679,120	2,055,621	2,225,000	2,225,000	11,422,208	11,764,874	12,117,821
TOTAL OTHER FINANCING USES		7,358,241	6,290,746	6,487,141	6,650,762	16,202,303	16,685,691	17,183,577
TOTAL EXPENDITURES AND OTHER FINANCING USES								
		7,358,991	6,291,496	6,487,941	6,651,512	16,202,903	16,686,291	17,184,177
Revenue over/(under) Expenditures		(1,159,357)	16,198	0	(37,468)	0	0	0
FUND BALANCE AT JUNE 30		21,270	37,468	37,468	0	0	0	0

MAJOR ROADS

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

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

GOALS

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

- Improve the safety of motorized and non-motorized travel. (3,12,13)
- 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 and planning. (2,13)
- Improve snow and ice control services while reducing costs. (10,12,13)
- Improve the efficiency 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 and icing. (10,12,13)

PERFORMANCE OBJECTIVES

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

Major Roads

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Pothole Patching - tons of cold patch	130	125	100
	Pavement Replacement --tons of asphalt	3,780	4,500	5,000
	Pavement Replacement - yards of 8" concrete	11,650	13,000	13,250
	Joint Sealing/Overband-pounds	378,000	375,000	370,000
	Sweeping – curb miles	390	400	400
	Snow/Ice Control – tons of salt	5,300	3,500	4,000
	Storm Drain Structure Repairs – each	34	35	40
	Ditching – lineal feet	1,250	2,000	2,500
	Traffic Counts – # of intersections	15	15	15
	Roadside Cleanup – roadside miles	910	900	900
	Roadside Mowing – swath mile (5 ft. wide cut)	275	300	300
	Lawn Mowing – acres (DPW staff)	325	400	400
	Sign Install/Repair – each	99	90	90
	Efficiency	Maintenance cost/major road mile (58 miles)	83,108	92,500
Miles per Road Maintenance personnel.		2.8	2.8	2.8
Major Road mileage		58	58	58

REVENUE/OTHER FINANCING SOURCES – FY 2019/20

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

Intergovernmental Revenue:

Gas & Weight Tax (Act 51) – This comes from state levied and collected gas taxes, drivers license and vehicle registration fees and are shared with local units of government based on population, miles and classification of road types. Gas & Weight Tax revenue, which comprises approximately 44% of the budgeted resources needed to fund the Major Road Fund, is budgeted based on MDOT estimates of Gas & Weight Tax.

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

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

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

Major Roads

Federal/State Grants - These sources of revenue are Federal Grants passed through MDOT to pay for the design of the reconstruction of Orchard Lake between 13 Mile Road and 14 Mile Road.

Other Revenue:

Miscellaneous Income – Minimal revenue is projected in 19/20.

Interest on Investments – Consistent revenue is projected for 19/20.

Other Financing Sources:

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

EXPENDITURES/OTHER FINANCING USES

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$560,759 or 4.71% decrease from the current budget.
- The decrease results primarily from less projected construction expenditures compared to budget due to projects that will completed after June 30, 2019. This is partially offset by increases in routine maintenance, traffic service maintenance and winter maintenance.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$1,477,667 or 12.36% increase from the FY 18/19 year-end projection, and \$886,908 or 7.07% increase from the FY 18/19 budget.
- The budget to budget increase results primarily from increased construction and winter maintenance costs partially offset by decreased routine maintenance costs.
- Fund balance is projected to be \$2,784,885 or 20.7% of Total Expenditures and Other Financing Uses at June 30, 2020.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Total Major Road Fund	\$10,349,367	\$7,388,376	\$12,542,938	\$11,952,179	\$13,429,846	\$11,374,211	\$11,455,508

Major Roads

MAJOR ROAD FUND

FUND NUMBER: 202

Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	3,601,945	2,464,605	6,216,156	6,216,156	5,510,828	2,784,885	3,221,347
REVENUES							
Intergovernmental Revenues							
Gas & Weight Tax (Act 51)	4,760,085	6,158,410	5,984,471	6,077,742	4,734,919	6,376,967	6,568,276
Build Michigan Program Revenue	132,694	132,673	132,700	132,700	132,700	132,700	132,700
Metro Act Franchise	280,831	282,956	220,000	280,000	280,000	280,000	280,000
Other Government	16,991	117,161	206,900	137,263	216,000	0	0
Federal Grants	338,311	166,766	736,500	93,194	460,000	0	0
Total Intergovernmental Revenues	5,528,911	6,857,966	7,280,571	6,720,899	5,823,619	6,789,667	6,980,976
Miscellaneous Income	187	247	185	190	190	190	190
Interest on Investments	3,808	46,590	30,000	100,000	100,000	100,000	100,000
Total Other Revenues	3,995	46,837	30,185	100,190	100,190	100,190	100,190
TOTAL REVENUES	5,532,906	6,904,803	7,310,756	6,821,089	5,923,809	6,889,857	7,081,166
OTHER FINANCING SOURCES							
Municipal Street Fund	3,679,121	4,235,125	4,262,141	4,425,762	4,780,094	4,920,816	5,065,757
TOTAL OTHER FINANCING SOURCES	3,679,121	4,235,125	4,262,141	4,425,762	4,780,094	4,920,816	5,065,757
TOTAL REVENUES AND OTHER FINANCING SOURCES	9,212,027	11,139,928	11,572,897	11,246,851	10,703,904	11,810,673	12,146,923

Major Roads

FUND NUMBER: 202

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
EXPENDITURES							
(451) CONSTRUCTION							
Category Total	5,380,760	2,521,901	7,218,467	6,400,658	8,162,207	6,000,000	6,000,000
(463) ROUTINE MAINTENANCE							
011 Surface Maint - Labor	416,422	434,490	433,735	435,417	410,045	421,775	434,461
012 Surface Maint - Equip Rent	118,300	123,518	110,000	124,000	124,500	124,500	125,000
013 Surface Maint - Materials	36,964	24,989	56,700	55,000	56,700	58,400	60,100
014 Joint Sealing Program	343,046	322,279	366,400	370,000	370,000	370,000	370,000
015 Pavement Replacement	1,590,665	1,346,366	1,500,000	1,500,000	1,260,000	1,260,000	1,260,000
016 Surface Maint - Contract	30,078	19,112	35,000	35,000	35,000	35,000	36,000
021 Guard Rails - Labor	538	0	21,772	0	0	0	0
022 Guard Rails - Equip Rent	136	0	11,000	0	0	0	0
023 Guard Rails - Materials	257	90	2,000	500	500	500	500
024 Guard Rails - Contract	9,125	33,273	45,000	65,000	50,000	52,000	54,100
031 Sweep & Flush - Labor	19,983	19,446	21,772	20,734	21,497	22,115	22,772
032 Sweep & Flush - Equip Rent	24,174	24,201	11,000	26,000	26,500	27,000	27,000
033 Sweep & Flush - Materials	0	61	3,000	3,000	3,000	3,000	3,000
034 Sweep & Flush - Contract	20,360	26,057	27,000	27,000	27,500	28,300	29,200
041 Shoulder Maint - Labor	11,591	6,433	21,772	10,367	10,748	11,057	11,386
042 Shoulder Maint - Equip Rent	22,003	7,084	22,000	8,000	8,500	8,500	8,500
051 Forestry Maint - Labor	57,850	60,667	65,317	62,202	64,490	66,344	68,315
052 Forestry Maint - Equip Rent	38,525	31,644	22,000	35,000	35,000	36,000	36,000
054 Forestry Maint - Contract	114,082	67,383	117,000	129,500	131,000	133,300	137,600
061 Drain Structures - Labor	86,489	128,163	87,090	124,403	128,979	132,689	136,629
062 Drain Structures - Equip	44,635	90,270	22,000	79,200	79,200	79,200	79,200
063 Drain Structures - Mat	3,477	172	10,000	5,000	10,000	10,300	10,700
064 Drain Structures - Contract	43,250	23,337	40,600	40,600	41,800	43,100	44,400
066 Sump Pump & Catch Basin Rehab - Contract	0	29,276	68,200	80,000	80,000	80,000	80,000
071 Ditching & Bk Slope - Labor	32,583	32,848	43,545	31,101	32,245	33,172	34,157
072 Ditching & Bk Slope - Equip	35,894	38,040	33,000	37,800	37,800	37,800	37,800
073 Ditching & Bk Slope - Mat	12,317	13,567	14,000	14,000	14,400	14,900	15,300
081 Road Cleanup - Labor	56,754	78,309	65,317	82,935	85,986	88,459	91,086
082 Road Cleanup - Equip Rent	13,385	17,694	11,000	15,200	15,200	15,600	15,600
083 Road Cleanup - Materials	222	0	0	0	0	0	0
091 Grass/Weed - Labor	76,611	60,183	87,090	62,202	64,490	66,344	68,315
092 Grass/Weed - Equip Rental	45,287	46,455	22,000	39,500	39,500	39,500	39,800
093 Grass/Weed - Materials	124	274	2,500	2,500	2,500	2,500	2,500
094 Grass/Weed - Contract	304,542	225,736	395,500	320,500	350,000	364,000	378,600
Category Total	3,609,668	3,331,418	3,794,310	3,841,661	3,617,080	3,665,355	3,718,021

Major Roads

FUND NUMBER: 202

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(474) TRAFFIC SERVICES - MAINT.								
011	Sign Maint - Labor	20,751	12,740	21,772	82,935	85,986	88,459	91,086
012	Sign Maint - Equip Rent	4,271	3,180	11,000	11,000	11,000	12,000	12,000
013	Sign Maint - Materials	26,066	23,063	27,000	27,000	27,800	28,600	28,600
024	Signal Maint - Contract	164,463	117,157	175,000	120,000	167,000	172,000	177,000
031	Pavement Striping - Labor	0	0	21,772	10,367	10,748	11,057	11,386
032	Pavement Striping - Equip	0	0	11,000	4,000	4,000	4,000	4,000
033	Pavement Striping - Mat.	0	0	500	500	500	500	500
034	Pavement Striping - Contract	143,514	141,681	183,200	223,400	183,000	188,700	194,400
041	Traffic Count - Labor	1,939	5,031	21,772	10,362	10,284	10,489	10,699
042	Traffic Count - Equip Rent	2,479	825	11,000	4,000	4,000	4,000	4,000
043	Traffic Counts - Other	65	1,501	4,500	4,500	4,500	4,500	4,500
050	Overhead Lighting	13,728	2,530	25,000	42,125	10,000	10,000	10,000
	Category Total	377,277	307,709	513,516	540,189	518,818	534,305	548,171
(478) WINTER MAINTENANCE								
001	Snow/Ice Control - Labor	278,992	398,131	346,645	352,476	365,441	375,951	387,116
002	Snow/Ice Control - Equip	148,854	224,053	121,000	270,000	220,000	220,000	222,000
003	Snow/Ice Control - Mat	282,692	334,924	464,000	464,000	464,000	492,300	492,300
	Category Total	710,538	957,108	931,645	1,086,476	1,049,441	1,088,251	1,101,416
(482) ADMIN., RECORDS, ENGINEERING								
001	Admin., Records, Eng.	3,611	10,036	15,000	15,000	15,000	15,000	15,000
002	Traffic Improvement Assoc.	27,900	27,900	28,500	29,295	30,800	32,300	33,900
003	Pavement Management update	4,372	7,304	16,500	13,900	13,900	14,000	14,000
012	Third Party Equipment Rental	641	0	15,000	15,000	15,000	15,000	15,000
021	Audit Fees	9,600	0	10,000	10,000	7,600	10,000	10,000
	Category Total	46,124	45,240	85,000	83,195	82,300	86,300	87,900
	TOTAL EXPENDITURES	10,124,367	7,163,376	12,542,938	11,952,179	13,429,846	11,374,211	11,455,508
(485) OTHER FINANCING USES								
Contributions to Other Funds:								
001	Local Roads	225,000	225,000	0	0	0	0	0
	TOTAL OTHER FINANCING USES	225,000	225,000	0	0	0	0	0
TOTAL EXPENDITURES AND OTHER FINANCING USES		10,349,367	7,388,376	12,542,938	11,952,179	13,429,846	11,374,211	11,455,508
Revenues over/(under) Expenditures		(1,137,340)	3,751,551	(970,041)	(705,328)	(2,725,942)	436,462	691,415
FUND BALANCE AT JUNE 30		2,464,605	6,216,156	5,246,115	5,510,828	2,784,885	3,221,347	3,912,762
Fund Balance as a % of Total Expenditures and Other Financing Uses		23.81%	84.13%	41.83%	46.11%	20.74%	28.32%	34.16%

Major Roads

MAJOR ROAD CONSTRUCTION DETAIL

PRIOR YEAR(S) PROJECTS	Total Cost	Spent Through 6/30/2018	Project Commitment Remaining	To Be Expended in 18/19			To be Spent in 2019/20 and Beyond
				Act 51/ Road Millage	Federal Grants	Other Govt. (OC, State)	
<u>2009/2010</u>							
NW Hwy Connector Ph 1 (Remainder - ROW) -OPEN 14 Mile, Haggerty to Drake	900,000 956,800	0 946,800	900,000 10,000	0 10,000	0 0	0 0	900,000 0
<u>2012/2013</u>							
Orchard Lake, 13-14 Mile PE Concept Due from Oakland County (prior year expenses)	262,286	245,794	16,492	1,649	13,194	1,649 24,579	0
<u>2013/2014</u>							
Farmington, 10 Mile to 11 Mile 10 Mile, Farmington to Orchard Lake 10 Mile, Farmington to Orchard Lake-prior year	347,433 868,485	337,433 828,485	10,000 40,000	10,000 0	0 0	0 0	0 40,000
<u>2015/2016</u>							
Orchard Lk Rd, 13 Mile to 14 Mile Road - DESIGN 13 Mile, Haggerty to Halsted - CONSTRUCTION 13 Mile, Farmington to Orchard Lake - CONSTRUCTION Drake, 13 Mile to 14 Mile - CONSTRUCTION	675,000 604,367 606,685 527,854	0 554,017 563,727 331,563	675,000 50,350 42,958 196,291	10,000 40,350 25,958 196,291	80,000 0 0 0	10,000 0 0 0	575,000 10,000 17,000 0
<u>2016/2017</u>							
11 Mile, Middlebelt to Orchard Lake - CONSTRUCTION I-275, 8 Mile to M-5	1,093,888 724,214	625,215 703,198	468,673 21,016	458,673 6,016	0 0	0 0	10,000 15,000
<u>2017/2018</u>							
Bi-Party 2017 Program 13 Mile, Drake to Farmington - DESIGN Halsted Road, 12 Mile to I-696 - DESIGN 2018 Major Road Mill & Fill - Drake, Grand River to 11 Mile - CONSTRUCTION 13 Mile, Middlebelt to Inkster -Includes Inkster, 13 Mile to Northwestern Hwy - DESIGN 13 Mile, Middlebelt to Inkster -Includes Inkster, 13 Mile to Northwestern Hwy - CONSTRUCTION 13 Mile, Drake to Farmington - CONSTRUCTION 9 Mile & Halsted Intersection Improvements - DESIGN 9 Mile & Halsted Intersection Improvements - CONSTRUCTION	202,070 157,500 156,292 645,681 166,606 987,270 624,495 86,469 647,038	0 94,250 5,166 480,892 147,111 263,546 114,933 79,666 188,035	202,070 63,250 151,126 164,789 19,495 723,724 509,562 6,803 459,003	101,035 63,250 151,126 164,789 19,495 648,724 409,562 6,803 429,003	0 0 0 0 0 0 0 0 0	101,035 0 0 0 0 0 0 0 0	0 0 0 0 0 75,000 100,000 0 30,000
	11,240,433	6,509,831	4,730,602	2,752,724	125,962	137,263	1,772,000

Prior Year(s) Funds Held over for 18/19 Project Completion

3,015,949

FY 2018/2019 PROJECTS

Bi-Party 2018 Program (RCOC project) Power Road, 10 Mile to 11 Mile - DESIGN 9 Mile Road, Hawthorne to Middlebelt - DESIGN Mile - DESIGN Tri-Party - Orchard Lake Road, 13 Mile to 14 Mile Signal - Tuck/9 Mile Major Road ADA Major Road Geotech Halsted, 12 Mile to I-696 - CONSTRUCTION 9 Mile, Hawthorne to Middlebelt - CONSTRUCTION Power Road, 10 Mile to 11 Mile - CONSTRUCTION NW Hwy Connector Ph 1 (Remainder - ROW) Orchard Lake Road Right-of-Way Acquisition <u>Services</u> 2019 HMA Major - Halsted, Grand River to 11 Mile - CONSTRUCTION	317,000 133,919 96,000 29,500 356,000 150,000 44,769 10,000 2,577,870 1,241,405 3,075,203 1,000,000 200,000 853,987	0 9,292 0 0 0 0 0 0 0 0 0 0 0 0	317,000 124,627 96,000 29,500 356,000 150,000 44,769 10,000 2,577,870 1,241,405 3,075,203 1,000,000 200,000 853,987	0 124,627 96,000 29,500 0 0 44,769 10,000 644,467 310,351 768,800 1,000,000 100,000 256,195	0 0 0 0 0 0 0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0 0 0 0 0 0 0	317,000 0 0 0 356,000 150,000 0 0 1,933,403 931,054 2,306,403 0 100,000 597,792
	10,085,653	9,292	10,076,361	3,384,709	0	0	6,691,652

2018/2019 Project Costs

3,384,709

FY 2018/2019 Total Project Costs

6,400,658 6,137,433 125,962 137,263

Major Roads

MAJOR ROAD CONSTRUCTION DETAIL

PRIOR YEARS(S) PROJECTS CARRYOVER	Total Cost	Spent Through 6/30/2019	Project Commitment Remaining	To Be Expended in 19/20			To be Spent in 2020/21 and Beyond
				Act 51/ Road Millage	Federal Grants	Other Govt. (OC, State)	
10 Mile, Farmington to Orchard Lake	868,485	828,485	40,000	20,000	0	0	20,000
Orchard Lake, 13 Mile to 14 Mile - DESIGN	675,000	100,000	575,000	57,500	460,000	57,500	0
13 Mile, Haggerty to Halsted - CONSTRUCTION	604,367	594,367	10,000	10,000	0	0	0
13 Mile, Farmington to Orchard Lake - CONSTRUCTION	606,685	563,727	42,958	17,000	0	0	25,958
11 Mile, Middlebelt to Orchard Lake - CONSTRUCTION	1,093,888	1,083,888	10,000	10,000	0	0	0
I-275, 8 Mile to M-5	724,214	709,214	15,000	15,000	0	0	0
13 Mile, Middlebelt to Inkster -Includes Inkster, 13 Mile to Northwestern Hwy - CONSTRUCTION	987,270	912,270	75,000	55,000	0	0	20,000
13 Mile, Drake to Farmington - CONSTRUCTION	624,495	524,495	100,000	70,000	0	0	30,000
9 Mile & Halsted Intersection Improvements - CONSTRUCTION	647,038	617,038	30,000	30,000	0	0	0
Bi-Party 2018 (RCOC project)	317,000	0	317,000	158,500	0	158,500	0
Tri-Party - Orchard Lake Road, 13 Mile to 14 Mile	356,000	0	356,000	0	0	0	356,000
Signal - Tuck/9 Mile	150,000	0	150,000	150,000	0	0	0
Halsted, 12 Mile to I-696 - CONSTRUCTION	2,577,870	644,467	1,933,403	1,933,403	0	0	0
9 Mile, Hawthorne to Middlebelt - CONSTRUCTION	1,241,405	310,351	931,054	871,054	0	0	60,000
Power Road, 10 Mile to 11 Mile - CONSTRUCTION	3,075,203	768,800	2,306,403	2,306,403	0	0	0
Orchard Lake Road Right-of-Way Acquisition <u>Services</u>	200,000	100,000	100,000	100,000	0	0	0
2019 HMA Major - Halsted, Grand River to 11 Mile - CONSTRUCTION	853,986	256,195	597,791	149,447	0	0	448,344
	<u>15,602,906</u>	<u>8,013,297</u>	<u>7,589,609</u>	<u>5,953,307</u>	<u>460,000</u>	<u>216,000</u>	<u>960,302</u>

Prior Year(s) Funds Held over for 2019/2020 Project Completion 6,629,307

FY 2019/2020 PROJECTS

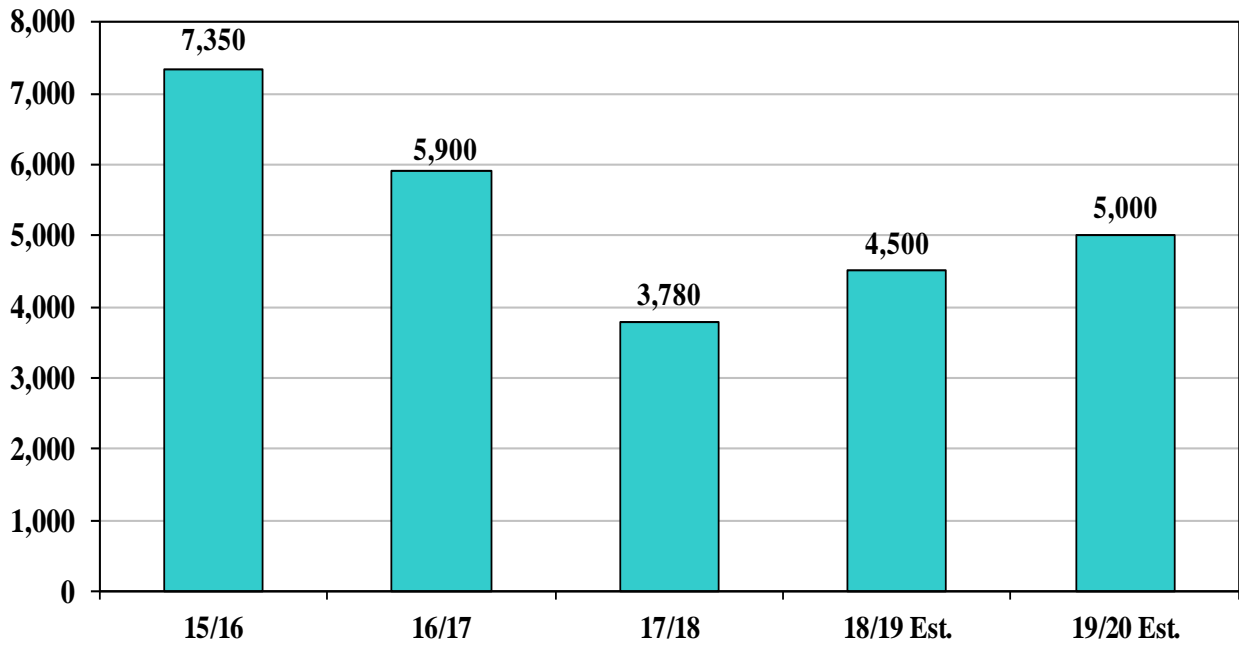
2020 HMA Major - Drake, Howard to 11 Mile - DESIGN	100,000	0	100,000	100,000	0	0	0
2019 Major Road Geotech	50,000	0	50,000	50,000	0	0	0
2019 Major Road ADA	45,000	0	45,000	45,000	0	0	0
Tri-Party 2019	346,000	0	346,000	0	0	0	346,000
14 Mile, Middlebelt to Inkster - DESIGN	200,000	0	200,000	200,000	0	0	0
14 Mile, Middlebelt to Inkster - CONSTRUCTION	2,736,000	0	2,736,000	820,800	0	0	1,915,200
Bi-Party 2019 (program will be ending)	0	0	0	0	0	0	0
Orchard Lake Road, 13 Mile to 14 Mile - CONSTRUCTION*	1,057,000	0	1,057,000	317,100	0	0	739,900
	<u>4,534,000</u>	<u>0</u>	<u>4,534,000</u>	<u>1,532,900</u>	<u>0</u>	<u>0</u>	<u>3,001,100</u>

FY 19/20 Total Project Costs 1,532,900

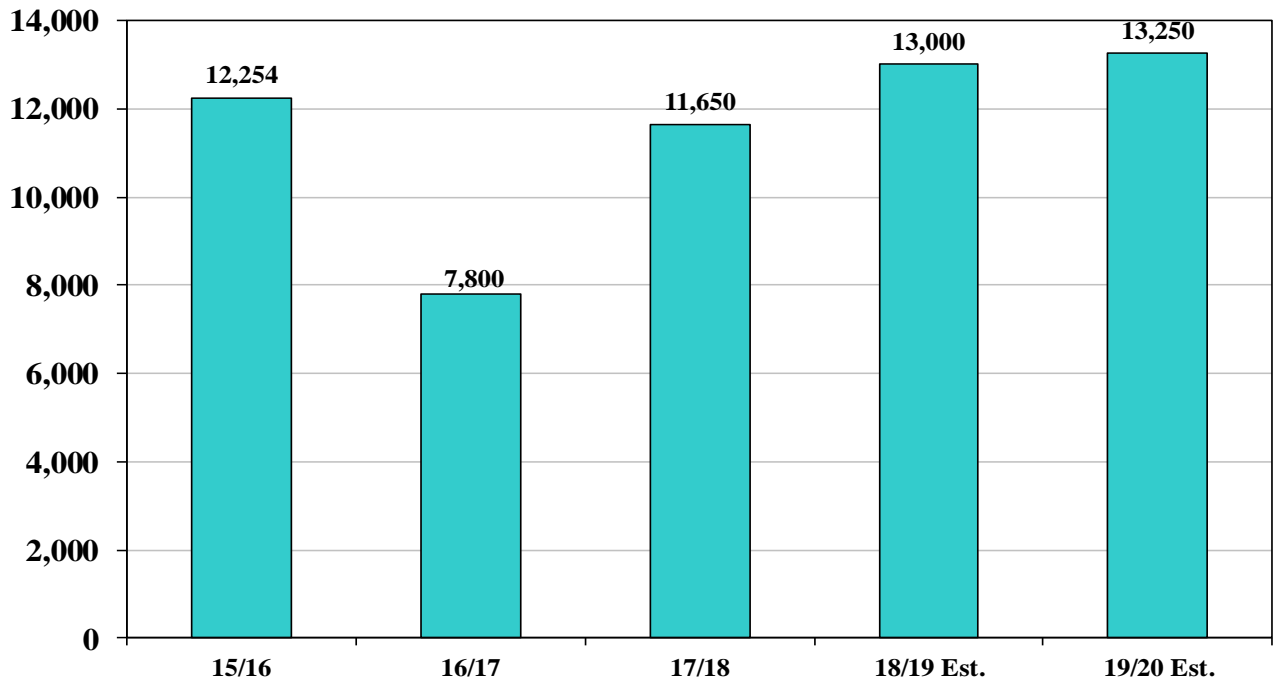
TO BE EXPENDED IN 19/20 **8,162,207** **7,486,207** **460,000** **216,000**

KEY DEPARTMENTAL TRENDS

ASPHALT REMOVED AND REPLACED (Tons)

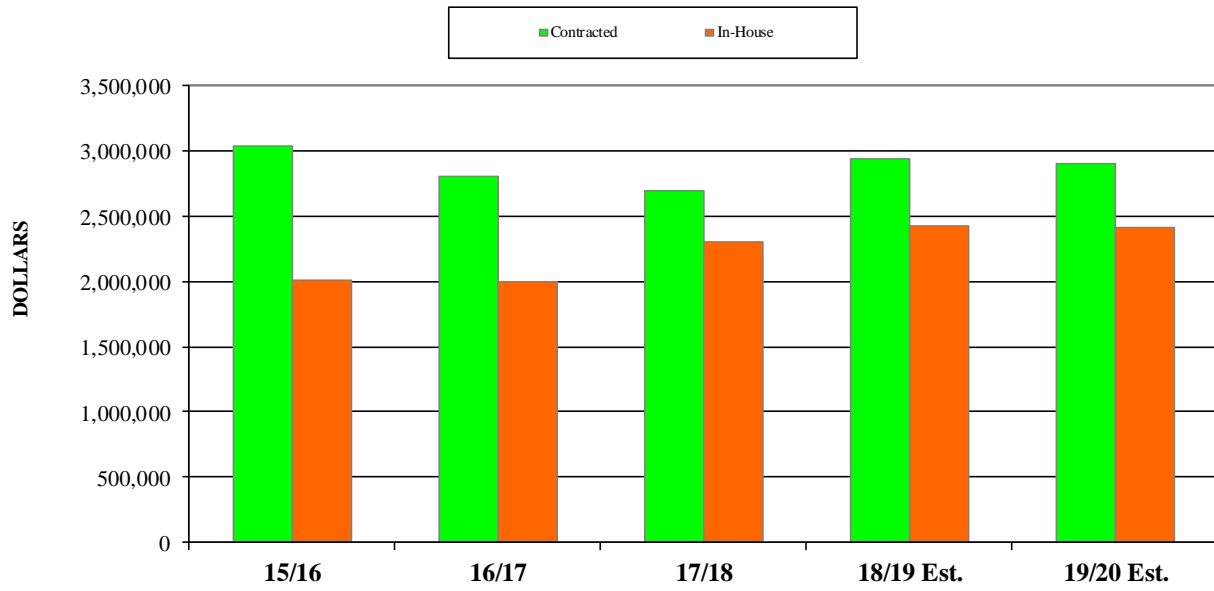


CONCRETE REMOVED AND REPLACED (Square Yards)



KEY DEPARTMENTAL TRENDS (continued)

CONTRACTED VS. IN-HOUSE MAINTENANCE



LOCAL ROADS

The Local Road Fund budget provides funding for the maintenance of the City's 247 miles of paved and unpaved local streets. Local street services include pavement patching/replacement, road grading, dust control, forestry maintenance, storm drain maintenance, sign repair, guardrail repairs, snow/ice control, roadside mowing and litter control. The DPW supervisory staff establishes pavement repair priorities in consultation with the Engineering Division.

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

GOALS

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

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

PERFORMANCE OBJECTIVES

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

Local Roads

	Performance Indicators	FY 2017/18 Actual	FY 2018/19 Projected	FY 2019/20 Estimated
Service Level	Pothole Patching – tons of cold patch	165	125	100
	Pavement Replacement – tons of asphalt	930	2,000	3,000
	Pavement Replacement – yards of 8” concrete	4,355	4,500	4,700
	Gravel Road Grading – miles	243	265	275
	Joint Sealing – lineal feet	200,000	225,000	225,000
	Sweeping – curb miles	1,975	2,000	2,000
	Storm Drain Structure Repairs	97	100	100
	Ditching – lineal feet	7,560	8,000	8,500
	Plowing – # of complete plowing of local roads	9	5	10
	Culvert Installations	45	50	50
	Roadside Cleanup – roadside miles	16	15	15
	Roadside Mowing – swath mile (5 ft. wide cut)	86	125	135
	Lawn Mowing – acres (DPW staff)	80	100	120
	Sign Installations and Repairs	350	350	350
	Traffic Counts – # of intersections	20	20	20
Efficiency	Maintenance cost/local road mile (247)	11,038	11,900	12,000
	Miles per Road Maintenance personnel	11.7	11.5	11.8

REVENUE/OTHER FINANCING SOURCES – FY 2019/20

All Local Road funds are restricted by the State to finance the maintenance and construction of the local street system.

Gas & Weight Tax (Act 51) – This comes from state levied and collected gas taxes, drivers license and vehicle registration fees and are shared with local units of government based on population, miles and classification of road type. Gas & Weight Tax revenue, which comprises 23% of the budgeted resources needed to fund the Local Road Fund, is budgeted based on MDOT estimates of Gas & Weight Tax.

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 - Consistent revenue projected for 19/20 compared to the 2018/19 year-end projection.

Municipal Street Fund – This is an appropriation of the Road Millage property tax funds to pay for preventative maintenance treatments and local road construction projects.

EXPENDITURES/OTHER FINANCING USES

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$2,539,063 or 38.9% increase from the current budget.
- The decrease results primarily from higher projected construction, traffic services maintenance and winter maintenance costs partially offset by decreased routine maintenance costs compared to budget. Additionally, applicable debt payments are being paid as directly from this fund instead of transferring funds to a debt fund.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$10,280,307 or 113% increase from the FY 18/19 year end projection and \$12,819,370 or 196% increase from the FY 18/19 current budget.
- The budget-to-budget increase results primarily from significantly higher construction costs and increased traffic services maintenance, partially offset by decreased routine maintenance costs. Additionally, funds are budgeted for special assessment refunds resulting from the November 2018 road millage election.
- Fund balance is projected to be \$359,399 or 1.9% of Total Expenditures and Other Financing Uses at June 30, 2020.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Total Local Road Fund	\$13,459,068	\$5,149,006	\$6,526,099	\$9,065,162	\$19,345,469	\$15,003,540	\$15,033,016

Local Roads

LOCAL ROAD FUND

FUND NUMBER: 203

Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	318,754	4,175,012	6,166,799	6,166,799	3,763,290	359,399	272,018
REVENUES							
Intergovernmental Revenues:							
Gas & Weight Tax (Act 51)	1,695,743	2,194,023	2,132,736	3,159,790	4,397,115	3,029,028	3,119,899
Build Michigan Fund	47,271	47,267	47,275	47,256	47,256	47,256	47,256
Fines & Forfeitures	21,677	0	40,000	0	0	0	0
Total	1,764,691	2,241,290	2,220,011	3,207,046	4,444,371	3,076,284	3,167,155
Other Revenues:							
Special Assessment Principal	1,333,373	2,284,000	775,218	899,600	0	0	0
Special Assessment Interest	69,988	280,462	245,154	190,007	0	0	0
Interest on Investments	32,908	54,421	40,000	140,000	75,000	75,000	75,000
Proceeds from Bond Sale	10,210,246	0	0	0	0	0	0
Total	11,646,514	2,618,883	1,060,372	1,229,607	75,000	75,000	75,000
TOTAL REVENUES	13,411,205	4,860,173	3,280,383	4,436,653	4,519,371	3,151,284	3,242,155
OTHER FINANCING SOURCES							
Contributions from Other Funds:							
Municipal Street Fund	3,679,120	2,055,621	2,225,000	2,225,000	11,422,208	11,764,874	12,117,821
Major Roads	225,000	225,000	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	3,904,120	2,280,621	2,225,000	2,225,000	11,422,208	11,764,874	12,117,821
TOTAL REVENUES AND OTHER FINANCING SOURCES	17,315,325	7,140,794	5,505,383	6,661,653	15,941,579	14,916,158	15,359,975

Local Roads

LOCAL ROAD FUND

FUND NUMBER: 203

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
EXPENDITURES							
(451) CONSTRUCTION							
Category Total	10,300,563	1,263,965	2,325,000	4,854,100	12,293,166	11,000,000	11,000,000
(463) ROUTINE MAINTENANCE							
011 Surface Maint - Labor	195,595	193,761	194,239	165,871	157,703	162,170	166,993
012 Surface Maint - Equip Rent	214,307	180,618	198,000	190,000	190,800	190,800	190,800
013 Surface Maint - Materials	84,268	58,938	100,800	100,800	104,000	108,100	112,400
014 Joint Sealing Program	333,011	258,103	402,500	402,500	402,500	402,500	402,500
015 Pavement Replacement	386,364	464,262	378,000	378,000	378,000	378,000	378,000
016 Surface Main - Contract	11,362	6,371	25,000	15,000	15,500	15,900	16,400
021 Rails/Posts - Labor	200	0	21,772	10,367	10,748	11,057	11,386
022 Rails/Posts - Equip Rent	278	0	11,000	2,000	2,000	2,000	2,000
023 Rails/Posts - Materials	0	0	500	500	500	500	500
024 Rails/Posts - Contract	2,633	5,622	12,000	12,000	12,400	12,700	13,000
031 Sweep & Flush - Labor	22,174	40,184	43,545	41,468	42,993	44,230	45,543
032 Sweep & Flush - Equip Rent	36,280	53,062	55,000	55,000	55,000	55,800	55,800
034 Sweep & Flush - Contract	51,992	71,314	81,300	75,000	75,000	77,300	79,600
041 Shoulder Maint - Labor	2,272	7,719	21,772	20,734	21,497	22,115	22,772
042 Shoulder Maint - Equip Rent	3,058	8,223	11,000	12,000	12,500	12,500	12,500
051 Forestry Maint - Labor	99,737	80,544	108,862	82,935	85,986	88,459	91,086
052 Forestry Maint - Equip Rent	59,166	49,433	55,000	55,000	55,000	55,000	55,000
054 Forestry Maint - Contract	55,201	61,159	83,800	83,800	86,300	88,900	91,600
061 Drain Structures - Labor	78,611	72,210	87,090	82,935	85,986	88,459	91,086
062 Drain Structures - Equip	57,408	57,053	55,000	55,000	56,000	56,000	56,000
063 Drain Structures - Mat	178	3,872	7,000	7,000	7,200	7,400	7,600
064 Drain Structures - Contract	185,737	52,324	62,900	62,900	64,800	66,700	68,700
066 Sump Pump & Catch Basin Rehab - Contract	0	86,399	153,150	153,150	155,000	155,000	155,000
071 Ditching & Bk Slope - Labor	108,440	135,284	108,862	124,403	128,979	132,689	136,629
072 Ditching & Bk Slope - Equip	138,462	161,180	132,000	160,000	145,000	145,500	147,000
073 Ditching & Bk Slope - Mat	36,573	36,563	45,000	45,000	46,400	47,700	49,200
081 Road Cleanup - Labor	11,381	395	21,772	10,367	10,748	11,057	11,386
082 Road Cleanup - Equip Rent	2,309	206	11,000	500	500	500	500
091 Grass/Weed - Labor	23,036	15,251	21,772	20,734	21,497	22,115	22,772
092 Grass/Weed - Equip Rental	23,374	15,790	11,000	16,000	16,000	16,600	16,600
093 Grass/Weed - Materials	147	3,021	4,100	4,100	4,200	4,300	4,500
094 Grass/Weed - Contract	0	0	3,000	0	0	0	0
103 Dust Control - Materials	0	0	7,000	0	0	0	0
104 Dust Control - Contract	60,589	57,631	62,800	62,800	64,700	66,600	68,600
Category Total	2,284,142	2,236,493	2,597,536	2,507,864	2,515,437	2,548,651	2,583,453

Local Roads

LOCAL ROAD FUND

FUND NUMBER: 203

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
(474) TRAFFIC SERVICES - MAINT.								
011	Sign Maint - Labor	56,502	118,889	65,317	103,669	107,483	110,574	113,858
012	Sign Maint - Equip Rent	6,816	11,717	11,000	11,000	11,000	11,000	11,500
013	Sign Maint -Materials	3,196	3,303	8,200	8,200	8,200	8,200	8,200
	Category Total	66,515	133,909	84,517	122,869	126,683	129,774	133,558
(478) WINTER MAINTENANCE								
001	Snow/Ice Control - Labor	109,902	145,511	128,920	124,403	128,979	132,689	136,629
002	Snow/Ice Control - Equip	129,696	209,849	132,000	200,000	132,000	132,000	132,000
003	Snow/Ice Control - Material	181	610	0	0	0	0	0
	Category Total	239,779	355,970	260,920	324,403	260,979	264,689	268,629
(482) ADMIN., RECORDS, ENGINEERING								
001	Admin., Records, Eng.	18,050	6,078	19,750	15,000	20,000	20,000	20,000
002	Bond Financing Costs	124,992	0	0	0	0	0	0
003	Pav't Mgt System Update	0	0	6,000	8,500	8,500	8,500	8,500
004	Debt Payment-Principal	0	650,000	0	725,000	740,000	740,000	745,000
005	Debt Payment-Interest	0	241,855	0	230,213	209,013	187,663	166,238
012	Third-Party Equip. Rental	0	0	15,000	15,000	15,000	15,000	15,000
015	Special Assessment District Refunds	0	0	0	0	2,900,000	0	0
021	Audit Fees	4,900	0	5,250	5,300	4,000	4,100	4,200
	Category Total	147,942	897,933	46,000	999,013	3,896,513	975,263	958,938
(485) OTHER FINANCING USES								
	Transfers to Other Funds							
	Local Road SAD Revolving Fund	179,858	176,935	174,013	174,013	171,091	0	0
	Local Road SAD Debt Fund	160,319	0	955,213	0	0	0	0
	General Debt Service Fund	79,950	83,800	82,900	82,900	81,600	85,163	88,438
	Category Total	420,127	260,735	1,212,126	256,913	252,691	85,163	88,438
TOTAL EXPENDITURES AND OTHER FINANCING USES		13,459,068	5,149,006	6,526,099	9,065,162	19,345,469	15,003,540	15,033,016
Revenues over/(under) Expenditures		3,856,258	1,991,788	(1,020,716)	(2,403,509)	(3,403,891)	(87,382)	326,959
FUND BALANCE AT JUNE 30		4,175,012	6,166,799	5,146,083	3,763,290	359,399	272,018	598,977
Fund Balance as a % of Total Expenditures and Other Financing Uses		31.02%	119.77%	78.85%	41.51%	1.86%	1.81%	3.98%

Local Roads

LOCAL ROAD CONSTRUCTION DETAIL

PROJECTS	Total Project Cost	Spent through 06/30/2018	Project Commitment Remaining	To Be Expended in 2018/19		
				Act 51/ Road Millage	Bond Proceeds	To be Spent in 2019/20 and Beyond
<u>2018/2019</u>						
Independence Commons Road Rehab	7,983,117	7,878,011	105,106	0	105,106	0
<u>Local Road Projects - DESIGN</u>						
Tarabusi Roseland Gardens, Flemings Roseland Gardens and Portions of Farmington Acres	214,494	214,494	0	0	0	0
Pleasant Valley Farms #1 & 2 and Old Homestead #1	84,700	71,995	12,705	12,705	0	0
Richland Gardens Area	254,000	174,100	79,900	32,700	0	47,200
Cora & Haynes	60,200	39,234	20,966	8,983	0	11,983
Stonecreek/Westlake Sub 1, 2 & 3	299,485	277,153	22,332	11,166	0	11,166
<u>Local Road Projects - CONSTRUCTION</u>						
Tarabusi Roseland Gardens, Flemings Roseland Gardens and Portions of Farmington Acres	5,194,394	0	5,194,394	1,818,038	0	5,194,394
Pleasant Valley Farms #1 & #2 and Old Homestead #1	2,226,913	0	2,226,913	779,420	0	2,226,913
Sunnydale & Lundy	1,261,981	0	1,261,981	441,693	0	1,261,981
Hemlock, Medbury, Geraldine, Omenwood	2,065,118	0	2,065,118	722,791	0	2,065,118
Greening Street	1,840,309	0	1,840,309	644,108	0	1,840,309
Bridgeman Street	792,541	0	792,541	277,389	0	792,541
	22,277,254	8,654,987	13,622,267	4,748,994	105,106	13,451,607

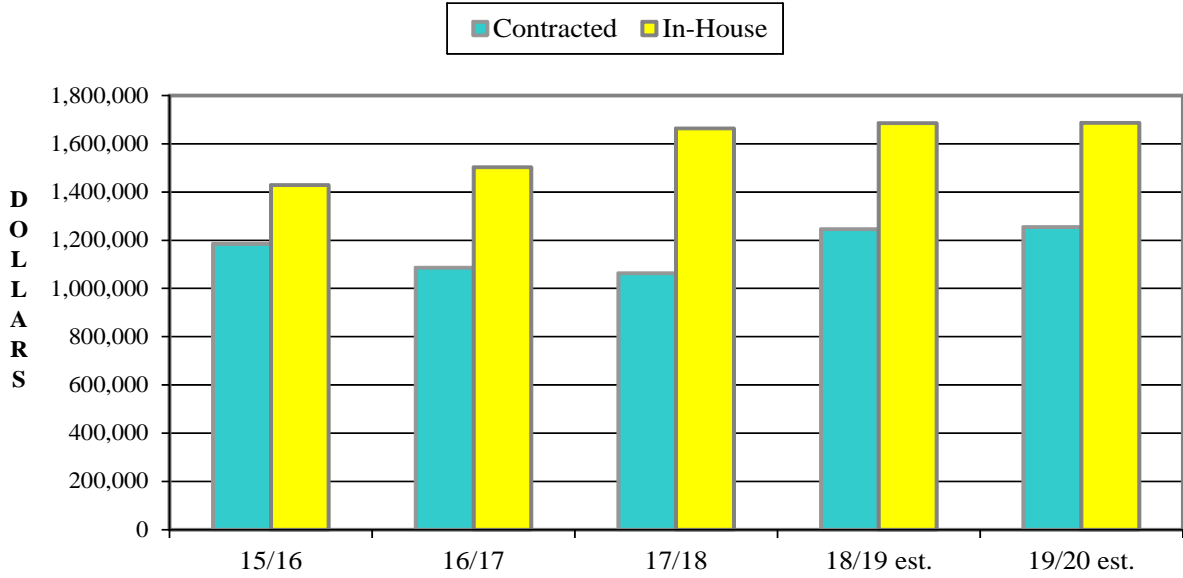
Total Project Costs for 2018/19 4,854,100

PROJECTS	Total Project Cost	Spent through 06/30/2019	Project Commitment Remaining	To Be Expended in 2019/20		
				Act 51 Local	Bond Proceeds	To be Spent in 2020/21 and Beyond
<u>2019/2020</u>						
<u>Local Road Projects - CONSTRUCTION CARRYOVER</u>						
Tarabusi Roseland Gardens, Flemings Roseland Gardens and Portions of Farmington Acres	5,194,394	1,818,038	3,376,356	3,376,356	0	0
Pleasant Valley Farms #1 & 2 and Old Homestead #1	2,226,913	779,420	1,447,494	1,447,494	0	0
Sunnydale & Lundy	1,261,981	441,693	820,288	820,288	0	0
Hemlock, Medbury, Geraldine, Omenwood	2,065,118	722,791	1,342,327	1,342,327	0	0
Greening Street	1,840,309	644,108	1,196,201	1,196,201	0	0
Bridgeman Street	792,541	277,389	515,152	515,152	0	0
<u>Local Road Projects - DESIGN CARRYOVER</u>						
Richland Gardens Area	254,000	206,800	47,200	47,200	0	0
Cora & Haynes	60,200	48,217	11,983	11,983	0	0
Stonecreek/Westlake Sub 1, 2 & 3	299,485	288,319	11,166	11,166	0	0
Residential Speed Control	25,000	0	25,000	25,000	0	0
Local Road & Gravel Road Conversion Projects - DESIGN (1	1,000,000	0	1,000,000	1,000,000	0	0
Local Road Projects - CONSTRUCTION	10,000,000	0	10,000,000	2,500,000	0	7,500,000
Local Road Mill & Fill Resurfacing 2019	0	0	0	0	0	0
	25,019,943	5,226,776	19,793,166	12,293,166	0	7,500,000

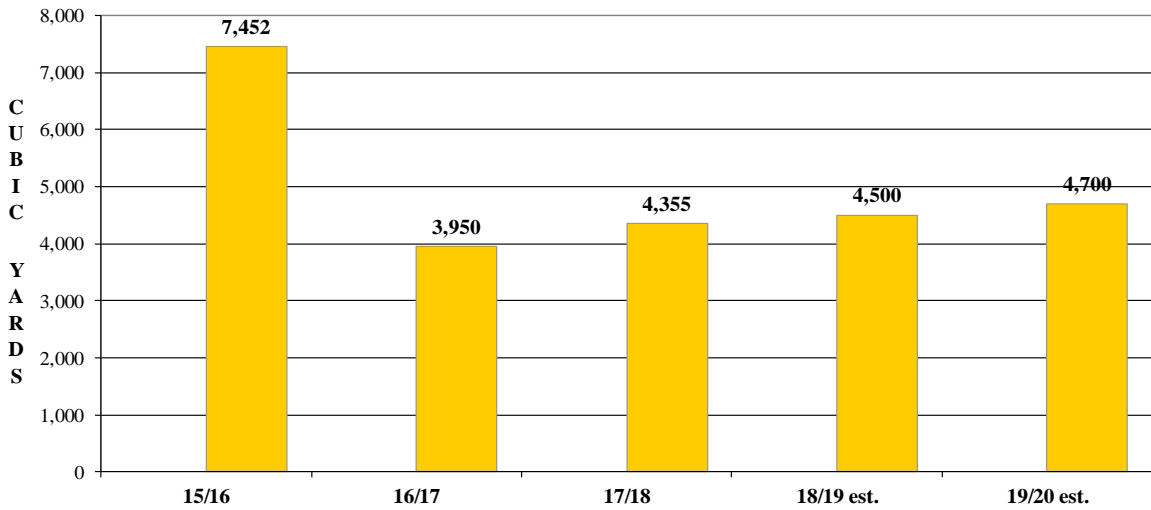
Total Project Costs for 2019/20 12,293,166

KEY DEPARTMENTAL TRENDS

CONTRACTED VS. IN-HOUSE MAINTENANCE

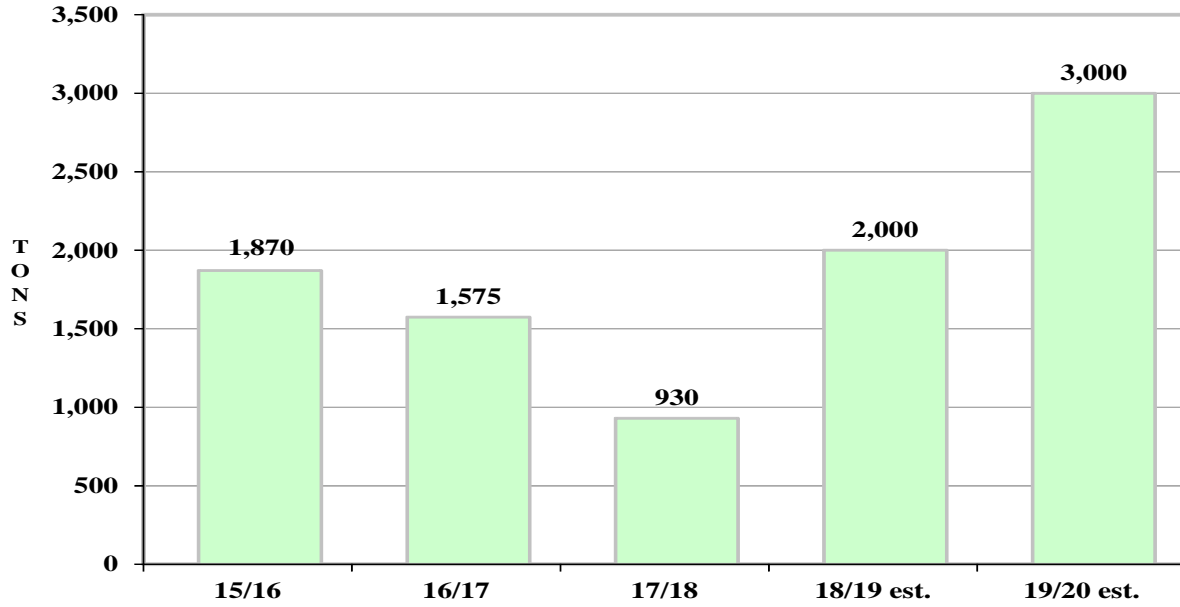


CONCRETE REMOVED AND REPLACED (Square yards)



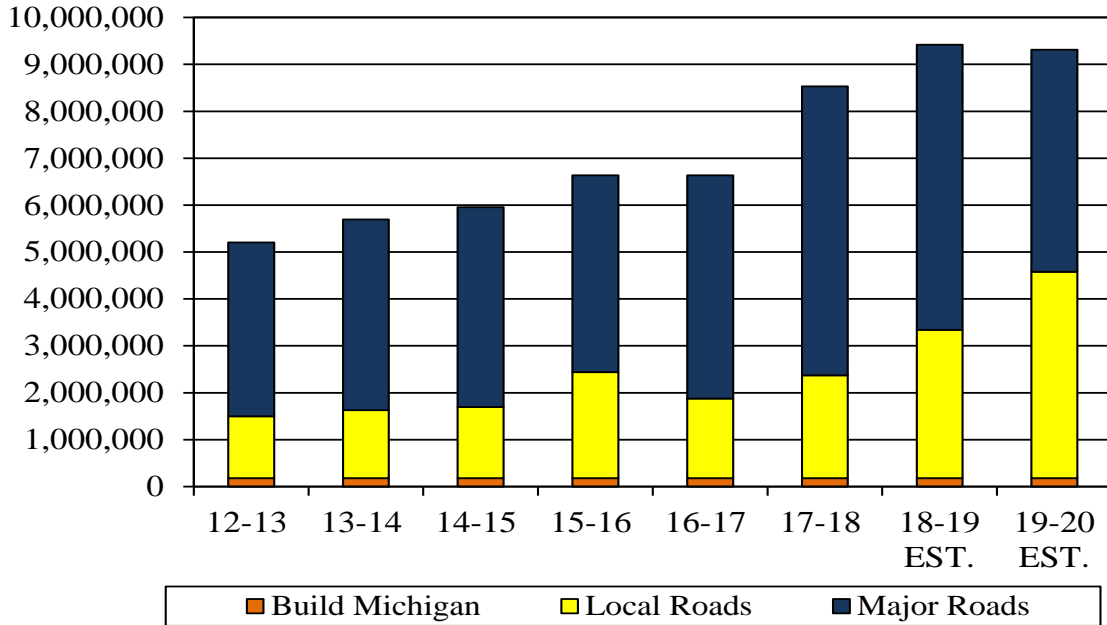
KEY DEPARTMENTAL TRENDS (continued)

ASPHALT REMOVED AND REPLACED (TONS)



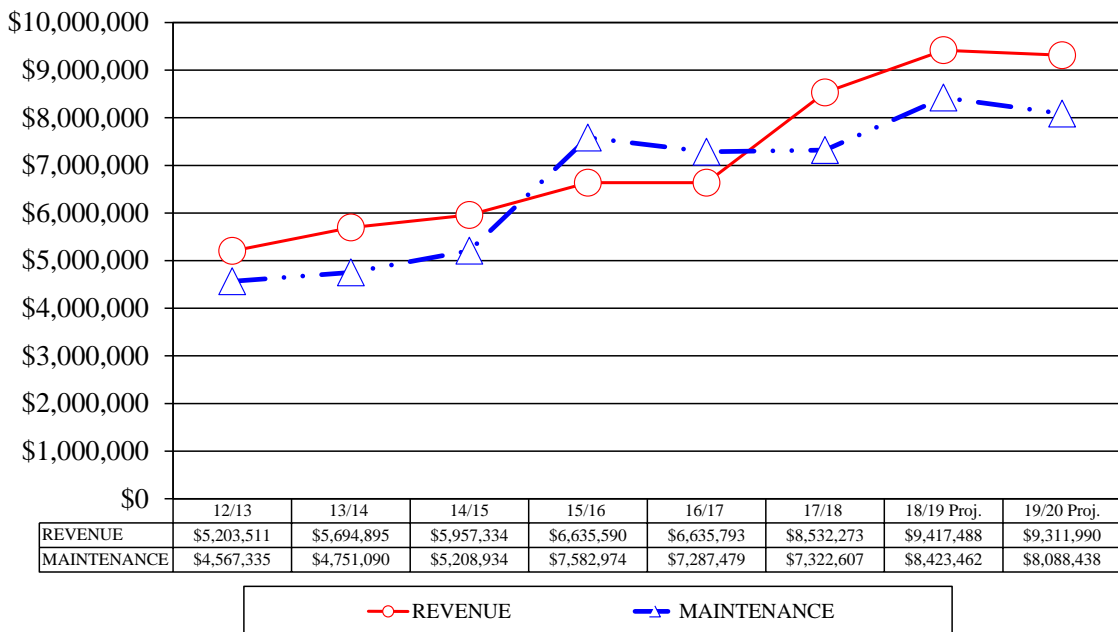
MAJOR AND LOCAL ROAD FUNDS SUMMARY

GAS AND WEIGHT TAX HISTORY



MAJOR & LOCAL ROAD

STATE SHARED REVENUE VS. MAINTENANCE



Major and Local Road Funds Summary

Road Funds Summary Of Revenue & Expenditures FY 2019/20

Category	Major Roads	Local Roads	Total Road Funds
Revenues			
Gas & Weight Funds (Act 51)	4,867,619	4,444,371	9,311,990
Contributions From Other Governments	496,000	0	496,000
Federal and State Grants	460,000	0	460,000
Transfer From Municipal Street Fund	4,780,094	11,422,208	16,202,302
Interest Income	100,000	75,000	175,000
Miscellaneous Income	190	0	190
Appropriation (To)/From Fund Balance	2,725,943	3,403,890	6,129,833
Total Revenues	13,429,846	19,345,469	32,775,315
Expenditures			
Construction	8,162,207	12,293,166	20,455,373
Routine Maintenance	3,617,080	2,515,437	6,132,517
Traffic Services Maintenance	518,818	126,683	645,501
Winter Maintenance	1,049,441	260,979	1,310,420
Transfer to SAD Revolving Fund	0	171,091	171,091
Transfer to General Debt Service Fund	0	81,600	81,600
Debt Payment	0	949,013	949,013
Special Assessment Distric Refunds	0	2,900,000	2,900,000
Admin., Records, Engineering	82,300	47,500	129,800
Total Maintenance	5,267,639	7,052,303	12,319,942
Total Expenditures	13,429,846	19,345,469	32,775,315

Major and Local Road Funds Summary

TRANSPORTATION

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures are shown in thousands of dollars.						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
Capital Preventative Maintenance Projects (see Capital Preventative Maint Sheet)	5,600,000	5,600,000	NC	1,000 WGM	600 WGM	800 WGM	1,000 WGM	1,000 WGM	1,200 WGM	
Gravel to Paved	6,000,000	6,000,000	NC	1,000 WGM	1,000 WGM	1,000 WGM	1,000 WGM	1,000 WGM	1,000 WGM	
Local Road Rehabilitation, (See Local Road sheet)	60,000,000	60,000,000	NC	10,000 WGM	10,000 WGM	10,000 WGM	10,000 WGM	10,000 WGM	10,000 WGM	
Tri-Party TBD	2,070,000	690,000	NC	115 WGM	115 WGM	115 WGM	115 WGM	115 WGM	115 WGM	
Orchard Lake Boulevard, Thirteen to Fourteen Mile - ROW & Construction	12,000,000	2,200,000	NC	250 WGM	1,950 WGM					
Halsted, I-696 to Twelve Mile	2,250,000	2,250,000	NC	2,250 WGM						
Power Road, Ten Mile to Eleven Mile Road	2,700,000	2,700,000	NC	2,700 WGM						
Nine Mile, Hawthorne to Middlebelt	1,600,000	672,000	NC	672 WGM						
Industrial/Commercial Rd Rehabilitation (See Industrial/Commercial spreadsheet)	13,515,000	13,515,000	NC		520 WGM	1,560 WGM	1,100 WGM	1,260 WGM	2,850 WGM	6,225 WGM
Fourteen Mile, Orchard Lake to Farmington Road	3,200,000	2,285,000	NC		2,285 WGM					
Eleven Mile Road, Middlebelt to Inkster	3,500,000	1,575,000	NC		1,575 WGM					
Fourteen Mile, Middlebelt to Inkster Road	2,550,000	2,550,000	NC			2,550 WGM				
Farmington, Twelve Mile to Thirteen Mile	3,450,000	3,450,000	NC			3,450 WGM				
Fourteen Mile, Drake to Farmington Road	3,500,000	3,500,000	NC				3,500 WGM			
Folsom Road, Nine Mile to Orchard Lake	1,800,000	1,800,000	NC					1,800 WGM		
Nine Mile, Halsted to Drake	2,700,000	2,700,000	NC					2,700 WGM		
TOTAL:	\$126,435,000	\$111,487,000		17,987	18,045	19,475	16,715	17,875	15,165	6,225

NC: No Change
M: Millage
WG: Weight & Gas Revenue

Major and Local Road Funds Summary

TRANSPORTATION (continued)

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures are shown in thousands of dollars.						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
Eleven Mile Road, Farmington to Orchard Lake	2,500,000	2,500,000	NC					2,500 WGM		
Nine Mile Road, Drake to Gill, Reconstruction	1,400,000	1,400,000	NC						1,400 WGM	
Twelve Mile Widening, Inkster to Middlebelt	12,500,000	1,875,000	NC							1,875 WGM
Ten Mile/Grand River/M-5 Phase II	25,000,000	313,000	NC							313 WGM
Thirteen Mile Widening, Middlebelt to Orchard Lake	12,600,000	4,175,000	NC							4,175 WGM
Orchard Lake Boulevard, Twelve to Thirteen Mile	40,000,000	4,000,000	NC							4,000 WGM
Folsom, Orchard Lake Road to Tuck Road	1,100,000	1,100,000	NC							1,100 WGM
Tuck Road, Grand River to Shiawassee	950,000	950,000	NC							950 WGM
Nine Mile Road, Middlebelt Road to Inkster Road	2,500,000	2,500,000	NC							2,500 WGM
Nine Mile Road, Gill Road to Farmington Road	1,700,000	1,700,000	NC							1,700 WGM
Halsted Road, Eight Mile Road to Nine Mile Road	4,000,000	4,000,000	NC							4,000 WGM
Tuck Road, Folsom Road to Eight Mile Road	1,700,000	1,700,000	NC							1,700 WGM
PAGE 2 SUB-TOTAL:	\$105,950,000	\$26,213,000						2,500	1,400	22,313
PAGE 1 SUB-TOTAL:	\$126,435,000	\$111,487,000		17,987	18,045	19,475	16,715	17,875	15,165	6,225
TOTAL:	\$232,385,000	\$137,700,000		17,987	18,045	19,475	16,715	20,375	16,565	28,538

NC: No Change
M: Millage
WG: Weight & Gas Revenue

Major and Local Road Funds Summary

LOCAL ROADS

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures are shown in thousands of dollars.						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
Flemings Roseland Park	2,400,000	2,400,000	NC	2,400 M						
Tarabusi Roseland Gardens	2,400,000	2,400,000	NC	2,400 M						
Old Homestead 1 Pleasant Valley Farms 1 and 2	2,600,000	2,600,000	NC	2,600 M						
Oakland Hills Orchard	1,800,000	1,800,000	NC	1,800 M						
Fendt's Hilldale Subdivision - Bridgeman	700,000	700,000	NC	700 M						
Supervisor's Middlebelt & Ten Mile Road. Plat #2	1,900,000	1,900,000	NC	1,900 M						
Farmington Acres	1,200,000	1,200,000	NC	1,200 M						
Supervisor's Plat #13 - Sunnysdale	900,000	900,000	NC		900 M					
Farmington View Sub	615,000	615,000	NC		615 M					
Tarabusi Grand River Gardens (Concrete)	1,300,000	1,300,000	NC		1,300 M					
Westlake Subdivision (HMA)	1,800,000	1,800,000	NC		1,800 M					
Stone Creek Subdivision (Concrete)	700,000	700,000	NC		700 M					
Westlake Subdivision (Concrete)	8,000,000	8,000,000	NC		8,000 M					
Drake Farm Sub	500,000	500,000	NC			500 M				
SUB-TOTAL:	26,815,000	26,815,000	NC	13,000	13,315	500	0	0	0	0

NC: No Change

M: Millage

Major and Local Road Funds Summary

LOCAL ROADS (continued)

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures are shown in thousands of dollars.						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
Stone Creek Sub (HMA)	1,000,000	1,000,000	NC		1,000 M					
Fairway Hills	500,000	500,000	NC			500 M				
Grand River Homes Subdivision (HMA)	50,000	50,000	NC			50 M				
Richland Gardens Subdivision	6,500,000	6,500,000	NC			6,500 M				
Wedgewood Commons	3,600,000	3,600,000	NC			3,600 M				
Heritage Hills	10,650,000	10,650,000	NC				5,325 M	5,325 M		
Supervisor's Sub #8	800,000	800,000	NC				800 M			
Coventry	650,000	650,000	NC				650 M			
Woodland Trails Subdivision	1,500,000	1,500,000	NC				1,500 M			
Halsted Estates Condos	450,000	450,000	NC				450 M			
Franklin Forest Subdivision	1,200,000	1,200,000	NC				1,200 M			
Normandy Hills	2,120,000	2,120,000	NC				2,120 M			
Woodcreek Hills Subdivision	3,200,000	3,200,000	NC					3,200 M		
Supervisor's Plat of Quaker Valley Farms	2,600,000	2,600,000	NC					2,600 M		
Canterbury West	900,000	900,000	NC						900 M	
Franklin Oaks	700,000	700,000	NC						700 M	
Grand Gardens (Olde Town/Meadowbrook Heights)	450,000	450,000	NC						450 M	
PAGE 2 SUB-TOTAL:	\$36,870,000	\$36,870,000	NC		1,000	10,650	12,045	11,125	2,050	0
PAGE 1 SUB-TOTAL:	26,815,000	26,815,000	NC	13,000	13,315	500	0	0	0	0
TOTAL:	\$63,685,000	\$63,685,000	NC	13,000	14,315	11,150	12,045	11,125	2,050	0

NC: No Change

M: Millage

Major and Local Road Funds Summary

LOCAL ROADS (continued)

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures shown are in thousands of dollars.						
				2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	FUTURE
Arbor Park Subdivision	1,300,000	1,300,000	NC						1300 M	
Camelot Courts Subdivision	4,300,000	4,300,000	NC						4300 M	
Farm Meadows Subdivision	1,400,000	1,400,000	NC						1400 M	
Krave's Grand River Heights	3,300,000	3,300,000	NC							3300 M
Farmington Hills Subdivision	2,500,000	2,500,000	NC							2500 M
Meadowbrook Heights Subdivision	1,300,000	1,300,000	NC							1300 M
Country Corner	360,000	360,000	NC							360 M
Hunters Pointe Colony	500,000	500,000	NC							500 M
Grand River Homes	4,000,000	4,000,000	NC							4000 M
Willowbrook Commons	1,800,000	1,800,000	NC							1800 M
Woodstream Farms Subdivision	2,850,000	2,850,000	NC							2850 M
Barbizon Estates	2,000,000	2,000,000	NC							2000 M
PAGE 3 SUB-TOTAL:	\$25,610,000	\$25,610,000	NC						7,000	18,610
PAGE 2 SUB-TOTAL:	\$36,870,000	\$36,870,000	NC	0	1,000	10,650	12,045	11,125	2,050	0
PAGE 1 SUB-TOTAL:	26,815,000	26,815,000	NC	13,000	13,315	500	0	0	0	0
TOTAL:	\$89,295,000	\$89,295,000	NC	13,000	14,315	11,150	12,045	11,125	9,050	18,610

NC: No Change

M: Millage

INDUSTRIAL/COMMERCIAL ROADS

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures are shown in thousands of dollars.						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
Farmington Hills IRO Park North (Enterprise Ct.)	520,000	520,000	NC		520 WGM					
Farmington Interchange Industrial Park (Interchange Dr. & Ct.)	1,560,000	1,560,000	NC			1,560 WGM				
North Industrial Drive	1,100,000	1,100,000	NC				1,100 WGM			
Supervisor's Plat # 11 (Hathaway Street)	1,260,000	1,260,000	NC					1,260 WGM		
Farmington Freeway Industrial Park 3	2,850,000	2,850,000	NC						2,850 WGM	
Farmington Research & Industrial Lane Center (Indoplex Circle)	1,725,000	1,725,000	NC							1,725 WGM
Farmington Freeway Industrial Park, 2	1,250,000	1,250,000	NC							1,250 WGM
Farmington Freeway Industrial Park, 1	3,250,000	3,250,000	NC							3,250 WGM
TOTAL:	\$13,515,000	\$13,515,000	NC		520	1,560	1,100	1,260	2,850	6,225

NC: No Change

M: Millage

WG: Weight & Gas Revenue

DEFERRED SPECIAL ASSESSMENT FUND

Overview

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

Revenue Assumptions

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

Expenditures

There are no expenditures for FY 2019/20 other than annual audit fees.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- A minor increase of \$440 compared to the current budget is estimated for audit fees.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- A minor increase of \$290 compared to the current budget is estimated for audit fees.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Total Deferred Special Assessment Fund	\$300	\$300	\$310	\$750	\$600	\$600	\$600

Fund Number: 255

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1		52,986	52,997	53,159	53,159	53,209	53,109	53,009
REVENUES								
664-005	Interest Income	311	462	500	800	500	500	500
Total Revenues		311	462	500	800	500	500	500
EXPENDITURES								
996-003	Audit Fees	300	300	310	750	600	600	600
Total Expenditures		300	300	310	750	600	600	600
Revenues over/(under) Expenditures		11	162	190	50	(100)	(100)	(100)
FUND BALANCE AT JUNE 30		52,997	53,159	53,349	53,209	53,109	53,009	52,909

PARKS MILLAGE FUND

Overview

This Fund provides for the accounting and budgeting of the voter approved up to 0.50 mill special parks millage. Revenue is calculated by multiplying the eligible taxable value by the Headlee adjusted millage rate and reducing the figure for estimated tax captures 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 2018 which will run July 2019 – June 2029.

Revenue Assumptions

This Fund historically receives revenue from the special millage levy, industrial facilities tax payments and interest income. Beginning in FY 16/17, this Fund also received a reimbursement from the State of Michigan for the exemption of certain personal property taxes, per the State’s phased-in personal property tax reform. Overall tax revenue will increase by 3.4% in FY 19/20 from an increase in taxable value, partially offset by a Headlee Rollback of the millage, as shown below.

CITY OF FARMINGTON HILLS
PARKS & RECREATION MILLAGE

Ad Valorem

Real Property:

	FY 18/19	FY 19/20
Taxable Value (Excl. Ren Zone, Sr., Brownfield, CIA)	\$3,098,570,150	\$3,243,813,690
Millage Rate	0.4781	0.4745
Real Property Tax Levy	\$1,481,426	\$1,539,190

Personal Property:

Taxable Value (Excl. Ren Zone, Sr., Brownfield, CIA)	\$195,872,700	\$207,053,120
Millage Rate	0.4781	0.4745
Personal Property Tax Levy	\$93,647	\$98,247
Estimated Collections after Delinquencies	\$91,774	\$96,282

Total Ad Valorem	\$1,573,200	\$1,635,471
------------------	-------------	-------------

IFT

Real Property:

	FY 18/19	FY 19/20
Taxable Value (Excl. Ren Zone, Sr., Brownfield, CIA)	\$109,780	\$0
Millage Rate	0.2390	0.2372
Real Property Tax Levy	\$26	\$0

Personal Property:

Taxable Value (Excl. Ren Zone, Sr., Brownfield, CIA)	\$736,580	\$667,030
Millage Rate	0.2390	0.2372
Personal Property Tax Levy	\$176	\$158
Estimated Collections after Delinquencies	\$173	\$155

Total IFT	\$199	\$155
-----------	-------	-------

Parks Millage Fund

Expenditures

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

Fund Balance

Fund balance is projected to increase by \$50,076 to \$576,235 at June 30, 2020, which is 34.8% of Total Expenditures and Other Financing Uses.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$8,800 or 0.48% increase from the current budget primarily due to slightly lower than budgeted capital outlay expenditures.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$171,081 or 9.4% decrease from the FY 18/19 year-end projection and \$162,281 or 8.9% decrease from the FY 18/19 budget.
- The budget to budget decrease results from decreased capital outlay expenditures.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Total Parks Millage Fund	\$1,460,438	\$1,558,035	\$1,817,831	\$1,826,631	\$1,655,550	\$1,489,550	\$1,489,550

Parks Millage Fund

PARKS MILLAGE FUND

Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	568,188	650,495	705,904	705,904	526,159	576,235	841,380
REVENUES							
Special Levy	1,510,004	1,534,575	1,573,200	1,581,684	1,635,471	1,684,536	1,735,072
IFT Payments	252	224	199	202	155	160	164
LCSSA Reimb. of Exempt Pers. Propert	23,794	66,280	40,000	40,000	40,000	40,000	40,000
Interest on Investments	8,695	12,365	13,000	25,000	30,000	30,000	30,000
TOTAL REVENUES	1,542,745	1,613,444	1,626,399	1,646,886	1,705,626	1,754,695	1,805,236
EXPENDITURES							
Operations:							
Audit & Legal Fees	750	1,710	800	750	600	600	600
Portable Bathroom units	0	6,379	0	8,000	8,000	8,000	8,000
Park Maintenance	7,962	0	8,000	0	0	0	0
Players Barn Contract	23,100	23,100	23,100	23,100	23,100	23,100	23,100
Total Operations	31,812	31,189	31,900	31,850	31,700	31,700	31,700
Capital:							
Heritage Park	26,036	0	17,923	26,773	80,000	0	0
Athletic Fields	0	4,773	0	0	0	0	0
Equipment	78,888	140,502	240,686	240,686	196,000	0	0
Wayfinding Signs-Parks (Citywide)	0	0	0	0	40,000	0	0
Activities Center Improvements	15,852	73,721	219,472	219,472	0	150,000	150,000
Total Capital	120,776	218,996	478,081	486,931	316,000	150,000	150,000
Total Expenditures	152,588	250,185	509,981	518,781	347,700	181,700	181,700
OTHER FINANCING USES							
General Fund							
Park Maintenance/Operations	382,450	382,450	382,450	382,450	382,450	382,450	382,450
Nature Center	75,400	75,400	75,400	75,400	75,400	75,400	75,400
Youth Services	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Activities Center/Seniors	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Cultural Arts	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Facility/Programs	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Total Other Financing Uses	1,307,850	1,307,850	1,307,850	1,307,850	1,307,850	1,307,850	1,307,850
TOTAL EXPENDITURES AND							
OTHER FINANCING USES (OFU)	1,460,438	1,558,035	1,817,831	1,826,631	1,655,550	1,489,550	1,489,550
Revenues over/(under) Expenditures	82,307	55,409	(191,432)	(179,745)	50,076	265,145	315,686
FUND BALANCE AT JUNE 30	650,495	705,904	514,472	526,159	576,235	841,380	1,157,066
Fund Balance as a % of Expend/OFU	44.54%	45.31%	28.30%	28.80%	34.81%	56.49%	77.68%

Parks Millage Fund

CAPITAL PROJECT DETAIL

	FY 2018/19 Budget	FY 2018/19 Estimated	FY 2019/20 Budget
HERITAGE PARK			
Longacre	17,923	26,773	0
Heritage Park-Splash Pad Resurfacing	0	0	80,000
Total Heritage Park	17,923	26,773	80,000
EQUIPMENT			
Parks Equipment	240,686	240,686	196,000
Total Equipment	240,686	240,686	196,000
ACTIVITIES CENTER IMPROVEMENTS			
Costick Center-HVAC/Mechanical Upgrades	100,000	100,000	0
Costick Center - Senior Center Carpet Replacement	31,720	31,720	0
Costick Center-Replace Carpeting	60,000	60,000	0
Misc improvements	27,752	27,752	0
Total Activies Center Improvements	219,472	219,472	0
Parks (City-wide)-Trail and Wayfinding Signs	0	0	40,000
	0	0	40,000
TOTAL CAPITAL	478,081	486,931	316,000

NUTRITION GRANT FUND

Overview

The Nutrition Grant Fund provides meals to Farmington/Farmington Hills residents, 60 years and over and is funded primarily by Federal Grants from the U.S. Department of Health and Human Services passed through the Area Agency on Aging. The Federal Grants are subject to Federal compliance audits. The Senior Division of the Special Services Department provides nutrition services for both congregate (on site) meals offered at the Center for Active Adults located in the Costick Center, and to homebound older adults unable to prepare their own meals.

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

The Home Delivered Meal (HDM) program mandates the delivery of one hot meal on five or more days a week at least one meal per day, may consist of a hot meal, cold meal, frozen meal, shelf stable or supplemental foods. Six shelf stable meals are required to be in every HDM client's home in the event of an emergency that would prohibit the daily meal delivery. (i.e. inclement weather, power failure, etc. preventing the preparation and delivery of meals). All daily meals are delivered to the home by volunteers. Holiday Meals are prepared in the Costick Center Kitchen and delivered by staff and volunteers on Thanksgiving, Christmas and Easter Day. A total of 115,124 meals were served in FY 2017/18. A projection of 110,000 meals is estimated for the FY 2018/19 contract year.

Revenue Assumptions

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

Expenditures

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

Fund Balance

Fund balance is projected to be \$0 at June 30, 2020.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- A minor increase of \$1,000 from the current budget is expected due to increased homebound meals.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- A minor increase of \$1,000 from the FY 18/19 budget is expected due to increased homebound meals.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Total Nutrition Grant Fund	\$518,214	\$520,190	\$501,839	\$502,829	\$502,839	\$502,839	\$502,839

Nutrition Grant Fund

Nutrition Grant Fund

FUND NUMBER: 281

Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	0	0	0	0	0	0	0
REVENUES							
Federal Grant	329,017	311,744	298,503	298,503	298,503	298,503	298,503
Program Income	117,056	108,688	141,243	141,243	141,243	141,243	141,243
Interest Income	532	138	310	1,500	1,500	1,500	1,500
Local Match	26,904	29,371	27,283	27,283	27,283	27,283	27,283
Other Income - GF contribution	44,705	70,249	34,500	34,300	34,310	34,310	34,310
Total Revenues	518,214	520,190	501,839	502,829	502,839	502,839	502,839
EXPENDITURES							
Audit Fees	300	300	310	300	310	310	310
Congregate Meals	78,457	86,090	96,221	96,221	96,221	96,221	96,221
Homebound Meals	439,457	433,800	405,308	406,308	406,308	406,308	406,308
Total Expenditures	518,214	520,190	501,839	502,829	502,839	502,839	502,839
Revenues over/(under) Expenditures	0	0	0	0	0	0	0
FUND BALANCE AT JUNE 30	0	0	0	0	0	0	0

PUBLIC SAFETY MILLAGE FUND

In November 2015 voters passed a renewal of the 1.4764 millage. This renewal became effective in July 2016 and expires June 30, 2026. An additional 1.70 mills was approved by the electorate in 2011, effective in July 2012 and expires June 30, 2022. Revenue is calculated by multiplying the eligible taxable value by the Headlee adjusted millage rate and reducing the figure for estimated tax captures and delinquent taxes.

Revenue Assumptions

This Fund historically receives revenue from the special millage levy, industrial facilities tax payments and interest income. Beginning in FY 16/17, this Fund also received a reimbursement from the State of Michigan for the exemption of certain personal property taxes, per the State's phased-in personal property tax reform. Overall tax revenue will increase by approximately 3.9% in FY 19/20 from an increase in taxable value, partially offset by a Headlee Rollback of the millage, as shown below.

CITY OF FARMINGTON HILLS PUBLIC SAFETY MILLAGE

Ad Valorem

	FY 18/19	FY 19/20
<u>Real Property:</u>		
Taxable Value (Excl. Ren Zone, Sr., Brownfield., CIA)	\$3,098,570,150	\$3,243,813,690
Millage Rate	3.1118	3.0886
Real Property Tax Levy	\$9,642,131	\$10,018,843
<u>Personal Property:</u>		
Taxable Value (Excl. Ren Zone, Sr., Brownfield., CIA)	\$195,872,700	\$207,053,120
Millage Rate	3.1118	3.0886
Personal Property Tax Levy	\$609,517	\$639,504
Estimated Collections after Delinquencies	\$597,327	\$626,715
Total Ad Valorem	\$10,239,458	\$10,645,558

IFT

	FY 18/19	FY 19/20
<u>Real Property:</u>		
Taxable Value (Excl. Ren Zone, Sr., Brownfield., CIA)	\$109,780	\$0
Millage Rate	1.5559	1.5443
Real Property Tax Levy	\$171	\$0
<u>Personal Property:</u>		
Taxable Value (Excl. Ren Zone, Sr., Brownfield., CIA)	\$736,580	\$667,030
Millage Rate	1.5559	1.5443
Personal Property Tax Levy	\$1,146	\$1,030
Estimated Collections after Delinquencies	\$1,123	\$1,009
Total IFT	\$1,294	\$1,009

Public Safety Millage

Expenditures

The public safety millage funds the following expenditures in FY 2019/20:

Police

- 35 sworn police officers
- 5 full-time police dispatchers - required for the delivery of Emergency Medical Dispatch services
- 1 full-time civilian police dispatch supervisor

Fire

- 1 Fire Chief
- 1 Deputy Chief (Fire)
- 4 Battalion Chiefs
- 4 Shift Lieutenants (Fire)
- 6 Shift Sergeants (Fire)
- 17 Full-time fire fighters (Career)
- 1 EMS Coordinator
- 4.83 FTE Paid Callback Fire Fighters

Fund Balance

Fund Balance is projected to be approximately \$1.7 million or 14.7% of expenditures at June 30, 2020. The \$472,705 reduction in fund balance is due to planned appropriations for Public Safety purposes, while maintaining an adequate fund balance available for emergencies and/or revenue shortfalls.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$15,597 or 0.15% decrease from the current budget.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$783,670 or 7.4% increase from the FY 18-19 year-end projection and \$768,073 or 7.3 % increase from the FY 18-19 budget.
- The budget to budget increase results from more personnel expenditures for both the Police and Fire Departments along with increased capital outlay expenditures.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Total Public Safety Fund	\$10,759,979	\$10,468,222	\$10,551,200	\$10,535,603	\$11,319,273	\$11,380,035	\$11,697,461

Public Safety Millage

PUBLIC SAFETY MILLAGE

FUND NUMBER: 205

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1		3,103,093	2,367,544	2,132,321	2,132,321	2,140,525	1,667,820	1,428,749
REVENUES								
403-005	Public Safety Millage	9,813,206	9,974,447	10,239,786	10,249,112	10,645,558	10,964,925	11,293,873
403-031	IFT Payments	1,639	1,457	1,294	1,316	1,009	1,040	1,071
574-001	LCSSA Reimb. of Exempt Pers. Property	154,811	168,361	100,000	168,379	100,000	100,000	100,000
664-005	Interest Income	54,774	88,735	80,000	125,000	100,000	75,000	75,000
TOTAL REVENUES		10,024,430	10,232,999	10,421,080	10,543,807	10,846,568	11,140,965	11,469,944
EXPENDITURES								
(445) REIMBURSEMENTS TO GENERAL FUND								
300	Police Department							
	Salaries and Wages	5,061,093	5,085,544	5,275,000	5,149,211	5,449,526	5,630,129	5,744,434
	Audit Fees	550	550	600	550	500	525	550
970-058	Capital Outlay	240,318	0	0	0	316,000	0	0
Total Police Department		5,301,961	5,086,094	5,275,600	5,149,761	5,766,026	5,630,654	5,744,984
337	Fire Department							
	Salaries and Wages	5,270,138	5,301,147	5,275,000	5,341,292	5,552,747	5,748,856	5,951,927
	Audit Fees	550	550	600	550	500	525	550
970-058	Capital Outlay	187,330	80,431	0	44,000	0	0	0
Total Fire Department		5,458,018	5,382,128	5,275,600	5,385,842	5,553,247	5,749,381	5,952,477
TOTAL EXPENDITURES		10,759,979	10,468,222	10,551,200	10,535,603	11,319,273	11,380,035	11,697,461
Excess Revenues over Expenditures		(735,549)	(235,222)	(130,120)	8,204	(472,705)	(239,070)	(227,517)
FUND BALANCE AT JUNE 30		2,367,544	2,132,321	2,002,201	2,140,525	1,667,820	1,428,749	1,201,232
Fund Balance as a % of Expenditures		22.00%	20.37%	18.98%	20.32%	14.73%	12.55%	10.27%

Capital Outlay

Fund Number: 205

Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
970					Quantity	Amount
Marked Police Vehicles						
	4	Marked Ford Interceptor SUV	30,124	120,496	4	120,496
	1	Marked Chevy Tahoe SUV	37,158	37,158	1	37,158
		Equipment for Marked Vehicles		30,000		30,000
		Vehicle Decommission & Construction		39,000		39,000
Unmarked Police Vehicles						
	1	DEA Surveillance - SUV	25,416	25,416	1	25,416
	1	SONIC Surveillance - Pickup	36,000	36,000	1	36,000
	1	Arson Investigation - Pickup	27,930	27,930	1	27,930
CAPITAL OUTLAY TOTAL				316,000		316,000

FEDERAL FORFEITURE FUND

Overview

This Fund was established in 2007, to comply with the guidelines of the Uniform Budgeting Act of 1978. It obtains its funding from the distribution of forfeited assets seized in drug arrests under federal statutes. Its forfeiture funds are considered Federal Grants for purposes of compliance with Federal Grant regulations.

Revenue Assumptions

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

Expenditures

In FY 2019/20, available resources will be utilized to:

- Replace the radio system replacement in the Police Department;
- Fund drug education;
- Fund other necessary expenditures not available in the Department's General Fund base budget.

Fund Balance

Fund balance is projected to be \$131,565 at June 30, 2020. The \$380,232 reduction in fund balance is due to an agency requirement to not budget for revenue, therefore, all budgeted expenditures are covered by available fund balance.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$237,275 or 88% decrease from the current budget.
- The increase results primarily from lower than budgeted capital outlay expenditures for equipment.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$352,767 increase from the FY 18/19 year-end projection, and \$115,492 or 42.8% increase from the FY 18/19 budget.
- The budget to budget increase results primarily from increased operating supplies and professional and contractual costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Total Federal Forfeiture Fund	\$191,401	\$177,555	\$269,740	\$32,465	\$385,232	\$30,350	\$30,450

Federal Forfeiture Fund

FEDERAL FORFEITURE FUND

FUND NUMBER: 213

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	345,476	307,853	485,681	485,681	511,797	131,565	101,215
REVENUES							
013 Federal Forfeiture	150,091	348,820	0	0	0	0	0
015 Miscellaneous Income	922	0	0	2,925	0	0	0
664 Interest Income	2,765	6,563	0	11,000	5,000	0	0
Total Revenues	153,777	355,383	0	13,925	5,000	0	0
OTHER FINANCING SOURCES							
Transfer from General Fund	0	0	0	44,656	0	0	0
Total Other Financing Sources	0	0	0	44,656	0	0	0
TOTAL REVENUES AND OTHER FINANCING SOURCES	153,777	355,383	0	58,581	5,000	0	0
EXPENDITURES							
(740) OPERATING SUPPLIES							
008 Drug Education	0	0	1,200	0	1,100	1,000	1,000
009 Evidence Lab Supplies	0	4,125	0	0	8,000	0	0
018 Ammunition & Weapons	0	6,570	6,056	6,065	20,542	6,000	6,000
019 Uniform	1,994	3,755	11,000	20,000	55,500	10,000	10,000
040 Miscellaneous	4,642	6,135	0	0	8,750	8,750	8,750
Category Total	6,636	20,585	18,256	26,065	93,892	25,750	25,750
(801) PROFESSIONAL & CONTRACTUAL							
001 Conferences and Workshops	1,270	805	0	0	0	0	0
006 Vehicle Maintenance	37,477	7,896	1,059	0	35,840	0	0
013 Education & Training	3,900	100	0	0	1,000	0	0
021 Audit Fee	400	400	425	6,400	4,500	4,600	4,700
023 Data Processing	12,995	0	0	0	0	0	0
Category Total	56,042	9,200	1,484	6,400	41,340	4,600	4,700
(970) CAPITAL OUTLAY							
002 Equipment	12,948	11,500	250,000	0	250,000	0	0
015 Automotive & Auto Equipment	115,775	136,269	0	0	0	0	0
Category Total	128,723	147,769	250,000	0	250,000	0	0
TOTAL EXPENDITURES AND OTHER FINANCING USES	191,401	177,555	269,740	32,465	385,232	30,350	30,450
Revenues over/(under) Expenditures	(37,623)	177,828	(269,740)	26,116	(380,232)	(30,350)	(30,450)
FUND BALANCE AS OF JUNE 30	307,853	485,681	215,941	511,797	131,565	101,215	70,765
Fund Balance as a % of Total Expenditures and Other Financing Uses	160.84%	273.54%	80.06%	1576.46%	34.15%	333.49%	232.40%

Federal Forfeiture Fund

CAPITAL OUTLAY

Fund Number: 213

Acct.		Unit	Budget	<u>Manager's Budget</u>	
970	Quantity	Item Description	Request	Quantity	Amount
002		EQUIPMENT			
		Complete Radio System Replacement	250,000		250,000
		CAPITAL OUTLAY TOTAL	<u>250,000</u>		<u>250,000</u>

STATE FORFEITURE FUND

Overview

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

Revenue Assumptions

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

Expenditures

In FY 2019/20, available resources will be utilized to:

- Upgrade the communications/dispatch section of the public safety department.
- Purchase police operating supplies (e.g. ammunition).
- Provide police education and training.

Fund Balance

Fund balance is projected to be \$103,909 at June 30, 2020. The \$295,450 reduction in fund balance is due to an agency requirement to not budget for revenue, therefore, all budgeted expenditures are covered by available fund balance.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$267,218 or 77.2% decrease from the current budget.
- The increase results primarily from lower than budgeted capital outlay expenditures.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$221,333 or 280% increase from the FY 18/19 year-end projection and \$45,885 or 13.3% decrease from the FY 18/19 budget.
- The budget to budget decrease results primarily from decreased capital outlay expenditures.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Total State Forfeiture Fund	\$83,652	\$26,955	\$346,335	\$79,117	\$300,450	\$50,470	\$25,450

State Forfeiture Fund

STATE FORFEITURE FUND

FUND NUMBER: 214

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	183,544	426,574	471,476	471,476	399,359	103,909	58,439
REVENUES							
010 Auction	7,914	0	0	0	0	0	0
014 State Forfeiture	315,461	56,781	0	0	0	0	0
015 Miscellaneous	0	11,638	0	0	0	0	0
025 Sale of Fixed Assets	208	0	0	0	0	0	0
664 Interest Income	3,100	3,437	0	7,000	5,000	5,000	5,000
TOTAL REVENUE	326,682	71,856	0	7,000	5,000	5,000	5,000
EXPENDITURES							
(740) OPERATING SUPPLIES							
008 Drug Education	850	600	1,100	1,100	1,100	1,100	1,100
012 Training Expense	0	2,194	0	0	0	0	0
018 Ammunition & Weapons	12,586	388	15,100	15,100	15,100	15,100	5,000
019 Uniform	5,000	10,218	4,000	4,000	4,000	4,000	4,000
040 Miscellaneous	10,863	3,476	17,225	18,950	18,950	18,950	10,000
Total Operating Supplies	29,299	16,876	37,425	39,150	39,150	39,150	20,100
(801) PROFESSIONAL & CONTRACTUAL							
013 Education & Training	53,953	0	11,000	11,000	11,000	11,000	5,000
021 Audit Fees	400	400	425	400	300	320	350
070 Crime Prevention	0	464	0	0	0	0	0
Total Professional & Contractual	54,353	864	11,425	11,400	11,300	11,320	5,350
(970) CAPITAL OUTLAY							
002 Equipment	0	0	293,000	24,082	250,000	0	0
036 Building Improvements	0	9,215	4,485	4,485	0	0	0
Total Capital Outlay	0	9,215	297,485	28,567	250,000	0	0
TOTAL EXPENDITURES	83,652	26,955	346,335	79,117	300,450	50,470	25,450
TOTAL EXPENDITURES AND OTHER FINANCING USES	83,652	26,955	346,335	79,117	300,450	50,470	25,450
Revenues over/(under) Expenditures	243,030	44,902	(346,335)	(72,117)	(295,450)	(45,470)	(20,450)
FUND BALANCE AS OF JUNE 30	426,574	471,476	125,141	399,359	103,909	58,439	37,989
Fund Balance as a % of Total Expenditures and Other Financing Uses	509.94%	1749.15%	36.13%	504.77%	34.58%	115.79%	149.27%

Capital Outlay

Fund Number: 214

Acct.	Budget Request	Manager's Budget Quantity Amount
970 Item Description		
002 EQUIPMENT		
Communications Section Workstation Replacement/Upgrade	250,000	250,000
CAPITAL OUTLAY TOTAL	250,000	250,000

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

Overview

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

Revenue Assumptions

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

Expenditures

In FY 2019/20, approximately 15 homes will be rehabilitated at a cost of \$132,489 as part of the Housing Rehabilitation Program.

Fund Balance

Fund balance is projected to be \$0 at June 30, 2020.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$2,488 or 0.73% decrease from the current budget. The decrease is small and reflects the program operating on budget.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$154,688 or 45.8% increase from the FY 18/19 year-end projection, and \$152,200 or 44.7% increase from the FY 18/19 budget.
- The budget to budget increase results a new Capital Improvement project in FY 2019/20 partially offset by less housing rehabilitation costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Total Community Development Block Grant Fund	\$398,492	\$401,696	\$340,278	\$337,790	\$492,478	\$379,295	\$379,295

Community Development Block Grant Fund

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

FUND NUMBER: 275

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	0	0	0	0	0	0	0
REVENUES							
Community Development Block Grant	315,551	181,738	305,278	272,290	442,478	344,295	344,295
Housing Rehabilitation Program Loan Receipts	82,941	219,958	35,000	65,500	50,000	35,000	35,000
Total Revenues	398,492	401,696	340,278	337,790	492,478	379,295	379,295
EXPENDITURES							
ADMINISTRATION							
Salaries & Wages	15,012	17,221	30,500	30,250	30,500	32,050	31,950
Fringe Benefits	15,534	18,725	15,000	22,022	15,000	15,000	15,000
Rehab Programs	44,780	44,500	44,800	44,800	44,800	44,800	44,800
Supplies	20	0	100	100	100	100	100
Conferences & Workshops	610	275	800	500	800	800	800
Memberships & Dues	3,840	3,840	1,400	3,540	3,540	3,540	3,540
Education & Training	30	219	600	500	600	600	600
Legal Notices	474	1,770	1,400	1,200	1,500	1,500	1,500
South Oakland Shelter	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Haven	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Audit Fees	6,000	6,250	6,150	6,400	6,150	4,600	4,700
Common Ground	2,000	2,500	2,500	2,500	2,500	2,500	2,500
Category Total	101,300	108,300	116,250	124,812	118,490	118,490	118,490
CAPITAL OUTLAY							
Housing Rehab. Grants	20,867	100,357	40,000	40,000	50,000	80,000	80,000
Housing Rehabilitation	141,500	173,762	149,028	172,978	23,988	145,805	145,805
Housing Rehab. Income Est.	0	0	35,000	0	50,000	35,000	35,000
Capital Projects	52,930	19,277	0	0	250,000	0	0
Category Total	215,297	293,396	224,028	212,978	373,988	260,805	260,805
Total Expenditures	316,597	401,696	340,278	337,790	492,478	379,295	379,295
OTHER FINANCING USES							
Transfers to Other Funds							
Capital Improvement Fund	81,895	0	0	0	0	0	0
Total Other Financing Uses	81,895	0	0	0	0	0	0
TOTAL EXPENDITURES AND OTHER FINANCING USES	398,492	401,696	340,278	337,790	492,478	379,295	379,295
Excess Revenue over Expenditures	0	0	0	0	0	0	0
FUND BALANCE AT JUNE 30	0	0	0	0	0	0	0

DEBT SERVICE FUNDS

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

General Debt Service Fund

This Fund was established in FY 1994/95 for all the debt service payments to be funded with local property tax revenue. The bond issues to be serviced by this Fund fall into the following categories: G.O. Tax Limited Capital Improvement Bonds, Storm Drain Bonds, Highway Bonds, and Building Authority Bonds, although the service of the Building Authority Bonds is just a pass through from the General Fund to the Building Authority Debt Service Fund. Bonds are payable on the City-at-large share of Local Road SAD's through 2027, and the Golf Club through 2031.

Building Authority Debt Service Fund

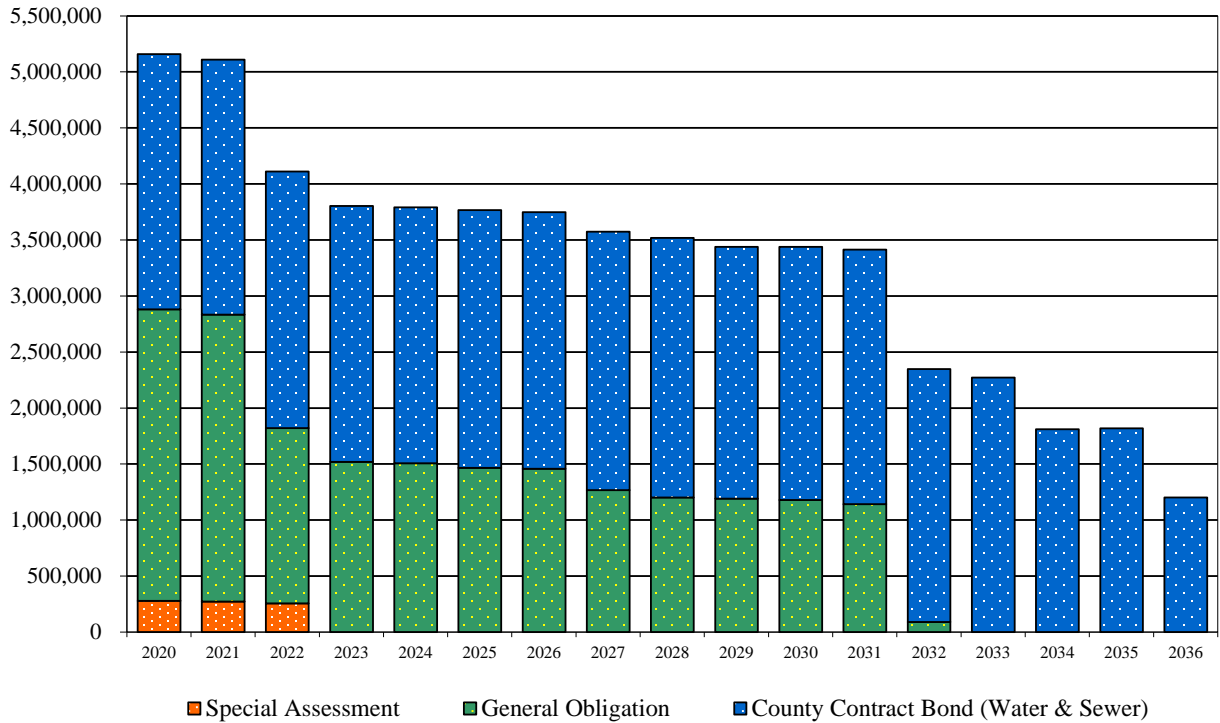
The City of Farmington Hills Building Authority is a financing vehicle utilized in Michigan to finance facilities through the issuance of bonded debt. This separate Authority issues debt, builds the facility and enters into lease agreements for the facilities with the community. The annual lease payments are in amounts equal to the annual debt service requirements. The operating tax levy support for debt service is budgeted in the General Fund and appropriated ultimately to the Building Authority Debt Service Fund. Lease payments are made to the Building Authority and the Building Authority renders payment to the bond paying agent. The City is currently financing the 47th District Court Facility through the City of Farmington Hills Building Authority.

Local Road Special Assessment Debt Service Fund

This Fund has historically been used to accumulate special assessment collections to be used to pay debt service costs for bonds issued for specific improvements that benefit property owners and to account for the construction activity for local road improvements that benefit property owners, as well as to pay back special assessment loans from the Special Assessment Revolving Fund. As of FY 2015/16, all new special assessment districts were accounted for in the Local Road Fund. As of FY 19/20, special assessments for local roads have been eliminated. This Fund will continue to account for special assessment paybacks to the SAD Revolving Fund for SAD's confirmed prior to FY 2015/16. Once all the assessments have been received and the loans have been paid back, then this Debt Service Fund will only account for the payment of special assessment debt service, and related miscellaneous expenditures.

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 Existing Debt Service (as of June 30, 2019)
for Fiscal Years Ending June 30, 2019 - 2036



Debt Service Funds

DEBT SERVICE FUNDS SUMMARY

	General Debt Service Fund #301	Building Authority Debt Fund #662	Local Road SAD Debt Fund #813	Total Debt Service Funds
FUND BALANCE AT JULY 1, 2019	\$146,429	\$253	\$1,545,425	\$1,692,107
REVENUES				
Interest Income	10,000	0	10,000	20,000
Intergovernmental Revenues	241,005	0	0	241,005
Total Revenues	251,005	0	10,000	261,005
EXPENDITURES				
Bond Principal Payments	445,000	995,000	785,000	2,225,000
Interest and Fiscal Charges	598,713	36,418	27,531	662,662
Refunds	0	0	488,372	488,372
Miscellaneous	3,300	750	3,000	7,050
Total Expenditures	1,047,013	1,032,168	1,303,903	3,383,084
Revenues over/(under) Expenditures	(796,008)	(1,032,168)	(1,293,903)	(3,122,079)
OTHER FINANCING SOURCES AND USES				
Transfers In				
-General Fund	1,800,000	0	0	1,800,000
-Local Road Fund	81,600	0	0	81,600
-General Debt Fund	0	1,032,000	0	1,032,000
Total Transfers In	1,881,600	1,032,000	0	2,913,600
Transfers Out				
-SAD Revolving Fund	0	0	(251,522)	(251,522)
-Building Authority Fund	(1,032,000)	0	0	(1,032,000)
Total Transfers out	(1,032,000)	0	(251,522)	(1,283,522)
Total Other Financing Sources and Uses	849,600	1,032,000	(251,522)	1,630,078
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses				
	53,592	(168)	(1,545,425)	(1,492,001)
FUND BALANCE AT JUNE 30, 2020	\$200,021	\$85	\$0	\$200,106

Debt Service Funds

GENERAL DEBT SERVICE FUND

FUND NUMBER: 301

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	162,194	144,141	137,329	137,329	146,429	200,021	160,173
REVENUES							
(664) Interest Income	7,103	3,278	2,000	10,000	10,000	10,000	10,000
(655) Contribution from Farmington - Court	143,837	161,010	159,005	159,005	159,005	159,005	0
(655) District Court Building Fund	74,087	80,109	81,000	82,000	82,000	82,000	0
Total Revenues	225,027	244,397	242,005	251,005	251,005	251,005	10,000
OTHER FINANCING SOURCES							
(676) Transfers From Other Funds:							
General Fund	1,386,391	1,422,162	1,282,046	1,282,046	1,800,000	2,900,000	2,100,000
Local Road Fund	79,950	83,800	82,900	82,900	81,600	85,163	88,438
(695) Proceeds from Bond Sale	3,805,000	0	0	0	0	0	0
	5,271,341	1,505,962	1,364,946	1,364,946	1,881,600	2,985,163	2,188,438
TOTAL REVENUES AND OTHER FINANCING SOURCES	5,496,368	1,750,359	1,606,951	1,615,951	2,132,605	3,236,168	2,198,438
EXPENDITURES							
GENERAL DEBT ISSUES:							
(990) Interest:							
2012 G.O. Limited Capital Impr. Bonds	20,050	18,800	17,400	17,700	16,400	14,963	13,238
2013 Golf Refunding Bond	188,913	182,363	172,913	173,413	162,313	150,913	140,963
2019 G.O. Limited Capital Impr. Bonds	0	0	0	0	420,000	711,000	694,000
Total	208,963	201,163	190,313	191,113	598,713	876,876	848,201
(995) Principal:							
2012 G.O. Limited Capital Impr. Bonds	60,000	65,000	65,000	65,000	65,000	70,000	75,000
2013 Golf Refunding Bond	315,000	360,000	360,000	360,000	380,000	425,000	415,000
2019 G.O. Limited Capital Impr. Bonds	0	0	0	0	0	880,000	895,000
Total	375,000	425,000	425,000	425,000	445,000	1,375,000	1,385,000
TOTAL GENERAL DEBT	583,963	626,163	615,313	616,113	1,043,713	2,251,876	2,233,201
(996) Miscellaneous/Audit Expense	900	900	2,000	1,100	3,300	3,450	3,400
Bond Issuance Costs	39,498	0	0	0	0	0	0
Total Expenditures	624,361	627,063	617,313	617,213	1,047,013	2,255,326	2,236,601

Debt Service Funds

GENERAL DEBT SERVICE FUND

FUND NUMBER: 301

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
OTHER FINANCING USES								
(905)	Contribution to Building Authority							
	Interest:							
	Refunding Bond - 2003 DPW/Fire	12,000	4,050	0	0	0	0	0
	47th District Court - Refunding	118,200	60,159	48,638	48,638	36,418	20,000	0
	Total	130,200	64,209	48,638	48,638	36,418	20,000	0
	Principal:							
	Refunding Bond - 2003 DPW/Fire	195,000	195,000	0	0	0	0	0
	47th District Court - Refunding	800,000	870,000	940,000	940,000	995,000	1,000,000	0
	Total	995,000	1,065,000	940,000	940,000	995,000	1,000,000	0
	Miscellaneous/Audit Expense	900	900	1,000	1,000	582	0	0
	Total Contribution to Building Auth.	1,126,100	1,130,109	989,638	989,638	1,032,000	1,020,690	0
	Transfer to Escrow Agent	3,763,960	0	0	0	0	0	0
	Total Other Financing Uses	4,890,060	1,130,109	989,638	989,638	1,032,000	1,020,690	0
TOTAL EXPENDITURES AND OTHER FINANCING USES		5,514,421	1,757,171	1,606,951	1,606,851	2,079,013	3,276,016	2,236,601
	Revenues Over/(Under) Expenditures	(18,052)	(6,812)	0	9,100	53,592	(39,848)	(38,163)
	FUND BALANCE AT JUNE 30	144,141	137,329	137,329	146,429	200,021	160,173	122,010

Debt Service Funds

BUILDING AUTHORITY FUND

FUND NUMBER: 662

Acct. No.	Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1		150	152	153	153	253	85	0
REVENUES								
(664)	Interest Income	2	1	0	0	0	0	0
	Total Revenues	2	1	0	0	0	0	0
OTHER FINANCING SOURCES								
Transfers from Other Funds:								
(301)	General Debt Service Fund	1,126,100	1,130,109	989,638	989,638	1,032,000	1,020,690	0
	Total Other Financing Sources	1,126,100	1,130,109	989,638	989,638	1,032,000	1,020,690	0
TOTAL REVENUES AND OTHER FINANCING SOURCES		1,126,102	1,130,110	989,638	989,638	1,032,000	1,020,690	0
EXPENDITURES								
	Bond Principal	995,000	1,065,000	940,000	940,000	995,000	1,000,000	0
	Bond Interest:							
	Refunding -DPW/Fire	12,000	4,050	0	0	0	0	0
	47th District Court - Refunding	118,200	60,159	48,638	48,638	36,418	20,000	0
	Total Interest	130,200	64,209	48,638	48,638	36,418	20,000	0
	Total Debt Service	1,125,200	1,129,209	988,638	988,638	1,031,418	1,020,000	0
	Audit Fees	900	900	925	900	750	775	
TOTAL EXPENDITURES		1,126,100	1,130,109	989,563	989,538	1,032,168	1,020,775	0
TOTAL EXPENDITURES AND OTHER FINANCING USES		1,126,100	1,130,109	989,563	989,538	1,032,168	1,020,775	0
Revenues Over/(Under) Expenditures		2	1	75	100	(168)	(85)	0
FUND BALANCE AT JUNE 30		152	153	228	253	85	0	0

Debt Service Funds

LOCAL ROAD SPECIAL ASSESSMENT DEBT SERVICE FUND

FUND NUMBER: 813

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	2,113,034	2,094,668	1,994,366	1,994,366	1,545,425	0	0
REVENUES							
672-001 Special Assessment Principal	768,805	687,048	543,797	525,431	0	0	0
672-002 Investment Earnings	22,183	32,270	50,630	40,000	10,000	0	0
672-003 Special Assessment Interest	109,032	75,137	75,855	52,913	0	0	0
Total Revenue	900,020	794,455	670,282	618,344	10,000	0	0
EXPENDITURES							
996-001 Debt Service (P&I)	461,457	295,637	1,241,001	285,788	812,531	0	0
996-003 Auditing Fees	9,075	8,120	9,500	4,375	3,000	0	0
996-009 Refunds	0	0	0	236,705	488,372	0	0
Total Expenditures	470,532	303,757	1,250,501	526,868	1,303,903	0	0
Excess or Revenue (Under)/Over Expenditures	429,488	490,698	(580,219)	91,476	(1,293,903)	0	0
OTHER FINANCING SOURCES/(USES)							
Transfers (to) from Other Funds							
Revolving SAD Fund (net)	(608,173)	(591,000)	(540,417)	(540,417)	(251,522)	0	0
Local Roads Fund	160,319	0	955,213	0	0	0	0
Total Other Financing Sources/(Uses)	(447,854)	(591,000)	414,796	(540,417)	(251,522)	0	0
Net Change in Fund Balance	(18,366)	(100,303)	(165,423)	(448,941)	(1,545,425)	0	0
FUND BALANCE AT JUNE 30	2,094,668	1,994,366	1,828,943	1,545,425	0	0	0

Debt Service Funds

**CALCULATION OF DEBT LEVY FY 2019/20
GENERAL DEBT SERVICE FUND**

<i>Description of Debt</i>	<i>Fund Servicing Debt</i>	<i>Final Maturity</i>	<i>Debt Outstanding Year Ended 6/30/19</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>	<i>Millage*</i>
Building Authority Issues:							
47th District							
Court Refunding	Building Authority	20-21	1,995,000	995,000	36,418	1,031,418	
Farmington Hills Court Debt			1,995,000	995,000	36,418	1,031,418	0.2989
Less Farmington's Share				(153,391)	(5,614)	(159,005)	(0.0461)
Less Contributions - Court Bldg. Fund				(79,105)	(2,895)	(82,000)	(0.0238)
Net Debt Levy				762,504	27,909	790,413	0.2290
Total Building Authority Issues			1,995,000	762,504	27,909	790,413	0.2290
Farmington Hills Golf Club:		30-31	5,410,000	380,000	162,313	542,313	0.1572
Capital Improvement Bonds - City Share of SAD		26-27	610,000	65,000	16,400	81,400	0.0236
2019 G.O. Limited Capital Impr. Bonds					420,000	420,000	0.1217
Miscellaneous Expenditures						3,882	
Local Road Fund						(81,600)	
Interest Earnings						(10,000)	
Fund Balance Contribution						53,592	
						(34,126)	(0.0099)
GRAND TOTAL			8,015,000	1,207,504	206,622	1,800,000	0.5216
			<u>Net</u>	<u>Debt</u>			
			<u>Amount</u>	<u>Millage</u>			
	DEBT LEVY:		<u>1,800,000</u>	<u>0.5216</u>			
	Taxable Value less Ren.Zone		3,450,866,810				

* Debt issued prior to the State Constitutional Amendment in December, 1978, or approved by the vote of the electorate since that time, is exempt from Charter Millage Limitation. Debt issued without a vote of the electorate since then is subject to Charter Millage Limitations. All current bond issues and related debt service is subject to the Charter limits.

Debt Service Funds

DEBT SUMMARY FY 2019/20

Description of Existing Debt	Fund Servicing Debt	Existing Debt Outstanding		Interest	Total
		at June 30, 2019	Principal		
General Obligation:					
Farmington Golf Club	Debt Service	5,410,000	380,000	161,813	541,813
Local Roads - City	Debt Service	610,000	65,000	16,100	81,100
Local Roads - Assesseees	Special Assessment	8,325,000	740,000	208,013	948,013
Building Authority Bonds	Debt Service	1,995,000	955,000	35,918	990,918
County Contract Bonds	* Water and Sewer	29,905,732	1,527,255	751,151	2,278,406
Special Assessment Bonds	Special Assessment	785,000	265,000	14,988	279,988
TOTAL		47,030,732	3,932,255	1,187,983	5,120,238

* Included in the City's Water and Sewer Funds

**STATEMENT OF LEGAL DEBT MARGIN
AS OF JUNE 30, 2019**

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

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

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

2019 State Equalized Value (SEV)		<u>\$4,407,606,380</u>
Debt Limited (10% of State Equalized Valuation and Equivalent)		440,760,638
Amount of Outstanding Debt *	47,030,732	
Less:		
Special Assessment Bonds	785,000	46,245,732
LEGAL DEBT MARGIN		<u>\$394,514,906</u>
 Percentage of Legal Debt Limit Utilized		 10.49%

* Inclusive of Water and Sewer Funds Debt.

CAPITAL PROJECTS FUNDS

Capital Projects Funds are maintained to account for financial resources that are restricted, committed or assigned to expenditures for capital outlays; including the acquisition or construction of major capital facilities or outlays, other than those of Roads funded by Gas & Weight Taxes/Millage, Parks & Recreation, Forfeiture Funds, and Water & Sewer Utilities, which are accounted for in separate Special Revenue and Enterprise Funds. Budget Funds in this group include:

- **The Capital Improvement Fund**, which is a major Fund by the criteria of GASB 34 and is used to account for the development of capital projects, facilities and equipment.
- **The Community Center Renovations Fund**, which was established in 2018 and is used to account for the acquisition and renovations to the Community Center.
- **The Golf Course Capital Improvement Fund**, which was established in 1992 and is used to account for the acquisition of golf course equipment and capital improvements.
- **The Special Assessment Revolving Fund**, which was established in 1986 to utilize assessments for construction advances, loans to SAD's, the City's contribution to SAD's, the elimination of SAD deficits, and for ongoing repairs and maintenance to SAD's.

The following summarizes the City's CIP requests for the Capital Project Funds (without the costs from non-City funding sources):

CIP (Non-Roads/Non-Utilities) Summary 2019/20- 2024/25

DEPARTMENT	Primarily Funded by an Appropriation from the General Fund.						
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
Public Facilities	\$1,721	\$1,722	\$1,783	\$1,105	\$1,075	\$1,075	\$1,000
Tech & Comm	1,200	1,050	1,000	600	600	600	0
Parks & Recreation	20,491	198	260	478	143	188	9,500
Fire Equipment	1,052	943	1,250	1,334	994	630	0
DPW Equipment	879	830	832	943	840	886	0
Drainage	2,278	3,316	3,114	2,114	3,969	2,376	9,532
Sidewalks	260	735	370	676	675	420	6,026
TOTALS:	\$27,881	\$8,794	\$8,609	\$7,250	\$8,296	\$6,175	\$26,058

*Cost figures shown are in thousands of dollars

CAPITAL PROJECTS FUNDS SUMMARY

	Capital Improvement Fund #404	Community Center Renovations Fund #406	Golf Course Capital Improv. Fund #412	Special Assessment Revolving Fund #247	Total Capital Project Funds
FUND BALANCE AT JULY 1, 2019	\$612,303	\$9,900	\$28,118	\$3,199,233	\$3,849,553
REVENUES					
Sales, Fees & Other	0	0	25,882	0	25,882
Interest Income	50,000	50,000	200	40,000	140,200
Total Revenues	50,000	50,000	26,082	40,000	166,082
EXPENDITURES					
Public Facilities	1,751,000	20,000,000	0	0	21,751,000
Drainage	1,867,000	0	0	0	1,867,000
Sidewalks	350,000	0	0	0	350,000
Equipment	3,552,500	0	54,000	0	3,606,500
Administration & Miscellaneous	1,500	500	200	240	2,440
Total Expenditures	7,522,000	20,000,500	54,200	240	27,576,940
Revenues over/(under) Expenditures	(7,472,000)	(19,950,500)	(28,118)	39,760	(27,410,858)
OTHER FINANCING SOURCES AND USES					
Proceeds from Bond Sale	0	20,000,000	0	0	20,000,000
Transfer from Local Road SAD Fund	0	0	0	251,522	251,522
Transfer from Local Road Fund	0	0	0	171,091	171,091
Transfer from General Fund	7,000,000	0	0	0	7,000,000
Total Other Financing Sources and Uses	7,000,000	20,000,000	0	422,613	27,422,613
Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	(472,000)	49,500	(28,118)	462,373	11,755
FUND BALANCE AT JUNE 30, 2020	\$140,303	\$59,400	\$0	\$3,661,606	\$3,861,308

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 generally in excess of \$25,000 to maintain the quality of service in Farmington Hills. The annual Capital Improvement Fund Budget is the financial means by which the first year of the Capital Improvement Program (CIP) is implemented to the extent revenues are available.

Capital Improvement Plan

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

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

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

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

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

Capital Improvement Fund

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

Relationship between the Capital and Operating Budgets

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

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

Revenue

Operating Millage appropriated to this Fund from within the City Charter millage is the primary source of revenue. The property tax appropriation increases by \$1,500,000 in FY 19/20 to fund the proposed Capital Projects.

Expenditures

The annual Capital Improvement Fund budget is the financial means by which the first year of the Capital Improvement Program is implemented to the extent revenues are available. For FY 18/19, there were over \$1,520,000 of project expenditures encumbered and carried forward from FY 17/18. For FY 19/20, in addition to the capital projects contained in the Road Funds, Forfeiture Funds, Parks Millage Fund, Brownfield Redevelopment Authority Fund, Community Center Renovations Fund, and Golf Course Capital Improvement Fund budgets, the City plans to expend approximately \$7.5 million for capital improvements in this Fund benefiting the entire community. This program is comprised of facility and site improvements, sidewalk construction, drainage improvements, technology enhancements, and the acquisition of various equipment for the Clerk, Public Services, Police and Fire Departments. The project detail pages describe the capital projects.

Capital Improvement Fund

Fund Balance:

The projected fund balance will decrease by \$472,000 to \$140,303 at June 30, 2020 All available fund balance is assumed to be used in conjunction with the City's limited taxing authority since General Fund tax dollars is the primary funding source for this Fund.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

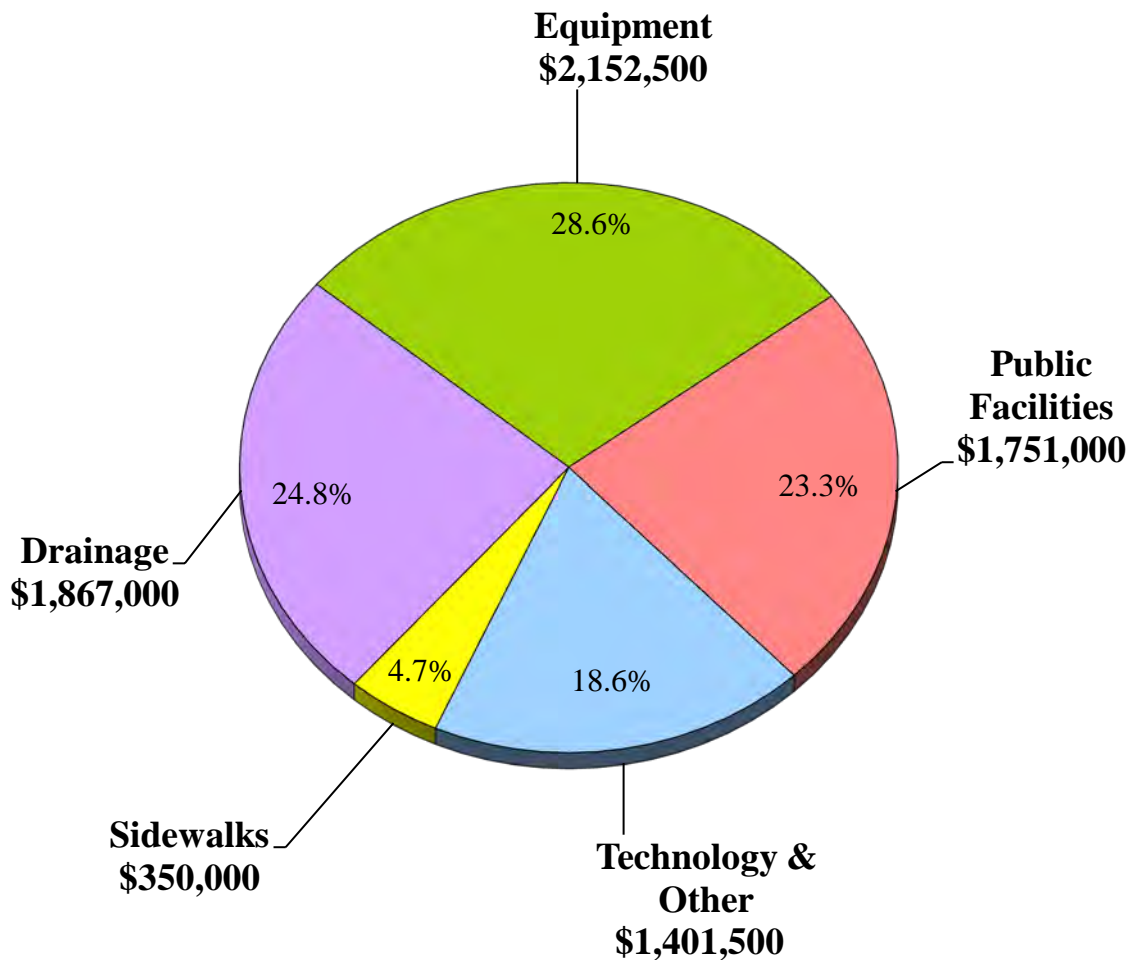
- \$500,000 or 5.2% increase from the current budget.
- The increase results from the cost of the purchase of Harrison High School which is expected to occur by June 30, 2019..

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$2,591,767 or 25.6% decrease from the FY 18/19 year-end projection and \$2,091,767 or 21.8% decrease from the FY 18/19 budget.
- The budget to budget decrease results from approximately \$2,110,000 less drainage projects and \$570,000 less equipment expenditures, partially offset by \$594,000 more public facilities expenditures.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Total Capital Improvement Fund	\$6,748,762	\$3,477,435	\$9,613,767	\$10,113,767	\$7,522,000	\$6,500,000	\$6,500,000

Capital Improvement Fund Expenditures \$7,522,000



Capital Improvement Fund

CAPITAL IMPROVEMENT FUND

FUND NUMBER: 404

Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	2,884,806	1,751,470	3,781,070	3,781,070	612,303	140,303	160,303
REVENUES							
Interest on Investments	3,739	24,553	17,000	45,000	50,000	20,000	20,000
Sidewalk/Drainage Assessments	53,592	9,180	0	0	0	0	0
Grants	31,800	18,180	900,000	900,000	0	0	0
Total Revenues	89,130	51,913	917,000	945,000	50,000	20,000	20,000
OTHER FINANCING SOURCES							
Contribution From:							
CDBG Fund	81,895	0	0	0	0	0	0
General Fund - Property Tax Allocation	5,444,400	5,455,122	5,500,000	6,000,000	7,000,000	6,500,000	6,500,000
Total Other Financing Sources	5,526,295	5,455,122	5,500,000	6,000,000	7,000,000	6,500,000	6,500,000
TOTAL REVENUES AND OTHER FINANCING SOURCES	5,615,426	5,507,035	6,417,000	6,945,000	7,050,000	6,520,000	6,520,000
EXPENDITURES							
DRAINAGE	1,458,918	744,571	3,976,963	3,976,963	1,867,000	1,700,000	1,700,000
SIDEWALKS	228,938	318,764	355,670	355,670	350,000	250,000	250,000
EQUIPMENT							
Video Equipment	57,726	51,355	0	0	0	0	0
Unified Communications	0	0	400,000	400,000	400,000	400,000	400,000
City-Wide Technology	225,242	241,855	451,278	451,278	400,000	400,000	400,000
ERP/Financial Software	0	0	50,000	50,000	400,000	0	0
Election Equipment and Software	0	0	0	0	200,000	0	0
Police Vehicles and Equipment	91,969	0	664,000	664,000	0	400,000	400,000
Fire Vehicles and Equipment	1,922,005	1,163,114	933,000	933,000	1,068,000	1,000,000	1,000,000
Special Services Equipment	153,761	0	0	0	0	0	0
D.P.W. Vehicles and Equipment	1,031,888	320,655	1,624,035	1,624,035	1,084,500	850,000	850,000
Total Equipment	3,482,591	1,776,979	4,122,313	4,122,313	3,552,500	3,050,000	3,050,000

Capital Improvement Fund

CAPITAL IMPROVEMENT FUND

FUND NUMBER: 404

Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
PUBLIC FACILITIES							
Harrison Acquisition	0	0	0	500,000	0	0	0
Land Acquisition	0	0	8,417	8,417	0	0	0
Sustainability Study	45,870	93,130	0	0	0	0	0
City-Wide Facilities Audit	0	62,403	86,412	86,412	0	0	0
City-Wide Facilities-Projects to be determined	0	0	0	0	0	1,000,000	1,000,000
City-Wide Air Conditioning Replacements	75,371	13,650	126,350	126,350	0	0	0
Barrier Free (ADA) Improvements	19,980	1,875	26,875	26,875	25,000	0	0
Gateway Signage @ Entrances to City - Major Roads	2,488	71,262	50,000	50,000	0	0	0
Costick Center Improvements/Mechanical Replacements	281,939	44,519	305,481	305,481	100,000	498,500	498,500
Costick Center - Parking Lot/Drive Improvements (Gate 4)	428,359	21,169	64,114	64,114	0	0	0
Heritage Park Nature Center Roof Replacement	0	0	60,000	60,000	0	0	0
Heritage Park-Replace Boilers @Spicer & Heritage History House	0	0	30,000	30,000	0	0	0
Heritage Park-Seal and Stripe Parking Lot	0	0	10,000	10,000	0	0	0
Ice Arena Building Improvements	97,990	0	0	0	422,000	0	0
Ice Arena-Rebuild Compressor	0	0	15,000	15,000	0	0	0
Ice Arena-Replace Rubber Flooring in Locker Rooms	0	0	32,000	32,000	0	0	0
Parks (City-Wide)-Trail and Wayfinding Signs	0	0	40,000	40,000	0	0	0
City Hall-Replace Basement Lighting	0	0	0	0	90,000	0	0
City Hall-Replace Emergency Lighting and Power Systems	0	0	0	0	196,000	0	0
City Hall-Replace North Parking Lots	0	0	0	0	195,000	0	0
City Hall-Replace South Parking Lots	0	0	0	0	201,000	0	0
Fire Station Building and Site Improvements	220,126	236,802	213,771	213,771	105,000	0	0
Police Building Improvements	0	0	23,500	23,500	417,000	0	0
Police Cell Plumbing Replacement	71,117	0	0	0	0	0	0
Energy & Environmental Sustainability Projects	425	0	0	0	0	0	0
DPW Saly Storage Dome Re-roof	332,801	90,460	65,000	65,000	0	0	0
Total Public Facilities	1,576,465	635,270	1,156,920	1,656,920	1,751,000	1,498,500	1,498,500
ADMINISTRATIVE							
Audit Fees	1,850	1,850	1,900	1,900	1,500	1,500	1,500
Total Administrative	1,850	1,850	1,900	1,900	1,500	1,500	1,500
TOTAL EXPENDITURES	6,748,762	3,477,435	9,613,767	10,113,767	7,522,000	6,500,000	6,500,000
TOTAL EXPENDITURES AND OTHER FINANCING USES	6,748,762	3,477,435	9,613,767	10,113,767	7,522,000	6,500,000	6,500,000
Revenues Over/(under) Expenditures	(1,133,336)	2,029,600	(3,196,767)	(3,168,767)	(472,000)	20,000	20,000
FUND BALANCE AT JUNE 30	1,751,470	3,781,070	584,303	612,303	140,303	160,303	180,303

Capital Improvement Fund

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 FY 19/20, drainage expenditures of \$1,867,000 will be as follows:

	DRAINAGE PROJECTS	19/20 BUDGET	MAINTENANCE COSTS	OTHER OPERATING COSTS
1.	Storm Water NPDES Permit Program	105,000	No Change	No Change
2.	Miscellaneous Storm Sewer Repair, Maintenance and Improvement Program	270,000	No Change	No Change
3.	City-owned Storm Water Basin Maintenance	25,000	No Change	No Change
4.	Storm Modeling and Master Plan Update & Asset Management Plan	57,000	No Change	No Change
5.	Lundy 44" by 72" Culvert Improvement	85,000	No Change	No Change
6.	Brittany Culvert Replacement	1,000,000	No Change	No Change
7.	Owenwood, Geraldine And Medbury Culvert Replacement	150,000	No Change	No Change
8.	Park Hill Storm Sewer	175,000	No Change	No Change

1. Storm Water NPDES Permit Program

An NPDES permit was obtained from the MDEQ. As a requirement of the permit, a watershed management plan is needed. A major component of this plan is the Storm Water Management Plan. The SWMP requires that certain projects and procedures be adopted that will ultimately lead to a cleaner Rouge River in accordance with the Federal Clean Water Act. Projects may include erosion controls in the open watercourses in Farmington Hills and siltation basins to remove suspended sediment from storm water.

Under the current NPDES storm water permit, the City has a continuous requirement to identify and remove illegal discharges into City owned drainage systems. This includes sanitary system corrections, drainage system sampling and monitoring, education programs, pollution investigative efforts, etc, that are related to the City owned drainage system

2. Miscellaneous Storm Sewer Repair, Maintenance and Improvement Program

This involves:

- A. Construction and improvements of storage facilities, pipe and culvert enclosures and channel improvements throughout most of the drainage districts in the City. It also includes projects that are necessitated from inspection programs.

Capital Improvement Fund

B. Ninety-percent of the City's drainage system is in open channels. Most of these major drainage courses have not been cleaned since their original construction. This program represents a continuous program for maintenance of these drainage courses.

C. Emergency replacement and repair of major culverts in the public right-of-way.

D. Throughout this City many subdivisions are being considered for Directed Special Assessments. In addition, several of the areas where the roads are not candidates for local reconstruction have storm sewers in need of rehabilitation. The storm sewer system in these areas as determined by the DPS will be televised and inspected. If deemed necessary an appropriate cleaning, repair, replacement, lining and rehabilitation program will be implemented at the time of or prior to the road reconstruction.

3. **City Owned Storm Water Basin Maintenance**

The City owns nine storm water detention and retention basins. These basins are required to be maintained in accordance with the Federal Clean Water Act to control urban pollutants. This project provides improvement for all nine City owned basins. The improvements include select vegetation removal, sedimentation removal, and inlet/outlet pipe maintenance. In conjunction with the Capital Improvement Plan, the project is intended to provide annual maintenance and upkeep.

4. **Storm Modeling and Master Plan Update & Asset Management Plan**

The State of Michigan recently made \$450 million dollars available to communities to assist them in addressing storm water and wastewater issues and construct improvements. Communities were allowed to submit requests of up to \$2 million dollars. If successful in obtaining grant dollars, the first million dollars is provided at 90/10 match and the second million dollars is provided at a 75/25 match. This funding will be used, in part, to update the City's Master Storm Drainage Plan adopted by the City in 1986 to incorporate modern storm water best management practices involving quantity, quality, and sustainability techniques. In addition, the monies will be used to develop an asset management program so that the City can more strategically fund and schedule storm drainage improvements.

5. **Lundy 44" by 72" Culvert Improvement**

The existing Lundy 44" by 72" culvert under Lundy services the upstream section of the North Bell Creek. It is old corrugated metal pipe and needs to be rehabilitated. Additional downstream improvement may also be necessary.

6. **Brittany Culvert Replacement**

This project provides for the improvement of the culvert crossing at Brittany Drive. The two existing 144" diameter culverts need to be replaced and a 20' x 12' box culvert is proposed. The installation will improve channel flow, minimize siltation and allow for an updated road crossing.

7. **Omenwood, Geraldine and Medbury Culvert Improvement**

The Main Ravine tributary crosses all of these roads west of Middlebelt Road. The crossings were installed in the 1980s and in need of replacement and/or repair/upgrade. Concrete pipe alternatives are being considered where metal pipes exist for a longer-term replacement and improved end treatment is being looked at.

8. **Park Hill Storm Sewer**

Currently residents along the middle section of Park Hill Road have been experiencing large scale flooding of their yards in heavy rain events. This project involves running a storm sewer line from the existing storm sewer system on Park Hill at Twelve Mile Road to provide flooding relief of the yards for these residents.

Capital Improvement Fund

Financial Impact: Drainage improvements do not have a significant impact on operating budgets. The cost of the capital improvements is distributed over many years and ensures 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 FY 19/20, public facilities expenditures of \$1,751,000 will be as follows:

	PUBLIC FACILITIES	19/20 BUDGET	MAINTENANCE COSTS	OTHER OPERATING COSTS
1.	City-wide Facilities Improvements	1,050,000	No Change	No Change
2.	Fire Station Improvements	75,000	No Change	No Change
3.	Barrier Free (ADA) Improvements	25,000	No Change	No change
4.	Police Dept. Maintenance	25,000	No Change	No Change
5.	Police Dept. Crime Analysis/Digital Evidence Lab	50,000	No Change	No Change
6.	Police Dept. Master Keying/Fob Entry	30,000	No Change	No Change
7.	City Hall Campus-North Parking Lots	195,000	No Change	No Change
8.	City Hall Campus-South Parking Lots	201,000	No Change	No Change
9.	Costick Center HVAC / Mechanical Updates	100,000	No Change	No Change

1. Citywide Facilities Improvements

In order to better plan for capital expenditures, a comprehensive facility's condition assessment was completed at 32 City buildings. Accruent was hired to objectively evaluate each building's assets based upon usage, age, condition, predicted useful life and estimate replacement value. This information was entered into database which was used to analyze and report any major repairs, upgrades and replacements which are anticipated to occur within the next 5 years. A committee made of up of City staff members from multiple departments, reviewed the detailed report and helped create a list of specific requirements used to prioritize the list of projects. The prioritization was based up several factors such as Facility Condition Index (FCI), type of system, reason for repair/replacement, impact on occupants, and contributions to water and energy savings. Based upon the prioritization, the following projects are proposed for FY 2019/2020:

- Police Gun Range Exhaust System - \$35,000
- Police Gun Range Air Handlers – \$57,000
- Police Exhaust System - \$90,000
- Police Automatic Transfer Switch Upsizing - \$130,000
- Ice Arena Restroom w/Roof Fan Exhaust System - \$26,000
- Ice Arena Mechanical Room Exhaust System - \$35,000
- Ice Arena Ice Pit Heat Exchanger – \$55,000
- Ice Arena DX Condensing Unit - \$91,000
- Ice Arena Package Rooftop Unit (10 Ton) – \$95,000
- City Hall Basement Interior Lighting Fixtures – \$90,000

Capital Improvement Fund

- City Hall Emergency Light and Power Systems - Emergency Generator Feeder Cable Undersized - \$196,000
- Ice Arena Emergency Battery Pack Lights - \$120,000
- Farmington Hills Fire Station #2 Roofing - Ice Accumulation - \$30,000

2. Fire Station Improvements

The concrete aprons, driveways, sidewalks, parking lots and catch basins are deteriorating at fire stations and are in need of replacement and/or repairs (Engineering is evaluating this fiscal year). The estimated total for this project in 2019/20 is \$75,000.

3. Barrier Free (ADA) Improvements.

The City conducted a survey of architectural barriers in its buildings, facilities, and parks in the spring and summer of 2008. The survey identified physical barriers in City buildings, facilities, and parks built prior to 1992 based on Michigan Barrier Free Design standards. Recognizing that the City has limited funds and cannot immediately make all buildings, facilities, and parks fully accessible, the City has prioritized barriers based on a barrier's level of impact on a person's ability to access City facilities and/or programs

4. Police Department Maintenance

The Police Department was completed in 1987 and has had various upgrades throughout the years. It is becoming necessary to now designate funds annually to maintain this 30-year-old building. Peeling wallpaper, deteriorating paint, worn carpeting, and damaged doors are just a few of the cosmetic needs that still exist while maintenance issues such as cell-block plumbing upgrades and Communications Section upgrades are becoming more prevalent. Annual funding will allow the Police Department to plan for the needs of the building and avoid future general maintenance challenges.

5. Crime Analysis Unit/Digital Lab

The Police Department has seen an increase in the need for an advanced digital analysis lab and Crime Analysis Unit. The need to properly process and examine digital evidence and intelligence information is a growing trend in law enforcement. As the increase in smart technology products are made available to the public the need to effectively and legally process electronic stored information (ESI) is paramount to investigators. Web pages and databases can be found on hard drives, cell phones, common household devices, DVDs, CDs, and laptops. Therefore the amount of evidence consisting of electronically stored information that must be gathered for investigations and legal proceedings can be staggering as is the task of converting paper documents to digital formats. The creation of a Crime Analysis Unit/Digital Lab within the Investigative Division with state of the art computers and equipment will help alleviate the already increasing workload on investigators. This will reduce the need to travel to other departments for analysis.

6. Police Department Master Keying

This project involves replacing the existing hard keying systems at the Police Department with a new Master Keying System. The existing security system at the Police Department employs several different lock and key brands, some of which are original to the building. Replacing worn locks and keys, replacing locks with unaccounted for keys, and removing the potential for unauthorized key reproduction may increase building security.

7. North Parking Lots of City Hall Campus

Reconstruction/rehabilitation of the parking lot between City Hall and the Police Station, as well as the sections immediately north of these buildings.

8. South Parking Lot of City Hall Campus

Reconstruction/rehabilitation of the south parking lot between City Hall and the Fire Station.

Capital Improvement Fund

9. Costick Center HVAC/Mechanical Updates

This includes replacement of Air Handling Units HV- 409, HV-412, AC-406, makeup air unit HV-406, Rooftop units AC-1 and AC-2.

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

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

Sidewalks and Bike Paths

Providing safe pedestrian travel along major traffic corridors is a priority of the City Council, School Board, staff and residents. Developers have installed sidewalks as a requirement of development. In many cases, sidewalk gaps have resulted. Annually, pedestrian traffic generators and sidewalk gaps are identified in preparation of the Capital Improvements Plan. These areas continue to be a priority. In FY 19/20, sidewalks and bike path expenditures of \$350,000 will be as follows:

	SIDEWALKS AND BIKE PATHS	18/19 BUDGET	MAINTENANCE COSTS	OTHER OPERATING COSTS
1.	Major Road Sidewalk Replacements	100,000	No Change	No Change
2.	Farmington Road Pedestrian Bridge over 696	250,000	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 FY 19/20, equipment in the amount of \$3,552,000 will be purchased.

Technology Equipment/Software

The Technology Master Plan provides for ongoing costs of equipment and technology improvements. Ongoing costs include the replacement of equipment and a fast and reliable network. Included in the budget are:

PC/network and database upgrades, implementation of the Unified Communications program and a study of a new ERP/Financial software system.

Police, Fire and Public Service Department Equipment

Due to the expense of major equipment purchases for the City, a continuous provision must be made annually for new equipment and to replace worn out and unserviceable equipment. Priority is given based on mileage, safety, body/interior condition, functionality, mechanical condition, and service record.

Capital Improvement Fund

	EQUIPMENT	19/20 BUDGET	MAINT. COSTS	OTHER OPERATING COSTS
	Technology			
1.	ERP/Financial Software/Needs Assessment	400,000	No Change	No Change
2.	Unified Communications	400,000	No Change	No Change
3.	City-Wide Technology	400,000	No Change	No Change
4.	Election Equipment-2 Scanners and Software	200,000	No Change	No Change
	Fire Department			
5.	Replace one 2008 GMC Yukon with one F-150	46,000	No Change	No Change
6.	Replacement of Mobile Computers (13)	90,000	No Change	No Change
7.	Replacement of SCBA air compressors (2)	100,000	No Change	No Change
8.	Replacement engine for Ladder #2	640,000	No Change	No Change
9.	New extrication equipment	27,000	No Change	No Change
10.	Replacement of cardiac monitors (8)	165,000	No Change	No Change
	Public Service Department			
11.	Road Maintenance-Replacement of one pickup truck and one plow	41,500	No Change	No Change
12.	Engineering-Replacement of one pickup truck and one plow	41,500	No Change	No Change
13.	DPW Maintenance-Replacement of one pickup truck and one plow	41,500	No Change	No Change
14.	DPW Maintenance-Replacement of three fleet vehicles	81,000	No Change	No Change
15.	Replacement of 5 Yard Dump Truck with slip in V-box	250,000	No Change	No Change
16.	Replacement of Sewer Jet Truck	100,000	No Change	No Change
17.	Replacement of 4-ton Cold Patch Trailer	74,000	No Change	No Change
18.	Replacement of Vehicle Maintenance Service Truck	105,000	No Change	No Change
19.	Replacement of 10 Yard Dump Truck with slip-in V-Box	300,000	No Change	No Change
20.	Refurbish Existing Equipment	50,000	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.

Capital Improvement Fund

PROJECT LIST

	PROPOSED BUDGET FY 2019/20
<u>DRAINS</u>	
Storm Water NPDES Permit Program	105,000
Miscellaneous Drainage Construction & Improvements	270,000
City-Owned Storm Water Basin Maintenance	25,000
Storm Modeling and Master Plan Update & Asset Management Plan	57,000
Lundy 44" by 72" Culvert Improvement	85,000
Brittany Culvert Replacement	1,000,000
Owenwood, Geraldine And Medbury Culvert Replacement	150,000
Park Hill Storm Sewer	175,000
TOTAL DRAINAGE	<u>1,867,000</u>
<u>SIDEWALK PROGRAM</u>	
19/20 Major Road Sidewalk Replacements, incl. Brick Pavers	100,000
Farmington Road Pedestrian Bridge over 696	250,000
TOTAL SIDEWALK PROGRAM	<u>350,000</u>
<u>PUBLIC FACILITIES</u>	
Police-Gun Range Exhaust System	35,000
Police-Gun Range Air Handlers	57,000
Police-Exhaust System	90,000
Police-Automatic Transfer Switch Upsizing	130,000
Ice Arena-Restroom w/Roof Fan Exhaust System	26,000
Ice Arena-Mechanical Room Exhaust System	35,000
Ice Arena-Ice Pit Heat Exchanger	55,000
Ice Arena-DX Condensing Unit	91,000
Ice Arena-Rooftop Unit	95,000
Ice Arena-Emergency Battery Pack Lights	120,000
City Hall-Basement Interior Lighting Fixtures	90,000
City Hall-Emergency Light and Power Systems	196,000
Fire Station #2-Roofing	30,000
Police Dept. Maintenance	25,000
Police Dept. Crime Analysis/Digital Evidence Lab	50,000
Police Dept. Master Keying/Fob Entry	30,000
City Hall Campus-North Parking Lots	195,000
City Hall Campus-South Parking Lots	201,000
Costick Center-HVAC/Mechanical Upgrades	100,000
Barrier Free (ADA) Improvements	25,000
Fire Station Site Improvements	75,000
TOTAL PUBLIC FACILITIES	<u>1,751,000</u>

PROJECT LIST

	PROPOSED BUDGET FY 2019/20
<u>EQUIPMENT</u>	
Technology	
ERP/Financial Software/Needs Assessment	400,000
Unified Communications	400,000
City-Wide Technology	400,000
Election Equipment-2 Scanners and Software	200,000
Total Technology	1,400,000
Fire Equipment:	
Replace one 2008 GMC Yukon with one F-150	46,000
Replacement of Mobile Computers (13)	90,000
Replacement of SCBA air compressors (2)	100,000
Replacement engine for Ladder #2	640,000
New extrication equipment	27,000
Replacement of cardiac monitors	165,000
Total Fire Equipment	1,068,000
D.P.W. Equipment:	
Road Maint.-Replacement of one pickup truck and one plow	41,500
Engineering-Replacement of one pickup truck and one plow	41,500
DPW Maintenance-Replacement of one pickup truck and one plow	41,500
DPW Maintenance-Replacement of three fleet vehicles	81,000
Replacement of 5 Yard Dump Truck with slip in V-box	250,000
Replacement of Sewer Jet Truck	100,000
Replacement of 4-ton Cold Patch Trailer	74,000
Replacement of Vehicle Maintenance Service Truck	105,000
Replacement of 10 Yard Dump Truck with slip-in V-Box	300,000
Refurbish Existing Equipment	50,000
Total DPW Equipment	1,084,500
TOTAL EQUIPMENT	3,552,500

Capital Improvement Fund

DRAINAGE

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures are shown in thousands of dollars						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
Storm Water NPDES Permit Program	630,000	630,000	NC	105 CF	105 CF	105 CF	105 CF	105 CF	105 CF	
Miscellaneous Storm Sewer Repair, Maintenance and Improvement Program	1,620,000	1,620,000	NC	270 CF	270 CF	270 CF	270 CF	270 CF	270 CF	
City Owned Storm Water Basin Mainenance	150,000	150,000	NC	25 CF	25 CF	25 CF	25 CF	25 CF	25 CF	
Storm Modeling and Master Plan Update & Asset Management Plan	1,035,000	114,000	NC	57 CF	57 CF					
Power Road Culvert between Ten Mile and Eleven Mile - Replacement	300,000	300,000	NC	300 CF						
Brittany Culvert Replacement	1,000,000	1,000,000	NC	1,000 CF						
Lundy 44" by 72" Culvert Improvement	196,000	196,000	5,000 AC	196 CF						
Omenwood, Geraldine and Medbury Culvert Improvement	150,000	150,000	NC	150 CF						
Park Hill Storm Sewer	175,000	175,000	NC	175 CF						
SUB TOTAL:	\$5,256,000	\$4,335,000	\$5,000	2,278	457	400	400	400	400	0

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures are shown in thousands of dollars						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
Cora and Haynes 73" x 55" CMP Rehab in Main Ravine District	525,000	525,000	NC		525 CF					
North Ravines Eleven Mile crossing between Middlebelt and Inkster	1,100,000	1,100,000	1,000 AC		1,100 CF					
Rockridge Outfall Project	234,000	234,000	NC		234 CF					
Beecham Road Culvert Rehab/Replacement	1,000,000	1,000,000	NC		1,000 CF					
Heathstone Road Culvert Rehab/Replacement	1,000,000	1,000,000	NC			1,000 CF				
Woodcreek Hills Subdivision Drainage	3,428,000	3,428,000	NC			1,714 CF	1,714 CF			
Quaker Valley Road Culvert Replacement	1,080,000	1,080,000	NC					1,080 CF		
Caddell Drain, Nine Mile at Drake	3,000,000	1,800,000	NC					1,800 CF		
Robinson and Parker Culvert Rehab south of Colfax	689,000	689,000	NC					689 CF		
Folsom Road Box Culvert Rehab East of Randall	1,976,000	1,976,000	NC						1,976 CF	
Rollcrest/North Ravines	514,000	514,000	1,500 AC							514 CF
Minnow Pond Drain, Mirlon north of Thirteen Mile Road	258,000	249,000	NC							249 CF
Brookhill Subdivision Drainage	1,000,000	200,000	NC							200 CF
SUB-TOTAL:	\$15,804,000	\$13,795,000	\$2,500	2,859	2,714	1,714	3,569	1,976	963	
PAGE 1 SUB-TOTAL:	\$5,256,000	\$4,335,000	\$5,000	2,278	457	400	400	400	400	0
TOTAL	\$21,060,000	\$18,130,000	\$7,500	2,278	3,316	3,114	2,114	3,969	2,376	963

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

Capital Improvement Fund

DRAINAGE (continued)

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures are shown in thousands of dollars						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
Fendt Channel Improvement	147,000	147,000	NC							147 CF
Caddell Drain Improvements - Phase II	1,040,000	624,000	NC							624 CF
Mirlon Driveway Culvert	120,000	120,000	NC							120 CF
Harwich Dr. Drainage Improvement	109,000	109,000	NC							109 CF
Windwood Pointe Subdivision Drainage	285,000	142,500	NC							143 CF
North Bell, Eight Mile to Randall	800,000	800,000	3,000 AC							800 CF
North Bell, Ruth to Farmington City Limit	1,334,000	1,334,000	3,500 AC							1,334 CF
Staman Acres Storm Water Relief	1,419,000	1,419,000	5,000 AC							1,419 CF
North Bell, Randall to Ruth	1,293,000	1,293,000	1,500 AC							1,293 CF
Vacri Lane Rear Yard Drainage Improvements	80,000	80,000	5,000 AC							80 CF
Tuck Road Bridge Rehab south of Folsom	2,500,000	2,500,000	NC							2,500 CF
SUB-TOTAL:	\$9,127,000	\$8,568,500	\$18,000							8,569
PAGE 1 SUB-TOTAL:	\$5,256,000	\$4,335,000	\$5,000	2,278	457	400	400	400	400	0
PAGE 2 SUB-TOTAL:	\$15,804,000	\$13,795,000	\$2,500	0	2,859	2,714	1,714	3,569	1,976	963
TOTAL:	\$30,187,000	\$26,698,500	\$25,500	2,278	3,316	3,114	2,114	3,969	2,376	9,532

PUBLIC FACILITIES

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures are shown in thousands of dollars.						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
Citywide Facilities Improvements	7,050,000	7,050,000	NC	1,050 CF	1,000 CF	1,000 CF	1,000 CF	1,000 CF	1,000 CF	1,000 CF
Fire Station Improvements	325,000	325,000	NC	75 CF	50 CF	50 CF	50 CF	50 CF	50 CF	
Barrier Free (ADA) Improvements	150,000	150,000	NC	25 CF	25 CF	25 CF	25 CF	25 CF	25 CF	
Energy and Environmental Sustainability Investments	120,000	120,000	Reduction	30 CF	30 CF	30 CF	30 CF			
Police Access Control	40,000	40,000	NC	40 CF						
Police Department Maintenance	25,000	25,000	NC	25 CF						
Crime Analysis/Digital Evidence Lab	50,000	50,000	NC	50 CF						
Police Department Master Keying	30,000	30,000	NC	30 CF						
North Parking Lots of City Hall Campus	195,000	195,000	NC	195 CF						
South Parking Lot of City Hall Campus	201,000	201,000	NC	201 CF						
West Parking Lot of City Hall Campus	361,000	361,000	NC		361 CF					
Mobile Command Post Vehicle	256,000	256,000	NC		256 CF					
City Hall/Police Department Underground Fuel Tank Replacement	312,000	312,000	NC			312 CF				
Courthouse Parking Lot	366,000	366,000	NC			366 CF				
TOTAL:	\$9,481,000	\$9,481,000	NC	1,721	1,722	1,783	1,105	1,075	1,075	1,000

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

Capital Improvement Fund

SIDEWALKS

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures are shown in thousands of dollars.						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
Sidewalk replacement along major roads including brick paver repair/replace	600,000	600,000	NC	100 CF	100 CF	100 CF	100 CF	100 CF	100 CF	
Non-motorized Master Plan	125,000	125,000	NC	125 CF						
Scottsdale north, to south of Fourteen Mile Road	47,000	47,000	NC	47 CF						
Inkster Road from Eleven Mile to -Hystone Dr.	113,000	113,000	NC		113 CF					
Eleven Mile, north side, Old Homestead to Farmington Hills, Golf Club	158,000	158,000	NC		158 CF					
Eleven Mile, south side, Lynford to Inkster Road	477,000	477,000	NC		477 CF					
Fourteen Mile, south side, Pear Ridge to Clubhouse	270,000	270,000	NC			270 CF				
Inkster Road, west side, Nine Mile to Eleven Mile Road	1,151,000	1,151,000	NC				576 CF	575 CF		
Farmington, east side, between Thirteen and Fourteen Mile	320,000	320,000	NC						320 CF	
Inkster, west side, Twelve Mile to south property line of 27777 Inkster Road	380,000	380,000	NC							380 CF
Halsted Road, east side, Brookwood to Fourteen Mile Road	436,000	436,000	NC							436 CF
Halsted, west side, Nine Mile to Windwood, City ROW only	100,000	100,000	NC							100 CF
Thirteen Mile, south side, Drake to Valley Bend	196,000	196,000	NC							196 CF
SUB-TOTAL:	\$4,373,000	\$4,373,000	NC	272	848	370	676	675	420	1,112

SIDEWALKS (continued)

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures are shown in thousands of dollars.						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
Riverwalk, Colfax pathway, Riverwalk to Mayfield	135,000	135,000	NC							135 CF
Inkster Road, west side, Thirteen Mile to Old Colony Street	437,000	437,000	NC							437 CF
Folsom, south side, Orchard Lake to Power	370,000	185,000	NC							185 CF
Nine Mile, south side, Drake to Farmington	462,000	231,000	NC							231 CF
Nine Mile, south side, across 38505 frontage	87,000	87,000	NC							87 CF
Folsom, south side, Tuck to Orchard Lake Road	954,000	477,000	NC							477 CF
Hills Tech Bike Path **	945,000	945,000	NC							945 CF
Country Club, Haggerty to Twelve Mile	575,000	575,000	NC							575 CF
Halsted Road, Twelve Mile to Hills Tech Drive upgrade to Bike Path	209,000	209,000	NC							209 CF
Haggerty, east side, Hills Tech Drive to Twelve Mile Road**	561,000	561,000	NC							561 CF
Orchard Lake Road, east side, Folsom to Grand River	475,000	0	NC							0
Ten Mile, south side, Stoney Creek to Inkster	376,000	188,000	NC							188 CF
Inkster Road, west side, Hystone Dr. to the north end of the I-696 overpass (south property line of 27777 Inkster Road)	346,000	346,000	NC							346 CF
Eleven Mile Road, north side, Old Homestead to Drake Road	214,000	214,000	NC							214 CF
Farmington Road, west side, Twelve Mile to Bayberry Street	199,000	199,000	NC							199 CF
SUB-TOTAL:	\$6,345,000	\$4,789,000	NC							4,789
PAGE 1 SUB-TOTAL:	\$4,373,000	\$4,373,000	NC	272	848	370	676	675	420	1,112
TOTAL:	\$10,718,000	\$9,162,000	NC	260	735	370	676	675	420	5,901

CF: Capital Fund

NC: No Change

** This is subject to additional grant money funding or other funding source

Capital Improvement Fund

DPW EQUIPMENT

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures shown are in thousands of dollars.						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
2019/2020 DPW Equipment	879,000	879,000	NC	879 CF						
2020/2021 DPW Equipment	830,000	830,000	NC		830 CF					
2021/2022 DPW Equipment	832,000	832,000	NC			832 CF				
2022/2023 DPW Equipment	943,000	943,000	NC				943 CF			
2023/2024 DPW Equipment	840,000	840,000	NC					840 CF		
2024/2025 DPW Equipment	886,000	886,000	NC						886 CF	
TOTAL:	\$5,210,000	\$5,210,000	NC	879	830	832	943	840	886	0

FIRE EQUIPMENT

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures shown are in thousands of dollars.						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
2019/2020 Fire Equipment and Apparatus	1,052,000	1,052,000	NC	1,052 CF						
2020/2021 Fire Equipment and Apparatus	943,000	943,000	NC		943 CF					
2021/2020 Fire Equipment and Apparatus	1,250,000	1,250,000	NC			1,250 CF				
2022/2023 Fire Equipment and Apparatus	1,334,000	1,334,000	NC				1,334 CF			
2023/2024 Fire Equipment and Apparatus	994,000	994,000	NC					994 CF		
2024/2025 Fire Equipment and Apparatus	630,000	630,000	NC						630 CF	
TOTAL:	\$6,203,000	\$6,203,000	NC	1,052	943	1,250	1,334	994	630	0

PARKS & RECREATION

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures are shown in thousands of dollars.						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
Harrison High School Acquisition and Repurposing	20,000,000	20,000,000	315,000 AC	20,000 CF						
2019/2020 Vehicles, Equipment and Ext Infrastructure	491,000	491,000	NC	491 CF						
2020/2021 Vehicles, Equipment and Infrastructure	198,000	198,000	NC		198 CF					
2021/2022 Vehicles, Equipment and Infrastructure	260,000	260,000	NC			260 CF				
2022/2023 Vehicles, Equipment and Infrastructure	478,000	478,000	NC				478 CF			
2023/2024 Vehicles, Equipment and Infrastructure	143,000	143,000	NC					143 CF		
2024/2025 Vehicles, Equipment and Infrastructure	188,000	188,000	NC						188 CF	
Acquisition of Park Land	1,500,000	1,500,000	NC							1,500 CF
Costick Center	8,000,000	8,000,000	155,000							8,000 CF
TOTAL:	31,258,000	31,258,000	470,000	20,491	198	260	478	143	188	9,500

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

COMMUNITY CENTER RENOVATIONS FUND

Overview

This Capital Projects Fund was established in 2018 and is used to account for the renovation of Harrison High School for use as a Community Center.

Revenue Assumptions

This Fund is anticipated to receive revenue from proceeds from the sale of bonds in FY 19/20 and interest income. Operating Millage will be appropriated to this Fund from within the City Charter millage until the bonds are sold.

Expenditures

In FY 19/20, expenditures are planned for the construction and professional fees of the repurposing of Harrison High School into a Community Center.

Fund Balance

The fund balance is projected to be \$59,400 at June 30, 2020.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- The \$139,283 increase is a result of higher professional fees in FY 18/19 compared to the original budget.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- The \$19,150,200 increase is a result of construction and professional fees to be incurred in FY 19/20 as construction is expected to commence in the fall of 2019.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Total Community Center Renovations Fund	\$0	\$0	\$711,017	\$850,300	\$20,000,500	\$500	\$500

Community Center Renovations Fund

Community Center Renovations Fund

FUND NUMBER: 406

Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	0	0	50,200	50,200	9,900	59,400	60,900
REVENUES							
Interest Income	0	200	300	10,000	50,000	2,000	2,000
Total Revenues	0	200	300	10,000	50,000	2,000	2,000
OTHER FINANCING SOURCES							
Bond Proceeds	0	0	0	0	0	0	0
Proceeds from Sale of Bonds	0	0	0	0	20,000,000	0	0
Transfer from General Fund	0	50,000	700,000	800,000	0	0	0
Total Other Financing Sources	0	50,000	700,000	800,000	20,000,000	0	0
TOTAL REVENUES AND OTHER FINANCING SOURCES							
	0	50,200	700,300	810,000	20,050,000	2,000	2,000
EXPENDITURES							
Construction & Professional Fees	0	0	710,717	850,000	20,000,000	0	0
Audit Fees	0	0	300	300	500	500	500
TOTAL EXPENDITURES	0	0	711,017	850,300	20,000,500	500	500
Revenues and Other Financing Sources Over/(Under) Expenditures	0	50,200	(10,717)	(40,300)	49,500	1,500	1,500
FUND BALANCE AT JUNE 30	0	50,200	39,483	9,900	59,400	60,900	62,400

GOLF COURSE CAPITAL IMPROVEMENT FUND

Overview

This Capital Projects Fund was established in 1992, and is used to account for the acquisition of golf course equipment and capital improvements.

Revenue Assumptions

This Fund receives revenue from a per-round surcharge (\$0.75) on green fees and interest income. In addition, the General Fund appropriates funds equivalent to the annual average bond interest expense savings from a 2013 Golf Course Improvement Bond Refunding, which matures in FY 2030/31.

Expenditures

For FY 2019/20, the purchase of a Leaf Blower, Bunker Rake and Turf Maintenance Carts, are being proposed for purchase.

Fund Balance

Fund balance is projected to decrease by \$28,118 to \$0 at June 30, 2020 due to the closing of this fund at June 30, 2020.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET

- \$5,499 or 9.5% decrease from the current budget.
- The decrease is due to savings compared to budget for planned equipment purchases.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION

- \$1,494 or 2.8% increase from the FY 18/19 year-end projection and \$ 4,005 or 6.9% decrease from the FY 18/19 budget.
- The budget to budget decrease results from lower capital outlay expenditures.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Total Golf Course Capital Improvement Fund	\$54,411	\$75,096	\$58,205	\$52,706	\$54,200	\$0	\$0

Golf Course Capital Improvement Fund

Golf Course Capital Improvement Fund

FUND NUMBER: 412

Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	17,250	26,658	18,372	18,372	28,118	0	0
REVENUES							
Green Fees	33,338	36,460	32,000	32,000	25,882	0	0
Approp. from the General Fund	29,952	29,952	29,952	29,952	0	0	0
Interest Income	529	398	350	500	200	0	0
TOTAL REVENUES	63,819	66,810	62,302	62,452	26,082	0	0
EXPENDITURES							
Equipment	54,211	74,896	58,000	52,506	54,000	0	0
Audit	200	200	205	200	200	0	0
TOTAL EXPENDITURES	54,411	75,096	58,205	52,706	54,200	0	0
Revenues Over/(Under) Expenditures	9,408	(8,286)	4,097	9,746	(28,118)	0	0
FUND BALANCE AT JUNE 30	26,658	18,372	22,469	28,118	0	0	0

Capital Outlay

Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
					Quantity	Amount
(002)		Equipment				
	1	Bunker Rake	\$22,000	\$22,000	1	\$22,000
	1	Debris Blower	9,500	9,500	1	9,500
	1	Cart for Turf Maintenance	22,500	22,500	1	22,500
		CAPITAL OUTLAY TOTAL		54,000		54,000

SPECIAL ASSESSMENT REVOLVING FUND

Overview

This Capital Projects Fund was established by City Council in 1986 to utilize assessments in excess of the actual cost of the improvement by 5% or less of the original special assessment roll for (1) special assessment construction advances, (2) loans to special assessment districts in lieu of selling special assessment bonds for the property owners share of the SAD, (3) an appropriation for the City-at-large share of SAD Projects (4) the elimination of deficits in special assessment districts too small to warrant the expense of reassessing, and (5) appropriations directly to the Local Road Fund for local road repairs and required maintenance activities. Once an SAD is closed its account balances roll into this Closed SAD Revolving Fund. Alternatively, Closed SAD balances can be accounted for within its primary Fund, i.e., local road SAD balances can be accounted for in the Local Road Fund.

Revenue

Revenue/other financing sources are derived primarily from loan paybacks from special assessment districts, excess assessments from closed-out special assessment districts and interest income on investable funds.

Expenditures

FY 2019/20 expenditures reflect an annual auditing fee.

Fund Balance

Fund balance is projected to be \$3,661,606 at June 30, 2020. The \$462,373 or 14.5% increase in fund balance is due to inter-funds loan payback and interest income.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET –

- \$1,030 decrease from the current budget.
- The decrease results from a lower audit fee.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION –

- \$60 decrease from the FY 18/19 year-end projection and \$1,090 decrease from the FY 18/19 budget.
- The budget to budget decrease results from a lower audit fee.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
Total Special Assessment Revolving Fund	\$1,295	\$1,295	\$1,330	\$300	\$240	\$240	\$260

Special Assessment Revolving Loan/Maintenance Fund

Special Assessment Revolving Loan/Maintenance Fund

FUND NUMBER: 247

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	874,875	1,670,442	2,445,103	2,445,103	3,199,233	3,661,606	3,701,366
REVENUES							
Interest Income	8,831	8,021	6,000	40,000	40,000	40,000	40,000
Total Revenues	8,831	8,021	6,000	40,000	40,000	40,000	40,000
OTHER FINANCING SOURCES							
Transfers from Other Funds:							
Local Road SAD Fund	608,173	591,000	540,417	540,417	251,522	0	0
Local Road Fund	179,858	176,935	174,013	174,013	171,091	0	0
Total Transfers from Other Funds	788,031	767,935	714,430	714,430	422,613	0	0
TOTAL REVENUES AND OTHER FINANCING SOURCES	796,862	775,956	720,430	754,430	462,613	40,000	40,000
EXPENDITURES							
Audit	1,295	1,295	1,330	300	240	240	260
Total Expenditures	1,295	1,295	1,330	300	240	240	260
TOTAL EXPENDITURES AND OTHER FINANCING USES	1,295	1,295	1,330	300	240	240	260
Excess Revenues over/(under) Expenditures and Other Financing Uses	795,567	774,661	719,100	754,130	462,373	39,760	39,740
FUND BALANCE AT JUNE 30	1,670,442	2,445,103	3,164,203	3,199,233	3,661,606	3,701,366	3,741,106

COMPONENT UNITS

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

	Corridor Improvement Authority Fund #242	Brownfield Redevelopment Authority Fund #243	Total Component Units
FUND BALANCE AT JULY 1, 2019	\$140,618	\$1,645,441	\$1,786,059
REVENUES			
Property Taxes	75,565	333,501	409,066
Intergovernmental	0	0	0
Interest Income	2,500	22,000	24,500
Total Revenues	78,065	355,501	433,566
EXPENDITURES			
Capital Outlay	0	65,000	65,000
Audit	400	750	1,150
Miscellaneous/Others	5,000	250,000	255,000
Consultants	0	0	0
Total Expenditures	5,400	315,750	321,150
Revenues over/(under) Expenditures	72,665	39,751	112,416
OTHER FINANCING SOURCES AND USES			
Transfer to General Fund	0	(9,000)	(9,000)
Total Transfers Out	0	(9,000)	(9,000)
Total Other Financing Sources and Uses	0	(9,000)	(9,000)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	72,665	30,751	103,416
FUND BALANCE AT JUNE 30, 2020	\$213,283	\$1,676,192	\$1,889,475

BROWNFIELD REDEVELOPMENT AUTHORITY FUND

The Brownfield Redevelopment Authority Fund is a Component Unit of the City created to facilitate the implementation of plans for the identification, treatment and revitalization of environmentally distressed areas within the City designated as Brownfield Redevelopment Zones.

Revenue

Revenue is currently derived primarily from tax increments captured from incremental cumulative increases in taxable value applied to the operating millage rates of the various taxing units, exclusive of the Farmington Schools, State Education Tax, Zoo Authority and Art Institute; as shown below:

CITY OF FARMINGTON HILLS
BROWNFIELD REDEVELOPMENT AUTHORITY
TAX INCREMENT REVENUE

	FY 18/19	FY 19/20
Captured Taxable Value	11,792,710	12,157,820
Property Taxes By Taxing Unit:		
City of Farmington Hills	167,346	196,753
Oakland County/HCMA	51,732	51,308
Oakland ISD	38,448	38,132
Oakland Community College	18,082	17,934
Farmington District Library	18,167	18,023
Oakland County PTA	11,444	11,350
Total	305,218	333,501
Millages		
City of Farmington Hills	14.1906	16.6843
Oakland County/HCMA	4.3868	4.3508
Oakland ISD	3.2603	3.2336
Oakland Community College	1.5333	1.5207
Farmington District Library	1.5405	1.5284
Oakland County PTA	0.9704	0.9625
Total	25.8820	28.2803

Brownfield Redevelopment Authority

Expenditures

Expenditures for FY 18/19 and FY 19/20 primarily reflect funds allocated for planned projects, assessments and administrative/operating expenditures.

Fund Balance

Fund balance is projected to be \$1,676,192 at June 30, 2020. Brownfield funds are to be expended during the life of the Brownfield Plan.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET –

- \$114,950 or 79.3% increase from the current budget. The increase results primarily from higher overall project and assessment costs than originally budgeted.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION –

- \$64,750 or 24.9% increase from the FY 18/19 year-end projection, and \$179,700 or 124% increase from the FY 18/19 budget.
- The budget to budget increase results primarily from anticipated higher contracted services and capital outlay expenditures.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2020/22 Projected
Brownfield Redevelopment Authority Fund	\$229,580	\$5,733	\$145,050	\$260,000	\$324,750	\$9,750	\$9,750

Brownfield Redevelopment Authority

BROWNFIELD REDEVELOPMENT AUTHORITY FUND

FUND NUMBER: 243

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	1,170,235	1,249,380	1,571,441	1,571,441	1,645,441	1,676,192	2,031,948
REVENUES							
Property Taxes	297,336	304,067	305,218	312,000	333,501	343,506	353,811
Federal Grant	2,600	9,900	0	0	0	0	0
Interest Income	13,115	21,474	12,000	22,000	22,000	22,000	22,000
Unrealized Gain/(loss)	(4,326)	(7,647)	0	0	0	0	0
TOTAL REVENUES	308,724	327,795	317,218	334,000	355,501	365,506	375,811
EXPENDITURES							
Audit Fees	1,049	1,000	1,050	1,000	750	750	750
Building Demolition	152,993	(16,117)	0	0	0	0	0
Assessments	2,600	9,900	10,000	100,000	0	0	0
Other Contracted Services	0	0	125,000	150,000	250,000	0	0
(970) Capital Outlay	0	0	0	0	65,000	0	0
TOTAL EXPENDITURES	156,642	(5,217)	136,050	251,000	315,750	750	750
OTHER FINANCING USES							
Transfer to General Fund	9,000	9,000	9,000	9,000	9,000	9,000	9,000
Site Remediation Revolving Loan Fund	63,938	1,950	0	0	0	0	0
TOTAL OTHER FINANCING USES	72,938	10,950	9,000	9,000	9,000	9,000	9,000
TOTAL EXPENDITURES AND OTHER FINANCING USES	229,580	5,733	145,050	260,000	324,750	9,750	9,750
Revenues Over/(Under) Expenditures	79,145	322,062	172,168	74,000	30,751	355,756	366,061
FUND BALANCE AT JUNE 30	1,249,380	1,571,441	1,743,609	1,645,441	1,676,192	2,031,948	2,398,009

CAPITAL OUTLAY

Fund Number: 243

Acct. 970 Item Description	Budget Request	Manager's Budget	
		Quantity	Amount
001 PUBLIC FACILITIES			
Golf Course-Cart Path Improvements	65,000		65,000
CAPITAL OUTLAY TOTAL	65,000		65,000

CORRIDOR IMPROVEMENT AUTHORITY FUND

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

GOALS

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

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

Revenue

On November 24, 2014 the City Council approved the CIA's Development and Tax Increment Financing Plan, setting Tax Year 2014 as the base year. Beginning in FY 2015/16 (Tax Year 2015), tax increments were eligible to be captured from incremental cumulative increases in taxable value from the base year, applied to the operating millage rates of the participating taxing units. However, total taxable value decreased in Tax Years 2015 and 2016 compared to Tax Year 2014, therefore, there were no captured tax dollars available in FY 2015/16 or FY 2016/17. Total taxable value in 2019 is expected to be \$3,588,340 higher compared to Tax Year 2014, therefore, there will be tax captures available in FY 2019/20.

Tax increment revenue is projected to be \$75,565 in FY 2019/20, which will be generated from the City of Farmington Hills, Oakland County, the Oakland County Public Transportation Authority and Schoolcraft Community College.

Expenditures

Expenditures include supplies, legal notices, professional service fees and funds set aside for potential projects that are in the planning phase.

Corridor Improvement Authority

Fund Balance

Fund balance is projected to be \$213,283 at June 30, 2020. The \$72,665 increase in fund balance is primarily the result of unplanned projects and expenditures to date for FY 19/20.

FY 18/19 YEAR-END PROJECTION vs. FY 18/19 CURRENT BUDGET –

- \$37,625 or 91.5% decrease from the current budget.
- The decrease results primarily from no anticipated planned project costs.

FY 19/20 PROPOSED BUDGET vs. FY 18/19 YEAR-END PROJECTION –

- \$1,900 or 54.3% increase from the FY 18/19 year-end projection, and \$35,725 or 89.9% decrease from the FY 18/19 budget.
- The budget to budget decrease results primarily results from no anticipated planned project costs.

	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2020/22 Projected
Corridor Improvement Fund	\$11,388	\$30,812	\$41,125	\$3,500	\$5,400	\$5,400	\$5,400

Corridor Improvement Authority

CORRIDOR IMPROVEMENT AUTHORITY FUND

FUND NUMBER: 242

Acct. No. Category and Line Item	2016/17 Actual	2017/18 Actual	2018/19 Budgeted	2018/19 Estimated	2019/20 Adopted	2020/21 Projected	2021/22 Projected
FUND BALANCE AT JULY 1	90,161	130,104	110,118	110,118	140,618	213,283	288,215
REVENUES							
403-001 Property Taxes	0	8,518	31,955	31,500	75,565	77,832	80,167
664-005 Interest Income	1,331	2,308	1,500	2,500	2,500	2,500	2,500
TOTAL REVENUES	1,331	10,826	33,455	34,000	78,065	80,332	82,667
OTHER FINANCING SOURCES							
676-101 Transfer from General Fund	50,000	0	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	50,000	0	0	0	0	0	0
TOTAL REVENUE AND OTHER FINANCING SOURCES							
	51,331	10,826	33,455	34,000	78,065	80,332	82,667
EXPENDITURES							
801-004 Consultants	10,880	30,297	0	0	0	0	0
801-012 Legal Fees	0	0	500	0	0	0	0
801-021 Audit Fees	500	500	525	500	400	400	400
996-003 Miscellaneous	8	16	40,100	3,000	5,000	5,000	5,000
TOTAL EXPENDITURES	11,388	30,812	41,125	3,500	5,400	5,400	5,400
Revenues & Other Sources Over/(Under)							
Expenditures	39,943	(19,987)	(7,670)	30,500	72,665	74,932	77,267
FUND BALANCE AT JUNE 30	130,104	110,118	102,448	140,618	213,283	288,215	365,482

BUDGET RESOLUTION

WHEREAS, the appropriate City Officers have submitted to the City Manager an itemized estimate of expenditures for FY 2019/20 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 2019/20 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 2019/20 on June 10, 2019 and the property tax millage rate to be levied to support the FY 2019/20 budget; and,

WHEREAS, an appropriate public notice was published on May 29 and June 5, 2019, notifying citizens of the Public Hearing on the proposed FY 2019/20 Budget and the proposed property tax levy to support these budgets and the City Council's intention to adopt the budgets and establish the property tax rates on June 10, 2019 after the Public Hearing; and,

WHEREAS, all necessary proceedings have been taken by the City of Farmington Hills, Oakland County, Michigan, for the adoption of its Budget for the FY 2019/20;

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 2019/20 in the aggregate amount of \$62,737,298 for expenditures and transfers-out funded by \$60,625,988 in revenues and transfers-in.
- 2) That the City Council for the City of Farmington Hills hereby appropriates the sum of \$62,737,298 in expenditures and transfers-out for FY 2019/20 for General Fund purposes on a departmental and activity total basis as follows:

Boards & Commissions	\$2,936,921
General Government	\$11,104,561
Public Safety	\$21,249,573
Planning & Community Development	\$1,838,698
Public Services	\$7,941,740
Special Services	\$8,831,495
Operating Transfers Out	\$8,834,310
Total Expenditures + Transfers-out	<u>\$62,737,298</u>

- 3) That the City of Farmington Hills shall levy 5.6431 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 2019/20 for general operating purposes.
- 4) That the City of Farmington Hills shall levy 0.5216 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 2019/20 for general debt service requirements (all 0.5216 mills are from

within the City Charter Limit) and to adopt the 2019/20 Debt Service Fund Budgets schedule as attached below.

- 5) That the City of Farmington Hills shall levy 2.5030 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 2019/20 for Capital Improvements of which 0.4745 mills will be dedicated to Parks Development as approved by the electorate in August 2018 and to adopt the 2019/20 Capital Improvement Fund Budget and Parks & Recreation Capital Development Funds Budget as attached below.
- 6) That the City of Farmington Hills shall levy 3.0886 mills ad valorem (as approved by the electorate in November 2011 and November 2015) on the taxable value of all real and personal property subject to taxation in the City of Farmington Hills for the FY 2019/20 for the purposes of public safety.
- 7) That the City of Farmington Hills shall levy 0.7454 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 2019/20 for refuse removal and disposal.
- 8) That the City of Farmington Hills shall levy 0.0144 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 2019/20 for economic development and public information.
- 9) That the City of Farmington Hills shall levy 4.6744 mills ad valorem tax (as approved by the electorate in November 2014 and in November 2018) on the Taxable Value of all Real and Personal Property subject to taxation in the City of Farmington Hills for the FY 2019/20 for the City's local match to Major Road grant funded projects and Local Road special assessment projects as well as preventative maintenance treatments on both Major and Local Roads.
- 10) That the City of Farmington Hills shall levy a total of 17.1905 mills ad valorem on the taxable value of all real and personal property subject to taxation in the City of Farmington Hills for FY 2019/20.
- 11) That the City of Farmington Hills estimates General Fund Revenues and transfers-in for the FY 2019/20 to total \$60,625,988, as follows:

Property Taxes	\$32,850,489
Business Licenses & Permits	25,200
Other Licenses & Permits	1,522,200
Grants	607,000
State Shared Revenues	8,136,541
Fees	5,440,300
Sales	419,050
Fines & Forfeitures	2,200,000
Interest Earnings	600,000
Recreation User Charges	5,149,758
Other Revenue	2,358,600
Operating Transfers In	1,316,850
Total Revenue + Transfers-in	<u>\$60,625,988</u>

- 12) That the City of Farmington Hills adopts the Special Revenue Funds Budgets for the FY 2019/20 as follows:

SPECIAL REVENUE FUNDS SUMMARY

	Total Infrastructure Funds	Total Recreation Funds	Public Safety Funds	C.D.B.G Fund #275	Total Special Revenue Funds
FUND BALANCE AT JULY 1, 2019	\$9,327,327	\$526,159	\$3,051,681	\$0	\$12,905,166
REVENUES					
Property Taxes	16,112,903	1,635,626	10,646,568	0	28,395,097
Intergovernmental	10,317,990	338,503	100,000	442,478	11,198,971
Interest Income	215,500	31,500	110,000	0	357,000
Miscellaneous	190	168,526	0	50,000	218,716
Total Revenues	26,646,582	2,174,155	10,856,568	492,478	40,169,783
EXPENDITURES					
Highways & Streets	31,562,011	0	0	0	31,562,011
Public Safety	0	0	11,183,155	0	11,183,155
Debt Service - Principal	740,000	0	0	0	740,000
Debt Service - Interest	209,013	0	0	0	209,013
Land Acquisition, Capital Improvements and Other	12,800	850,539	821,800	492,478	2,177,617
Total Expenditures	32,523,824	850,539	12,004,955	492,478	45,871,796
Revenues over/(under) Expenditures	(5,877,242)	1,323,616	(1,148,387)	0	(5,702,013)
OTHER FINANCING SOURCES AND USES					
Transfers In	16,202,303	34,310	0	0	16,236,613
Transfers Out	(16,454,994)	(1,307,850)	0	0	(17,762,844)
Total	(252,691)	(1,273,540)	0	0	(1,526,231)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(6,129,933)	50,076	(1,148,387)	0	(7,228,244)
FUND BALANCE AT JUNE 30, 2020	\$3,197,394	\$576,235	\$1,903,293	\$0	\$5,676,922

SPECIAL REVENUE FUNDS INFRASTRUCTURE FUNDS SUMMARY

	Municipal Street Fund #201	Major Roads Fund #202	Local Roads Fund #203	Deferred Special Assessment Fund #255	Total Infrastructure Funds
FUND BALANCE AT JULY 1, 2019	\$0	\$5,510,828	\$3,763,290	\$53,209	\$9,327,327
REVENUES					
Property Taxes	16,112,903	0	0	0	16,112,903
Intergovernmental	50,000	5,823,619	4,444,371	0	10,317,990
Interest Income	40,000	100,000	75,000	500	215,500
Miscellaneous	0	190	0	0	190
Total Revenues	16,202,903	5,923,809	4,519,371	500	26,646,582
EXPENDITURES					
Highways & Streets	0	13,422,246	18,139,765	0	31,562,011
Debt Service - Principal	0	0	740,000	0	740,000
Debt Service - Interest	0	0	209,013	0	209,013
Other	600	7,600	4,000	600	12,800
Total Expenditures	600	13,429,846	19,092,778	600	32,523,824
Revenues over/(under)					
Expenditures	16,202,303	(7,506,037)	(14,573,408)	(100)	(5,877,242)
OTHER FINANCING SOURCES AND USES					
Transfers In	0	4,780,094	11,422,208	0	16,202,303
Transfers Out	(16,202,303)	0	(252,691)	0	(16,454,994)
	(16,202,303)	4,780,094	11,169,517	0	(252,691)
Excess Revenues and Other					
Financing Sources over/(under)					
Expenditures and Other Uses	0	(2,725,942)	(3,403,891)	(100)	(6,129,933)
FUND BALANCE AT JUNE 30, 2020	\$0	\$2,784,885	\$359,399	\$53,109	\$3,197,394

SPECIAL REVENUE FUNDS RECREATION FUNDS SUMMARY

	Nutrition Fund #281	Parks & Recreation Millage Fund #410	Total Recreation Funds
FUND BALANCE AT JULY 1, 2019	\$0	\$526,159	\$526,159
REVENUES			
Property Taxes	0	1,635,626	1,635,626
Intergovernmental	298,503	40,000	338,503
Interest Income	1,500	30,000	31,500
Miscellaneous	168,526	0	168,526
Total Revenues	468,529	1,705,626	2,174,155
EXPENDITURES			
Land Acquisition, Capital Improvements and Other	502,839	347,700	850,539
Total Expenditures	502,839	347,700	850,539
Revenues over/(under) Expenditures	(34,310)	1,357,926	1,323,616
OTHER FINANCING SOURCES AND USES			
Transfers In	34,310	0	34,310
Transfers Out	0	(1,307,850)	(1,307,850)
Total	34,310	(1,307,850)	(1,273,540)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	50,076	50,076
FUND BALANCE AT JUNE 30, 2020	\$0	\$576,235	\$576,235

SPECIAL REVENUE FUNDS PUBLIC SAFETY FUNDS SUMMARY
--

	Public Safety Fund #205	Federal Forfeiture Fund #213	State Forfeiture Fund #214	Total Public Safety Funds
FUND BALANCE AT JULY 1, 2019	\$2,140,525	\$511,797	\$399,359	\$3,051,681
REVENUES				
Property Taxes	10,646,568	0	0	10,646,568
Intergovernmental	100,000	0	0	100,000
Interest Income	100,000	5,000	5,000	110,000
Total Revenues	10,846,568	5,000	5,000	10,856,568
EXPENDITURES				
Public Safety	11,002,273	130,732	50,150	11,183,155
Land Acquisition, Capital Improvements and Other	317,000	254,500	250,300	821,800
Total Expenditures	11,319,273	385,232	300,450	12,004,955
Revenues over/(under) Expenditures	(472,705)	(380,232)	(295,450)	(1,148,387)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(472,705)	(380,232)	(295,450)	(1,148,387)
FUND BALANCE AT JUNE 30, 2020	\$1,667,820	\$131,565	\$103,909	\$1,903,293

- 13) That the City of Farmington Hills adopts the 2019/20 Debt Service Fund Budgets as follows:

DEBT SERVICE FUNDS SUMMARY

	General Debt Service Fund #301	Building Authority Debt Fund #662	Local Road SAD Debt Fund #813	Total Debt Service Funds
FUND BALANCE AT JULY 1, 2019	\$146,429	\$253	\$1,545,425	\$1,692,107
REVENUES				
Interest Income	10,000	0	10,000	20,000
Intergovernmental Revenues	241,005	0	0	241,005
Total Revenues	251,005	0	10,000	261,005
EXPENDITURES				
Bond Principal Payments	445,000	995,000	785,000	2,225,000
Interest and Fiscal Charges	598,713	36,418	27,531	662,662
Refunds	0	0	488,372	488,372
Miscellaneous	3,300	750	3,000	7,050
Total Expenditures	1,047,013	1,032,168	1,303,903	3,383,084
Revenues over/(under)				
Expenditures	(796,008)	(1,032,168)	(1,293,903)	(3,122,079)
OTHER FINANCING SOURCES AND USES				
Transfers In				
-General Fund	1,800,000	0	0	1,800,000
-Local Road Fund	81,600	0	0	81,600
-General Debt Fund	0	1,032,000	0	1,032,000
Total Transfers In	1,881,600	1,032,000	0	2,913,600
Transfers Out				
-SAD Revolving Fund	0	0	(251,522)	(251,522)
-Building Authority Fund	(1,032,000)	0	0	(1,032,000)
Total Transfers out	(1,032,000)	0	(251,522)	(1,283,522)
Total Other Financing Sources and Uses	849,600	1,032,000	(251,522)	1,630,078
Excess Revenues and Other Financing Sources over/(under)				
Expenditures and Other Uses	53,592	(168)	(1,545,425)	(1,492,001)
FUND BALANCE AT JUNE 30, 2020	\$200,021	\$85	\$0	\$200,106

- 14) That the City of Farmington Hills adopts the 2019/20 Capital Projects Funds Budgets as follows:

CAPITAL PROJECTS FUNDS SUMMARY

	Capital Improvement Fund #404	Community Center Renovations Fund #406	Golf Course Capital Improv. Fund #412	Special Assessment Revolving Fund #247	Total Capital Project Funds
FUND BALANCE AT JULY 1, 2019	\$612,303	\$9,900	\$28,118	\$3,199,233	\$3,849,553
REVENUES					
Sales, Fees & Other	0	0	25,882	0	25,882
Interest Income	50,000	50,000	200	40,000	140,200
Total Revenues	50,000	50,000	26,082	40,000	166,082
EXPENDITURES					
Public Facilities	1,751,000	20,000,000	0	0	21,751,000
Drainage	1,867,000	0	0	0	1,867,000
Sidewalks	350,000	0	0	0	350,000
Equipment	3,552,500	0	54,000	0	3,606,500
Administration & Miscellaneous	1,500	500	200	240	2,440
Total Expenditures	7,522,000	20,000,500	54,200	240	27,576,940
Revenues over/(under)					
Expenditures	(7,472,000)	(19,950,500)	(28,118)	39,760	(27,410,858)
OTHER FINANCING SOURCES AND USES					
Proceeds from Bond Sale	0	20,000,000	0	0	20,000,000
Transfer from Local Road SAD Fund	0	0	0	251,522	251,522
Transfer from Local Road Fund	0	0	0	171,091	171,091
Transfer from General Fund	7,000,000	0	0	0	7,000,000
Total Other Financing Sources and Uses	7,000,000	20,000,000	0	422,613	27,422,613
Revenues and Other					
Financing Sources Over/(Under)					
Expenditures and Other Uses	(472,000)	49,500	(28,118)	462,373	11,755
FUND BALANCE AT JUNE 30, 2020	\$140,303	\$59,400	\$0	\$3,661,606	\$3,861,308

- 15) That the City of Farmington Hills adopts the 2019/20 Component Unit Funds 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, 2019	\$140,618	\$1,645,441	\$1,786,059
REVENUES			
Property Taxes	75,565	333,501	409,066
Intergovernmental	0	0	0
Interest Income	2,500	22,000	24,500
Total Revenues	78,065	355,501	433,566
EXPENDITURES			
Capital Outlay	0	65,000	65,000
Audit	400	750	1,150
Miscellaneous/Others	5,000	250,000	255,000
Consultants	0	0	0
Total Expenditures	5,400	315,750	321,150
Revenues over/(under) Expenditures	72,665	39,751	112,416
OTHER FINANCING SOURCES AND USES			
Transfer to General Fund	0	(9,000)	(9,000)
Total Transfers Out	0	(9,000)	(9,000)
Total Other Financing Sources and Uses	0	(9,000)	(9,000)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	72,665	30,751	103,416
FUND BALANCE AT JUNE 30, 2020	\$213,283	\$1,676,192	\$1,889,475

- 16) That the City Council hereby authorizes the City Manager to make budgetary transfers within the appropriation centers established through the budget and that all transfers between appropriation centers may be made only by further action by the City Council, pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act.
- 17) That the FY 2019/20 Budgets of the General Fund, Special Revenue Funds and Capital Projects Funds shall be automatically amended on July 1, 2019 to re-appropriate fund balances for certain outstanding encumbrances and/or available capital project budget balances at June 30, 2019, as authorized by the City Manager.
- 18) That the City Council hereby authorizes the City Manager to assign General Fund – fund balance for future City budget amendment appropriations, which may be made only by further action by the City Council, pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act.
- 19) That the FY 2018/19 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 2019/20, as may be updated by the Finance Director:

Revenues

Property Taxes	\$31,813,601
Business Licenses & Permits	\$25,200
Other Licenses & Permits	\$1,522,200
Grants	\$571,124
State Shared Revenues	\$7,888,935
Fees	\$5,407,300
Sales	\$418,581
Fines & Forfeitures	\$2,200,000
Interest Earnings	\$600,000
Recreation User Charges	\$4,972,596
Other Revenue	\$2,539,361
Operating Transfers In	\$1,316,850
Total Revenue + Transfers-in	<u><u>\$59,275,748</u></u>

Expenditures

Boards & Commissions	\$2,826,259
General Government	10,566,830
Public Safety	20,766,689
Planning & Community Development	1,726,013
Public Services	7,790,090
Special Services	8,355,627
Operating Transfers Out	8,190,954
Total Expenditures + Transfers-out	<u><u>\$60,222,462</u></u>

- 20) That the FY 2018/19 Special Revenue Funds Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2019/20, as may be updated by the Finance Director:

SPECIAL REVENUE FUNDS

	Total Infrastructure Funds	Total Recreation Funds	Public Safety Funds	C.D.B.G Fund #275	Total Special Revenue Funds
FUND BALANCE AT JULY 1, 2018	\$12,473,582	\$705,904	\$3,089,478	\$0	\$16,268,964
REVENUES					
Property Taxes	6,468,021	1,581,886	10,250,428	0	18,300,335
Intergovernmental	10,033,968	338,503	168,379	272,290	10,813,140
Interest Income	280,800	26,500	143,000	0	450,300
Special Assessments	1,089,607	0	0	0	1,089,607
Miscellaneous	190	168,526	2,925	65,500	237,141
Total Revenues	17,872,586	2,115,415	10,564,732	337,790	30,890,522
EXPENDITURES					
Highways & Streets	19,789,915	0	0	0	19,789,915
Public Safety	725,000	0	10,566,718	0	11,291,718
Debt Service	230,213	0	0	0	230,213
Land Acquisition, Capital Improvements and Other	16,800	1,021,610	80,467	337,790	1,456,667
Total Expenditures	20,761,928	1,021,610	10,647,185	337,790	32,768,513
Revenues over/(under) Expenditures	(2,889,342)	1,093,805	(82,453)	0	(1,877,991)
OTHER FINANCING SOURCES AND USES					
Transfers In	6,650,762	34,300	44,656	0	6,729,718
Transfers Out	(6,907,675)	(1,307,850)	0	0	(8,215,525)
Total	(256,913)	(1,273,550)	44,656	0	(1,485,807)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(3,146,255)	(179,745)	(37,797)	0	(3,363,798)
FUND BALANCE AT JUNE 30, 2019	\$9,327,327	\$526,159	\$3,051,681	\$0	\$12,905,166

SPECIAL REVENUE FUNDS INFRASTRUCTURE FUNDS SUMMARY

	Municipal Street Fund #201	Major Roads Fund #202	Local Roads Fund #203	Deferred Special Assessment Fund #255	Total Infrastructure Funds
FUND BALANCE AT JULY 1, 2018	\$37,468	\$6,216,156	\$6,166,799	\$53,159	\$12,473,582
REVENUES					
Property Taxes	6,468,021	0	0	0	6,468,021
Intergovernmental	106,023	6,720,899	3,207,046	0	10,033,968
Interest Income	40,000	100,000	140,000	800	280,800
Special Assessments	0	0	1,089,607	0	1,089,607
Miscellaneous	0	190	0	0	190
Total Revenues	6,614,044	6,821,089	4,436,653	800	17,872,586
EXPENDITURES					
Highways & Streets	0	11,942,179.4	7,847,736	0	19,789,915
Debt Service - Principal	0	0	725,000	0	725,000
Debt Service - Interest	0	0	230,213	0	230,213
Other	750	10,000	5,300	750	16,800
Total Expenditures	750	11,952,179	8,808,249	750	20,761,928
Revenues over/(under) Expenditures	6,613,294	(5,131,090)	(4,371,596)	50	(2,889,342)
OTHER FINANCING SOURCES AND USES					
Transfers In	0	4,425,762	2,225,000	0	6,650,762
Transfers Out	(6,650,762)	0	(256,913)	0	(6,907,675)
	(6,650,762)	4,425,762	1,968,087	0	(256,913)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(37,468)	(705,328)	(2,403,509)	50	(3,146,255)
FUND BALANCE AT JUNE 30, 2019	\$0	\$5,510,828	\$3,763,290	\$53,209	\$9,327,327

SPECIAL REVENUE FUNDS RECREATION FUNDS SUMMARY

	Nutrition Fund #281	Parks & Recreation Millage Fund #410	Total Recreation Funds
FUND BALANCE AT JULY 1, 2018	\$0	\$705,904	\$705,904
REVENUES			
Property Taxes	0	1,581,886	1,581,886
Intergovernmental	298,503	40,000	338,503
Interest Income	1,500	25,000	26,500
Miscellaneous	168,526	0	168,526
Total Revenues	468,529	1,646,886	2,115,415
EXPENDITURES			
Land Acquisition, Capital Improvements and Other	502,829	518,781	1,021,610
Total Expenditures	502,829	518,781	1,021,610
Revenues over/(under) Expenditures	(34,300)	1,128,105	1,093,805
OTHER FINANCING SOURCES AND USES			
Transfers In	34,300	0	34,300
Transfers Out	0	(1,307,850)	(1,307,850)
Total	34,300	(1,307,850)	(1,273,550)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	(179,745)	(179,745)
FUND BALANCE AT JUNE 30, 2019	\$0	\$526,159	\$526,159

SPECIAL REVENUE FUNDS PUBLIC SAFETY FUNDS SUMMARY
--

	Public Safety Fund #205	Federal Forfeiture Fund #213	State Forfeiture Fund #214	Total Public Safety Funds
FUND BALANCE AT JULY 1, 2018	\$2,132,321	\$485,681	\$471,476	\$3,089,478
REVENUES				
Property Taxes	10,250,428	0	0	10,250,428
Intergovernmental	168,379	0	0	168,379
Interest Income	125,000	11,000	7,000	143,000
Miscellaneous	0	2,925	0	2,925
Total Revenues	10,543,807	13,925	7,000	10,564,732
EXPENDITURES				
Public Safety	10,490,503	26,065	50,150	10,566,718
Land Acquisition, Capital Improvements and Other	45,100	6,400	28,967	80,467
Total Expenditures	10,535,603	32,465	79,117	10,647,185
Revenues over/(under) Expenditures	8,204	(18,540)	(72,117)	(82,453)
OTHER FINANCING SOURCES AND USES				
Transfers In	0	44,656	0	44,656
Transfers Out	0	0	0	0
	0	44,656	0	44,656
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	8,204	26,116	(72,117)	(37,797)
FUND BALANCE AT JUNE 30, 2019	\$2,140,525	\$511,797	\$399,359	\$3,051,681

- 21) That the FY 2018/19 Debt Service Funds Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2019/20, as may be updated by the Finance Director:

DEBT SERVICE FUNDS SUMMARY

	General Debt Service Fund #301	Building Authority Debt Fund #662	Local Road SAD Debt Fund #813	Total Debt Service Funds
FUND BALANCE AT JULY 1, 2018	\$137,329	\$153	\$1,994,366	\$2,131,848
REVENUES				
Interest income	10,000	0	92,913	102,913
Special Assessments	0	0	525,431	525,431
Intergovernmental Revenues	241,005	0	0	241,005
Total Revenues	251,005	0	618,344	869,349
EXPENDITURES				
Bond principal payments	425,000	940,000	265,000	1,630,000
Interest and fiscal charges	191,113	48,638	20,788	260,539
Refunds	0	0	236,705	236,705
Miscellaneous	1,200	900	4,375	6,475
Total Expenditures	617,313	989,538	526,868	2,133,719
Revenues over/(under) Expenditures	(366,308)	(989,538)	91,476	(1,264,370)
OTHER FINANCING SOURCES AND USES				
Transfers In				
-General Fund	1,282,046	0	0	1,282,046
-Local Road Fund	82,900	0	0	82,900
-General Debt Fund	0	989,638	0	989,638
Total Transfers In	1,364,946	989,638	0	2,354,584
Transfers Out				
-SAD Revolving Fund	0	0	(540,417)	(540,417)
- Building Authority Fund	(989,538)	0	0	(989,538)
Total Transfers out	(989,538)	0	(540,417)	(1,529,955)
Total Other Financing Sources and Uses	375,408	989,638	(540,417)	824,629
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	9,100	100	(448,941)	(439,741)
FUND BALANCE AT JUNE 30, 2019	\$146,429	\$253	\$1,545,425	\$1,692,107

- 22) That the FY 2018/19 Capital Projects Funds Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2019/20, as may be updated by the Finance Director:

CAPITAL PROJECTS FUNDS SUMMARY

	Capital Improvement Fund #404	Community Center Renovations Fund #406	Golf Course Capital Improv. Fund #412	Special Assessment Revolving Fund #247	Total Capital Project Funds
FUND BALANCE AT JULY 1, 2018	\$3,781,070	\$50,200	\$18,372	\$2,445,103	\$6,294,745
REVENUES					
Sales, Fees & Other	0	0	32,000	0	32,000
Grant Revenue	900,000	0	0	0	900,000
Interest income	45,000	10,000	500	40,000	95,500
Total Revenues	945,000	10,000	32,500	40,000	1,027,500
EXPENDITURES					
Public Facilities	1,656,920	850,000	0	0	2,506,920
Drainage	3,976,963	0	0	0	3,976,963
Sidewalk	355,670	0	0	0	355,670
Equipment	4,122,313	0	52,506	0	4,174,819
Professional	0	0	0	0	0
Administration & Misc.	1,900	300	200	300	2,700
Total Expenditures	10,113,767	850,300	52,706	300	11,017,073
Revenues over/(under)					
Expenditures	(9,168,767)	(840,300)	(20,206)	39,700	(9,989,573)
OTHER FINANCING SOURCES AND USES					
Transfer in from Local Road SAD	0	0	0	540,417	540,417
Transfer in from Local Road Fund	0	0	0	174,013	174,013
Transfer in from General Fund	6,000,000	800,000	29,952	0	6,829,952
Total Other Financing Sources and Uses	6,000,000	800,000	29,952	714,430	7,544,382
Excess Revenues and Other Financing Sources over/(under)					
Expenditures and Other Uses	(3,168,767)	(40,300)	9,746	754,130	(2,445,191)
FUND BALANCE AT JUNE 30, 2019	\$612,303	\$9,900	\$28,118	\$3,199,233	\$3,849,553

- 23) That the FY 2018/19 Component Units Funds Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2019/20, as may be updated by the Finance Director:

COMPONENT UNITS FUNDS SUMMARY

	Corridor Improvement Authority Fund #242	Brownfield Redevelopment Authority Fund #243	Total Component Units
FUND BALANCE AT JULY 1, 2018	\$110,118	\$1,571,441	\$1,681,559
REVENUES			
Property Taxes	31,500	312,000	343,500
Grant	0	0	0
Interest Income	2,500	22,000	24,500
Total Revenues	34,000	334,000	368,000
EXPENDITURES			
Audit Fees	500	1,000	1,500
Miscellaneous	3,000	250,000	253,000
Consultants	0	0	0
Total Expenditures	3,500	251,000	254,500
Revenues over/(under) Expenditures	30,500	83,000	113,500
OTHER FINANCING SOURCES AND USES			
Transfers Out-General Fund	0	(9,000)	(9,000)
Total Transfers out	0	(9,000)	(9,000)
Total Other Financing Sources and Uses	0	(9,000)	(9,000)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	30,500	74,000	104,500
FUND BALANCE AT JUNE 30, 2019	\$140,618	\$1,645,441	\$1,786,059

WATER & SEWER FUND

MISSION STATEMENT:

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

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

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

Effective January 1, 2016 the GLWA assumed responsibility for the management, operations, and maintenance of the City of Detroit's water and sewer infrastructure supplying wholesale customers across the region, including the City of Farmington Hills. In exchange for the management of the utility systems, the GLWA will provide annual lease payments of \$50 million a year for 40 years to the City of Detroit. The City of Detroit will use these funds to overhaul its aging infrastructure. The lease also provides for a \$4.5 million Water Residential Assistance Program to help low-income customers of GLWA customer communities pay their water and sewer bills.

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

Water & Sewer Fund

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

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

Based on a review of the above characteristics of the Water and Sewer Fund, we have targeted to have a Water and Sewer Fund Working Capital balance of no less than 25% of total expenses and transfers-out, exclusive of depreciation, a non-cash item. In this context, a target working capital balance equal to approximately one quarter of the fiscal year's cash based expenses provides a reasonable cushion to pay for ongoing expenses in the event of revenue shortfalls, or emergencies requiring unexpected outlays of cash. While a 25% working capital is sufficient to cover potential revenue shortfalls, it is not sufficient to cover planned capital improvements.

The WRC bills approximately 22,900 City water customers and approximately 22,600 City sewer customers on a quarterly basis. Average annual water consumption per water customer is 15.86 thousand cubic feet (MCF) and the average annual sewage treatment is 14.17 MCF. There are approximately 456 miles of water main and over 5,100 fire hydrants in the City. There are approximately 328 miles of sanitary sewer main in the City.

With the exception of some interest earnings on City investments, virtually all other funding sources (revenue/capital contributions) are generated by WRC utility billings fee collections. Annually, water and sewer user fee rates for City customers are developed by the WRC, with input and assistance from City staff, and then subsequently recommended to the City Council for adoption.

With the exception of some City administrative, accounting and engineering labor costs, as well as utility contributions associated with City Road Projects, virtually all other funding uses (expenses/capital assets) are paid by the WRC.

FY 18/19 YEAR-END PROJECTION vs. FY 17/18 ACTUAL

- Total revenue is projected to decrease by approximately \$1,433,000 or 5.13% from the previous year.
- Total expenses (excluding purchases of capital assets) are projected to increase by approximately \$536,000 or 1.89% from the previous year.
- Revenue from capital contributions is projected to decrease approximately \$1,955,000 or 88.66%.
- Net expenses from other transactions are projected to decrease by approximately \$134,000 or 26.48%.
- The impact from the above results in a projected decrease of \$3,790,603 in Working Capital to \$73,004,755 at June 30, 2019, which is 300% of total projected expenses and transfers-out (less depreciation) for FY 18/19. While this is well above the Working Capital Minimum Target of 25% of Total Expenses plus Transfers-out, less Depreciation, it should be noted that the Working Capital is intended to provide for capital improvements and maintenance costs in addition to working capital minimums.

FY 19/20 PROPOSED FINANCIAL PLAN vs. FY 18/19 YEAR-END PROJECTION

- Total Revenue is projected to increase by approximately \$641,000 or 2.42% from the prior year.
- Total Expenses (excluding purchases of capital assets) are projected to increase by approximately \$436,000 or 1.51% from the prior year.
- Expenditures for Capital Assets are projected to increase by approximately \$3,719,000 or 105.56% from the prior year. This is primarily due to a significant number of capital improvement projects that are scheduled in FY 19/20. These projects consist of water main and sanitary sewer projects included in the City's Capital Improvement Plan and WRC's Long-Range Capital, Emergency and Maintenance Plan.
- The impact from the above results in a projected \$6,209,167 decrease in Working Capital to \$66,795,587 at June 30, 2020, which is 270% of total projected expenses and transfers-out (less depreciation) for FY 19/20. While this is well above the Working Capital Minimum Target of 25% of Total Expenses plus Transfers-out, less Depreciation, it should be noted that the Working Capital is intended to provide for capital improvements and maintenance costs in addition to working capital minimums, and the Working Capital at June 30, 2020 is inadequate to meet the anticipated needs over the next eight (8) years.

**CITY OF FARMINGTON HILLS FINANCIAL SUMMARY
WATER & SEWER FUND**

	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	Actual	Actual	Year-End Projection	Proposed Plan	Proposed Plan	Proposed Plan
REVENUES						
Sale of Water	13,772,568	13,278,145	12,409,830	12,351,020	12,292,489	12,351,020
Sewage Disposal Charges	11,058,632	11,366,815	10,741,650	11,270,400	11,825,177	11,270,400
Other Operating Revenue	509,469	12,312	100,000	100,000	100,000	100,000
Total Operating Revenue	25,340,669	24,657,272	23,251,480	23,721,420	24,217,666	23,721,420
Other Non-operating Revenue						
Interest Income	576,113	927,068	1,019,775	1,070,764	1,124,302	1,124,302
Debt Service Charge	2,406,655	2,372,299	2,252,000	2,371,715	2,372,039	2,366,381
TOTAL REVENUES	28,323,437	27,956,639	26,523,255	27,163,899	27,714,007	27,212,103
EXPENSES						
Cost of Water	9,090,180	8,313,886	9,116,360	8,871,340	8,632,905	8,871,340
Cost of Sewage Treatment	8,555,862	9,406,937	9,379,090	9,983,330	10,626,498	9,983,330
Other Operation and Maintenance	3,656,736	3,928,177	3,422,250	3,454,760	3,487,579	3,454,760
Billing and Administrative Costs*	1,316,744	1,410,890	1,633,780	1,711,990	1,793,944	1,711,990
Depreciation	3,721,397	4,558,470	4,600,000	4,600,000	4,600,000	4,600,000
Total Operating Expenses	26,340,919	27,618,360	28,151,480	28,621,420	29,140,926	28,621,420
Other Non-operating Expenses						
Interest Expense	556,588	781,888	785,018	751,151	716,151	680,225
TOTAL EXPENSES	26,897,507	28,400,248	28,936,498	29,372,571	29,857,077	29,301,645
Income/(Loss) Before Contributions	1,425,930	(443,609)	(2,413,243)	(2,208,672)	(2,143,070)	(2,089,542)
Capital Contributions:						
Tap-in Fees	451,191	150,200	100,000	100,000	100,000	100,000
Contributed Capital	396,125	2,054,488	150,000	150,000	150,000	150,000
Total Capital Contributions	847,316	2,204,688	250,000	250,000	250,000	250,000
CHANGE IN NET POSITION	2,273,246	1,761,079	(2,163,243)	(1,958,672)	(1,893,070)	(1,839,542)
Capital Assets	(8,521,393)	(6,391,328)	(3,573,606)	(7,292,000)	(15,846,000)	(5,195,000)
Depreciation	3,721,397	4,558,470	4,600,000	4,600,000	4,600,000	4,600,000
Bond Proceeds	11,635,448	2,806,573	129,625	-	-	-
Current Portion of Long-term Debt	(1,402,295)	(1,478,670)	(1,527,255)	(1,558,495)	(1,609,735)	(1,640,975)
CHANGE IN WORKING CAPITAL	7,706,403	1,256,124	(2,534,479)	(6,209,167)	(14,748,805)	(4,075,517)
WORKING CAPITAL-BEGINNING	66,576,707	74,283,110	75,539,234	73,004,755	73,004,755	66,795,587
WORKING CAPITAL-ENDING	74,283,110	75,539,234	73,004,755	66,795,587	58,255,950	62,720,070
Working Capital as a % of Expenses plus Transfers Out Less Depreciation	321%	317%	300%	270%	231%	254%

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

Water & Sewer Fund

WATER MAINS

WATER MAIN PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	PROJECTED FUNDING & SOURCE	City Cost figures are shown in thousands of dollars.						
					2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
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	
Fire Protection lines in subdivisions without Water Main	3,000,000	3,000,000	NC	100% City	1,000 CF	1,000 CF	1,000 CF				
Villa Capri Subdivision, Replace existing 6", 8" and 12" with 8" and 12"	5,116,000	5,116,000	NC	100% City	2,000 WS	3,116 WS					
Cora Water Main, north of Fink (8" loop)	329,000	0	NC	100% SAD	0 SAD						
Riverwalk, 8" loop to Folsom	211,000	211,000	NC	100% City	211 WS						
Parker Avenue, 8" Loop to Nine Mile Road	485,000	485,000	NC	100% City	485 WS						
Farmington Road, 30465 Farmington Road south to stub (8" loop)	118,000	118,000	NC	100% City	118 WS						
Kimberley Subdivision, Replace existing 6" & 8" with 8" & 12"	5,619,000	5,619,000	NC	100% City			2,810 WS	2,809 WS			
Westbrooke Plaza Water Main Replacement/Relocation	471,000	471,000	NC	100% City					471 WS		
Westbrooke Manor No. 2 Subdivision, Replace existing 6" & 8" with 8"/12" with 12"	2,498,000	2,498,000	NC	100% City					2,498 WS		
Kendallwood No. 4 Subdivision, Replace existing 6" & 8" with 8"/12" with 12"	2,025,000	2,025,000	NC	100% City						2,025 WS	
Westbrooke Manor No. 3 Subdivision, Replace existing 6" & 8" with 8"	1,069,000	1,069,000	NC	100% City							1,069 WS
Westbrooke Manor No. 4 Subdivision, Replace existing 6" & 8" with 8"	994,000	994,000	NC	100% City							994 WS
Kendallwood/Kendallwood No. 1, Replace existing 6" & 8" with 8"/12" with 12"	5,835,000	5,835,000	NC	100% City							5,835 WS
Kendallwood No. 2 Subdivision, Replace existing 6" & 8" with 8"/12" with 12"	3,551,000	3,551,000	NC	100% City							3,551 WS
Kendallwood No. 3 Subdivision, Replace existing 6" & 8" with 8"/12" with 12"	3,749,000	3,749,000	NC	100% City							3,749 WS
Community Well Conversion (4 Subdivisions)	2,707,000	2,707,000	NC	100% SAD							2,707 WS
Westbrooke Manor Subdivision, Replace existing 6" & 8" with 8"/12" with 12"	2,531,000	2,531,000	NC	100% City							2,531 WS
Westbrooke Manor No. 1 Subdivision, Replace existing 4", 6" & 8" with 8"	2,087,000	2,087,000	NC	100% City							2,087 WS
Colwell Water Main, Shiawassee to Sedalia (8" loop)	718,000	718,000	NC	100% City							718 WS
Inkster Road, Water Main Franklin Hills Country Club to Thirteen Mile Road (12" loop)	788,000	788,000	NC	100% City							788 WS
Inkster Road, south of Thirteen Mile to Northwestern Highway (12" loop)	836,000	836,000	NC	100% City							836 WS
Orchard Lake Road, Grand River to Freedom (8" loop)	404,000	404,000	NC	100% City							404 WS
Fink Avenue Water Main, Orchard Lake to Cora (8" loop)	456,000	456,000	NC	100% City							456 WS
TOTAL:	\$46,197,000	\$45,868,000	NC		3,914	4,216	3,910	2,909	3,069	2,125	25,725

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

Water & Sewer Fund

SANITARY SEWERS

SANITARY SEWER PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	City Cost figures are shown in thousands of dollars.						
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	FUTURE
Sanitary Sewer Rehabilitation Program	3,000,000	3,000,000	NC	500 SS	500 SS	500 SS	500 SS	500 SS	500 SS	
Wastewater Asset Management Plan	976,000	244,000	NC	122 SS	122 SS					
Kirby Sanitary Sewer, Farmington Road to Cass	1,083,000	1,083,000	NC	1,083 SS						
Bridgeman Street Sanitary Sewer	888,000	888,000	NC	888 SS						
Evergreen/Farmington LTCAP Upgrade - Eight Mile Road Storage	17,625,000	10,223,000	NC		10,223 SS					
Goldsmith Sanitary Sewer	1,632,000	1,632,000	NC				1,632 SS			
Evergreen/Farmington LTCAP - Phase 2 Projects	80,000,000	16,800,000	NC							16,800 SS
TOTAL:	\$105,204,000	\$33,870,000	NC	2,593	10,845	500	2,132	500	500	16,800

SS: Sanitary Sewer Fund

NC: No Change

YOUR 2018 TAX DOLLAR

Based on Principal Residence (Homestead) Rate

School District	County/Other	Education *	City
Farmington	16.65%	50.24%	33.11%
Walled Lake	18.55%	44.57%	36.88%
Clarenceville	19.59%	41.45%	38.96%



County/Other
16.65%

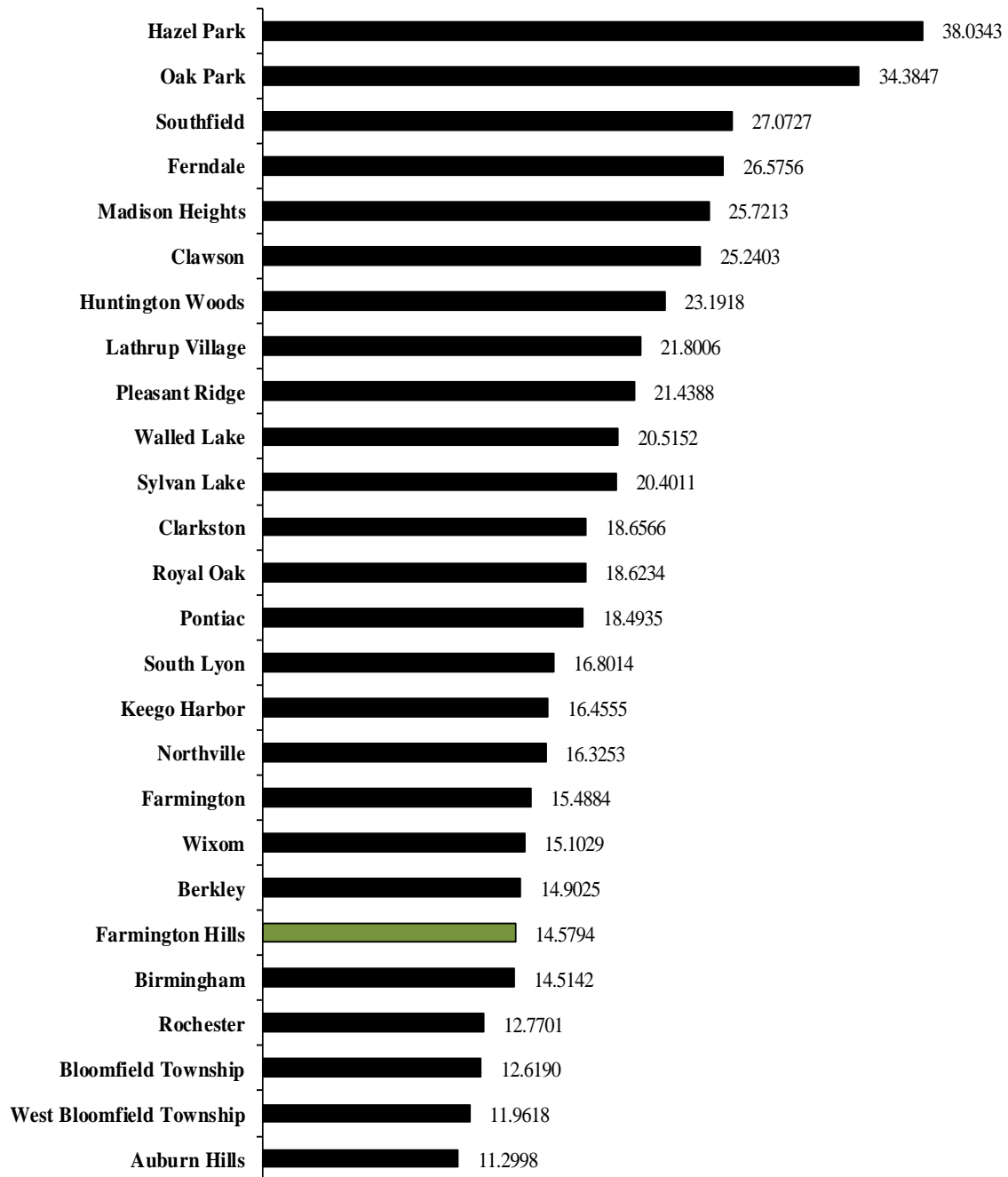
Education
50.24%

City
33.11%

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

2018 Local Unit Tax Rates

For all Cities and Major Townships in Oakland



**2018 Tax Comparison for All Cities and Major Townships in
Oakland County**

<u>Local Taxing Unit</u>	2018 <u>Millage</u>	2018 <u>Taxable Value</u>	2018 <u>City Taxes</u>
Southfield	27.0727	2,485,025,360	67,276,346
Troy	10.2964	4,873,078,440	50,175,165
Royal Oak	18.6234	2,676,484,610	49,845,243
Farmington Hills*	14.5794	3,307,422,060	48,220,229
Bloomfield Township	12.6190	3,749,876,110	47,319,687
West Bloomfield Township	11.9618	3,561,180,050	42,598,124
Novi	10.5376	3,645,653,370	38,416,437
Rochester Hills	10.4605	3,467,214,250	36,268,795
Birmingham	14.5142	2,359,367,180	34,244,327
Madison Heights	25.7213	795,091,880	20,450,797
Auburn Hills	11.2998	1,621,486,730	18,322,476
Oak Park	34.3847	488,349,400	16,791,748
Ferndale	26.5756	612,701,280	16,282,904
Pontiac	18.4935	716,149,510	13,244,111
Wixom	15.1029	703,283,140	10,621,615
Rochester	12.7701	737,090,950	9,412,725
Bloomfield Hills	10.9785	856,073,240	9,398,400
Clawson	25.2403	358,269,830	9,042,838
Berkley	14.9025	571,391,430	8,515,161
Huntington Woods	23.1918	358,071,710	8,304,327
Hazel Park	38.0343	190,563,960	7,247,967
South Lyon	16.8014	359,119,220	6,033,706
Farmington	15.4884	344,359,080	5,333,571
Walled Lake	20.5152	199,000,550	4,082,536
Pleasant Ridge	21.4388	152,966,300	3,279,414
Orchard Lake	8.3229	376,784,180	3,135,937
Lathrup Village	21.8006	131,611,760	2,869,215
Northville	16.3253	164,622,212	2,687,507
Sylvan Lake	20.4011	92,827,530	1,893,784
Keego Harbor	16.4555	98,097,130	1,614,237
Lake Angelus	10.4500	77,643,990	811,380
Clarkston	18.6566	43,123,450	804,537

Less: Renaissance Zone and Senior Housing

Source: Original Taxable Value from Oakland County Equalization Department

**CITY PROPERTY TAX RATE, LEVY & COLLECTIONS HISTORY
BY TAX YEAR**

<u>Millage Type</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Operations	6.5139	6.3279	7.2148	6.6396	6.7084
Capital	0.4800	0.4800	0.2400	0.7467	0.6163
Debt	0.5362	0.6481	0.5012	0.5697	0.6313
Total Charter	7.5301	7.4560	7.9560	7.9560	7.9560
Refuse	0.5269	0.6010	0.6822	0.7138	0.7168
Econ. Develop.	0.0000	0.0000	0.0152	0.0162	0.0164
Parks	0.4882	0.4882	0.4882	0.4882	0.4882
Roads	0.0000	0.0000	0.0000	0.0000	0.0000
Public Safety	1.4764	1.4764	1.4764	3.1764	3.1764
Total City Millage	10.0216	10.0216	10.6180	12.3506	12.3538
Taxable Value*	\$4,165,008,570	\$3,619,696,470	\$3,281,707,580	\$3,077,626,770	\$3,040,696,350
Tax Levy	\$41,740,050	\$36,275,150	\$34,845,171	\$38,010,476	\$37,564,155
Tax Collections**	\$40,166,471	\$34,911,860	\$33,353,601	\$36,891,023	\$36,922,255
Percent Collected***	96.23%	96.24%	95.72%	97.05%	98.29%

<u>Millage Type</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Operations	6.5206	5.9466	5.8911	6.1549	6.1956
Capital	0.7986	1.5606	1.5978	1.7168	1.6695
Debt	0.6368	0.4488	0.4671	0.4434	0.3892
Total Charter	7.9560	7.9560	7.9560	8.3151	8.2543
Refuse	0.7436	0.7542	0.7169	0.7359	0.7608
Econ. Develop.	0.0164	0.0160	0.0160	0.0156	0.0151
Parks	0.4882	0.4882	0.4859	0.4817	0.4781
Roads	0.0000	2.0000	1.9908	1.9738	1.9593
Public Safety	3.1764	3.1764	3.1617	3.1348	3.1118
Total City Millage	12.3806	14.3908	14.3273	14.6569	14.5794
Taxable Value*	\$3,051,369,420	\$3,125,682,070	\$3,125,760,110	\$3,208,788,930	\$3,316,996,180
Tax Levy	\$37,777,784	\$44,981,066	\$44,783,703	\$47,030,898	\$48,359,814
Tax Collections**	\$36,898,832	\$44,025,306	\$43,893,096	\$45,999,617	\$47,389,469
Percent Collected***	97.67%	97.88%	98.01%	97.81%	97.99%

* From the Original Ad valorem Tax Roll less Renaissance Zone.

** From the Adjusted Ad valorem Tax Roll. Exclusive of non-City Taxes collected for the Brownfield Redevelopment Authority.

*** Collections through February each year. 100% of the delinquent real property taxes are remitted to the City from the County's Delinquent Tax Fund by the end of each fiscal year.

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

Farmington School District

<u>Millage Type</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
City	10.0216	10.0216	10.6180	12.3506	12.3538
Local Schools P.R.E.	10.1442	12.0278	12.3334	13.3810	13.3810
State Education Tax	6.0000	6.0000	6.0000	6.0000	6.0000
Oakland Community College	1.5844	1.5844	1.5844	1.5844	1.5844
Intermediate Schools	3.3690	3.3690	3.3690	3.3690	3.3690
County	4.6461	4.6461	4.6461	4.6461	4.6461
Library	1.5856	1.5856	1.5856	1.5856	1.5856
Transit Authority	0.5900	0.5900	0.5900	0.5900	0.5900
Zoo	0.1000	0.1000	0.1000	0.1000	0.1000
Art Institute	0.0000	0.0000	0.0000	0.2000	0.2000
Total P.R.E. Millage	38.0409	39.9245	40.8265	43.8067	43.8099
Local Schools Non-P.R.E.	9.6558	8.0722	7.8466	7.1790	7.1790
Total Non-P.R.E. Millage	47.6967	47.9967	48.6731	50.9857	50.9889

Walled Lake School District

<u>Millage Type</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
City	10.0216	10.0216	10.6180	12.3506	12.3538
Local Schools P.R.E.	6.4793	6.7508	6.8812	7.0254	7.0254
State Education Tax	6.0000	6.0000	6.0000	6.0000	6.0000
Oakland Community College	1.5844	1.5844	1.5844	1.5844	1.5844
Intermediate Schools	3.3690	3.3690	3.3690	3.3690	3.3690
County	4.6461	4.6461	4.6461	4.6461	4.6461
Library	1.5856	1.5856	1.5856	1.5856	1.5856
Transit Authority	0.5900	0.5900	0.5900	0.5900	0.5900
Zoo	0.1000	0.1000	0.1000	0.1000	0.1000
Art Institute	0.0000	0.0000	0.0000	0.2000	0.2000
Total P.R.E. Millage	34.3760	34.6475	35.3743	37.4511	37.4543
Local Schools Non-P.R.E.	16.0207	15.7492	15.6188	15.5346	15.5346
Total Non-P.R.E. Millage	50.3967	50.3967	50.9931	52.9857	52.9889

Clarenceville School District

<u>Millage Type</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
City	10.0216	10.0216	10.6180	12.3506	12.3538
Local Schools P.R.E.	5.1146	5.1922	4.5000	4.5000	4.5000
State Education Tax	6.0000	6.0000	6.0000	6.0000	6.0000
Schoolcraft College	1.7967	1.7967	1.7967	1.7967	1.7967
Intermediate Schools	3.3690	3.3690	3.3690	3.3690	3.3690
County	4.6461	4.6461	4.6461	4.6461	4.6461
Library	1.5856	1.5856	1.5856	1.5856	1.5856
Transit Authority	0.5900	0.5900	0.5900	0.5900	0.5900
Zoo	0.1000	0.1000	0.1000	0.1000	0.1000
Art Institute	0.0000	0.0000	0.0000	0.2000	0.2000
Total P.R.E. Millage	33.2236	33.3012	33.2054	35.1380	35.1412
Local Schools Non-P.R.E.	17.3854	17.3078	18.0000	18.0000	18.0000
Total Non-P.R.E. Millage	50.6090	50.6090	51.2054	53.1380	53.1412

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

Farmington School District

<u>Millage Type</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
City	12.3806	14.3908	14.3273	14.6569	14.5794
Local Schools P.R.E.	11.7472	12.4418	12.1482	11.4268	11.3026
State Education Tax	6.0000	6.0000	6.0000	6.0000	6.0000
Oakland Community College	1.5844	1.5819	1.5707	1.5555	1.5431
Intermediate Schools	3.3690	3.3633	3.3398	3.3079	3.2813
County	4.6461	4.5456	4.4938	4.4908	4.4878
Library	1.5856	1.5856	1.5781	1.5644	1.5517
Transit Authority	1.0000	0.9998	0.9941	0.9863	1.0000
Zoo	0.1000	0.0998	0.0990	0.0980	0.0982
Art Institute	0.2000	0.1996	0.1981	0.1961	0.1945
Total P.R.E. Millage	42.6129	45.2082	44.7491	44.2827	44.0386
Local Schools Non-P.R.E.	8.5128	8.9982	9.2918	9.8732	9.9974
Total Non-P.R.E. Millage	51.1257	54.2064	54.0409	54.1559	54.0360

Walled Lake School District

<u>Millage Type</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
City	12.3806	14.3908	14.3273	14.6569	14.5794
Local Schools P.R.E.	7.6843	7.2841	7.0150	6.9458	6.7968
State Education Tax	6.0000	6.0000	6.0000	6.0000	6.0000
Oakland Community College	1.5844	1.5819	1.5707	1.5555	1.5431
Intermediate Schools	3.3690	3.3633	3.3398	3.3079	3.2813
County	4.6461	4.5456	4.4938	4.4908	4.4878
Library	1.5856	1.5856	1.5781	1.5644	1.5517
Transit Authority	1.0000	0.9998	0.9941	0.9863	1.0000
Zoo	0.1000	0.0998	0.0990	0.0980	0.0982
Art Institute	0.2000	0.1996	0.1981	0.1961	0.1945
Total P.R.E. Millage	38.5500	40.0505	39.6159	39.8017	39.5328
Local Schools Non-P.R.E.	15.8029	15.8339	15.9129	15.8134	15.7675
Total Non-P.R.E. Millage	54.3529	55.8844	55.5288	55.6151	55.3003

Clarenceville School District

<u>Millage Type</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
City	12.3806	14.3908	14.3273	14.6569	14.5794
Local Schools P.R.E.	4.5000	4.5000	4.5000	4.5000	4.4626
State Education Tax	6.0000	6.0000	6.0000	6.0000	6.0000
Schoolcraft College	1.7967	1.7967	1.7880	1.7766	1.7662
Intermediate Schools	3.3690	3.3633	3.3398	3.3079	3.2813
County	4.6461	4.5456	4.4938	4.4908	4.4878
Library	1.5856	1.5856	1.5781	1.5644	1.5517
Transit Authority	1.0000	0.9998	0.9941	0.9863	1.0000
Zoo	0.1000	0.0998	0.0990	0.0980	0.0982
Art Institute	0.2000	0.1996	0.1981	0.1961	0.1945
Total P.R.E. Millage	35.5780	37.4812	37.3182	37.5770	37.4217
Local Schools Non-P.R.E.	18.0000	18.0000	18.0000	18.0000	18.0000
Total Non-P.R.E. Millage	53.5780	55.4812	55.3182	55.5770	55.4217

Retirement System & Retiree Healthcare Plan Funding Progress

CITY OF FARMINGTON HILLS EMPLOYEES' RETIREMENT SYSTEM

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded AAL (UAAL)	Funded Ratio	*Future Annual Contribution	Active Members	Benefit Recipients
6/30/07	\$109,839,894	\$121,107,744	\$11,267,850	90.7%	\$3,613,612	416	155
6/30/08	\$117,994,843	\$131,182,445	\$13,187,602	89.9%	\$3,701,944	402	166
6/30/09	\$123,309,158	\$140,261,150	\$16,951,992	87.9%	\$3,999,704	386	173
6/30/10	\$122,384,733	\$149,204,540	\$26,819,807	82.0%	\$4,474,398	327	229
6/30/11	\$126,993,894	\$152,271,739	\$25,277,845	83.4%	\$4,293,782	318	230
6/30/12	\$127,759,371	\$157,810,232	\$30,050,861	81.0%	\$4,549,123	301	244
6/30/13	\$135,447,393	\$163,515,916	\$28,068,523	82.8%	\$4,882,377	299	265
6/30/14	\$142,635,461	\$168,555,933	\$25,920,472	84.6%	\$4,710,931	288	279
6/30/15	\$148,299,323	\$171,958,385	\$23,659,062	86.2%	\$4,710,485	283	283
6/30/16**	\$150,257,018	\$179,218,630	\$28,961,612	83.8%	\$5,370,490	277	293
6/30/17	\$155,325,541	\$185,538,016	\$30,212,475	83.7%	\$5,577,463	269	307

Note: The above data includes the 47th District Court.

* Annual Contribution to be made in the 2nd subsequent fiscal year from the Valuation Date.

** Investment Return Assumption lowered from 7.50% to 7.40%.

CITY OF FARMINGTON HILLS POST-RETIREMENT HEALTHCARE FINANCE FUND

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded AAL (UAAL)	Funded Ratio	**Future Annual Contribution	Covered Members	Covered Benefit Recipients
6/30/07	\$35,850,866	\$54,475,299	\$18,624,433	65.8%	\$3,231,967	416	103
6/30/08	\$40,551,585	\$57,063,627	\$16,512,042	71.1%	\$2,971,747	402	108
6/30/09	\$41,318,305	\$59,275,315	\$17,957,010	69.7%	\$3,186,426	386	115
6/30/10	\$44,004,631	\$74,937,594	\$30,932,963	58.7%	\$3,311,150	323	121
6/30/10*	\$44,004,631	\$72,230,135	\$28,225,504	60.9%	\$3,329,505	323	169
6/30/12	\$50,982,851	\$69,722,666	\$18,739,815	73.1%	\$2,892,858	292	177
6/30/13	\$51,000,000	\$69,700,000	\$18,700,000	73.2%	\$2,890,395	292	177
6/30/14	\$62,830,994	\$71,356,286	\$8,525,292	88.1%	\$1,808,068	255	203
6/30/15	\$62,830,994	\$71,356,286	\$8,525,292	88.1%	\$1,794,724	255	203
6/30/16	\$71,438,401	\$71,198,513	(\$239,888)	100.3%	\$776,762	233	214
6/30/17	\$71,438,401	\$71,198,513	(\$239,888)	100.3%	\$776,762	233	214

Note: The above data includes the 47th District Court.

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

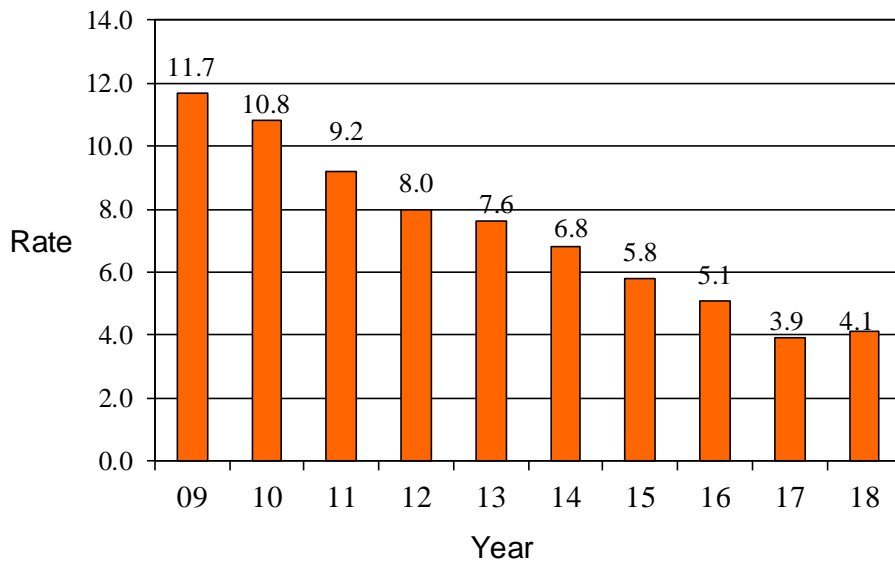
** Annual Contribution made in the 2nd subsequent fiscal year from the Valuation Date.

COMMUNITY DEMOGRAPHIC STATISTICS

Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>Population (1)</u>	<u>Number of Households</u>	<u>School Enrollment</u>	<u>Annual Average Unemployment Rate</u>
2009/10	79,152	33,423	12,038	11.7
2010/11	79,740	33,366	11,701	10.8
2011/12	79,740	33,559	11,490	9.2
2012/13	79,777	33,591	11,296	8.0
2013/14	80,895	34,255	10,838	7.6
2014/15	81,798	34,755	10,875	6.8
2015/16	81,910	35,138	10,039	5.8
2016/17	81,412	34,963	9,653	5.1
2017/18	81,803	34,910	9,610	3.9
2018/19	80,281	34,248	9,456	4.1

**Annual Average Unemployment Rate
Last 10 Years**



GLOSSARY OF TERMS

ACCRUAL BASIS is the recording of the financial effects on a government of transactions and other events and circumstances that have cash consequences for the government in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

ACTIVITY is the budgetary expenditure level adopted in the Budget Resolution. An activity is generally a department organization for budgetary purposes. An activity is further broken down into object classes of expenditures: Personal Services, Operating Supplies, Professional & Contractual and Capital Outlay. These are defined within this Glossary.

AD VALOREM TAXES – Commonly referred to as property taxes. These taxes are levied on both real and personal property according to the property’s valuation and the tax rate.

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

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

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

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

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

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

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

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

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

BUDGET CALENDAR – The schedule of key dates a government follows in the preparations and adoption of the budget.

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

Glossary of Terms

BUDGET RESOLUTION the formal Resolution by which the City Council adopts the recommended budget and establishes the millage rate for taxation of property during the budget year.

CAPITAL BUDGET – The appropriation of bonds or operating revenue for improvements to facilities and other infrastructure.

CAPITAL EXPENDITURE expenditures relating to the purchase of equipment, facility modifications, land or other fixed assets. To be categorized as a capital outlay item (fixed asset), the purchase must have a value of at least \$1,000 and a useful life of more than one fiscal year. If an item is \$25,000 or more, it is budgeted out of the Capital Improvement Fund.

CAPITAL IMPROVEMENT PLAN (CIP) – A six (6) year plan for capital outlay to be incurred each year over a fixed number of years to meet capital needs arising from the government’s long-term plans.

COMMUNITY DEVELOPMENT BLOCK PROGRAM - CDBG - A program of the U.S. Department of Housing and Urban Development designed to benefit low and moderate-income persons by providing revitalization and human services to communities.

DEBT SERVICE expenditures relating to the retirement of long-term debt principal and interest.

DEBT SERVICE FUNDS are used to account for the payment of general long-term debt principal and interest. Budgeted Debt Service Funds are General Debt Service Fund, Building Authority, and Special Assessments.

EFFICIENCY INDICATORS quantify the relationship between input and output.

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

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

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

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

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

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

Glossary of Terms

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

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

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

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

GRANTS – Contributions by a government or other organization to support a particular function. Grants may be classified as either operational or capital.

INTERFUND TRANSFERS budgeted allocations of the resources of one fund transferred to another fund. This is typical for those funds which do not receive sufficient revenues to pay for necessary expenditures incurred in their operations. Transfers are also made from certain operating funds to debt retirement funds to retire debt related to the operations of the transferring fund.

INFRASTRUCTURE the basic physical framework or foundation of the City, referring to its buildings, roads, bridges, sidewalks, water system and sewer systems.

MILL a taxation unit equal to one dollar of tax obligation for every \$1,000 of assessed valuation of property.

MILLAGE the total tax obligation per \$1,000 of assessed valuation of property.

MODIFIED ACCRUAL BASIS is the accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resource increments are recognized when they become susceptible to accrual, that is when they become both measurable and available to finance expenditures of the current period. Expenditures are recognized when the fund liability is incurred except for inventories of materials and supplies that may be considered expenditures either when purchased or when used, and prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting.

NET WORKING CAPITAL the excess of cash, accounts receivable and inventory over accounts payable and other short-term liabilities. See Fund Balance.

OPERATING SUPPLIES expenditures relating to the purchase of expendable items utilized in service delivery such as office supplies, gas and oil and parts and repair items.

ORGANIZATION CHART a chart representing the authority, responsibility and relationships of departmental entities within the City organization.

PERFORMANCE INDICATORS are the measurement of how a program is accomplishing its mission through the delivery of products or service.

PERFORMANCE OBJECTIVES are the desired output oriented accomplishments that can be measured within a given time period.

Glossary of Terms

PROFESSIONAL & CONTRACTUAL expenditures relating to services rendered to the City of external providers of legal services, auditing and architectural services, as well as other private contractors providing telephone service, utilities, insurance and printing.

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

RECOMMENDED BUDGET the City's revenue and expenditure plan for the fiscal year as prepared and recommended by the City Manager for consideration by City Council.

RETAINED EARNINGS an accumulated excess of revenues over expenditures for proprietary funds (Enterprise, Internal Service) equates to fund balance for governmental funds.

REVENUES are increases in the net current assets of a governmental fund type from other than expenditure refunds and residual equity transfers. Also, general long-term debt proceeds and operating transfers in are classified as “other financing sources” rather than as revenues.

SPECIAL ASSESSMENT DISTRICT (SAD) a method of financing public improvements by distributing the cost of a project to those properties realizing a direct benefit. Types of projects most often financed through Special Assessments include sanitary sewers, water mains, road construction and reconstruction and sidewalk construction.

SPECIAL REVENUE FUNDS are used to account for the proceeds of specific revenue sources or to finance specified activities in accordance with statutory or administrative requirements. Budgeted special revenue funds are Major Roads, Local Roads, Senior Center, Community Development Block Grant, Parks Capital Development, Capital Improvement Fund, Revolving Special Assessment, Nutrition and Police Forfeiture Fund.

STATE EQUALIZED VALUE (SEV) the assessed valuation of property in the City as determined by the City Assessor subject to review by higher levels of government to assure that it equals 50% of fair market value, as required by State law.

TAXABLE VALUE In March 1994, the electorate of the State of Michigan approved Proposal A, which added new terminology to property tax administration. This terminology was "Taxable Value." Taxable Value is the State Equalized Value at December 31, 1994, adjusted for changes in fair market value, the cost of living index or 5%, whichever provides the lower Taxable Value for calculation of taxes.

TAX BASE the total value of taxable property in the City.

TRANSFERS OUT See Interfund Transfers.

TRUST AND AGENCY FUNDS are used to account for assets held by the City as trustee.