



**FY 2014  
Proposed Budget**

**John Hieftje  
Mayor**

**Council Members**

**Sumi Kailasapathy  
Sally Hart Petersen  
Christopher Taylor  
Margie Teall  
Chuck Warpehoski**

**Sabra Briere  
Jane Lumm  
Stephen Kunselman  
Marcia Higgins  
Mike Anglin**

**Steve Powers  
City Administrator**



Office of City Administrator

April 15, 2013

To Mayor Hieftje and Members of City Council:

The City of Ann Arbor's Fiscal Years 2014 and 2015 proposed two-year Fiscal Plan was developed within a context of mixed economic and policy conditions. The City of Ann Arbor continues to experience economic improvement. The local area unemployment rate has declined to 5.3% as of January 2013, receipts from sales taxes are increasing modestly, and residential property values are increasing. The City has achieved significant reductions in the cost to provide services to the community. Retiree health care costs are substantially lower than previously planned and the city is setting aside funding for this benefit in compliance with City Council policy. City Council decisions will continue to realize continued reductions in the cost to provide services.

Despite these beneficial factors, the funding mechanisms to support local governments have not been addressed by the legislature or governor. The City's costs are projected to increase at a modest 2%-3% per year but revenues are projected to increase 1%-2% per year. Until the system for funding local governments is addressed, or the City experiences a more substantial and sustained economic rebound, the near-term budget stability remains constrained.

The two-year fiscal plan projects the anticipated revenue receipts over two years and includes expenditure strategies to establish an operating fiscal plan that is balanced. Balanced is defined as a plan that supports a sustainable delivery of services within the projected revenues. The first year of the plan is the proposed FY 2014 budget. Unless revenue projections change, the second year of the plan should only require minor updates next year to establish the recommended FY 2015 budget.

A risk that is not incorporated for FY 2015 is changes for pension accounting (GASB #68). Staff anticipates obtaining additional information on this standards change and addressing the impact in preparing the FY 2015 budget.

Fundamental to a fiscally responsible budget is balancing the amount of recurring revenues with recurring expenditures. This proposed budget continues to meet this standard. Some one-time expenditures for General Fund capital improvements and related items are planned by spending from fund balance. The General Fund balance is projected to be 14.4% of expenditures at the end of FY 2015. This is just below staff's

recommended 15% level, but is still above the 8%-12% City Council policy minimum. The projected recurring revenues require continued restraint on recurring spending for the two-year plan. If revenues continue to improve, there may be opportunities to address unmet needs in the FY 2014 budget.

## **FINANCIAL CONDITIONS**

The City's General Fund relies heavily on property taxes to pay for services like Police, Fire, District Court and Parks & Recreation. Property tax receipts are expected to increase approximately 2.3% in FY 2014. State law limits the amount of property tax revenues which can be collected. Whenever the real estate market improves, State law limits the increase in property taxes a community can receive. Consequently, as revenues fall, communities should make permanent expense reductions. As revenues increase, communities are limited to the lower of 5% or the rate of inflation which is 2.4% for FY 2014.

The other major source of revenue in the City's General Fund is state shared revenues. State shared revenues has two components – constitutional based on the state sales taxes and the Economic Vitality Incentive Program (EVIP) appropriated annually by the legislature. The legislature and governor continue to require performance in transparency, collaboration, and employee benefits for local governments to receive EVIP funding. The City projects receipt of \$9.8 million for constitutional and EVIP funds in FY 2014. The FY 2014 Fiscal Plan assumes the City will qualify for all three components of EVIP.

The City's costs for retiree health care are projected to increase with General Fund revenues and consistent with Council policy. However, the cost to fund the City's pension system is projected to increase approximately 15% reflecting the continued phase-in of losses resulting from the 2008/2009 financial downturn. The last year of this phase-in is FY 2015.

Over the past decade every service area of the City has been restructured and re-organized. The goals of restructuring were to reduce costs and maintain services. Staffing levels (one of the largest expense items necessary for the City to deliver services) have been reduced from 1,005 in FY 2001 to a proposed 693 FTEs in FY 2014. Employee wages and benefits were adjusted to help balance the budget and core city services were maintained. In addition, collaborative opportunities were pursued to reduce costs and improve services.

## **FY 2014**

The magnitude of the organizational restructurings has left limited opportunities for near-term significant expense reductions without impacting services. Consequently, the proposed budget anticipates maintaining the existing level of services while utilizing the projected one-time surplus in FY 2014 to help fund some capital improvements and address targeted fiscal sustainability issues.

Selected fees changes are proposed, but the recommended budget does not assume an increase in property taxes or consideration of new revenue sources. Expenditure

projections for FY 2014 are based on FY 2013 adjusted for inflation, economics, and other known changes in order to deliver the same service level. All significant changes from the General Fund projections are listed below:

#### Community Services

- Building / Planning – increase revenue projections based on actual experience (+\$138k)
- Planning – increase contracted services expenditures for 1 year for specific initiatives (+\$14k)
- Community Development – reduced revenues and expenditures reflecting reduction of 2 FTEs (-\$22k)
- Parks & Rec – higher revenues based on actual experience for river activities (+\$106k)
- Parks & Rec – increased expenditures at various park facilities (+\$28k)

#### Public Services

- Street Light Poles – increased expense to restart painting & replacement (+\$60k)
- Lower insurance expense and facility maintenance allocation (-\$60k)
- Barton Dam – non-recurring expense for FERC required improvements for inspection & embankment (+\$227k)
- Barton – non-recurring expense for replacement of dam controls (+\$31k)
- Barton/Superior – increase allocation of FTE for FERC compliance (+\$11k)
- Barton – non-recurring concrete repairs (+\$50k)

#### Financial Services

- Accounting – one-time increase in expenses to support succession planning (+\$80k)
- Procurement – temporary increase in expenses for targeted improvements (+\$55k)
- Assessing – permanent increase in expenses to implement succession plan (+\$17k)

#### Safety Services

- Police - increase to recognize realistic levels of overtime and excess compensatory time payments (+\$275k)
- Police - Provide funding to county for animal control services to maintain existing service delivery structure and services (+\$28k)
- Police – maintain staffing levels
- Fire – Maintains three grant-funded positions after FY 2014. Maintains one General Fund supported FTE added in FY 2013 (+\$381k)
- Fire – increased cost due to position changes and step increases and a decrease in excess compensatory time (+\$68k)
- Fire – supplies and capital such as self contained breathing apparatus, radio 800 MHZ batteries, thermal imaging cameras (+\$32k)

#### City Attorney

- Staffing – one-time expense to implement succession plan (+\$18k)

Human Resources

- Staffing – increase part-time position to full-time (+\$40k)

District Court

- Personnel – implemented salary increases in FY 2013 (+\$150k)
- Contracted services – increased (\$+105)
- Other expenditure items (-\$35k)

Non-Departmental

- Study – increase expense for ICMA survey on city services (+\$20k)
- Court facilities – increase transfer to facilities fund (+\$15k)

Significant adjustments for other major funds include:

Water / Sewer / Storm water – average combined customer bill expected to increase 3.7% reflecting continued investment to maintain the systems and support the sewer plant project.

Fleet – reduction in expense versus FY 2013 due to fewer vehicle purchases

Major & Local Streets – continue to utilize all available funds to the extent staffing levels can support projects

Street Millage – continue to utilize all funds in excess of minimum reserves for street reconstruction/resurfacing

Information Technology – convert one contract position to full-time reflecting permanent need and small savings

Following is a numeric summary of the Budget:

<u>General Fund Expenditures</u>	<u>2014</u>
<i>Recurring Items:</i>	
Mayor & Council	\$ 375,169
City Attorney	1,900,777
City Administration - Administrator, Clerk, Human Resources	2,952,472
Planning & Development	1,274,619
Planning	979,874
Community Development	1,667,409
Parks & Recreation	5,185,834
Finance	3,448,592
Public Services: Parks Forestry & Operations	2,265,394
Public Services: Public Services All Other	4,148,078
Fire	14,504,888
Police	24,475,751

Fifteenth District Court	4,379,290
AATA	9,565,500
Debt Service/Transfers/Other	4,163,716
<i>Subtotal Recurring Expenditures</i>	<u>\$ 81,287,363</u>
<i>Non-recurring Expenditures:</i>	
Attorney (succession plan)	\$ 18,449
Financial Services (succession plan/process improvements)	135,000
Hydropower (regulatory and capital improvements)	307,500
Facilities (capital projects)	875,000
Systems Planning (State street corridor study)	150,000
Building Settlement Funding	100,000
Non-Departmental (ICMA citizen survey)	20,000
<i>Subtotal Non-Recurring Expenditures</i>	<u>\$ 1,605,949</u>
Total General Fund Expenditures	\$ 82,893,312
<u>General Fund Revenues</u>	
Taxes	\$ 50,794,023
State-shared Revenue	9,836,436
Charges for Services	6,354,156
Fines & Forfeitures	4,229,977
Other	11,418,206
Use of Fund Balance	<u>260,514</u>
Total General Fund Revenues	\$ 82,893,312
Memo: Unassigned Fund Balance as of 06/30/2012	\$ 14,093,650

The extraordinary work of City employees, the management leadership team, and City Council over the past decade has built a solid financial foundation. This foundation has been essential to the City providing the award-winning services expected by Ann Arbor's taxpayers, residents, and businesses. Continued spending restraint and prudent use of reserves is recommended in FY 2014.

I thank all the members of the staff for their hard work in preparation of this budget. I thank City Council for their time and thoughtful questions during the budget work sessions.

Respectfully yours,

Steven D. Powers  
City Administrator

This page intentionally left blank

MEMORANDUM

TO: Mayor and Council  
FROM: Steve Powers, City Administrator  
DATE: May 20, 2013  
SUBJECT: Resolution to Adopt Ann Arbor City Budget and Related Property Tax Millage Rates for fiscal year 2014

Attached for your review and action is the proposed fiscal year FY 2014 City Budget that totals \$347 million and is in compliance with the City Charter. This budget resolution reflects the recommended budget delivered to you on April 15, 2013.

**General Fund Activities**

This recommended budget holds recurring expenditure levels in line with the projected revenue levels.

	<u>FY 2014</u>
Recurring Revenues	\$ 82,632,798
Non-recurring Revenues (Use of Fund Balance)	260,514
	<hr/> \$82,893,312
Recurring Expenditures	\$ 81,287,363
Non-recurring Expenditures	1,605,949
Total Expenditures	<hr/> \$ 82,893,312

General Fund recurring expenditures increased by \$3,390,421 (+4.4%) compared to FY 2013, and recurring revenues increased by \$3,439,686 (+4.4%). This includes Golf revenue of \$1,303,000 and expenditures of \$1,436,902. Below is a summary of non-recurring expenditures:

<u>General Fund Non-recurring Expenditures</u>	<u>FY 2014</u>
Attorney (succession plan)	\$ 18,449
Financial Services (succession plan/process improvements)	135,000
Hydropower (regulatory and capital improvements)	307,500
Facilities (capital projects)	875,000
Systems Planning (State street corridor study)	150,000
Building Settlement Funding	100,000
Non-Departmental (ICMA citizen survey)	<hr/> 20,000
Total General Fund Non-recurring Expenditures	<b>\$ 1,605,949</b>



**FTEs**

The City's FTEs are proposed to increase from 685 to 693 in FY 2014 (excluding transfers between Service Areas):

- 4 FTE increase in Fire Services
- No FTE change in Police Services
- 1.3 FTE decrease in Public Services
- 3 FTE increase in Community Services
- No FTE change in Fifteenth District Court
- 0.2 FTE decrease in Attorney
- 0.5 FTE increase in City Administrator
- 1.67 FTE increase in Financial and Administrative Services

**Millage Rates**

The following millages are the maximum allowable levy after the Headlee rollback multiplier is applied (for FY 2014 the Headlee rollback multiplier is anticipated to be 1.00):

	<b>PROPOSED FY 2014</b>	<b>ACTUAL FY 2013</b>	<b>DIFFERENCE</b>
GENERAL OPERATING	6.1682	6.1682	0.0000
EMPLOYEE BENEFITS	2.0560	2.0560	0.0000
REFUSE COLLECTION	2.4670	2.4670	0.0000
AATA	2.0560	2.0560	0.0000
STREET RECONSTRUCTION	2.1250	2.1250	0.0000
PARK MAINTENANCE & CAPITAL IMPROVEMENTS	1.0969	1.0969	0.0000
OPEN SPACE & PARKLAND PRESERVATION	0.4779	0.4779	0.0000
DEBT SERVICE	<u>0.0000</u>	<u>0.1250</u>	<u>(0.1250)</u>
TOTAL	16.4470	16.5720	(0.1250)

Prepared by: Tom Crawford, Chief Financial Officer

Approved by: Steve Powers, City Administrator

RESOLUTION TO ADOPT ANN ARBOR CITY BUDGET  
AND RELATED PROPERTY TAX MILLAGE RATES  
FOR FISCAL YEAR 2014

Whereas, City Council has reviewed the City Administrator's proposed budget for FY 2014 for the City of Ann Arbor; and

Whereas, A public hearing and various public meetings have been held to obtain citizen input on the proposed budget; and

RESOLVED, That Council adopts the General Fund Allocations as listed in the FY 2014 Consolidated Plan, to be funded out of the Community Development Budget;

RESOLVED, That the unexpended grant entitlement for the Community Development Block Grant Fund be re-appropriated at the end of the fiscal year until such time as all grant funds have been expended;

RESOLVED, That any Community Development Program Income be appropriated upon receipt of the funds for the purpose of Community Development Project Activities;

RESOLVED, That any contributions to the Special Assistance Fund and the Affordable Housing fund in excess of the budgeted amount, shall be appropriated at the time of receipt and for the purpose of the Ann Arbor Assistance Fund and the Affordable Housing Fund, respectively;

RESOLVED, That the proposed list of Capital Improvement projects in the amount of \$174,958,747 are approved; and that \$34,950,180 be appropriated in FY 2014 for these or similar projects, within the respective funds, as determined by the Service Area, and may be carried forward without regard to fiscal year;

RESOLVED, That Art in Public Places Fund budget be appropriated without regard to fiscal year;

RESOLVED, That the Technology Improvement projects in the amount of \$1,228,209 be appropriated without regard to fiscal year;

RESOLVED, That a total 693 full-time equivalent positions be adopted in the FY 2014 budget;

RESOLVED, That the City Administrator be authorized to transfer funds between service units within the designated service areas or from Non-Departmental within the same fund;

RESOLVED, That any funds contributed to the Parks Memorials and Contributions fund in excess of the budgeted amount shall be appropriated at the time of receipt for the purpose of that fund without regard to fiscal year;

RESOLVED, That the City Council approve the proposed FY 2014 Ann Arbor-Ypsilanti SmartZone LDFA budget, as a component unit of the City of Ann Arbor in Fiscal Year 2014 in a dedicated Fund containing \$1,655,647 in revenues and \$1,814,892 in expenditures;

RESOLVED, That the following appropriations constitute the General Fund budget for FY 2014;

**REVENUES**

CITY ATTORNEY	\$ 150,000
CITY ADMINISTRATOR	
Clerk Services	176,700
COMMUNITY SERVICES	
Planning & Development Services	1,206,200
Planning	256,000
Parks and Recreation Services	3,867,830
FINANCIAL SERVICES	
Financial and Budget Planning	15,632,693
Treasury	41,570,096
PUBLIC SERVICES	
Field Operations	90,900
Customer Service	60,000
Water Treatment	325,000
SAFETY SERVICES	
Police	2,887,770
Fire	895,506
DISTRICT COURT	2,224,810
NON-DEPARTMENTAL	13,549,807
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$82,893,312</b>

**EXPENDITURES**

MAYOR AND CITY COUNCIL	\$375,169
CITY ATTORNEY	1,919,226
CITY ADMINISTRATOR	
City Administrator	571,492
Human Resources	1,429,315
Clerk Services	951,665
COMMUNITY SERVICES	
Planning & Development Services	1,374,619
Planning	979,874
Office of Community Development	1,667,409
Parks and Recreation	5,185,834
FINANCIAL SERVICES	
Accounting	869,577
Assessor	1,044,037
Financial and Budget Planning	882,596
Procurement	167,499
Treasury	619,883
PUBLIC SERVICES	
Customer Services	239,315
Field Operations	4,267,678
Fleet & Facilities	2,400,352
Public Services Administration	116,523
Systems Planning	232,886
Water Treatment Services	489,218
SAFETY SERVICES	
Police	24,475,751
Fire	14,504,888
DISTRICT COURT	4,379,290
NON-DEPARTMENTAL	13,749,216
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$82,893,312</b>

RESOLVED, That the following other funds revenue and expenditure appropriations are adopted for FY 2014 budget; and

## REVENUES

Fund #	Fund Name	Amount
0001	DDA/HOUSING FUND	102,231
0002	ENERGY PROJECTS	244,318
0003	DOWNTOWN DEVELOPMENT AUTHORITY SMART ZONE LOCAL DEVELOPMENT FINANCING	5,291,468
0009	AUTHORITY	1,814,892
0010	GENERAL	82,893,312
0011	CENTRAL STORES	1,422,570
0012	FLEET SERVICES	7,842,881
0014	INFORMATION TECHNOLOGY	7,713,010
0016	COMMUNITY TELEVISION NETWORK	2,093,801
0021	MAJOR STREET	6,948,813
0022	LOCAL STREET	1,808,451
0023	COURT FACILITIES	225,000
0024	OPEN SPACE & PARKLAND PRESERVATION	2,415,495
0025	BANDEMER PROPERTY	5,284
0026	CONSTRUCTION CODE FUND	2,541,728
0027	DRUG ENFORCEMENT	137,000
0028	FEDERAL EQUITABLE SHARING	138,000
0033	DDA PARKING MAINTENANCE	4,403,131
0034	PARKS MEMORIALS & CONTRIBUTIONS	98,932
0035	GENERAL DEBT SERVICE	9,123,422
0036	METRO EXPANSION	349,908
0038	ANN ARBOR ASSISTANCE	4,000
0042	WATER SUPPLY SYSTEM	24,673,540
0043	SEWAGE DISPOSAL SYSTEM	22,882,612
0046	MARKET	188,207
0048	AIRPORT	856,007
0049	PROJECT MANAGEMENT	4,308,998
0052	VEBA TRUST	12,269,026
0053	POLICE AND FIRE RELIEF	7,000
0054	CEMETERY PERPETUAL CARE	760
0055	ELIZABETH R DEAN TRUST	55,062
0056	ART IN PUBLIC PLACES	340,464
0057	RISK FUND	27,599,946
0058	WHEELER CENTER	423,643
0059	EMPLOYEES RETIREMENT SYSTEM	34,844,628
0060	GENERAL DEBT /SPECIAL ASSESSMENTS	175,035
0061	ALTERNATIVE TRANSPORTATION	420,794
0062	STREET RECONSTRUCTION MILLAGE	14,351,539

0063	DDA PARKING SYSTEM	19,989,172
0064	MICHIGAN JUSTICE TRAINING	50,800
0069	STORMWATER SEWER SYSTEM	6,231,847
0070	AFFORDABLE HOUSING	2,500
0071	PARK MAINTENANCE & CAPITAL IMPROVEMENTS	5,203,836
0072	SOLID WASTE FUND	14,409,048
0073	LOCAL FORFEITURE	100
0082	STORMWATER BOND	3,900,000
0083	SENIOR CENTER ENDOWMENT	396
0088	SEWER BOND	5,005,000
0089	WATER BOND	10,011,794
00CP	GENERAL CAPITAL FUND	1,075,000
		<hr/>
		<b>\$346,904,401</b>
		<hr/>

**EXPENDITURES**

<b>Fund #</b>	<b>Fund Name</b>	<b>Amount</b>
0001	DDA/HOUSING FUND	2,000
0002	ENERGY PROJECTS	244,318
0003	DOWNTOWN DEVELOPMENT AUTHORITY SMART ZONE LOCAL DEVELOPMENT FINANCING	5,291,468
0009	AUTHORITY	1,814,892
0010	GENERAL	82,893,312
0011	CENTRAL STORES	1,422,570
0012	FLEET SERVICES	7,732,282
0014	INFORMATION TECHNOLOGY	7,577,679
0016	COMMUNITY TELEVISION NETWORK	2,093,801
0021	MAJOR STREET	6,948,813
0022	LOCAL STREET	1,808,451
0023	COURT FACILITIES	225,000
0024	OPEN SPACE & PARKLAND PRESERVATION	1,430,838
0025	BANDEMER PROPERTY	1,789
0026	CONSTRUCTION CODE FUND	2,456,022
0027	DRUG ENFORCEMENT	137,000
0028	FEDERAL EQUITABLE SHARING	138,000
0033	DDA PARKING MAINTENANCE	2,326,270
0034	PARKS MEMORIALS & CONTRIBUTIONS	42,403
0035	GENERAL DEBT SERVICE	9,123,422
0036	METRO EXPANSION	258,713
0038	ANN ARBOR ASSISTANCE	4,000
0042	WATER SUPPLY SYSTEM	21,020,974
0043	SEWAGE DISPOSAL SYSTEM	21,265,755
0046	MARKET	188,207
0048	AIRPORT	843,274
0049	PROJECT MANAGEMENT	4,308,998
0052	VEBA TRUST	458,948
0055	ELIZABETH R DEAN TRUST	55,062
0056	ART IN PUBLIC PLACES	340,464
0057	RISK FUND	27,594,891
0058	WHEELER CENTER	423,643
0059	EMPLOYEES RETIREMENT SYSTEM	34,844,628
0060	GENERAL DEBT/SPECIAL ASSESSMENTS	175,035
0061	ALTERNATIVE TRANSPORTATION	420,794
0062	STREET RECONSTRUCTION MILLAGE	14,351,539
0063	DDA PARKING SYSTEM	19,989,172
0064	MICHIGAN JUSTICE TRAINING	50,800
0069	STORMWATER SEWER SYSTEM	5,872,843
0071	PARK MAINTENANCE & CAPITAL IMPROVEMENTS	5,202,836
0072	SOLID WASTE FUND	14,409,048
0073	LOCAL FORFEITURE	100



0082	STORMWATER BOND	3,900,000
0088	SEWER BOND	5,005,000
0089	WATER BOND	10,011,794
00CP	GENERAL CAPITAL FUND	1,075,000
		<u><b>\$325,791,848</b></u>

RESOLVED, That the following millages shall be levied for the City of Ann Arbor for FY 2014:

	<b>PROPOSED</b>
GENERAL OPERATING	6.1682
EMPLOYEE BENEFITS	2.0560
REFUSE COLLECTION	2.4670
AATA	2.0560
STREET RECONSTRUCTION	2.1250
PARKS MAINTENANCE & CAPITAL IMPROVEMENTS	1.0969
OPEN SPACE & PARKLAND PRESERVATION	0.4779
TOTAL	<u><b>16.4470</b></u>

# Budget Summaries

---

## **CITY GUIDING PRINCIPLES, GOALS & OBJECTIVES**

The goals and objectives outlined in the City budget are used to track the progress of various programs and services, as well as a basis for future resource allocation. While drafting the FY 2014 Service Area goals and objectives, which are published in the Service Area sections of the budget, the following overall City Guiding Principles and Goals were used as a guide:

### **City Guiding Principles**

- Open and honest communication
- Integrity
- Partnership with community
- Trust
- Community and employee engagement
- Accountability
- Employee growth and enjoyment
- Teamwork
- Employee development opportunity

### **City Goals**

1. Ensure the long-term financial health and stability of the City.
2. Deliver exemplary customer service.
3. Deliver and maintain a safe and reliable City-wide infrastructure.
4. Integrate the City's sustainability goals into planning initiatives and service delivery to support the community's people, place and potential.
5. Deliver Organizational development programs to ensure progressive, reliable and high quality services to our community.
6. Work collaboratively to deliver affordable housing opportunities and access to supportive services.

### **Council Priorities**

In December 2012, City Council met to discuss Council priorities for the upcoming budgets. The following priorities were identified:

1. City budget and fiscal discipline
2. Public safety
3. Infrastructure maintenance and transportation in urban core
4. Economic development
5. Affordable housing

# Budget Summaries

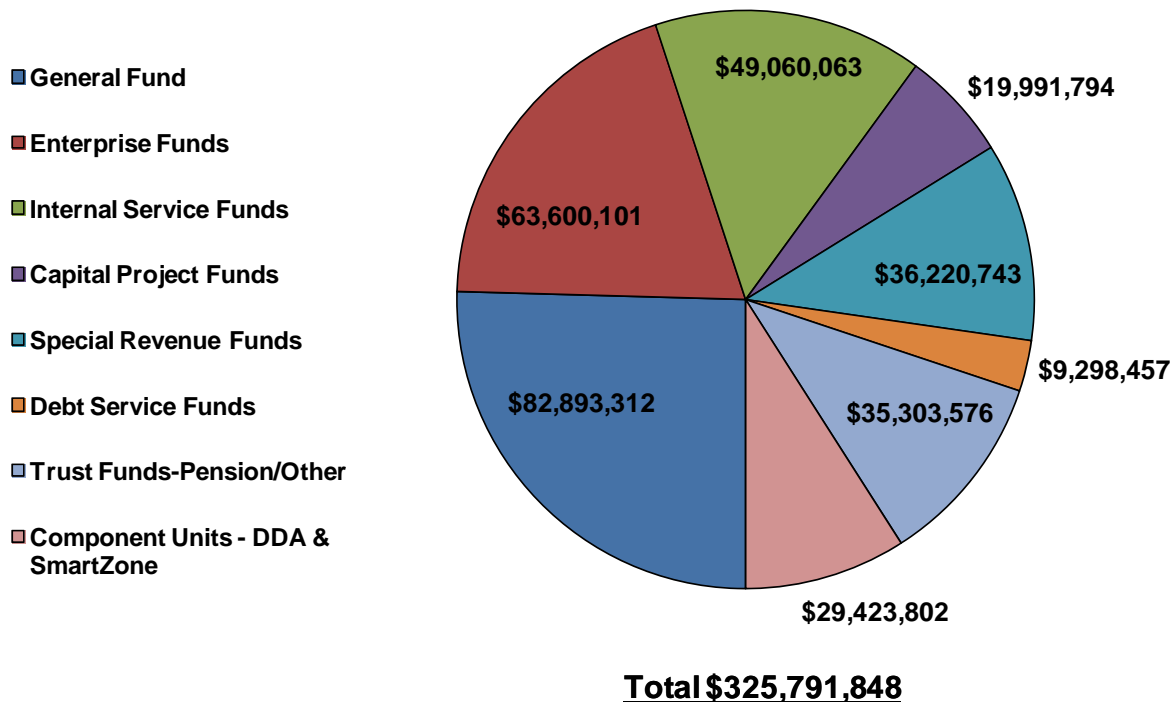
---

## OVERVIEW OF CITY BUDGET

The City offers many services and utilizes separate funds for large areas or specialized purposes. The funds fall into three broad categories: General Fund, Enterprise Funds, and other funds dedicated for various purposes. For fiscal year 2014, the City's total expenditure budget is \$326 million. The following chart illustrates how this budget is divided by fund type. A complete summary of funds is included in the "Revenues" and "Expenditures" tabs of the proposed budget. The City's website has additional details that describe the budget process ([www.a2gov.org](http://www.a2gov.org) – search for "Guide to Finance and Budget").

### **FY 2014 BUDGETED EXPENDITURES BY FUND TYPE**

Although General Fund money may be used to supplement the needs of other funds, the reverse is usually not true. For example, money collected for park acquisition and green space may not be used for recreation programs or to pave streets. Even when money is available in other funds, it typically cannot be used for General Fund services or programs.



# Budget Summaries

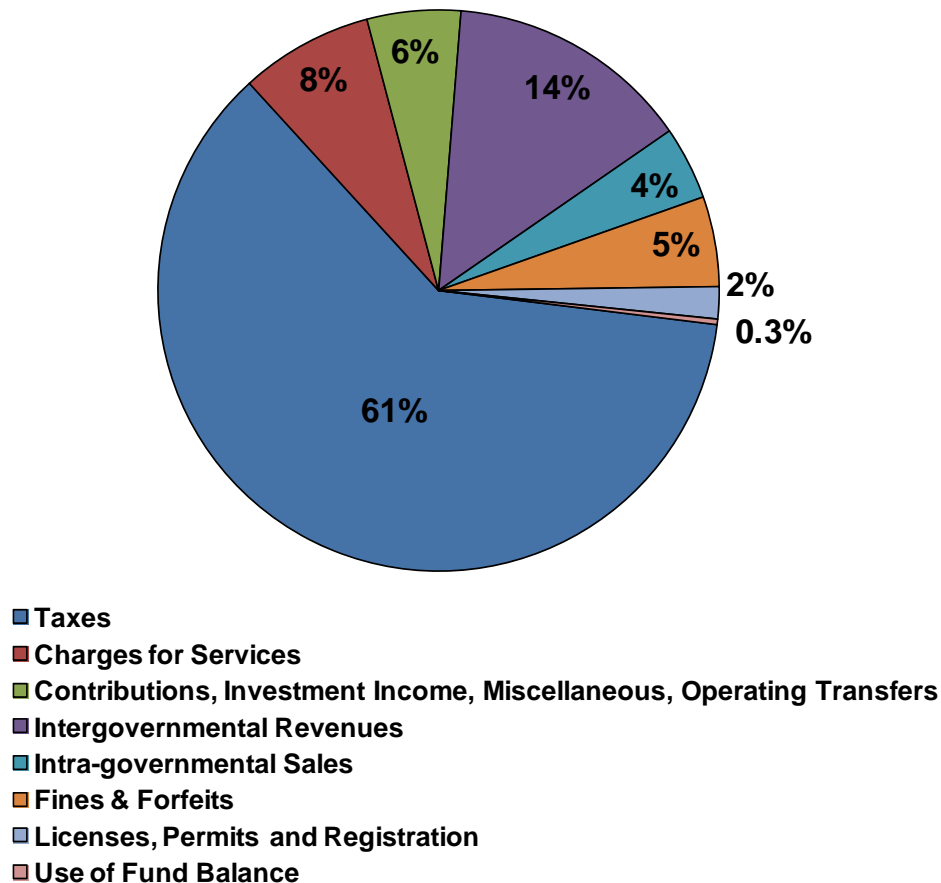
---

## **GENERAL FUND OVERVIEW**

The City has been concentrating their efforts on financial planning to resolve projected revenue shortfalls in the upcoming fiscal years. As the budget is reviewed, it is important to note that the shortfall the City has been addressing is in the City's General Fund.

The City's General Fund is the largest and most visible of the City's 51 budgeted funds established for the financial administration of the City. Monies going into the General Fund come from a variety of sources such as the City's share of the property tax, intergovernmental revenues (primarily revenues from the State of Michigan), charges for services, and various other sources as indicated in the chart below:

### **FY 2014 GENERAL FUND REVENUES**

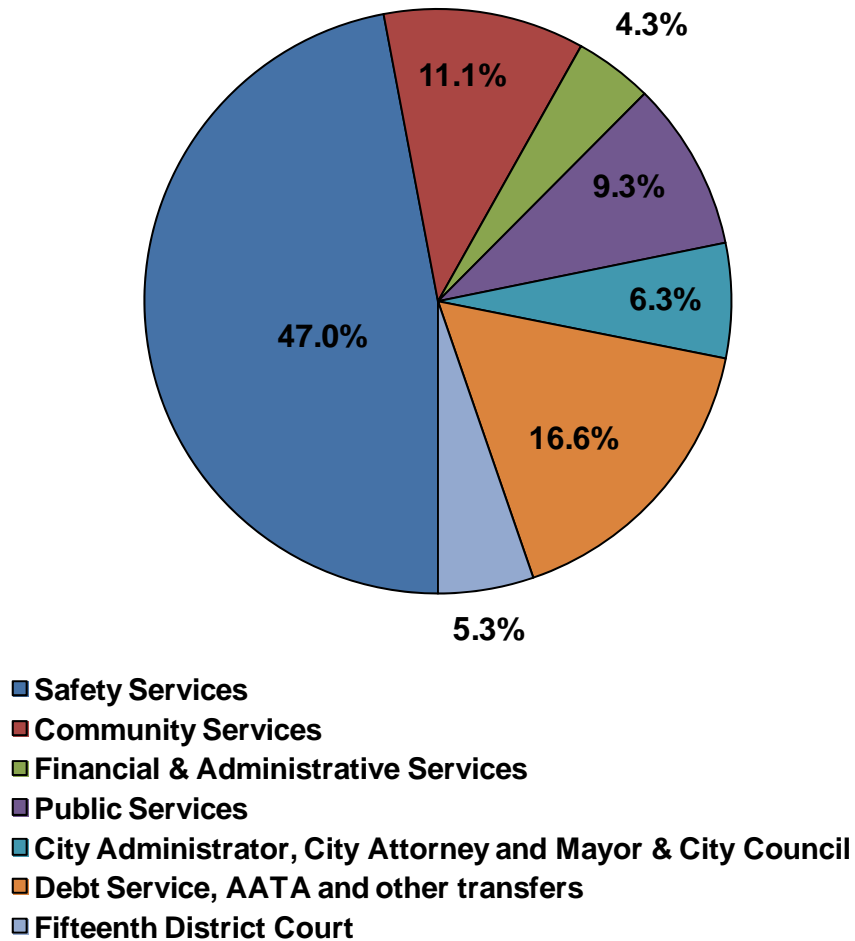


## Budget Summaries

---

Expenditures from the General Fund go to services such as public safety (police, fire, and emergency management); recreation programs; development and planning; community development services; the City's legal and general government administration; housing and human services programs; Fifteenth District Court; and a variety of other services and programs provided by the four main Service Areas.

### FY 2014 GENERAL FUND EXPENDITURES

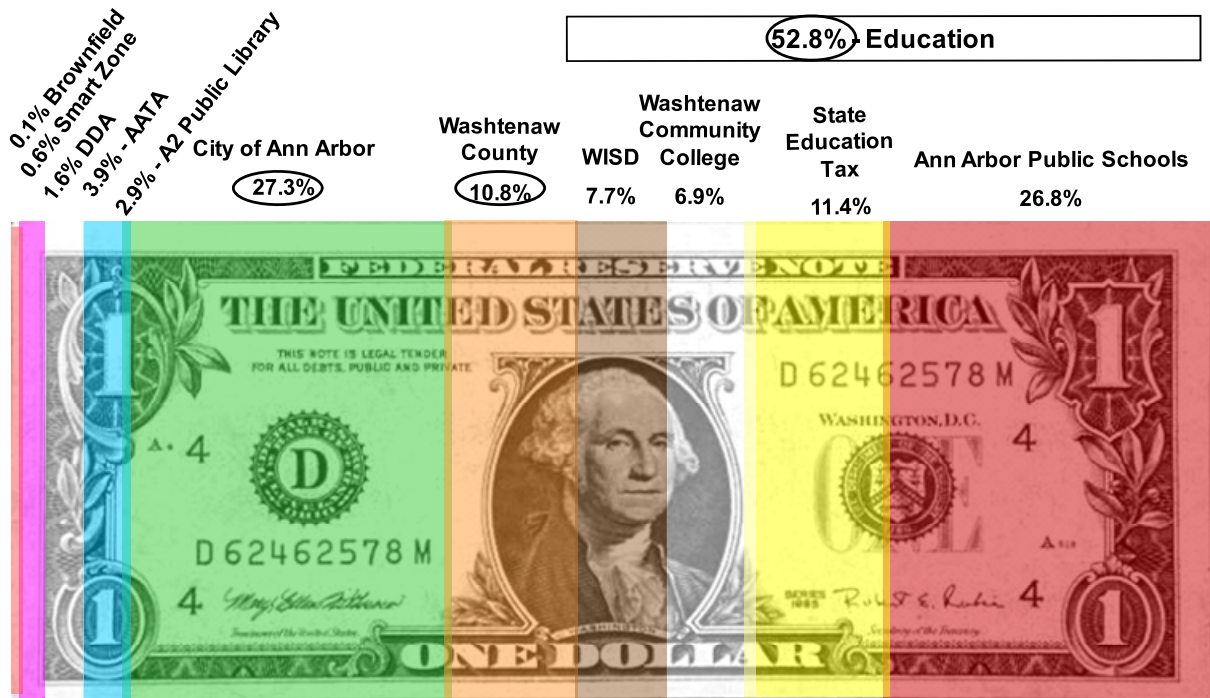


# Budget Summaries

## PROPERTY TAXES

The largest share of General Fund revenues comes from the property taxes. Many Ann Arbor taxpayers are surprised to learn that only about \$ 0.27 of every dollar paid in property taxes goes to the City of Ann Arbor to fund vital services such as public safety. Most of the receipts from property taxes are distributed to various education agencies including the Ann Arbor Public Schools, Washtenaw Intermediate Schools, the State of Michigan, and Washtenaw Community College – about \$ 0.52 of every dollar paid. The following chart shows where the City’s property tax dollars go:

### WHERE PROPERTY TAX DOLLARS GO

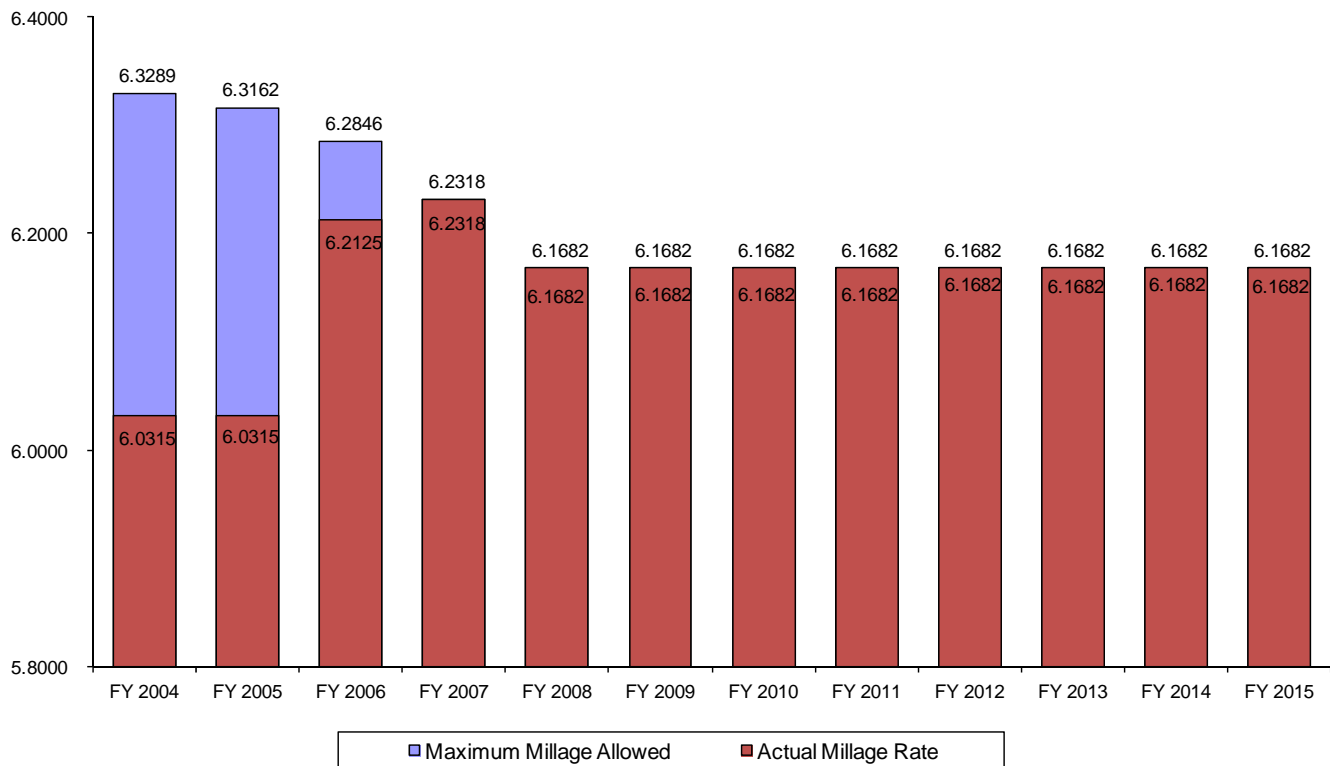


# Budget Summaries

## TAX REVENUES

Property taxes are a critical source of revenue for the City of Ann Arbor, as well as neighboring communities. Over the last 35 years, there have been two State of Michigan constitutional amendments – the Headlee Amendment of 1978 and Public Act 415 of 1994 (commonly known as Proposal A) – and other related statutory changes that have impacted property tax revenue for local governments. During the fiscal year 2006, the Headlee rollback started reducing the levy. The following charts and tables give a historical view of the General Levy, as well as City millage trends.

### **CITY MILLAGE HISTORY MAXIMUM MILLAGE ALLOWED - ACTUAL MILLAGE RATE**



## Budget Summaries

In addition to the General Operating millage, the City's General Fund collects money from the Employee Benefits and Ann Arbor Transportation Authority (AATA) millage. The remaining millages are assessed for dedicated purposes and are used to finance the activities of other funds. The chart below showing flat millages over the past seven years demonstrates the impact of Headlee/Proposal A on the City's property tax millages.

### CITY MILLAGE TRENDS

Type	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Change from Previous Year
<b>General Operating-Actual</b>	6.1682	6.1682	6.1682	6.1682	6.1682	6.1682	6.1682	<b>0.0000</b>
<b>Employee Benefits</b>	2.0560	2.0560	2.0560	2.0560	2.0560	2.0560	2.0560	<b>0.0000</b>
<b>AATA</b>	2.0560	2.0560	2.0560	2.0560	2.0560	2.0560	2.0560	<b>0.0000</b>
<b>Total General Fund</b>	<b>10.2802</b>	<b>10.2802</b>	<b>10.2802</b>	<b>10.2802</b>	<b>10.2802</b>	<b>10.2802</b>	<b>10.2802</b>	<b>0.0000</b>
<b>Street Reconstruction</b>	1.9944	1.9944	1.9944	1.9944	1.9944	2.1250	2.1250	<b>0.0000</b>
<b>Refuse Collection</b>	2.4670	2.4670	2.4670	2.4670	2.4670	2.4670	2.4670	<b>0.0000</b>
<b>Parks (combined)</b>	1.5748	1.5748	1.5748	1.5748	1.5748	1.5748	1.5748	<b>0.0000</b>
<b>Debt Service</b>	0.4661	0.4643	0.4806	0.5000	0.1496	0.1250	0.0000	<b>(0.1250)</b>
<b>Total City Millage</b>	<b>16.7825</b>	<b>16.7807</b>	<b>16.7970</b>	<b>16.8164</b>	<b>16.4660</b>	<b>16.5720</b>	<b>16.4470</b>	<b>(0.1250)</b>

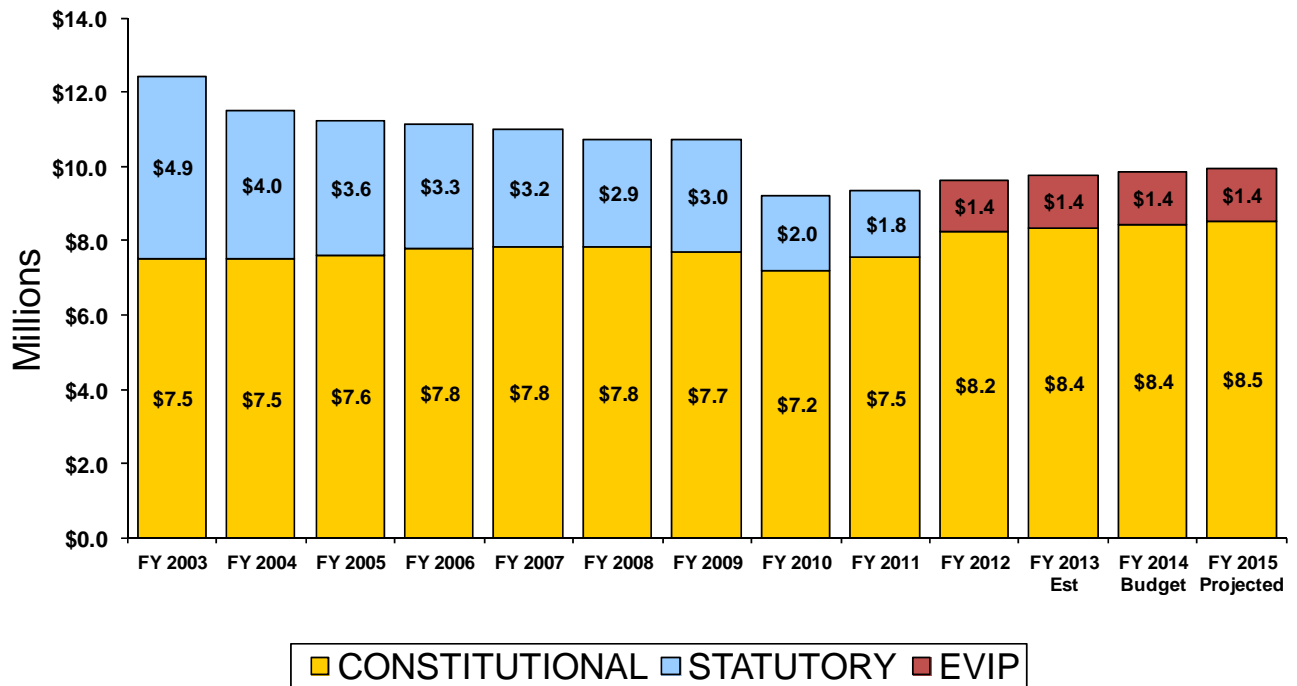


# Budget Summaries

## STATE SHARED REVENUE

Another major source of revenue for the City's General Fund is State-Shared revenue. This revenue sharing arrangement was created when the aforementioned Headlee Amendment removed the ability of municipalities to institute certain taxes on its residents (i.e. sales tax). To compensate communities for this loss in ability to tax, State-Shared revenue was established, which is generated from a State sales tax and apportioned to communities. The chart shows the City's recent experience with State-Shared revenue.

### STATE-SHARED REVENUE HISTORY AND PROJECTIONS

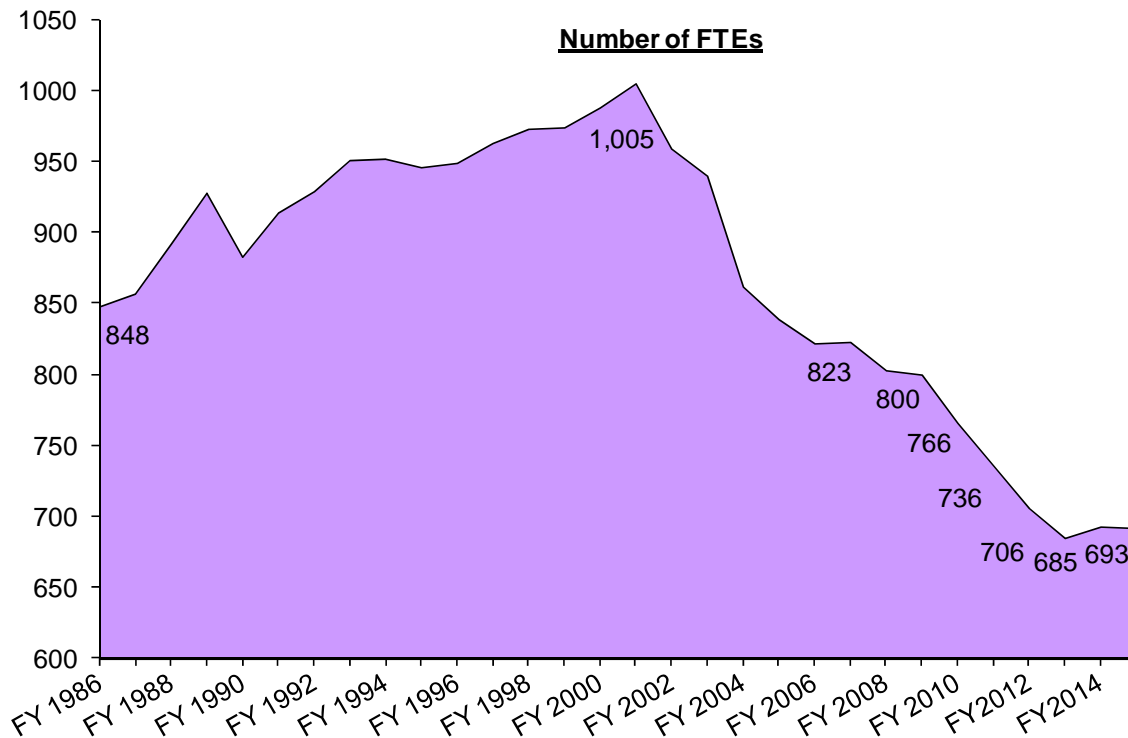


# Budget Summaries

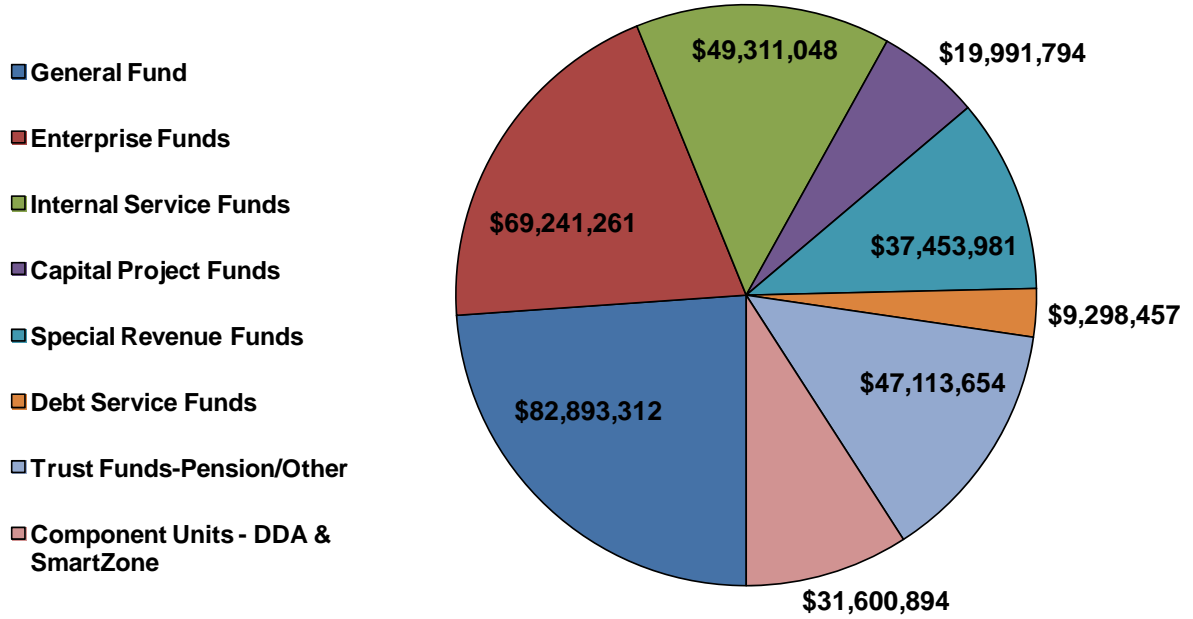
---

## **EMPLOYEE SUMMARY**

Since employees and related expenditures represent the majority of the General Fund's expenditures, the City began taking steps in fiscal year 2001 to reduce its full-time equivalent (FTE) employee staffing. Without significantly impacting the level of service provided, the City has been able to achieve the reductions; through a combination of not filling vacancies, strategically deploying existing personnel, early retirement programs offered in fiscal years 2001, 2002 and 2009, and lay-offs. In FY 2014, FTEs have increased slightly to a sustainable level.



## FY 2014 Budgeted Revenues by Fund Type

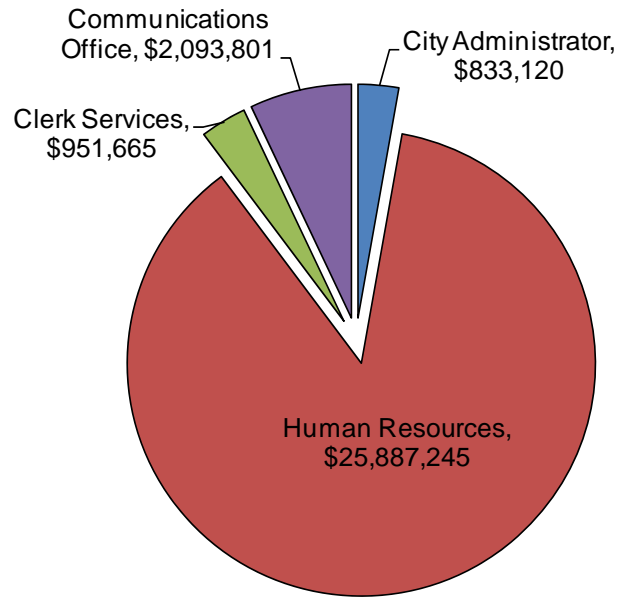


**Total \$346,904,401**

## FY 2014 Expenditures – All Funds

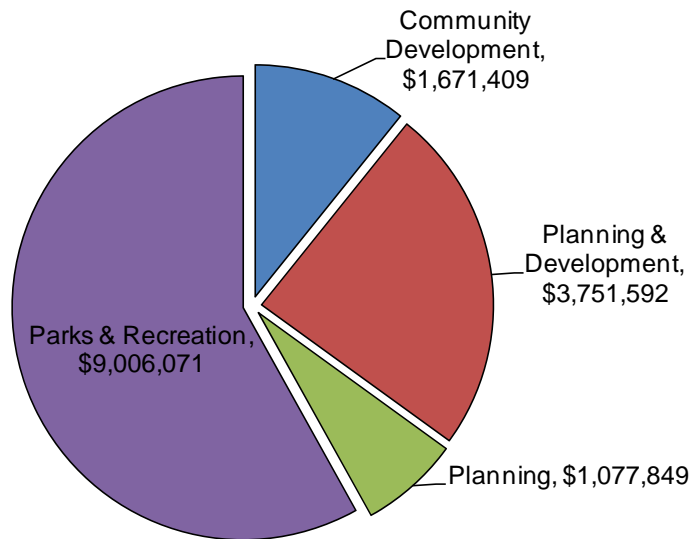
### FY 2014 City Administrator Expenditures

**Total \$29,765,831**



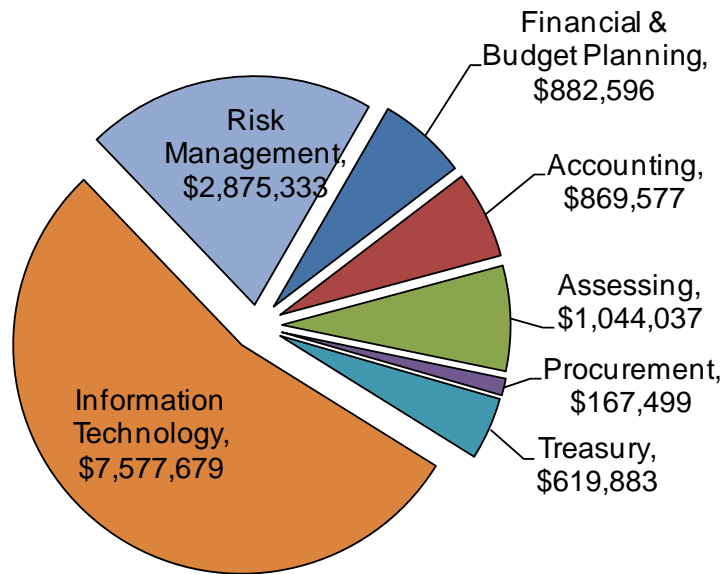
### FY 2014 Community Services Expenditures

**Total \$15,506,921**



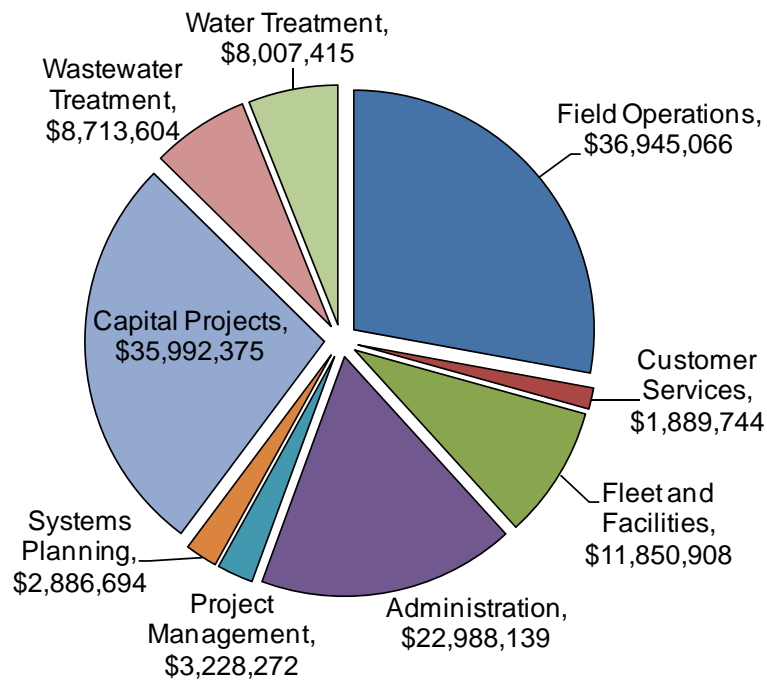
**FY 2014 Financial & Administrative Services Expenditures**

**Total \$14,036,604**



**FY 2014 Public Services Expenditures**

**Total \$132,502,217**

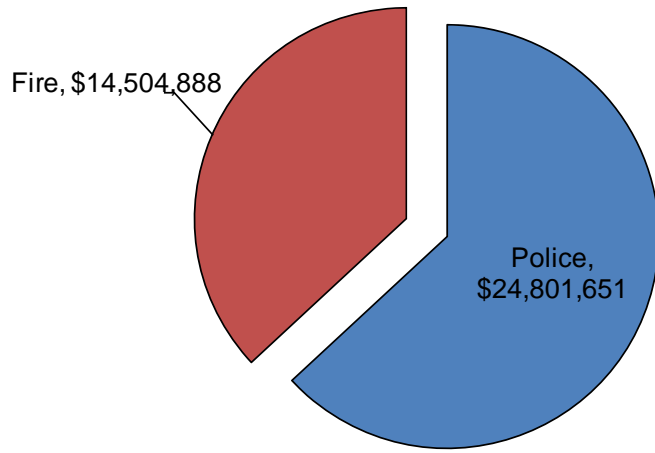


# Budget Summaries

---

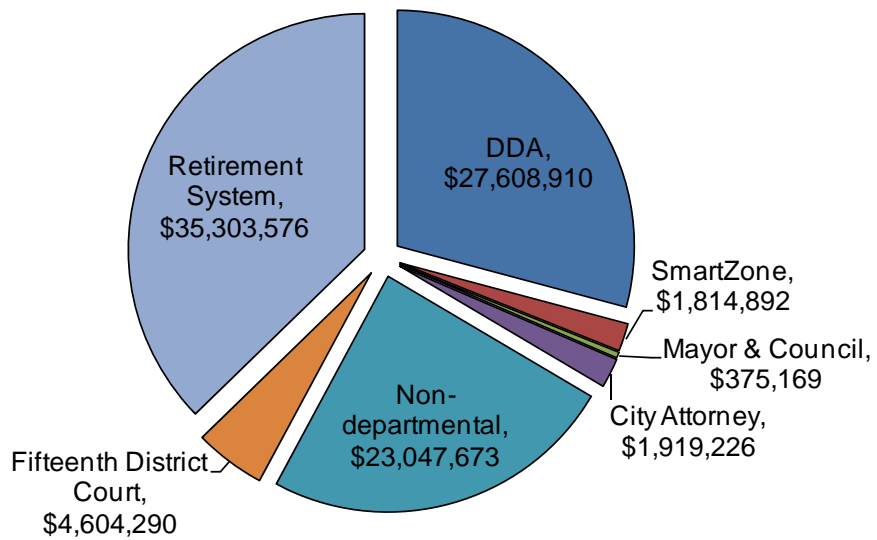
## FY 2014 Safety Services Expenditures

**Total \$39,306,539**



## FY 2014 Other Services Expenditures

**Total \$94,673,736**



This page intentionally left blank

**FY 2014 All Funds Revenue Analysis by Service Area**

	<b>Total Revenues</b>	<b>Mayor &amp; Council</b>	<b>City Attorney</b>	<b>City Administrator</b>	<b>Community Services</b>	<b>Financial Services</b>	<b>Public Services</b>	<b>Safety Services</b>	<b>15th District Court</b>	<b>Non-departmental</b>	<b>Other</b>
0001 DDA/HOUSING FUND	102,231										102,231
0002 ENERGY PROJECTS	244,318						244,318				
0003 DOWNTOWN DEVELOPMENT AUTHORITY	5,291,468										5,291,468
0009 SMART ZONE LOCAL DEVELOPMENT FINANCING AUTHORITY	1,814,892										1,814,892
0010 GENERAL	82,893,312		150,000	176,700	5,330,030	57,202,789	475,900	3,783,276	2,224,810	13,549,807	
0011 CENTRAL STORES	1,422,570						1,422,570				
0012 FLEET SERVICES	7,842,881						7,842,881				
0014 INFORMATION TECHNOLOGY	7,713,010					7,713,010					
0016 COMMUNITY TELEVISION NETWORK	2,093,801			2,093,801							
0021 MAJOR STREET	6,948,813						6,948,813				
0022 LOCAL STREET	1,808,451						1,808,451				
0023 COURT FACILITIES	225,000							225,000			
0024 OPEN SPACE & PARKLAND PRESERVATION	2,415,495				2,415,495						
0025 BANDEMER PROPERTY	5,284				5,284						
0026 CONSTRUCTION CODE FUND	2,541,728				2,541,728						
0027 DRUG ENFORCEMENT	137,000							137,000			
0028 FEDERAL EQUITABLE SHARING	138,000							138,000			
0033 DDA PARKING MAINTENANCE	4,403,131										4,403,131
0034 PARKS MEMORIALS & CONTRIBUTIONS	98,932				98,932						
0035 GENERAL DEBT SERVICE	9,123,422					2,000				9,121,422	
0036 METRO EXPANSION	349,908						349,908				
0038 ANN ARBOR ASSISTANCE	4,000				4,000						
0041 OPEN SPACE ENDOWMENT	10,000				10,000						
0042 WATER SUPPLY SYSTEM	24,673,540						24,673,540				
0043 SEWAGE DISPOSAL SYSTEM	22,882,612						22,882,612				
0046 MARKET	188,207				188,207						
0048 AIRPORT	856,007						856,007				
0049 PROJECT MANAGEMENT	4,308,998						4,308,998				
0052 VEBA TRUST	12,269,026										12,269,026
0053 POLICE AND FIRE RELIEF	7,000							7,000			
0054 CEMETERY PERPETUAL CARE	760						760				
0055 ELIZABETH R DEAN TRUST	55,062						55,062				
0056 ART IN PUBLIC PLACES	340,464				8,714		331,750				
0057 RISK FUND	27,599,946					27,599,946					
0058 WHEELER CENTER	423,643						423,643				
0059 EMPLOYEES RETIREMENT SYSTEM	34,844,628										34,844,628
0060 GENERAL DEBT /SPECIAL ASSESSMENTS	175,035					12,000				163,035	
0061 ALTERNATIVE TRANSPORTATION	420,794						420,794				
0062 STREET REPAIR MILLAGE	14,351,539						14,351,539				



**FY 2014 All Funds Revenue Analysis by Service Area**

	<b>Total Revenues</b>	<b>Mayor &amp; Council</b>	<b>City Attorney</b>	<b>City Administrator</b>	<b>Community Services</b>	<b>Financial Services</b>	<b>Public Services</b>	<b>Safety Services</b>	<b>15th District Court</b>	<b>Non-departmental</b>	<b>Other</b>
0063 DDA PARKING SYSTEM	19,989,172										19,989,172
0064 MICHIGAN JUSTICE TRAINING	50,800							50,800			
0069 STORMWATER SEWER SYSTEM	6,231,847						6,231,847				
0070 AFFORDABLE HOUSING	2,500				2,500						
0071 PARK MAINTENANCE & CAPITAL IMPROVEMENTS	5,203,836				2,125,792		3,078,044				
0072 SOLID WASTE FUND	14,409,048						14,409,048				
0073 LOCAL FORFEITURE	100							100			
0082 STORMWATER BOND	3,900,000						3,900,000				
0083 SENIOR CENTER ENDOWMENT	396				396						
0088 SEWER BOND	5,005,000						5,005,000				
0089 WATER BOND	10,011,794						10,011,794				
00CP GENERAL CAPITAL FUND	1,075,000						1,075,000				
	<b>\$ 346,904,401</b>		<b>\$150,000</b>	<b>\$2,270,501</b>	<b>\$12,731,078</b>	<b>\$92,529,745</b>	<b>\$131,108,279</b>	<b>\$4,116,176</b>	<b>\$2,449,810</b>	<b>\$22,834,264</b>	<b>\$78,714,548</b>

**FY 2015 All Funds Revenue Analysis by Service Area**

	<b>Total Revenues</b>	<b>Mayor &amp; Council</b>	<b>City Attorney</b>	<b>City Administrator</b>	<b>Community Services</b>	<b>Financial Services</b>	<b>Public Services</b>	<b>Safety Services</b>	<b>15th District Court</b>	<b>Non-departmental</b>	<b>Other</b>
0001 DDA/HOUSING FUND	102,742										102,742
0002 ENERGY PROJECTS	244,819						244,819				
0003 DOWNTOWN DEVELOPMENT AUTHORITY	3,866,737										3,866,737
0009 SMART ZONE LOCAL DEVELOPMENT FINANCING AUTHORITY	1,738,646										1,738,646
0010 GENERAL	85,601,927		150,000	176,700	5,355,040	58,566,385	475,900	3,482,965	2,254,750	15,140,187	
0011 CENTRAL STORES	1,410,190						1,410,190				
0012 FLEET SERVICES	7,838,301						7,838,301				
0014 INFORMATION TECHNOLOGY	7,116,377					7,116,377					
0016 COMMUNITY TELEVISION NETWORK	2,091,763			2,091,763							
0021 MAJOR STREET	7,004,197						7,004,197				
0022 LOCAL STREET	1,812,414						1,812,414				
0023 COURT FACILITIES	225,000							225,000			
0024 OPEN SPACE & PARKLAND PRESERVATION	2,429,200				2,429,200						
0025 BANDEMER PROPERTY	5,232				5,232						
0026 CONSTRUCTION CODE FUND	2,522,628				2,522,628						
0027 DRUG ENFORCEMENT	46,000							46,000			
0028 FEDERAL EQUITABLE SHARING	47,000							47,000			
0033 DDA PARKING MAINTENANCE	2,661,380										2,661,380
0034 PARKS MEMORIALS & CONTRIBUTIONS	98,625				98,625						
0035 GENERAL DEBT SERVICE	9,156,845					2,000				9,154,845	
0036 METRO EXPANSION	349,294						349,294				
0038 ANN ARBOR ASSISTANCE	4,000				4,000						
0041 OPEN SPACE ENDOWMENT	10,000				10,000						
0042 WATER SUPPLY SYSTEM	25,429,617						25,429,617				
0043 SEWAGE DISPOSAL SYSTEM	24,063,142						24,063,142				
0046 MARKET	192,154				192,154						
0048 AIRPORT	869,404						869,404				
0049 PROJECT MANAGEMENT	4,437,751						4,437,751				
0052 VEBA TRUST	11,065,729										11,065,729
0053 POLICE AND FIRE RELIEF	6,600							6,600			
0054 CEMETERY PERPETUAL CARE	724						724				
0055 ELIZABETH R DEAN TRUST	52,916						52,916				
0056 ART IN PUBLIC PLACES	266,742				8,813		257,929				
0057 RISK FUND	28,492,263					28,492,263					
0058 WHEELER CENTER	436,695						436,695				
0059 EMPLOYEES RETIREMENT SYSTEM	34,856,785										34,856,785
0060 GENERAL DEBT /SPECIAL ASSESSMENTS	51,475					10,000				41,475	
0061 ALTERNATIVE TRANSPORTATION	186,151						186,151				
0062 STREET REPAIR MILLAGE	10,622,045						10,622,045				

**FY 2015 All Funds Revenue Analysis by Service Area**

	<b>Total Revenues</b>	<b>Mayor &amp; Council</b>	<b>City Attorney</b>	<b>City Administrator</b>	<b>Community Services</b>	<b>Financial Services</b>	<b>Public Services</b>	<b>Safety Services</b>	<b>15th District Court</b>	<b>Non-departmental</b>	<b>Other</b>
0063 DDA PARKING SYSTEM	19,953,034										19,953,034
0064 MICHIGAN JUSTICE TRAINING	40,700							40,700			
0069 STORMWATER SEWER SYSTEM	6,490,865						6,490,865				
0070 AFFORDABLE HOUSING	2,200				2,200						
0071 PARK MAINTENANCE & CAPITAL IMPROVEMENTS	5,338,954				2,128,075		3,210,879				
0072 SOLID WASTE FUND	14,565,028						14,565,028				
0073 LOCAL FORFEITURE	100							100			
0082 STORMWATER BOND	4,760,000						4,760,000				
0083 SENIOR CENTER ENDOWMENT	377				377						
0088 SEWER BOND	4,625,000						4,625,000				
0089 WATER BOND	5,340,000						5,340,000				
00CP GENERAL CAPITAL FUND	1,513,000						1,513,000				
	<b>\$ 340,042,768</b>		<b>\$150,000</b>	<b>\$2,268,463</b>	<b>\$12,756,344</b>	<b>\$94,187,025</b>	<b>\$125,996,261</b>	<b>\$3,623,365</b>	<b>\$2,479,750</b>	<b>\$24,336,507</b>	<b>\$74,245,053</b>

## MEMORANDUM

To: Mayor and Council

From: Warreka Farrackand, Fire Marshal

Date: May 20, 2013

Subject: Resolution to Approve FY14 Fee Adjustments for Safety Services Area – Fire Department Service Fee Schedule

Mayor and Council, attached for your review, consideration, and approval is the resolution approving fee adjustments for the Fire Services Unit for fiscal year 2014.

Each year, in conjunction with the preparation of the budget, the Safety Services Area is requested to review fees to determine if the cost of the services provided is covered by the charges for these services. When determining these costs we take into account increases in expenses such as labor, materials and supplies, equipment, and administrative costs. Collectively these provide realistic and reasonable fee assessments to the citizens.

The Fire Service Unit has undergone further reorganization and re-evaluation of its Fire Prevention Bureau this past fiscal year. This included an in depth review of the services provided and fair costs for these services.

Passage of this Resolution will update citizens on the services our division performs.

Therefore, the Fire Service Unit is recommending your approval of these adjustments of fees for the 2014 fiscal year.

Prepared by: Renee Bovee, Management Assistant  
Reviewed by: Warreka Farrackand, Fire Marshal  
Reviewed by: Ollice (Chuck) Hubbard, Fire Chief  
Approved by:

RESOLUTION TO APPROVE FY14 FEE ADJUSTMENTS FOR SAFETY SERVICES  
AREA – FIRE DEPARTMENT SERVICE FEE SCHEDULE

Whereas, all Service Areas of City of Ann Arbor government are requested to review their fees annually as part of the fiscal budget process;

Whereas, the Fire Prevention Bureau of the Fire Service Unit has reviewed all of their fees as part of the FY2014 budget submittal;

Whereas, Title IX, Chapter 111, Section 9:107 and Title VII, Chapter 93, Section 7:405 of the Ann Arbor City Code of Ordinances provides for the assessment of fees for permits, inspections, and false alarm response services provided by the Fire Prevention Bureau of the Fire Service Unit;

Whereas, the Fire Service Unit has reviewed the two (2) previous Fire Service Unit Fee Schedules;

Whereas, the current Fire Service Unit Fee Schedule established for processing these services requires periodic adjustments;

Whereas, the Fire Service Unit has made adjustments to the Fire Service Unit Fee Schedule, a copy of which is attached and incorporated as Schedule A;

Therefore, the Fire Service Unit is recommending your approval of these fee adjustments.

RESOLVED, that City of Ann Arbor Council establishes the Fire Service Unit Fee Schedule according to the Proposed Fees effective July 1, 2013;

RESOLVED, that a copy of this Fee Schedule shall be posted by the City Clerk and made available to the public upon request through the offices of the City Clerk and Fire Service Unit;

RESOLVED, that City Council authorizes the City Administrator to take all necessary administrative action to implement this Resolution.

Submitted by: Fire Service Unit  
Date: March 29, 2013

Approved by:

**City of Ann Arbor  
Fire Service Unit Fee Schedule  
Existing for Fiscal Year 2013**

**I. NEW CONSTRUCTION, PERMITS, PLAN REVIEWS, AND  
INSPECTIONS (WITH 1 RE-INSPECTION)**

**1. Plan Reviews**

\$240
-------

<b>Site Plan Review</b>	\$ 240
-------------------------	--------

**2. Fire Alarm Systems (New or Remodeled)**

1-5 devices	\$ 210
6-10 devices	\$ 330
11-25 devices	\$ 450
26-50 devices	\$ 570
Over 50 devices	\$ 690
Each additional device over 50	\$ 10
New high-rise system	\$2,490

**This service now performed by the building dept.**

**3. Fixed Fire Suppression Systems (Clean Agent Gas,  
Chemical Compressed Gas, Dry & Wet)**

Fixed Suppression	\$ 450
-------------------	--------

**This service now performed by the building dept.**

**4. Suppression Systems (New or Remodeled)**

1-20 heads	\$ 330
21-100 heads	\$ 510
101-200 heads	\$ 690
201-350 heads	\$ 870
351-600 heads	\$ 1,170
Each additional head > 600	\$ 1

**This service now performed by the building dept.**

**5. Permits (including one inspection)**

Compressed Gases	\$ 300
Fire Pumps	\$ 150
LP-Gas	\$ 150
Private Fire Hydrants	\$ 150
Standpipe Systems per Outlet	\$ 150
Tents - Canopies	\$ 150
Carnivals and Fairs	\$ 150
Repair Garage / Service Station	\$ 150
Pyrotechnics Special Effects	\$ 150
Open Burning (except recreational fires)	\$ 150
Fireworks Retail Display - may also require tent permit	\$ 150
Exhibit and Trade Shows	\$ 150
Bonfire	\$ 150
Commercial Prescription Burn	\$ 240
Residential Prescription Burn	\$ 180
Hazmat	\$ 150
All Other Permits	\$ 150

<b>Permits</b>	
Compressed Gases	\$ 150
Fire Pumps	\$ 150
LP-Gas	\$ 150
Private Hydrants	\$ 150
Standpipe Systems per Outlet	\$ 150
Tents - Canopies	\$ 25
Carnivals and Fairs	\$ 150
Repair Garage / Service Station	\$ 150
Pyrotechnics Special Effects	\$ 150
Open Burning (except recreational fires)	\$ 150
Fireworks Retail Display - may also require tent permit	\$ 150
Exhibit and Trade Shows	\$ 150
Bonfire	\$ 150
Commercial & Residential Prescription Burns	\$ 150
See Commercial & Residential Prescription Burns	\$ 150
Hazmat	\$ 150
All Other Permits	\$ 150

**City of Ann Arbor  
Fire Service Unit Fee Schedule  
Existing for Fiscal Year 2013**

**II. EXISTING BUILDING MAINTENANCE INSPECTION FEES**

**1. Fire Safety Permit for Non-Residential Structure  
(Inspection and One Re-Inspection)**

0-3,000 SF	\$ 210
3,001-6,000 SF	\$ 270
6,001-9,000 SF	\$ 330
9,001-12,000 SF	\$ 420
12,001-20,000 SF	\$ 540
20,001-50,000 SF	\$ 690
50,001-100,000 SF	\$ 990
100,001-250,000 SF	\$ 1,290
250,001-500,000 SF	\$ 1,890
500,001-1,000,000 SF	\$ 3,090
Over 1,000,000 SF	\$ 4,590
Processing Fee	\$ 120

**2. Second Re-inspection (can apply to entire building or specific tenant)**

2 X the rate in Item 1 based on SF of building or portion thereof.

**3. Houses of Worship and Buildings used Exclusively by Non-Profit Agencies**

No charge

**III. FALSE ALARM RESPONSE FEES**

**1. Each False Alarm**

\$250

**IV. ADDITIONAL FEES**

Inspection fees include initial inspection and one re-inspection as needed. If the contractor fails to show, is not ready, or the work does not meet the approved plan, this counts as an inspection/re-inspection and subsequent inspections may be subject to additional fees.

Subsequent inspections - per hour	\$ 120
Additional hours on regularly scheduled work days - minimum 1 hr, additional hours on days not regularly scheduled for work (call-in) - minimum 4 hrs	\$ 120
Water flow testing - per hour per person	\$ 120
Cost recovery for fines, warrants, etc. - per hour per person	\$ 120
1 hour consultation fee	\$ 120
Any plan review or inspection that requires more than one inspector/marshal will be charged per hour for each additional inspector/marshal in addition to the plan review or inspection fee.	\$ 120
Liquor license transfer inspection fee	\$ 120
Permit safety standby fee if required by review:	
Per inspector/marshal - per hour	\$ 120
Per vehicle - per hour	\$ 250
Per fire operations personnel - per hour	\$ 94

**City of Ann Arbor  
Fire Service Unit Fee Schedule  
Proposed Fee Adjustment for Fiscal Year 2014**

**FIRE SAFETY INSPECTION FOR NON-RESIDENTIAL STRUCTURE**

**Initial Safety Inspection with 1 Re-Inspection**

0-3,000 SF	\$ 210
3,001-6,000 SF	\$ 270
6,001-9,000 SF	\$ 330
9,001-12,000 SF	\$ 420
12,001-20,000 SF	\$ 540
20,001-50,000 SF	\$ 690
50,001-100,000 SF	\$ 990
100,001-250,000 SF	\$ 1,290
250,001-500,000 SF	\$ 1,890
500,001-1,000,000 SF	\$ 3,090
Over 1,000,000 SF	\$ 4,590
Multi-Business Occupancy - fee per tenant for report processing	\$ 120
Multi-Business with tenant space < 400 sq ft - fee per tenant for report processing	\$ 60

**Second Re-Inspection (can apply to entire building or specific tenant)**

2 x the rate above based on SF of building or portion thereof

**Houses of Worship and Businesses used Exclusively by Non-Profit Agencies**

Courtesy Inspection

**FALSE ALARM RESPONSE FEE**

Each false fire alarm \$ 250

**ADDITIONAL FEES**

Inspection fees include inspection and one re-inspection as needed. If the contractor fails to show, is not ready, or the work does not meet the approved plan, this counts as an inspection/re-inspection and subsequent inspections may be subject to additional fees.

Subsequent inspections - per hour	\$ 120
After hours - minimum 1 hour; weekends or holidays - minimum 4 hours	\$ 120
Hydrant flow test	\$ 120
Cost recovery for fines, warrants, etc - per hour per person	\$ 120
1 hour consultation fee	\$ 120
See per hour rates	
Liquor license transfer fee	\$ 120
Permit safety standby fee if required by review:	
Per inspector/marshal - per hour	\$ 120
Per vehicle - per hour	\$ 250
Per fire operations personnel - per hour	\$ 94

## Resolution to Approve Fiscal Year 2014 Fee Adjustments for Public Services Area – Project Management, Systems Planning, Field Operations and Customer Service

Mayor and Council, attached for your consideration and approval is the resolution approving fee adjustments for Public Services Area-Service Units for the 2014 fiscal year. The anticipated increase in revenue resulting from the fee adjustments is crucial to balancing expenditures and revenues in the proposed fiscal year 2014 budget.

Each year in conjunction with the preparation of the budget, Service Area/Service Units are requested to review license and fee revenues to determine if the cost of the services rendered are covered by the charges. When determining these costs, Service Units take into account increases or decreases in expenses such as: labor, material and supplies, equipment, and overhead cost. The increases are generally in the range of 1% to 5% and are for purposes of full cost recovery. In some cases where fees are proposed to be higher than the nominal, explanations are provided to give a rationale for the increase. A majority of those type of increases are a result of a recent cost of service study. Decreases are in the range of 5-100% and vary more widely due to efficiency improvements, equipment pricing fluctuations and as a result of the cost of service study .

The Public Services Area is recommending approval of increases for activities in the Service Units in order to recover fully burdened costs for ancillary services provided to the customers. These fully burdened costs were based upon estimated time spent providing the service, vehicle expenses, IT costs, materials & supplies, and the municipal service charge.

The following Service Units have requested fee adjustments:

- Project Management
  - Right-of-Way
  - Private Development
- Field Operations
  - Solid Waste
  - Traffic sign & signals
- Customer Service Center Unit
  - Meter operations and maintenance
- Systems Planning
  - Grading Inspection Fees
  - Planning Petitions
  - Site-Plan Review
  - Utility Modeling



Staff requests your approval of the proposed fee adjustments.

Prepared by: Marti Praschan, Financial Manager  
Reviewed by: Craig Hupy, Public Services Administrator  
Approved by: Steven D. Powers, City Administrator

RESOLUTION TO APPROVE FISCAL YEAR 2014 FEE ADJUSTMENTS  
FOR PUBLIC SERVICES AREA-  
PROJECT MANAGEMENT,  
SYSTEMS PLANNING, FIELD OPERATIONS,  
AND CUSTOMER SERVICE

Whereas, All Service Areas of the city government review their fees each year as part of the budget process;

Whereas, The Public Services Area Service Units have reviewed all of their fees as part of the FY 2014 budget submittal;

Whereas, Fees in several areas were found not recovering fully burdened costs to provide these services;

Whereas, Various fees have been newly created to reimburse costs for services provided; and

Whereas, Fees in some areas were reduced to reflect actual costs;

RESOLVED, The fees in the Public Services Service Units be adjusted according to the attached schedules;

RESOLVED, That the attached fee schedules become effective July 1, 2013; and

RESOLVED, That City Council authorizes the City Administrator to take necessary administrative actions to implement this resolution.

Submitted by:       Public Services  
Date:                 May 20, 2013

This page intentionally left blank

## Project Management Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>PRIVATE DEVELOPMENT PLAN REVIEW FEES:</b>							
Plan Application Fee:	\$ 1,070	\$ 1,035	\$ 1,070	3.4%	\$ 1,050	07/01/13	07/01/11
Construction Plan Review: Sanitary Sewer per LF (Minimum 300')	\$ 3.00	\$ 2.75	\$ 2.90	5.5%	\$ 450	07/01/13	07/01/11
Construction Plan Review: Storm Sewer per LF (Minimum 200')	\$ 1.82	\$ 1.75	\$ 1.80	2.9%	\$ 30	07/01/13	07/01/11
Construction Plan Review: Water Main per LF (Minimum 200')	\$ 4.81	\$ 4.00	\$ 4.40	10.0%	\$ 2,400	07/01/13	07/01/11
Construction Plan Review: Water Main Hydrant Lead less than 50' and/or Water Service Leads 4" and Up, less than 100'	\$ 642	\$ 575	\$ 615	7.0%	\$ 240	07/01/13	07/01/11
Construction Plan Review: Streets per LF (Minimum 100')	\$ 3.80	\$ 3.00	\$ 3.25	8.3%	\$ 50	07/01/13	07/01/11

Explanation: Fee revisions are adjusted for current hourly wages and to more accurately reflect staff time spent.

## Project Management Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>PRIVATE DEVELOPMENT CONSTRUCTION ENGINEERING AND INSPECTION FEES:</b>							
Engineer (per hour)	\$ 107	\$ 115	\$ 110	-4%	\$ 1,610	07/01/13	07/01/11
Civil Engineering Specialist (per hour)	\$ 112	\$ 115	\$ 110	-4%	\$ 1,500	07/01/13	07/01/11
<b>PRIVATE DEVELOPMENT AS-BUILT/POST CONSTRUCTION FEES:</b>							
Prepare Project Sheet As-Builts	\$ 1,962	\$ 1,885	\$ 1,960	4%	\$ 3,000	07/01/13	07/01/11
Archive Miscellaneous Project Records	\$ 113	\$ 110	\$ 115	5%	\$ 500	07/01/13	07/01/11
<b>TRAFFIC IMPACT STUDY REVIEW:</b>							
Traffic Engineer Review:	\$ 110	\$ 115	\$ 110	-4%	\$ (60)	07/01/13	07/01/11
<b>LANE CLOSURE PERMITS</b>							
Review and Processing Fee per hour (Minimum \$20)	\$ 110	\$ 115	\$ 110	-4%	\$ (1,250)	07/01/13	07/01/11

Explanation: Fee revisions are adjusted for current hourly wages and to more accurately reflect staff time spent.

## Project Management Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>LICENSE AGREEMENTS:</b>							
R.O. W. License Application Fee:	\$ 1,177	\$ 1,035	\$ 1,175	13.5%	\$ 1,400	07/01/13	07/01/11
Private Utility Main Review per LF (minimum 200'):	\$ 2.41	\$ 2.30	\$ 2.40	4%	\$ 120	07/01/13	07/01/11
Earth Retention Systems, Tiebacks and/or H-Piles per LF of frontage (minimum 200'):	\$ 2.41	\$ 2.30	\$ 2.40	4%	\$ 80	07/01/13	07/01/11
Right-of-Way Encroachment Review per LF of frontage:	\$ 2.41	\$ 2.30	\$ 2.40	4%	\$ 10	07/01/13	07/01/11
Monitoring Well Review (per well):	\$ 110	\$ 115	\$ 110	-4%	\$ (20)	07/01/13	07/01/11
Other License Reviews - hourly:	\$ 110	\$ 115	\$ 110	-4%	\$ -	07/01/13	07/01/11
Explanation: Fee revisions are adjusted for current hourly wages and to more accurately reflect staff time spent.							

## Project Management Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>Right-of-Way Review Fee:</b>							
Review (minimum \$30)	\$ 110	\$ 115	\$ 110	-4.3%	\$ (375)	07/01/13	07/01/11
<b>Right-of-Way Permit and Inspection Fees:</b>							
Drive Approach – Commercial Each	\$ 125	\$ 130	\$ 125	-3.8%	\$ (50)	07/01/13	07/01/11
Drive Approach - Residential Each	\$ 125	\$ 72.50	\$ 75	3.4%	\$ 25	07/01/13	07/01/11
Utility Pole - Removal of, Replacement of and/or New Pole	\$ 97.50	\$72.50 + \$28.75 each additional pole	\$75 + \$10 each additional pole	3.4%	\$ 125	07/01/13	07/01/11
Cable - Aerial or Through Existing Conduit - Up to 500'	\$ 125	\$ 130	\$ 125	-3.8%	\$ (50)	07/01/13	07/01/11
Cable - Aerial or Through Existing Conduit - 500' and over	\$ 125	\$130 plus \$.25/foot over 500'	\$125 plus \$.10/foot over 500'	-3.8%	\$ (100)	07/01/13	07/01/11

Explanation: Fee revisions are adjusted for current hourly wages and to more accurately reflect staff time spent.

## Project Management Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
Trench - Under Pavement, Up to 200 LF	\$ 455	\$ 475	\$ 455	-4.2%	\$ (20,000)	07/01/13	07/01/11
Trench - Under Pavement, 200' and over	\$ 455	\$475 plus \$.50/foot over 200'	\$455 plus \$.50/foot over 200'	-4.2%	\$ -	07/01/13	07/01/11
Trench - In Greenbelt, Up to 200'	\$ 345	\$ 360	\$ 345	-4.2%	\$ (7,500)	07/01/13	07/01/11
Trench - In Greenbelt, 200' and over	\$ 345	\$360 plus \$.25 /foot over 200'	\$345 plus \$.25 /foot over 200'	-4.2%	\$ -	07/01/13	07/01/11
Bore, Directional Drill, or Pipe Bursting - Up to 200'	\$ 235	\$ 245	\$ 235	-4.1%	\$ (7,500)	07/01/13	07/01/11
Bore, Directional Drill, or Pipe Bursting - 200' and over	\$ 235	\$245 plus \$.25/foot over 200'	\$235 plus \$.25/foot over 200'	-4.1%	\$ -	07/01/13	07/01/11
Soil Borings	\$ 98	\$72.50 + \$28.75 each additional bore	\$75 + \$10 each additional bore	3.4%	\$ 50	07/01/13	07/01/11
Earth Retention Systems, Up to 200' of frontage	\$ 235	\$ 245	\$ 235	-4.1%	\$ (100)	07/01/13	07/01/11

Explanation: Fee revisions are adjusted for current hourly wages and to more accurately reflect staff time spent.



## Project Management Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
Earth Retention Systems, 200' of frontage and over	\$ 235	\$245 plus \$.25/foot additional frontage	\$235 plus \$.25/foot additional frontage	-4.1%	\$ -	07/01/13	07/01/11
Monitoring Wells – Each Wellhead	\$ 235	\$245 plus \$230 each additional wellhead	\$235 plus \$220 each additional wellhead	-4.1%	\$ (100)	07/01/13	07/01/11
Annual R.O.W. Permit for Maintenance of Existing Facilities without Excavation	\$ 450.00	\$ 1,000	\$ 450	-55.0%	\$ (2,200)	07/01/13	07/01/12
Explanation: Fee revisions are adjusted for current hourly wages and to more accurately reflect staff time spent.							

## System Planning Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>SOIL EROSION &amp; SEDIMENTATION CONTROL</b>							
Residential Grading Permit (includes plan review, one site evaluation inspection, one pre-footing inspection and one final inspection )	\$ 214	\$ 80	\$ -	-100%	\$ -	07/01/13	07/01/12
*Residential Grading Permit, including plan review and three inspections	\$ 264	\$ 80	\$ 100	25%	\$ 3,000	07/01/13	07/01/12
*Residential Grading Permit - New Residence, including plan review and three inspections	\$ 440	\$ 80	\$ 160	100%	\$ 1,200	07/01/13	07/01/12
*Additional Residential Inspection	\$ 88	\$ 40	\$ 50	25%	\$ 250	07/01/13	07/01/12
Non-Residential Grading Permit Site Compliance Fee (Final Inspection) Per acre or fraction thereof	\$ 324	\$ 200	\$ -	-100%	\$ -	07/01/13	07/01/12
*Non-Residential Grading Permit and Site Compliance for Planning Petition Project	\$ 1,056	\$ 200	\$ 400	100%	\$ 6,000	07/01/13	07/01/11
*Other Non-Residential Grading Permit	\$ 264	\$ 200	\$ 220	10%	\$ 400	07/01/13	07/01/11
**Non-Residential Grading Permit Monthly Inspection Fee, per acre or fraction thereof	\$ 176	\$ 200	\$ 175	-13%	\$ (3,000)	07/01/13	07/01/11
**Compliance Response Fee, including site visit and notice	\$ 176	\$ 200	\$ 175	-13%	\$ (120)	07/01/13	07/01/12

Explanation: \*Fees adjusted to reduce program subsidy

\*\*Fees adjusted as a result of the Planning and Development Cost of Service Analysis by Maximus (2012).

## System Planning Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
SYSTEMS PLANNING STAFF REVIEW OF PLANNING PETITIONS* --Incorporated into planning petition review fees and due at initial submittal.							
Administrative Amendment to: Approved Site Plan, PUD Site Plan, or Planned Project Site	\$ 908	\$ 460	\$ 650	41%	\$ 1,140	07/01/13	07/01/11
Administrative Land Transfer	\$ 330	\$ 115	\$ 150	30%	\$ 105	07/01/13	07/01/11
Land Division	\$ 385	\$ 115	\$ 175	52%	\$ 480	07/01/13	07/01/11
Public/Charter School Plan Review	\$ 853	\$ 460	\$ 550	20%	\$ 90	07/01/13	07/01/11
Site Plan for Planning Commission	\$ 1,513	\$ 805	\$ 1,200	49%	\$ 3,950	07/01/13	07/01/11
Special Exception Use	\$ 110	\$ 115	\$ 110	-4%	\$ (40)	07/01/13	07/01/11
Explanation: Fee revisions are adjusted for current hourly wages, other expenses and findings of the Planning and Development Cost of Service Analysis by Maximus (2012).							

## System Planning Proposed Fees 2014 Budget

<b>Activity</b>	<b>Cost Per Unit</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Percent Increase</b>	<b>Total Revenue Impact</b>	<b>Proposed Eff. Date</b>	<b>Last Fee Increase</b>
Revision to Approved Natural Features Protection or Mitigation Plan	\$ 660	\$ -	\$ 175	New	\$ 175	07/01/13	New
Wetland Use for Planning Commission	\$ 880	\$ -	\$ 175	New	\$ 350	07/01/13	New
Wetland Use for Council	\$ 880	\$ -	\$ 175	New	\$ 350	07/01/13	New
Special Exception Use Plot Plan	\$ 110	\$ -	\$ 110	New	\$ 330	07/01/13	New
Explanation: Fee revisions are adjusted for current hourly wages, other expenses and findings of the Planning and Development Cost of Service Analysis by Maximus (2012).							

## System Planning Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
Combined Annexation and R1 and R2 Zoning District	\$ 330	\$ 115	\$ 175	52%	\$ 60	07/01/13	07/01/11
Annexation	\$ 330	\$ 115	\$ 175	52%	\$ 600	07/01/13	07/01/11
Zoning - R1	\$ 110	\$ 115	\$ 175	52%	\$ 600	07/01/13	07/01/11
Zoning - All other except PUD	\$ 110	\$ 115	\$ 175	52%	\$ 300	07/01/13	07/01/11
PUD Zoning District & Conceptual Plan	\$ 1,265	\$ 805	\$ 1,000	24%	\$ 195	07/01/13	07/01/11
PUD Site Plan	\$ 1,513	\$ 805	\$ 1,200	49%	\$ 1,580	07/01/13	07/01/11
Combined PUD Zoning and PUD Site Plan	\$ 1,513	\$ 805	\$ 1,200	49%	\$ 790	07/01/13	07/01/11

Explanation: Fee revisions are adjusted for current hourly wages, other expenses and findings of the Planning and Development Cost of Service Analysis by Maximus (2012).

## System Planning Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
Area Plan	\$ 1,155	\$ 460	\$ 700	52%	\$ 240	07/01/13	07/01/11
Site Plan for City Council Approval	\$ 1,513	\$ 805	\$ 1,200	49%	\$ 1,580	07/01/13	07/01/11
Site Plan – Site Condominium	\$ 1,513	\$ 805	\$ 1,200	49%	\$ 395	07/01/13	07/01/11
Planned Project	\$ 1,513	\$ 805	\$ 1,200	49%	\$ 290	07/01/13	07/01/11
Plat - Tentative Approval of Preliminary Plat	\$ 770	\$ 115	\$ 175	52%	\$ -	07/01/13	07/01/11
Plat - Final Approval of Preliminary Plat	\$ 770	\$ 115	\$ 175	52%	\$ -	07/01/13	07/01/11
Final Plat Approval	\$ 770	\$ 115	\$ 175	52%	\$ -	07/01/13	07/01/11
Street Vacation	\$ 220	\$ 230	\$ 220	-4%	\$ (10)	07/01/13	07/01/11
Explanation: Fee revisions are adjusted for current hourly wages, other expenses and findings of the Planning and Development Cost of Service Analysis by Maximus (2012).							

## System Planning Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
Revision to Approved Development Agreement	\$ 110	\$ 115	\$ 110	-4%	\$ (20)	07/01/13	07/01/11
Brownfield Area Plan Fee	\$ 1,540	\$ 1,150	\$ 1,540	34%	\$ 390	07/01/13	07/01/11
* For township parcels requiring final site plan approval (i.e., detailed construction plan review), refer to the Project Management Civil Plan Review Fee							
*Preliminary Plan Review Fee	\$ 110	\$ 115	\$ 110	-4%	\$ (100)	07/01/13	07/01/11
<b>UTILITY MODELING:</b>							
Engineer (per hour)	\$ 110	\$ 115	\$ 110	-4%	\$ (500)	07/01/13	07/01/11
Explanation: Fee revisions are adjusted for current hourly wages and other expenses. Fees increased to begin cost recovery in the areas of soil erosion, solid waste, and urban forestry. *Applies to projects not included in the Planning and Development Review Fee Schedule.							

## Field Operations Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>Refuse Cart Collection:</b>							
Upgrade 1st Cart to 96 gallons (Residential)	\$40/cart/yr	\$39/cart/yr	\$40/cart/yr	2.5%	\$ 1,900	07/01/13	07/01/12
Additional carts beyond 1 cart/unit (1Xwk collection) Residential	\$132/cart/yr	\$113/cart/yr	\$116/cart/yr	2.5%	\$ 3,000	07/01/13	07/01/12
*2 CY Dumpster 2 lifts/Wk	\$132.25/month	\$127/month	\$133/month	3.0%	\$ 336	07/01/13	07/01/12
*2 CY Dumpster	\$196.27/month	\$188/month	\$193/month	3.0%	\$ 300	07/01/13	07/01/12
*2 CY Dumpster	\$261.33/month	\$249/month	\$257/month	3.0%	\$ 96	07/01/13	07/01/12
*2 CY Dumpster	\$325.35/month	\$310/month	\$320/month	3.0%	\$ -	07/01/13	07/01/12
*2 CY Dumpster	\$389.38/month	\$372/month	\$383/month	3.0%	\$ -	07/01/13	07/01/12
Explanation: Increases are associated with full cost recovery for services rendered. *Increases are associated with Commercial Franchise contract increases.							



## Field Operations Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
4 CY Dumpster 1 Lift/Wk	\$86.81/month	\$81/month	\$84/month	4.0%	\$ 3,924	07/01/13	07/01/12
4 CY Dumpster 2 Lifts/Wk	\$167.95/month	\$155/month	\$160/month	3.0%	\$ 900	07/01/13	07/01/12
4 CY Dumpster 2 Lifts/Wk	\$249.09/month	\$226/month	\$235/month	4.0%	\$ 1,728	07/01/13	07/01/12
4 CY Dumpster 2 Lifts/Wk	\$330.23/month	\$299/month	\$310/month	4.0%	\$ 396	07/01/13	07/01/12
4 CY Dumpster 2 Lifts/Wk	\$411.38/month	\$373/month	\$387/month	4.0%	\$ 5,045	07/01/13	07/01/12
4 CY Dumpster 2 Lifts/Wk	\$492.51/month	\$446/month	\$460/month	3.0%	\$ 840	07/01/13	07/01/12
Explanation: Increases are associated with Commercial Franchise contract increases.							

## Field Operations Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
6 CY Dumpster 1 Lift/Wk	\$106.08/month	\$96/month	\$99/month	3.0%	\$ 9,288	07/01/13	07/01/12
6 CY Dumpster 2 Lifts/Wk	\$204.34/month	\$181/month	\$187/month	3.0%	\$ 4,752	07/01/13	07/01/12
6 CY Dumpster 2 Lifts/Wk	\$302.60/month	\$265/month	\$272/month	3.0%	\$ 1,344	07/01/13	07/01/12
6 CY Dumpster 2 Lifts/Wk	\$400.86/month	\$350/month	\$360/month	3.0%	\$ 360	07/01/13	07/01/12
6 CY Dumpster 2 Lifts/Wk	\$499.11/month	\$435/month	\$450/month	3.0%	\$ 900	07/01/13	07/01/12
6 CY Dumpster 2 Lifts/Wk	\$597.37/month	\$521/month	\$540/month	4.0%	\$ 912	07/01/13	07/01/12

Explanation: Increases are associated with Commercial Franchise contract increases.

## Field Operations Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
8 CY Dumpster 1 Lift/Wk	\$127.27/month	\$110/month	\$113/month	3.0%	\$ 2,376	07/01/13	07/01/12
8 CY Dumpster 2 Lifts/Wk	\$239.65/month	\$208/month	\$214/month	3.0%	\$ 2,592	07/01/13	07/01/12
8 CY Dumpster 3 Lifts/Wk	\$355.03/month	\$304/month	\$315/month	3.0%	\$ 3,300	07/01/13	07/01/12
8 CY Dumpster 4 Lifts/Wk	\$470.40/month	\$400/month	\$410/month	3.0%	\$ 600	07/01/13	07/01/12
8 CY Dumpster 5 Lifts/Wk	\$585.78/month	\$497/month	\$510/month	3.0%	\$ 780	07/01/13	07/01/12
8 CY Dumpster 6 Lifts/Wk	\$701.16/month	\$595/month	\$595/month	3.0%	\$ 1,920	07/01/13	07/01/12

Explanation: Increases are associated with Commercial Franchise contract increases.

## Field Operations Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
2 CY Vert-I-Pack 2 Lifts/Wk	\$325.87/month	\$383/month	\$330/month	-14.0%	\$ (1,272)	07/01/13	07/01/12
2 CY Vert-I-Pack 3 Lifts/Wk	\$443.91/month	\$540/month	\$450/month	-17.0%	\$ -	07/01/13	07/01/12
2 CY Vert-I-Pack 4 Lifts/Wk	\$561.98/month	\$675/month	\$570/month	-16.0%	\$ -	07/01/13	07/01/12
2 CY Vert-I-Pack 5 Lifts/Wk	\$683.09/month	\$833/month	\$690/month	-17.0%	\$ -	07/01/13	07/01/12
2 CY Vert-I-Pack 6 Lifts/Wk	\$798.08/month	\$990/month	\$810/month	-18.0%	\$ -	07/01/13	07/01/12
<p>Explanation: Decreases are attributable to the recalibration of costs based on actual field data and a reduction in the allocation of administrative overhead.</p>							

## Field Operations Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
4 CY Vert-I-Pack 2 Lifts/Wk	\$434.95/month	\$449/month	\$449/month	-2.0%	\$ -	07/01/13	07/01/12
4 CY Vert-I-Pack 3 Lifts/Wk	\$606.27/month	\$634/month	\$634/month	-4.0%	\$ -	07/01/13	07/01/12
4 CY Vert-I-Pack 4 Lifts/Wk	\$777.58/month	\$792/month	\$792/month	-2.0%	\$ -	07/01/13	07/01/12
4 CY Vert-I-Pack 5 Lifts/Wk	\$948.89/month	\$977/month	\$977/month	-3.0%	\$ -	07/01/13	07/01/12
4 CY Vert-I-Pack 6 Lifts/Wk	\$1,120.21/month	\$1,162/month	\$1,162/month	-2.0%	\$ -	07/01/13	07/01/12

Explanation: Decreases are attributable to the recalibration of costs based on actual field data and a reduction in the allocation of administrative overhead.

## Field Operations Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
6 CY Vert-I-Pack 1 Lift/Wk	\$319.16/month	\$308/month	\$319/month	4.0%	\$ -	07/01/13	07/01/12
6 CY Vert-I-Pack 2 Lifts/Wk	\$543.61/month	\$511/month	\$528/month	3.0%	\$ -	07/01/13	07/01/12
6 CY Vert-I-Pack 3 Lifts/Wk	\$768.05/month	\$705/month	\$728/month	3.0%	\$ 828	07/01/13	07/01/12
6 CY Vert-I-Pack 4 Lifts/Wk	\$992.49/month	\$909/month	\$940/month	3.0%	\$ -	07/01/13	07/01/12
6 CY Vert-I-Pack 5 Lifts/Wk	\$1,216.93/month	\$1,109/month	\$1,140/month	3.0%	\$ 372	07/01/13	07/01/12
6 CY Vert-I-Pack 6 Lifts/Wk	\$1,441.38/month	\$1,311/month	\$1,350/month	3.0%	\$ 1,872	07/01/13	07/01/12

Explanation: Increases are associated with Commercial Franchise contract increases.

## Field Operations Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
8 CY Vert-I-Pack 1 Lift/Wk	\$378.18/month	\$371/month	\$382/month	3%	\$ 264	07/01/13	07/01/12
8 CY Vert-I-Pack 2 Lifts/Wk	\$653.98/month	\$608/month	\$628/month	3%	\$ 1,200	07/01/13	07/01/12
8 CY Vert-I-Pack 3 Lifts/Wk	\$929.77/month	\$830/month	\$855/month	3%	\$ 600	07/01/13	07/01/12
8 CY Vert-I-Pack 4 Lifts/Wk	\$1,205.58/month	\$1,064/month	\$1,100/month	3%	\$ 432	07/01/13	07/01/12
8 CY Vert-I-Pack 5 Lifts/Wk	\$1,481.89/month	\$1,299/month	\$1,340/month	3%	\$ -	07/01/13	07/01/12
8 CY Vert-I-Pack 6 Lifts/Wk	\$1,757.18/month	\$1,538/month	\$1,585/month	3%	\$ 3,384	07/01/13	07/01/12

Explanation: Increases are associated with Commercial Franchise contract increases.

## Field Operations Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>Commercial Roll-Off Service:</b>							
**10 CY Roll-Off	\$245.10/lift	\$281/lift	\$250/lift	-11.0%	\$ -	07/01/13	07/01/12
**20 CY Roll-Off	\$281.89/lift	\$315/lift	\$290/lift	-8.0%	\$ -	07/01/13	07/01/12
**30 CY Roll-Off	\$316.54/lift	\$367/lift	\$325/lift	-11.0%	\$ (5,206)	07/01/13	07/01/12
**40 CY Roll-Off	\$354.42/lift	\$410/lift	\$360/lift	-12.0%	\$ -	07/01/13	07/01/12
**20 CY Compactor	\$423.78/lift	\$484/lift	\$430/lift	-11.0%	\$ (432)	07/01/13	07/01/12
30-35 CY Compactor	\$513.78/lift	\$477/lift	\$490/lift	3.0%	\$ 2,132	07/01/13	07/01/12
40-42 CY Compactor	\$581.18/lift	\$534/lift	\$550/lift	3.0%	\$ 1,152	07/01/13	07/01/12
Explanation: **Decreases are attributable to the recalibration of costs based on actual field data and a reduction in the allocation of administrative overhead.							



## Field Operations Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>Special Event Dumpster Service:</b>							
One to Five 6 CY Dumpsters	\$ 85	\$ 83	\$ 85	2.5%	\$ -	07/01/13	07/01/12
Six or More 6 CY Dumpsters	\$ 59	\$ 58	\$ 59	2.5%	\$ -	07/01/13	07/01/12
*Sunday Collection Service	\$78/lift	\$76/lift	\$78/lift	2.5%	\$ -	07/01/13	07/01/12
Monday-Saturday Collection Service	\$16/lift	\$15.50/lift	\$16/lift	2.5%	\$ -	07/01/13	07/01/12
Explanation: *Minimum of 15 containers, Maximum of 50 containers Increases are associated with full cost recovery for services rendered.							

## Field Operations Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
Canopy Loss Fee for Removal of City Owned Street/park Trees Removed for Development	\$190/inch shade tree; \$172/inch ornamental tree	\$186/inch shade tree; \$172/inch ornamental tree	\$190/inch shade tree; \$172.inch ornamental tree	2.0%	\$ 5,000	07/01/13	07/01/12
Temporary Permission to Reserve Parking Lane for < 72 Hours for Work Related Purposes	\$ 207	\$ 115	\$ 130	13.0%	\$ 900	07/01/13	07/01/12
Temporary Permission to Reserve Parking Lane for Work-Related Purposes Permit for 72 hours or more, or multiple addresses	\$ 414	\$ 350	\$ 414	19.0%	\$ 1,600	07/01/13	07/01/12
Street Lighting Inspections - Pole Plan Review	\$ 113	\$ 80	\$ 113	42.0%	\$ -	07/01/13	07/01/12
Street Lighting Inspections - Pole Inspections	\$ 294	\$ 225	\$ 294	30.0%	\$ -	07/01/13	07/01/12

Explanation: Increases are associated with full cost recovery for services rendered.

## Field Operations Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>Road Section Closures/Barricading:</b>							
1-2 Road Section Closures/Barricading without Pedestrian Barricades	\$ 557	\$ 600	\$ 557	-7.0%	\$ (86)	07/01/13	07/01/12
3-4 Road Section Closures/Barricading without Pedestrian Barricades	\$ 557	\$ 600	\$ 557	-7.0%	\$ (86)	07/01/13	07/01/12
5-6 Road Section Closures/Barricading without Pedestrian Barricades	\$ 1,115	\$ 1,200	\$ 1,115	-7.0%	\$ (170)	07/01/13	07/01/12
7-8 Road Section Closures/Barricading without Pedestrian Barricades	\$ 1,115	\$ 1,200	\$ 1,115	-7.0%	\$ (85)	07/02/13	07/01/12
9-10 Road Section Closures/Barricading without Pedestrian Barricades	\$ 1,672	\$ 1,805	\$ 1,672	-8.0%	\$ -	07/03/13	07/01/12
Traffic Cone Rental Fee	\$100/event + \$.67/cone	\$ -	\$100/event + \$.66/cone	New	\$ 4,350	07/01/13	New
Non-Returned Rental Cone Fee	\$10/cone	\$ -	\$10/cone	New	\$ 1,500	07/01/13	New

Explanation: Decreases are reflective of current salaries and administrative/benefit costs.  
Increases/Additions are associated with full cost recovery for services rendered.

## Field Operations Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>Road Section Closures/Barricading:</b>							
1-2 Road Section Closures/Barricading with Pedestrian Barricades	\$ 650	\$ 700	\$ 650	-8.0%	\$ (250)	07/01/13	07/01/12
3-4 Road Section Closures/Barricading with Pedestrian Barricades	\$ 1,300	\$ 1,403	\$ 1,300	-8.0%	\$ (103)	07/02/13	07/01/12
5-6 Road Section Closures/Barricading with Pedestrian Barricades	\$ 1,951	\$ 2,105	\$ 1,951	-8.0%	\$ (154)	07/03/13	07/01/12
7-8 Road Section Closures/Barricading with Pedestrian Barricades	\$ 2,601	\$ 2,806	\$ 2,601	-8.0%	\$ -	07/04/13	07/01/12
9-10 Road Section Closures/Barricading with Pedestrian Barricades	\$ 3,251	\$ 3,507	\$ 3,251	-8.0%	\$ -	07/05/13	07/01/12
Explanation: Decreases are reflective of current salaries and administrative/benefit costs.							

## Customer Service Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
After Hours Serviceperson Call Out (2 hour min)	\$ 227	\$ 125	\$ 227	45.0%	\$ -	07/01/13	07/01/12
Turn On/Off -After Hours Call (2 hour min)	\$ 227	\$ 125	\$ 227	45.0%	\$ 4,386	07/01/13	07/01/12
*Replace damaged pulse MTU or at customer request	\$ 170	\$ 190	\$ 170	-12.0%	\$ (160)	07/01/13	07/01/12
*Replace damaged encoder MTU or at customer request	\$ 170	\$ 190	\$ 170	-12.0%	\$ -	07/01/13	07/01/12
*Replace damaged ext range pulse MTU or at customer request	\$ 182	\$ 218	\$ 182	-20.0%	\$ -	07/01/13	07/01/12
*Replace damaged ext range encoder MTU or at customer request	\$ 182	\$ 218	\$ 182	-20.0%	\$ -	07/01/13	07/01/12
Replace damaged dual port MTU (pulse or encoder)	\$ 196	\$ -	\$ 195	New	\$ -	07/01/13	New
Explanation: *Decrease attributable to decreased material costs. Increases/Additions are associated with full cost recovery for services rendered..							

## Customer Service Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
Replace damaged ext range dual port MUT (pulse or encoder)	\$ 210	\$ -	\$ 210	New	\$ -	07/01/13	New
**Install Small Ball Valve Bypass Lockout	\$ 237	\$ 243	\$ 237	-3.0%	\$ (12)	07/01/13	07/01/12
**Install Large Ball Valve Bypass Lockout	\$ 265	\$ 275	\$ 265	-4.0%	\$ (20)	07/01/13	07/01/12
Collections - Customer Pays Serviceperson	\$ 41	\$ 40	\$ 41	2.0%	\$ 56	07/01/13	07/01/12
Repeats for No-Shows on Scheduled Work Orders	\$ 51	\$ 45	\$ 51	12.0%	\$ 126	07/01/13	07/01/12
*Replace #2 (small) meter horn when contractor loses first	\$ 100	\$ 95	\$ 100	5.0%	\$ 15	07/01/13	07/01/12
*Replace #4 (large) meter horn when contractor loses first	\$ 156	\$ 145	\$ 156	7.0%	\$ 11	07/01/13	07/01/12
Explanation: *Increase attributable to increased material costs. **Decrease attributable to decreased material costs. Increases/Additions are associated with full cost recovery for services rendered.							

## Customer Service Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
*Install 3/4" PRV at Customer Request (psi within acceptable range)	\$ 525	\$ 460	\$ 525	12.0%	\$ -	07/01/13	07/01/12
*Install 1" PRV at Customer Request (psi within acceptable range)	\$ 753	\$ 650	\$ 753	15.0%	\$ -	07/01/13	07/01/12
*Install 1.25" PRV at Customer Request (psi within acceptable range)	\$ 1,365	\$ 1,227	\$ 1,365	10.0%	\$ -	07/01/13	07/01/12
*Install 1.5" PRV at Customer Request (psi within acceptable range)	\$ 1,525	\$ 1,370	\$ 1,525	10.0%	\$ -	07/01/13	07/01/12
*Install 2" PRV at Customer Request (psi within acceptable range)	\$ 2,180	\$ 1,910	\$ 2,180	12.0%	\$ -	07/01/13	07/01/12
**New PD Meter sets - 3/4" Short Pulse-includes small horn	\$ 460	\$ 450	\$ 460	2.0%	\$ -	07/01/13	07/01/12
**New PD Meter Sets - 3/4" x 3/4" Pulse - includes large horn	\$ 515	\$ 500	\$ 515	3.0%	\$ -	07/01/13	07/01/12
Explanation: *Increases attributable to increased material costs. **Increases are associated with full cost recovery for services rendered.							

## Customer Service Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
New PD Meter Sets - 1" Pulse- includes large horn	\$ 580	\$ 570	\$ 580	2.0%	\$ -	07/01/13	07/01/12
**New PD Meter Sets -3/4" short encoder-includes small horn	\$ 480	\$ 490	\$ 480	-2.0%	\$ (650)	07/01/13	07/01/12
**New PD Meter Sets -3/4" x 3/4" encoder-includes large horn	\$ 535	\$ 545	\$ 535	-2.0%	\$ (20)	07/01/13	07/01/12
**New PD Meter Sets -1" encoder- includes large horn	\$ 600	\$ 608	\$ 600	-2.0%	\$ (56)	07/01/13	07/01/12
**Up charge for extended range pulse or encoder MTU	\$ 15	\$ 30	\$ 15	-100.0%	\$ -	07/01/13	07/01/12
Up charge for dual port pulse or encoder MTU	\$ 30	\$ -	\$ 30	New	\$ -	07/01/13	New
** New Mag Sets - 5/8" closed coupled; snl port MTU; AC pwr	\$ 3,085	\$ 3,135	\$ 3,085	-2.0%	\$ -	07/01/13	07/01/12
Explanation: Increases/Additions are associated with full cost recovery for services rendered. **Decrease is attributable to decreased material costs.							



## Customer Service Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
** New Mag Sets - 3/4" closed coupled; sngl port MTU; AC pwr	\$ 3,085	\$ 3,135	\$ 3,085	-2.0%	\$ -	07/01/13	07/01/12
** New Mag Sets - 1" closed coupled; sngl port MTU; AC pwr	\$ 3,085	\$ 3,135	\$ 3,085	-2.0%	\$ -	07/01/13	07/01/12
** New Mag Sets - 1.5" closed coupled; sngl port MTU; AC pwr	\$ 3,320	\$ 3,365	\$ 3,320	-1.0%	\$ (45)	07/01/13	07/01/12
** New Mag Sets - 2.0" closed coupled; sngl port MTU; AC pwr	\$ 3,460	\$ 3,500	\$ 3,460	-1.0%	\$ (80)	07/01/13	07/01/12
New Mag Sets - 2.5" closed coupled; sngl port MTU; AC pwr	\$ 3,820	\$ -	\$ 3,820	New	\$ 3,820	07/01/13	New
** New Mag Sets - 3.0" closed coupled; sngl port MTU; AC pwr	\$ 3,530	\$ 3,580	\$ 3,530	-1.0%	\$ (150)	07/01/13	07/01/12
** New Mag Sets - 4.0" closed coupled; sngl port MTU; AC pwr	\$ 4,155	\$ 4,205	\$ 4,155	-1.0%	\$ (100)	07/01/13	07/01/12
Explanation: Increases/Additions are associated with full cost recovery for services rendered. **Decrease is attributable to decreased material costs.							

## Customer Service Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
** New Mag Sets - 6.0" closed coupled; snl port MTU; AC pwr	\$ 4,440	\$ 4,489	\$ 4,440	-1.0%	\$ -	07/01/13	07/01/12
** New Mag Sets - 8.0" closed coupled; snl port MTU; AC pwr	\$ 5,420	\$ 5,471	\$ 5,420	-1.0%	\$ -	07/01/13	07/01/12
New Mag Sets - 10.0" closed coupled; snl port MTU; AC pwr	\$ 5,860	\$ -	\$ 5,860	New	\$ -	07/01/13	New
New Mag Sets - 12.0" closed coupled; snl port MTU; AC pwr	\$ 6,700	\$ -	\$ 6,700	New	\$ -	07/01/13	07/01/12
Up charge for extended range pulse or encoder MTU	\$ 15	\$ 30	\$ 15	-100.0%	\$ -	07/01/13	07/01/12
Up charge for dual port pulse or encoder MTU	\$ 30	\$ -	\$ 30	New	\$ -	07/01/13	New
*PD Meter only change out - 3/4" short pulse- no MTU/horn	\$ 240	\$ 234	\$ 240	3.0%	\$ 30	07/01/13	07/01/12
Explanation: Increases/Additions are associated with full cost recovery for services rendered. *Increases are attributable to increased material costs. **Decrease is attributable to decreased material costs.							

## Customer Service Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
*PD Meter only change out - 3/4" x 3/4" pulse- no MTU/horn	\$ 240	\$ 234	\$ 240	3.0%	\$ -	07/01/13	07/01/12
*PD Meter only change out - 1" pulse- no MTU/horn	\$ 305	\$ 298	\$ 305	2.0%	\$ 7	07/01/13	07/01/11
*PD Meter only change out - 1.5" pulse- no MTU/flange	\$ 626	\$ 611	\$ 626	2.0%	\$ 15	07/01/13	07/01/12
*PD Meter only change out - 2.0" pulse- no MTU/flange	\$ 775	\$ 754	\$ 775	3.0%	\$ 21	07/01/13	07/01/12
*PD Meter only change out - 3/4" short encoder - no MTU/horn	\$ 260	\$ 255	\$ 260	2.0%	\$ 65	07/01/13	07/01/12
*PD Meter only change out - 3/4" x 3/4" encoder - no MTU/horn	\$ 260	\$ 255	\$ 260	2.0%	\$ -	07/01/13	07/01/12
*PD Meter only change out - 1" encoder - no MTU/horn	\$ 325	\$ 318	\$ 325	2.0%	\$ -	07/01/13	07/01/12
Explanation: *Increases are attributable to increased material costs.							

## Customer Service Proposed Fees 2014 Budget

Activity	Cost Per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
*PD Meter only change out - 1.5" encoder - no MTU/flange	\$ 647	\$ 632	\$ 647	2.0%	\$ -	07/01/13	07/01/12
*PD Meter only change out - 2" encoder - no MTU/flange	\$ 795	\$ 774	\$ 795	3.0%	\$ -	07/01/13	07/01/12
Mg Mtr Change out 2.5" closed coupled; no MTU; cust request	\$ 3,910	\$ -	\$ 3,910	New	\$ -	07/01/13	New
*Mag Mtr Change Out - 8' closed coupled; not MTU; cust request	\$ 5,318	\$ 4,335	\$ 5,318	22.0%	\$ -	07/01/13	07/01/12
Mg Mtr Change out 10" closed coupled; no MTU; cust request	\$ 5,755	\$ -	\$ 5,755	New	\$ -	07/01/13	New
Mg Mtr Change out 12" closed coupled; no MTU; cust request	\$ 6,594	\$ -	\$ 6,595	New	\$ -	07/01/13	New
Explanation: Increases/Additions are associated with full cost recovery for services rendered. *Increases are attributable to increased material costs.							

This page intentionally left blank

## **Resolution to Approve Fiscal Year 2014 Fee Adjustments for the Community Services Area**

Attached for your consideration and approval is the resolution authorizing fee adjustments for FY 2014. Each year, in conjunction with the preparation of the budget, Service Units review fee revenues to determine if the costs of the services rendered are either covered by the fees or are appropriate in relation to comparative data.

When determining cost to serve, Service Units take into account increases in expenses such as labor, materials and supplies, equipment, and overhead costs. Some Service Unit costs to serve analysis resulted in an increase from the prior fiscal year and the recommended increase in fees reflects the higher cost to serve.

Community Services is proposing fee increases in Parks and Recreation Services for rental fees for Cobblestone and meeting room at Gallup Park. The proposed fees are closer to the fees charged by other similar facilities in the area and still be competitive. Comparative fees for similar facilities are attached. Budgeted revenues for Parks and Recreation Services include revenues based upon proposed fee changes.

Community Services is also proposing changes to Planning Services fees to come closer to recovering the full cost of these services. Planning is also proposing addition of four new fees to better match the type of permit applications we have been receiving.

Attached are the recommended fee change proposals for Planning Services and Parks and Recreation Services. Staff is recommending that Council approve these fee changes. A recommendation from the Park Advisory Commission on Parks and Recreation fees will be provided in a separate communication to Council.

Prepared by: Sumedh Bahl, Community Services Area Administrator  
Reviewed by: Steven D. Powers, City Administrator

Whereas, All Service Units of the City review their fees each year as part of the budget process;

Whereas, Parks and Recreation Services and Planning and Development Services have reviewed all of their fees as part of the 2014 budget submittal; and

Whereas, Adjustment to selected fees is proposed based upon the cost of providing services or remaining competitive with the market;

RESOLVED, That fees for Parks and Recreation Services and Planning Services be adjusted according to the attached schedules;

RESOLVED, That the attached fee schedules become effective according to the dates in the attached schedules; and

RESOLVED, That City Council authorize the City Administrator to take necessary administrative actions to implement this resolution.

## Proposed Fee Increases - Planning and Development FY 2014

ACTIVITY	Cost Per Review	Current Fee FY 2013	Proposed Fee FY 2014	Percent Change	Proposed Effective Date	Last Fee Increase
<b>ADMINISTRATIVE ACTION</b>						
Administrative Amendment to: Approved Site Plan, PUD Site Plan, or Planned Project Site						
Original Fee within 2 years	\$ 934	\$ 606	\$ 700	16%	07/01/13	07/01/11
Original Fee after 2 years	\$ 1,881	\$ 2,305	\$ 1,880	-18%	07/01/13	07/01/11
Administrative Land Transfer	\$ 934	\$ 694	\$ 800	15%	07/01/13	07/01/11
Land Division	\$ 1,251	\$ 1,469	\$ 1,250	-15%	07/01/13	07/01/11
Master Deed Review	\$ 528	\$ 1,500	\$ 1,500	0%	07/01/13	07/01/11
Public/Charter School Plan Review	\$ 664	\$ 500	\$ 500	0%	07/01/13	07/01/11
<b>CITY PLANNING COMMISSION ACTION</b>						
Site Plan for Planning Commission	\$ 5,025	\$ 3,605	\$ 4,700	30%	07/01/13	07/01/11
+ 1000 sf of new gross floor area		\$ 10	0	-100%		
Special Exception Use	\$ 804	\$ 470	\$ 600	28%	07/01/13	07/01/11
Revision to Approved Natural Features Protection or Mitigation Plan	\$ 197	\$ 400	\$ 200	-50%	07/01/13	07/01/11
Alternative Storm Water Management System	\$ 197	\$ 65	\$ 135	108%	07/01/13	07/01/11
Wetland Use Permit - Base Fee	\$ 277	\$ 1,890	\$ 275	-85%	07/01/13	07/01/11
+ Condominium or Subdivision	0	\$ 505	0	-100%		
+ Filling or draining > 1 acre	0	\$ 1,725	0	-100%		
Chapter 62 Landscape Modification	\$ 332	\$ 260	\$ 330	27%	07/01/13	07/01/11
Area Plan Waiver	\$ 68	\$ 100	\$ 100	0%	07/01/13	07/01/11
Special Exception Use - Plot Plan	\$ 2,185	\$ 1,005	\$ 1,300	29%	07/01/13	07/01/11
Land Division Appeal	\$ 828	\$ 500	\$ 650	30%	07/01/13	07/01/11
<b>CITY PLANNING COMMISSION REVIEW &amp; CITY COUNCIL ACTION</b>						
Combined Annexation and R1 and R2 Zoning District (parcels of 2 acres or less for a single or two-family dwelling)	\$ 1,577	\$ 500	\$ 500	0%	07/01/13	07/01/11
Annexation (all other)	\$ 793	\$ 500	\$ 700	40%	07/01/13	07/01/11
+ Per acre or fraction		\$ 35	0	-100%		



ACTIVITY	Cost Per Review	Current Fee FY 2013	Proposed Fee FY 2014	Percent Change	Proposed Effective Date	Last Fee Increase
Zoning text amendment or PUD Supplemental Regulation Revision	\$ 2,455	\$ 1,505	\$ 2,000	33%	07/01/13	07/01/11
Zoning Public Land	\$ 1,441	0	0	0%		
Zoning - R1	\$ 1,196	\$ 550	\$ 800	45%	07/01/13	07/01/11
+ Per acre or fraction		\$ 58	0	-100%		
Zoning - All other except PUD	\$ 1,263	\$ 1,000	\$ 1,250	25%	07/01/13	07/01/11
+ Per acre or fraction		\$ 109	0	-100%		
PUD Zoning District and Conceptual Plan	\$ 5,609	\$ 5,000	\$ 5,500	10%	07/01/13	07/01/11
+ Per lot		\$ 56	\$ 30	-46%		
+ 1000 sf of new gross floor area		\$ 43	\$ 30	-30%		
PUD Site Plan	\$ 6,217	\$ 4,005	\$ 5,200	30%	07/01/13	07/01/11
+ Per lot		\$ 10	\$ 50	400%		
+ 1000 sf of new gross floor area		\$ 23	\$ 50	117%		
Combined PUD Zoning and PUD Site Plan	\$ 6,961	\$ 5,805	\$ 6,500	12%	07/01/13	07/01/11
+ Per lot		\$ 69	\$ 70	1%		
+ 1000 sf of new gross floor area		\$ 71	\$ 70	-1%		
Area Plan	\$ 3,402	\$ 3,500	\$ 3,500	0%	07/01/13	07/01/11
+ Per acre or fraction		\$ 71	0	-100%		
Site Plan for City Council Approval	\$ 6,217	\$ 5,905	\$ 6,200	5%	07/01/13	07/01/11
+ 1000 sf of new gross floor area		\$ 71	\$ 50	-30%		
Site Plan - Site Condominium	\$ 6,217	\$ 5,905	\$ 6,200	5%	07/01/13	07/01/11
+ 1000 sf of new gross floor area		\$ 88	0	-100%		
+ Per lot			\$ 50	N/A	07/01/13	NEW
Planned Project	\$ 467	\$ 650	\$ 470	-28%	07/01/13	07/01/11
Wetland Use for Council (Base Fee)	\$ 467	\$ 1,885	\$ 470	-75%	07/01/13	07/01/11
+ Condo or Sub		\$ 505	0	-100%		
+ Filling or draining > 1 acre		\$ 1,725	0	-100%		
Chapter 62 Landscape Modification	\$ 255	\$ 255	\$ 255	0%	07/01/13	07/01/11

ACTIVITY	Cost Per Review	Current Fee FY 2013	Proposed Fee FY 2014	Percent Change	Proposed Effective Date	Last Fee Increase
Plat - Tentative Approval of Preliminary Plat		\$ 2,755	\$ 2,755	0%	07/01/13	07/01/11
+ Per lot		\$ 23	\$ 23	0%		
Plat - Final Approval of Preliminary Plat		\$ 4,860	\$ 4,860	0%	07/01/13	07/01/11
+ Per lot		\$ 56	\$ 56	0%		
Final Plat Approval		\$ 1,005	\$ 1,005	0%	07/01/13	07/01/11
+ Per lot		\$ 10	\$ 10	0%		
Street Vacation	\$ 2,591	\$ 1,700	\$ 2,100	24%	07/01/13	07/01/11
<b>CITY COUNCIL ACTION</b>						
Brownfield Plan	\$ 738	\$ 2,200	\$ 2,200	0%	07/01/13	07/01/11
Brownfield Revision	\$ 399	\$ 1,100	\$ 1,100	0%	07/01/13	07/01/11
Revision to Building Elevations	\$ 602	\$ 510	\$ 600	18%	07/01/13	07/01/11
Revision to Approved Development Agreement	\$ 664	\$ 400	\$ 650	63%	07/01/13	07/01/11
<b>ZONING PERMITS/ENFORCEMENT</b>						
Site Compliance Review and Inspection	\$ 1,353	\$ 150	\$ 300	100%	07/01/13	07/01/11
Additional Site Compliance Inspection	\$ 271	\$ 60	\$ 150	150%	07/01/13	07/01/11
Zoning Compliance Permit for Building Projects up to \$10,000	\$ 54	\$ 20	\$ 20	0%	07/01/13	07/01/11
Zoning Compliance Permit for Building Projects over \$10,000	\$ 54	\$ 50	\$ 50	0%	07/01/13	07/01/11
Zoning Compliance Permit Not Associated with a Building Permit	\$ 54	\$ 50	\$ 50	0%	07/01/13	07/01/11
Zoning Compliance Permit for Sales and Use	\$ 98	\$ 50	\$ 75	50%	07/01/13	07/01/11
Zoning Compliance Permit for Special Event Day Sales and Use	\$ 98	\$ 50	\$ 75	50%	07/01/13	07/01/11
Zoning Confirmation Letter	\$ 234	\$ 50	\$ 100	100%	07/01/13	07/01/11
Zoning Analysis Report	\$ 467	\$ 150	\$ 200	33%	07/01/13	07/01/11
Investigation of Complaints	\$ 467	\$ 150	\$ 150	0%	07/01/13	07/01/11
Address Change		\$ 30	\$ 30	0%	07/01/13	07/01/11
Medical Marijuana Application	\$ 1,598	\$ 600	\$ 600	0%	07/01/13	07/01/11
<b>HISTORIC PRESERVATION</b>						
Staff Review: Exterior Work	\$ 98	\$ 25	\$ 35	40%	07/01/13	07/01/11
Staff Review: Revision to Approval	\$ 98	\$ 25	\$ 35	40%	07/01/13	07/01/11
Staff Review: Conditional Approval	\$ 68	\$ 25	\$ 35	40%	07/01/13	07/01/11

ACTIVITY	Cost Per Review	Current Fee FY 2013	Proposed Fee FY 2014	Percent Change	Proposed Effective Date	Last Fee Increase
Staff Review: Work Completed Without Approvals			\$ 50	N/A	07/01/13	NEW
HDC Review: Demolition of Contributing Structure	\$ 1,266	\$ 750	\$ 1,000	33%	07/01/13	07/01/11
HDC Review: Demolition of Non-contributing Structure	\$ 393	\$ 100	\$ 250	150%	07/01/13	07/01/11
HDC Review: Relocation of Contributing Structure	\$ 995	\$ 750	\$ 750	0%	07/01/13	07/01/11
HDC Review: Relocation of Non-contributing Structure	\$ 528	\$ 250	\$ 250	0%	07/01/13	07/01/11
HDC Review: New Principal Structure	\$ 1,266	\$ 750	\$ 850	13%	07/01/13	07/01/11
HDC Review: New Accessory Structure	\$ 393	\$ 100	\$ 100	0%	07/01/13	07/01/11
HDC Review: Residential Addition > 1 Story	\$ 799	\$ 500	\$ 550	10%	07/01/13	07/01/11
HDC Review: Residential Review Single Story	\$ 664	\$ 250	\$ 300	20%	07/01/13	07/01/11
HDC Review: Commercial Addition	\$ 1,069	\$ 650	\$ 700	8%	07/01/13	07/01/11
HDC Review: New Commercial Storefront	\$ 934	\$ 575	\$ 575	0%	07/01/13	07/01/11
HDC: All Other Work	\$ 393	\$ 100	\$ 100	0%	07/01/13	07/01/11
HDC Review: Replacement of Multi-Family and Commercial Windows			\$100 + \$50 per window	N/A	07/01/13	NEW

**Proposed Fee Increases – Parks and Recreation Services  
FY 2014**

<b>ACTIVITY</b>	<b>Proposed FY 2014 Fee</b>	<b>Approved FY 2013 Fee</b>	<b>Percent Increase</b>	<b>Total Revenue Impact</b>	<b>Effective Date</b>	<b>Last Fee Increase</b>
<b>Canoe Liveries</b>						
Gallup Park Meeting Room – Resident (2-4 Hours)	\$40/hour	\$30/hour	33%	\$3,000	January 2014	July 2007
Gallup Park Meeting Room – Non-Resident (2–4 Hours)	\$50/hour	\$38/hour	32%	Included Above	January 2014	July 2007
Gallup Park Meeting Room – Resident (5-10 Hours)	\$40/hour	\$25/hour	60%	Included Above	January 2014	July 2007
Gallup Park Meeting Room – Non-Resident (5-10 Hours)	\$50/hour	\$32/hour	56%	Included Above	January 2014	July 2007
Gallup Park Meeting Room – Resident (10+ Hours)	\$20/hour	\$15/hour	33%	Included Above	January 2014	July 2007
Gallup Park Meeting Room – Non-Resident (10+ Hours)	\$25/hour	\$19/hour	32%	Included Above	January 2014	July 2007
<b>Facility Rentals</b>						
Cobblestone Event Rental – Fridays (May-September) - Resident	\$1,430 (15 hours)	\$1,100 (10 hours)	30%	\$31,850	July 2013	July 2006
Cobblestone Event Rental – Fridays (May-September) – Non-Resident	\$1,625 (15 hours)	\$1,250 (10 hours)	30%	Included Above	July 2013	July 2006
Cobblestone Event Rental – Fridays (October-April) - Resident	\$1,105 (15 hours)	\$850 (10 hours)	30%	Included Above	July 2013	July 2006

Cobblestone Event Rental – Fridays (October-April) – Non-Resident	\$1,375 (15 hours)	\$1,060 (10 hours)	30%	Included Above	July 2013	July 2006
Cobblestone Event Rental – Saturdays (May-September) - Resident	\$1,560 (15 hours)	\$1,200 (10 hours)	30%	Included Above	July 2013	July 2006
Cobblestone Event Rental – Saturdays (May-September) – Non-Resident	\$1,755 (15 hours)	\$1,350 (10 hours)	30%	Included Above	July 2013	July 2006
Cobblestone Event Rental – Saturdays (October-April) - Resident	\$1,235 (15 hours)	\$950 (10 hours)	30%	Included Above	July 2013	July 2006
Cobblestone Event Rental – Saturdays (October-April) – Non-Resident	\$1,500 (15 hours)	\$1,160 (10 hours)	30%	Included Above	July 2013	July 2006
Cobblestone Event Rental – Sundays (May-September) - Resident	\$1,300 (15 hours)	\$1,000 (10 hours)	30%	Included Above	July 2013	July 2006
Cobblestone Event Rental – Sundays (May-September) – Non-Resident	\$1,495 (15 hours)	\$1,150 (10 hours)	30%	Included Above	July 2013	July 2006
Cobblestone Event Rental – Sundays (October-April) - Resident	\$975 (15 hours)	\$750 (10 hours)	30%	Included Above	July 2013	July 2006
Cobblestone Event Rental – Sundays (October-April) – Non-Resident	\$1,240 (15 hours)	\$960 (10 hours)	30%	Included Above	July 2013	July 2006
Cobblestone Event Rental – Holiday – Resident & Non- Resident	\$1,950 (15 hours)	\$1,500 (10 hours)	30%	Included Above	July 2013	July 2006

**Parks and Recreation Services  
Comparative Data for FY 2014 Proposed Fee Increases**

**GALLUP PARK MEETING ROOM RENTALS**

	Capacity	2-4 HOUR RENTAL		5-10 HOUR RENTAL		MULTIDAY RENTAL 10+ HOURS	
		Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident
<b>Gallup Park Meeting Room (Current Fees)</b>	<b>40</b>	<b>\$30/hr</b>	<b>\$38/hr</b>	<b>\$25/hr</b>	<b>\$32/hr</b>	<b>\$15/hr</b>	<b>\$19/hr</b>
<b>Gallup Park Meeting Room (Proposed Fees)</b>	<b>40</b>	<b>\$40/hr</b>	<b>\$50/hr</b>	<b>\$40/hr</b>	<b>\$50/hr</b>	<b>\$20/hr</b>	<b>\$25/hr</b>
Burns Park Senior Center Main Room	60-110	\$45/hr	\$56/hr	\$45/hr	\$56/hr	\$35/hr	NA
Burns Park Senior Center Back Room	26-30	\$40/hr	\$50/hr	\$40/hr	\$50/hr	\$30/hr	NA
Leslie Science - The Nature House	45-50	\$50/hr wkday \$55/hr wkend	\$50/hr wkday \$55/hr wkend	\$50/hr wkday \$55/hr wkend	\$50/hr wkday \$55/hr wkend	\$50/hr wkday \$55/hr wkend	\$50/hr wkday \$55/hr wkend
Leslie Science – The Leslie House	25	\$50/hr wkday \$55/hr wkend	\$50/hr wkday \$55/hr wkend	\$50/hr wkday \$55/hr wkend	\$50/hr wkday \$55/hr wkend	\$50/hr wkday \$55/hr wkend	\$50/hr wkday \$55/hr wkend
Ann Arbor Park Shelter Weekday	25-100	\$49 1-6 hrs	\$62 1-6 hrs	\$82 6-12 hrs	\$104 6-12 hrs	NA	NA
Ann Arbor Park Shelter Weekend	25-100	\$137 all day	\$165 all day	\$137 all day	\$165 all day	NA	NA
Mallets Creek Library Room	45	\$50+\$75 food surcharge/4hr	NA	\$100+\$75 food surcharge/8hr	NA	NA	NA
Hawthorn Suites Green Ct Ann Arbor	45	\$100/half day	NA	\$150/all day	NA	NA	NA
Ann Arbor Art Center	50-75	\$550/4 hrs +\$10/table, \$1/chair	NA	\$1230/10 hrs +\$10/table, \$1/chair	NA	NA	NA
WCC Seminar Room	30-50	\$85/half day	NA	\$150/full day	NA	NA	NA

- The Gallup Park Meeting Room will be renovated in 2013 with the addition of French Doors accessing a patio overlooking the river, new flooring and ADA improvements to the restroom.
- The proposed fee increases also makes us more consistent with what we are currently charging for use of other similar Parks & Recreation facilities.

**Parks and Recreation Services  
Comparative Data for FY 2014 Proposed Fee Increases**

**COBBLESTONE FARM EVENT RENTALS**

	Capacity	Fridays May 1 - Sept 30		Fridays Oct 1 - April 30		Saturdays May 1 - Sept 30		Saturdays Oct 1 - April 30		Sundays May 1 - Sept 30		Sundays Oct 1 - April 30		Holidays
		Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident/ Non Resident
<b>City of Ann Arbor (Current Fees)</b>	220	\$1,100	\$1,250	\$850	\$1,060	\$1,200	\$1,350	\$950	\$1,160	\$1,000	\$1,150	\$750	\$960	\$1,500
<b>City of Ann Arbor (Proposed Fees)</b>	220	\$1,430	\$1,625	\$1,105	\$1,375	\$1,560	\$1,755	\$1,235	\$1,500	\$1,300	\$1,495	\$975	\$1,240	\$1,950
*Misty Farm, Ann Arbor	300	\$3,690	N/A	Not Open	N/A	\$3,690	N/A	Not Open	N/A	\$3,690	N/A	Not Open	N/A	N/A
**Michigan Union, Ann Arbor	300	\$1,200	N/A	\$1,200	N/A	\$1,800	N/A	\$1,800	N/A	\$1,200	N/A	\$1,200	N/A	N/A
***Weller's Carriage House, Saline	232	\$1,550	N/A	\$1,550	N/A	\$1,900	N/A	\$1,900	N/A	\$1,550	N/A	\$1,550	N/A	N/A
****Matthaei Botanical Gardens, Ann Arbor	150	\$2,700	N/A	\$2,550	N/A	\$2,700	N/A	\$2,550	N/A	\$2,700	N/A	\$2,550	N/A	\$2,800
*****Stonebridge Golf Club, Ann Arbor	200	\$1,950	N/A	\$1,950	N/A	\$1,950	N/A	\$1,950	N/A	\$1,700	N/A	\$1,700	N/A	N/A

\*May-Oct only; Fri 12p - Sun 12p. Fee is \$5,000 with \$1,190 in chair/table rental.

\*\* Must use their catering services (not included in price); no outdoor space.

\*\*\*Must use their catering services and pay additional for outside space (included in fee shown).

\*\*\*\*Outside catering allowed; separate fees for ceremony & reception.

\*\*\*\*\*Must use their catering services; no outdoor space; separate fees for set/tear, ceremony, dance floor.

- Fees have not been raised since 2006.
- Current fees are based on 10 hours of rental time. Proposed fees are based on 15 hours of rental time to better align with operational experience.





**FY 2014 All Funds Expenditure Analysis by Service Area**

	<b>Total Expenditures</b>	<b>Mayor &amp; Council</b>	<b>City Attorney</b>	<b>City Administrator</b>	<b>Community Services</b>	<b>Financial Services</b>	<b>Public Services</b>	<b>Safety Services</b>	<b>15th District Court</b>	<b>Non-departmental</b>	<b>Other</b>
0064 MICHIGAN JUSTICE TRAINING	50,800							50,800			
0069 STORMWATER SEWER SYSTEM	5,872,843						5,872,843				
<b>0071 PARK MAINTENANCE &amp; CAPITAL IMPROVEMENTS</b>	<b>5,202,836</b>				2,138,983		3,063,853				
0072 SOLID WASTE FUND	14,409,048						14,409,048				
0073 LOCAL FORFEITURE	100							100			
0082 STORMWATER BOND	3,900,000						3,900,000				
0088 SEWER BOND	5,005,000						5,005,000				
<b>0089 WATER BOND</b>	<b>10,011,794</b>						10,011,794				
00CP GENERAL CAPITAL FUND	1,075,000						1,075,000				
	<b><u>\$325,791,848</u></b>	<b><u>\$375,169</u></b>	<b><u>\$1,919,226</u></b>	<b><u>\$29,765,831</u></b>	<b><u>\$15,506,921</u></b>	<b><u>\$14,036,604</u></b>	<b><u>\$132,502,217</u></b>	<b><u>\$39,306,539</u></b>	<b><u>\$4,604,290</u></b>	<b><u>\$23,047,673</u></b>	<b><u>\$64,727,378</u></b>

**FY 2015 All Funds Expenditure Analysis by Service Area**

	<b>Total Expenditures</b>	<b>Mayor &amp; Council</b>	<b>City Attorney</b>	<b>City Administrator</b>	<b>Community Services</b>	<b>Financial Services</b>	<b>Public Services</b>	<b>Safety Services</b>	<b>15th District Court</b>	<b>Non-departmental</b>	<b>Other</b>
0001 DDA/HOUSING FUND	2,000										2,000
0002 ENERGY PROJECTS	244,819						244,819				
0003 DOWNTOWN DEVELOPMENT AUTHORITY	3,866,737										3,866,737
0009 SMART ZONE LOCAL DEVELOPMENT FINANCING AUTHORITY	1,717,771										1,717,771
0010 GENERAL	85,601,927	377,221	1,943,546	2,937,548	9,267,015	3,591,808	8,059,747	40,035,401	4,460,244	14,929,397	
0011 CENTRAL STORES	1,410,190						1,410,190				
0012 FLEET SERVICES	7,588,518						7,588,518				
0014 INFORMATION TECHNOLOGY	6,984,977					6,984,977					
0016 COMMUNITY TELEVISION NETWORK	2,091,763			2,091,763							
0021 MAJOR STREET	7,004,197						7,004,197				
0022 LOCAL STREET	1,812,414						1,812,414				
0023 COURT FACILITIES	225,000								225,000		
0024 OPEN SPACE & PARKLAND PRESERVATION	1,432,795				1,432,795						
0025 BANDEMER PROPERTY	1,834				1,834						
0026 CONSTRUCTION CODE FUND	2,522,628				2,522,628						
0027 DRUG ENFORCEMENT	46,000							46,000			
0028 FEDERAL EQUITABLE SHARING	47,000							47,000			
0033 DDA PARKING MAINTENANCE	2,661,380										2,661,380
0034 PARKS MEMORIALS & CONTRIBUTIONS	37,594				37,594						
0035 GENERAL DEBT SERVICE	9,156,845									9,156,845	
0036 METRO EXPANSION	259,434						259,434				
0038 ANN ARBOR ASSISTANCE	4,000				4,000						
0041 OPEN SPACE ENDOWMENT	10,000				10,000						
0042 WATER SUPPLY SYSTEM	20,785,390						20,785,390				
0043 SEWAGE DISPOSAL SYSTEM	21,467,445						21,467,445				
0046 MARKET	192,154				192,154						
0048 AIRPORT	841,200						841,200				
0049 PROJECT MANAGEMENT	4,437,751						4,437,751				
0052 VEBA TRUST	459,234										459,234
0055 ELIZABETH R DEAN TRUST	52,916						52,916				
0056 ART IN PUBLIC PLACES	266,742				8,108		258,634				
0057 RISK FUND	28,492,263			25,561,530		2,930,733					
0058 WHEELER CENTER	436,695						436,695				
0059 EMPLOYEES RETIREMENT SYSTEM	34,856,785										34,856,785
0060 GENERAL DEBT/SPECIAL ASSESSMENTS	51,475									51,475	
0061 ALTERNATIVE TRANSPORTATION	186,151				19,556		166,595				
0062 STREET REPAIR MILLAGE	10,622,045						10,622,045				
0063 DDA PARKING SYSTEM	19,953,034										19,953,034
0064 MICHIGAN JUSTICE TRAINING	40,700							40,700			

**FY 2015 All Funds Expenditure Analysis by Service Area**

	<b>Total Expenditures</b>	<b>Mayor &amp; Council</b>	<b>City Attorney</b>	<b>City Administrator</b>	<b>Community Services</b>	<b>Financial Services</b>	<b>Public Services</b>	<b>Safety Services</b>	<b>15th District Court</b>	<b>Non-departmental</b>	<b>Other</b>
0069 STORMWATER SEWER SYSTEM	6,190,064						6,190,064				
0071 PARK MAINTENANCE & CAPITAL IMPROVEMENTS	5,338,954				2,172,661		3,166,293				
<b>0072 SOLID WASTE FUND</b>	<b>14,565,028</b>						<b>14,565,028</b>				
0073 LOCAL FORFEITURE	100							100			
0082 STORMWATER BOND	4,760,000						4,760,000				
0088 SEWER BOND	4,625,000						4,625,000				
0089 WATER BOND	5,340,000						5,340,000				
<b>00CP GENERAL CAPITAL FUND</b>	<b>1,513,000</b>						<b>1,513,000</b>				
	<b>\$320,203,949</b>	<b>\$377,221</b>	<b>\$1,943,546</b>	<b>\$30,590,841</b>	<b>\$15,668,345</b>	<b>\$13,507,518</b>	<b>\$125,607,375</b>	<b>\$40,169,201</b>	<b>\$4,685,244</b>	<b>\$24,137,717</b>	<b>\$63,516,941</b>

**General Fund  
Expenditures by Agency - Category**

Agency - Category	Actual FY2011	Actual FY2012	Budget FY2013	Forecasted FY2013	Request FY2014	Projected FY2015
<b>Mayor &amp; Council</b>	<b>348,469</b>	<b>357,941</b>	<b>375,710</b>	<b>373,177</b>	<b>375,169</b>	<b>377,221</b>
<b>010 Mayor</b>	<b>348,469</b>	<b>357,941</b>	<b>375,710</b>	<b>373,177</b>	<b>375,169</b>	<b>377,221</b>
Personnel Services	237,996	237,403	34,210	34,210	34,210	34,210
Personnel Services-Other	(571)	-	219,502	201,571	219,631	219,631
Payroll Fringes	33,669	36,642	29,091	47,189	33,449	35,482
Other Services	(379)	1,357	9,000	6,700	10,300	10,300
Materials & Supplies	737	256	900	500	900	900
Other Charges	77,016	82,283	83,007	83,007	76,679	76,698
<b>City Attorney</b>	<b>1,758,335</b>	<b>1,863,446</b>	<b>1,884,968</b>	<b>1,878,676</b>	<b>1,919,226</b>	<b>1,943,546</b>
<b>014 Attorney</b>	<b>1,758,335</b>	<b>1,863,446</b>	<b>1,884,968</b>	<b>1,878,676</b>	<b>1,919,226</b>	<b>1,943,546</b>
Personnel Services	949,593	965,189	998,837	982,168	1,024,448	1,012,585
Personnel Services-Other	43,905	30,305	-	25,149	20,000	16,604
Payroll Fringes	455,769	481,477	595,175	564,404	625,266	664,758
Employee Allowances	-	8,750	11,772	10,500	5,916	5,916
Other Services	35,554	39,518	21,000	30,105	24,000	24,000
Materials & Supplies	39,279	39,469	24,520	33,343	28,800	28,800
Other Charges	234,235	298,738	233,007	233,007	190,796	190,883
<b>City Administrator Service Area</b>	<b>2,783,670</b>	<b>2,849,996</b>	<b>2,850,801</b>	<b>2,856,359</b>	<b>2,952,472</b>	<b>2,937,548</b>
<b>011 City Administrator</b>	<b>540,325</b>	<b>532,756</b>	<b>477,240</b>	<b>479,340</b>	<b>571,492</b>	<b>578,142</b>
Personnel Services	229,568	204,639	250,850	250,850	253,850	253,850
Personnel Services-Other	59,470	31,621	-	-	-	-
Payroll Fringes	103,195	129,946	98,697	98,697	126,841	133,465
Employee Allowances	-	2,590	3,084	3,084	3,768	3,768
Other Services	66,001	88,663	63,500	63,600	66,400	66,400
Materials & Supplies	1,052	659	1,000	3,000	1,000	1,000
Other Charges	81,038	74,637	60,109	60,109	119,633	119,659
<b>012 Human Resources</b>	<b>1,285,549</b>	<b>1,296,210</b>	<b>1,345,748</b>	<b>1,345,748</b>	<b>1,429,315</b>	<b>1,341,188</b>
Personnel Services	679,082	648,126	662,873	662,873	702,140	634,891
Personnel Services-Other	12,920	36,467	17,844	7,844	22,500	22,500
Payroll Fringes	332,670	345,215	427,597	427,597	450,071	428,364
Employee Allowances	-	3,266	4,056	4,056	6,600	6,600
Other Services	42,157	19,331	58,056	58,056	46,981	46,981
Materials & Supplies	8,014	14,005	14,500	24,500	8,500	8,500
Other Charges	210,706	229,800	160,822	160,822	192,523	193,352
<b>015 City Clerk</b>	<b>957,796</b>	<b>1,021,030</b>	<b>1,027,813</b>	<b>1,031,271</b>	<b>951,665</b>	<b>1,018,218</b>

**General Fund  
Expenditures by Agency - Category**

Agency - Category	Actual FY2011	Actual FY2012	Budget FY2013	Forecasted FY2013	Request FY2014	Projected FY2015
Personnel Services	308,518	318,301	323,165	329,530	335,770	336,727
Personnel Services-Other	218,496	201,573	237,608	228,856	115,000	172,000
Payroll Fringes	185,395	190,888	239,940	246,052	261,406	279,450
Employee Allowances	-	1,768	1,320	2,640	2,640	2,640
Other Services	65,982	103,563	76,381	79,769	89,031	77,535
Materials & Supplies	14,837	32,009	24,000	19,025	22,500	24,500
Other Charges	164,568	172,929	125,399	125,399	125,318	125,366
<b>Community Services Area</b>	<b>8,033,734</b>	<b>7,860,254</b>	<b>7,865,865</b>	<b>7,851,767</b>	<b>9,207,736</b>	<b>9,267,015</b>
<b>002 Community Development</b>	<b>2,014,708</b>	<b>1,973,745</b>	<b>1,842,240</b>	<b>1,835,305</b>	<b>1,667,409</b>	<b>1,669,116</b>
Personnel Services	254,852	191,158	181,607	181,638	47,452	46,296
Personnel Services-Other	9,881	3,016	-	-	-	-
Payroll Fringes	144,126	129,394	128,509	126,335	28,616	30,657
Employee Allowances	-	1,719	2,765	1,973	379	1,099
Other Services	154,869	220,076	157,505	153,505	150,000	150,000
Other Charges	162,936	158,753	127,225	127,225	243,232	243,334
CDBG Recipients	1,288,044	1,269,629	1,244,629	1,244,629	1,197,730	1,197,730
<b>033 Building</b>	<b>1,799,454</b>	<b>1,381,492</b>	<b>1,433,737</b>	<b>1,474,779</b>	<b>1,374,619</b>	<b>1,328,723</b>
Personnel Services	636,676	503,820	535,108	535,319	526,634	542,404
Personnel Services-Other	92,649	43,070	10,000	79,150	10,000	10,000
Payroll Fringes	358,740	314,080	369,671	353,922	363,855	399,178
Employee Allowances	-	2,686	2,480	3,300	3,166	3,886
Other Services	60,039	80,245	133,542	129,822	118,068	120,281
Materials & Supplies	35,573	15,410	18,000	6,500	5,500	5,500
Other Charges	515,782	322,181	264,936	266,766	247,396	247,474
Pass Throughs	99,996	100,000	100,000	100,000	100,000	-
<b>050 Planning</b>	<b>667,338</b>	<b>921,661</b>	<b>948,556</b>	<b>930,077</b>	<b>979,874</b>	<b>992,380</b>
Personnel Services	420,306	454,364	442,029	442,483	450,165	453,282
Personnel Services-Other	16,021	12,903	7,100	16,115	10,000	10,000
Payroll Fringes	214,302	248,481	300,733	302,569	315,424	339,813
Employee Allowances	-	1,099	1,254	2,000	1,254	1,254
Other Services	10,669	16,981	46,930	18,650	59,750	44,750
Materials & Supplies	3,118	3,842	4,250	2,000	4,670	4,670
Other Charges	2,921	183,991	146,260	146,260	138,611	138,611
<b>060 Parks &amp; Recreation</b>	<b>3,552,234</b>	<b>3,583,355</b>	<b>3,641,332</b>	<b>3,611,606</b>	<b>5,185,834</b>	<b>5,276,796</b>
Personnel Services	793,060	693,347	807,236	679,227	1,051,877	1,058,297

**General Fund  
Expenditures by Agency - Category**

<b>Agency - Category</b>	<b>Actual FY2011</b>	<b>Actual FY2012</b>	<b>Budget FY2013</b>	<b>Forecasted FY2013</b>	<b>Request FY2014</b>	<b>Projected FY2015</b>
Personnel Services-Other	743,129	818,171	798,091	839,409	1,280,456	1,280,456
Payroll Fringes	502,439	509,809	572,774	613,300	764,161	819,519
Employee Allowances	-	10,845	11,313	15,362	21,769	22,849
Other Services	856,432	855,207	847,033	866,319	989,599	1,018,916
Materials & Supplies	209,604	189,035	189,490	170,707	391,450	392,925
Other Charges	414,789	499,518	409,195	418,982	494,352	495,564
Pass Throughs	-	-	-	-	127,070	122,470
Capital Outlay	24,998	-	-	-	-	-
Vehicle Operating Costs	7,784	7,423	6,200	8,300	65,100	65,800
<b>Financial &amp; Administrative Services Area</b>	<b>3,575,973</b>	<b>3,315,314</b>	<b>3,353,179</b>	<b>3,353,054</b>	<b>3,583,592</b>	<b>3,591,808</b>
<b>018 Finance</b>	<b>3,575,973</b>	<b>3,315,314</b>	<b>3,353,179</b>	<b>3,353,054</b>	<b>3,583,592</b>	<b>3,591,808</b>
Personnel Services	1,599,487	1,520,989	1,610,031	1,574,857	1,700,970	1,660,833
Personnel Services-Other	141,801	64,350	6,998	8,000	14,643	8,020
Payroll Fringes	812,344	822,256	1,053,070	1,030,941	1,138,588	1,191,475
Employee Allowances	-	16,230	19,476	19,476	19,116	19,116
Other Services	157,434	155,603	118,627	156,588	173,902	174,615
Materials & Supplies	147,615	60,093	48,008	65,708	62,858	62,858
Other Charges	717,292	662,202	496,969	497,484	473,515	474,891
Capital Outlay	-	13,589	-	-	-	-
<b>Public Services Area</b>	<b>7,567,852</b>	<b>6,431,513</b>	<b>6,692,543</b>	<b>6,501,733</b>	<b>7,745,972</b>	<b>8,059,747</b>
<b>029 Environmental Coordination Ser</b>	<b>112,836</b>	<b>96,005</b>	<b>105,773</b>	<b>105,773</b>	<b>82,886</b>	<b>84,931</b>
Personnel Services	28,851	19,583	31,964	16,025	37,572	37,572
Personnel Services-Other	19,607	18,574	14,622	27,463	5,000	5,000
Payroll Fringes	17,035	16,136	22,996	13,995	20,542	22,081
Employee Allowances	-	417	131	110	659	659
Other Services	8,668	1,032	1,400	11,720	200	200
Materials & Supplies	1,255	150	250	250	200	200
Other Charges	37,420	40,113	34,410	36,210	18,713	19,219
<b>040 Public Services</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>15,000</b>	<b>150,000</b>	<b>500,000</b>
Personnel Services	-	-	30,000	13,250	-	-
Payroll Fringes	-	-	-	1,750	-	-
Pass Throughs	-	-	-	-	150,000	500,000
<b>061 Field Operations</b>	<b>4,795,247</b>	<b>3,765,678</b>	<b>4,192,601</b>	<b>4,166,007</b>	<b>4,267,678</b>	<b>4,319,636</b>
Personnel Services	589,692	229,855	412,550	338,195	428,092	431,136
Personnel Services-Other	118,054	62,087	30,907	122,960	31,920	31,920

**General Fund  
Expenditures by Agency - Category**

<b>Agency - Category</b>	<b>Actual FY2011</b>	<b>Actual FY2012</b>	<b>Budget FY2013</b>	<b>Forecasted FY2013</b>	<b>Request FY2014</b>	<b>Projected FY2015</b>
Payroll Fringes	421,968	221,726	324,374	325,503	343,078	367,733
Employee Allowances	-	2,065	2,526	2,142	1,405	1,405
Other Services	2,457,081	2,029,415	2,440,652	2,386,668	2,573,252	2,592,541
Materials & Supplies	89,951	54,089	51,146	40,100	41,226	40,826
Other Charges	751,286	829,517	587,515	586,315	519,468	523,062
Pass Throughs	351,669	333,902	335,431	335,431	327,237	329,013
Capital Outlay	-	-	5,500	27,193	-	-
Vehicle Operating Costs	15,546	3,022	2,000	1,500	2,000	2,000
<b>070 Public Services Administration</b>	<b>446,359</b>	<b>294,325</b>	<b>154,490</b>	<b>104,490</b>	<b>116,523</b>	<b>116,563</b>
Other Services	132,607	569	-	-	-	-
Other Charges	313,752	293,756	104,490	104,490	116,523	116,563
Pass Throughs	-	-	50,000	-	-	-
<b>074 Utilities-Water Treatment</b>	<b>510,325</b>	<b>523,225</b>	<b>179,312</b>	<b>171,495</b>	<b>489,218</b>	<b>793,636</b>
Personnel Services	87,523	35,894	39,105	40,516	48,709	49,441
Personnel Services-Other	2,660	1,220	4,338	2,996	3,011	3,026
Payroll Fringes	36,748	21,664	27,968	29,109	35,222	37,847
Employee Allowances	-	-	132	-	153	153
Other Services	93,005	67,055	57,395	56,614	85,200	60,700
Materials & Supplies	29,212	10,548	18,750	10,636	15,000	15,000
Other Charges	21,996	20,594	31,624	31,624	20,923	21,469
Pass Throughs	210,000	366,250	-	-	50,000	575,000
Capital Outlay	29,181	-	-	-	231,000	31,000
<b>078 Customer Service</b>	<b>257,649</b>	<b>252,143</b>	<b>249,305</b>	<b>249,305</b>	<b>239,315</b>	<b>245,651</b>
Personnel Services	137,651	126,260	109,538	109,418	105,812	107,081
Personnel Services-Other	-	700	-	-	-	-
Payroll Fringes	85,872	86,486	101,377	101,497	97,255	104,054
Other Services	250	97	-	-	-	-
Materials & Supplies	-	-	57	57	3,500	3,500
Other Charges	33,876	38,600	38,333	38,333	25,102	25,114
Pass Throughs	-	-	-	-	7,646	5,902
<b>091 Fleet &amp; Facility Services</b>	<b>1,445,435</b>	<b>1,500,136</b>	<b>1,781,062</b>	<b>1,689,663</b>	<b>2,400,352</b>	<b>1,999,330</b>
Personnel Services	253,608	280,153	307,422	307,422	308,254	309,211
Personnel Services-Other	27,986	24,406	11,075	24,300	24,753	25,800
Payroll Fringes	166,998	181,452	239,414	239,414	259,674	276,174
Employee Allowances	-	7,157	7,414	7,414	7,427	8,111

**General Fund  
Expenditures by Agency - Category**

<b>Agency - Category</b>	<b>Actual FY2011</b>	<b>Actual FY2012</b>	<b>Budget FY2013</b>	<b>Forecasted FY2013</b>	<b>Request FY2014</b>	<b>Projected FY2015</b>
Other Services	638,341	735,195	839,095	685,552	711,799	728,178
Materials & Supplies	54,565	65,926	50,180	44,100	48,617	47,264
Other Charges	108,822	136,855	95,063	95,063	85,973	86,058
Pass Throughs	12,792	13,770	14,183	14,183	890,081	453,534
Capital Outlay	182,324	55,222	217,216	272,215	63,774	65,000
<b>Safety Services</b>	<b>39,554,210</b>	<b>39,463,791</b>	<b>38,464,392</b>	<b>38,761,887</b>	<b>38,980,639</b>	<b>40,035,401</b>
<b>031 Police</b>	<b>25,715,057</b>	<b>25,873,142</b>	<b>24,551,289</b>	<b>24,861,350</b>	<b>24,475,751</b>	<b>25,149,439</b>
Personnel Services	12,170,278	11,360,845	10,386,113	10,269,034	10,378,287	10,432,511
Personnel Services-Other	1,544,325	2,133,392	1,211,836	1,666,520	1,355,155	1,355,155
Payroll Fringes	6,637,469	6,642,151	7,461,644	7,478,326	7,359,916	7,932,944
Employee Allowances	200,004	220,946	211,016	220,946	207,884	209,984
Other Services	1,097,202	1,433,292	2,134,120	2,069,074	2,126,693	2,163,002
Materials & Supplies	114,769	106,093	84,202	87,302	104,600	104,600
Other Charges	3,924,523	3,949,746	3,037,358	3,040,648	2,913,216	2,921,243
Vehicle Operating Costs	26,486	26,678	25,000	29,500	30,000	30,000
<b>032 Fire</b>	<b>13,839,153</b>	<b>13,590,650</b>	<b>13,913,103</b>	<b>13,900,537</b>	<b>14,504,888</b>	<b>14,885,962</b>
Personnel Services	6,158,586	5,858,659	6,081,782	6,049,630	6,477,693	6,495,937
Personnel Services-Other	967,312	819,983	627,510	609,273	607,510	607,510
Payroll Fringes	3,374,430	3,492,997	4,395,327	4,404,268	4,507,703	4,850,352
Employee Allowances	168,508	169,591	149,758	146,000	156,720	153,332
Other Services	937,317	877,084	995,559	1,001,875	991,785	1,013,437
Materials & Supplies	136,731	164,011	146,279	179,473	197,981	198,089
Other Charges	2,090,073	2,184,591	1,439,353	1,439,753	1,555,146	1,556,655
Pass Throughs	60	600	600	600	-	-
Capital Outlay	5,982	8,750	76,515	69,615	10,100	10,400
Vehicle Operating Costs	155	14,385	420	50	250	250
<b>District Court</b>	<b>3,925,064</b>	<b>3,700,824</b>	<b>4,068,565</b>	<b>4,121,545</b>	<b>4,379,290</b>	<b>4,460,244</b>
<b>021 District Court</b>	<b>3,925,064</b>	<b>3,700,824</b>	<b>4,068,565</b>	<b>4,121,545</b>	<b>4,379,290</b>	<b>4,460,244</b>
Personnel Services	1,618,829	1,637,942	1,708,935	1,595,540	1,859,382	1,859,382
Personnel Services-Other	52,129	34,350	48,861	55,250	37,700	37,700
Payroll Fringes	839,119	897,535	1,281,674	1,188,050	1,307,831	1,386,590
Employee Allowances	-	8,306	5,316	10,400	11,952	11,952
Other Services	620,030	386,329	432,146	643,600	519,650	521,650
Materials & Supplies	200,262	69,346	51,000	62,400	58,700	58,700
Other Charges	594,695	667,016	540,633	540,305	584,075	584,270



**General Fund  
Expenditures by Agency - Category**

Agency - Category	Actual FY2011	Actual FY2012	Budget FY2013	Forecasted FY2013	Request FY2014	Projected FY2015
Capital Outlay	-	-	-	26,000	-	-
<b>Other</b>	<b>13,390,819</b>	<b>13,010,357</b>	<b>14,242,639</b>	<b>13,530,064</b>	<b>13,749,216</b>	<b>14,929,397</b>
<b>019 Non-Departmental</b>	<b>13,390,819</b>	<b>13,010,357</b>	<b>14,242,639</b>	<b>13,530,064</b>	<b>13,749,216</b>	<b>14,929,397</b>
Personnel Services	26,439	-	-	-	-	-
Personnel Services-Other	95	-	782,231	682,231	1,029,000	846,000
Payroll Fringes	14,670	551,932	-	-	-	-
Other Services	611,514	259,512	222,291	182,230	171,891	151,891
Materials & Supplies	35,507	107,910	114,075	114,075	116,637	118,970
Other Charges	981,994	1,634,616	1,695,346	1,122,832	1,870,656	3,095,221
Pass Throughs	10,478,182	10,456,388	11,428,696	11,428,696	10,561,032	10,717,315
Capital Outlay	1,242,418	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 80,938,126</b>	<b>\$ 78,853,436</b>	<b>\$ 79,798,662</b>	<b>\$ 79,228,262</b>	<b>\$ 82,893,312</b>	<b>\$ 85,601,927</b>

**General Fund  
Expenditures by Agency - Activity**

Agency - Activity	Actual FY2011	Actual FY2012	Budget FY2013	Forecasted FY2013	Request FY2014	Projected FY2015
<b>Mayor &amp; Council</b>	<b>348,469</b>	<b>357,941</b>	<b>375,710</b>	<b>373,177</b>	<b>375,169</b>	<b>377,221</b>
<b>010 Mayor</b>	<b>348,469</b>	<b>357,941</b>	<b>375,710</b>	<b>373,177</b>	<b>375,169</b>	<b>377,221</b>
1000 Administration	375	-	-	-	-	-
1010 Mayor & Council	347,974	357,802	375,564	373,031	374,809	376,842
1100 Fringe Benefits	120	139	146	146	360	379
<b>City Attorney</b>	<b>1,758,335</b>	<b>1,863,446</b>	<b>1,884,968</b>	<b>1,878,676</b>	<b>1,919,226</b>	<b>1,943,546</b>
<b>014 Attorney</b>	<b>1,758,335</b>	<b>1,863,446</b>	<b>1,884,968</b>	<b>1,878,676</b>	<b>1,919,226</b>	<b>1,943,546</b>
1000 Administration	1,670,687	1,730,224	1,811,261	1,804,969	1,848,062	1,872,295
1100 Fringe Benefits	87,648	133,222	73,707	73,707	71,164	71,251
<b>City Administrator Service Area</b>	<b>2,783,670</b>	<b>2,849,996</b>	<b>2,850,801</b>	<b>2,856,359</b>	<b>2,952,472</b>	<b>2,937,548</b>
<b>011 City Administrator</b>	<b>540,325</b>	<b>532,756</b>	<b>477,240</b>	<b>479,340</b>	<b>571,492</b>	<b>578,142</b>
1000 Administration	540,325	532,756	477,240	479,340	571,492	578,142
<b>012 Human Resources</b>	<b>1,285,549</b>	<b>1,296,210</b>	<b>1,345,748</b>	<b>1,345,748</b>	<b>1,429,315</b>	<b>1,341,188</b>
1000 Administration	1,178,560	1,205,226	1,234,275	1,234,275	1,308,193	1,337,141
1217 Union Business	106,990	90,985	111,473	111,473	121,122	4,047
<b>015 City Clerk</b>	<b>957,796</b>	<b>1,021,030</b>	<b>1,027,813</b>	<b>1,031,271</b>	<b>951,665</b>	<b>1,018,218</b>
1000 Administration	955,381	931,084	1,027,813	1,030,601	951,665	1,018,218
1522 Elections-Special	2,415	89,947	-	670	-	-
<b>Community Services Area</b>	<b>8,033,734</b>	<b>7,860,254</b>	<b>7,865,865</b>	<b>7,851,767</b>	<b>9,207,736</b>	<b>9,267,015</b>
<b>002 Community Development</b>	<b>2,014,708</b>	<b>1,973,745</b>	<b>1,842,240</b>	<b>1,835,305</b>	<b>1,667,409</b>	<b>1,669,116</b>
1000 Administration	282,933	295,690	206,505	206,505	206,038	206,140
1001 Service Area Overhead/Admin	128,105	70,749	88,490	84,157	76,447	78,052
1950 Special Projects	54,481	70,001	-	-	-	-
2034 Housing Commission Support	60,000	60,000	60,000	60,000	187,194	187,194
2280 Rehab Service Delivery	201,144	207,676	232,616	230,014	-	-
2310 Human Serv/Homeless Prevnt	1,288,044	1,269,629	1,254,629	1,254,629	1,197,730	1,197,730
<b>033 Building</b>	<b>1,799,454</b>	<b>1,381,492</b>	<b>1,433,737</b>	<b>1,474,779</b>	<b>1,374,619</b>	<b>1,328,723</b>
1000 Administration	302,096	206,408	209,707	209,250	213,795	113,873
1001 Service Area Overhead/Admin	189,508	218,435	196,008	203,844	232,282	237,089
1100 Fringe Benefits	218,352	165,638	105,792	105,792	107,996	107,996
2034 Housing Commission Support	94,620	-	-	-	-	-
3340 Housing Bureau	936,139	775,963	905,701	940,358	804,738	853,497
3361 Master Plan Update	24,742	-	-	-	-	-
3362 Corridor Design Standards	13,706	-	-	-	-	-
3363 Zoning Code Revision	7,515	-	-	-	-	-

**General Fund  
Expenditures by Agency - Activity**

Agency - Activity	Actual FY2011	Actual FY2012	Budget FY2013	Forecasted FY2013	Request FY2014	Projected FY2015
3370 Building - Appeals	12,776	15,047	16,529	15,535	15,808	16,268
<b>050 Planning</b>	<b>667,338</b>	<b>921,661</b>	<b>948,556</b>	<b>930,077</b>	<b>979,874</b>	<b>992,380</b>
3320 Historic Preservation	65,657	69,610	70,423	71,739	72,968	75,520
3360 Planning	601,680	850,526	878,133	858,338	905,486	915,440
3370 Building - Appeals	-	1,525	-	-	1,420	1,420
<b>060 Parks &amp; Recreation</b>	<b>3,552,234</b>	<b>3,583,355</b>	<b>3,641,332</b>	<b>3,611,606</b>	<b>5,185,834</b>	<b>5,276,796</b>
1000 Administration	541,819	461,092	452,655	504,637	521,700	532,223
1001 Service Area Overhead/Admin	210,133	192,959	193,942	171,142	252,222	258,693
1100 Fringe Benefits	208,848	280,302	188,288	188,288	143,791	144,809
6100 Facility Rentals	316,692	313,661	358,362	306,513	362,996	372,275
6190 Cobblestone Farm	-	257	-	-	-	-
6231 Buhr Pool	228,352	228,564	242,122	252,936	246,695	251,196
6232 Buhr Rink	158,280	172,588	178,829	164,755	171,183	176,523
6234 Veteran's Pool	283,505	258,366	240,976	232,186	237,108	241,657
6235 Veteran's Ice Arena	453,415	440,318	504,775	457,975	477,472	487,833
6236 Fuller Pool	220,497	231,815	256,194	238,797	246,517	249,785
6237 Mack Pool	202,230	202,415	213,469	197,133	196,645	200,548
6238 Veteran's Fitness Center	3,687	2,073	2,828	2,575	4,646	4,772
6242 Argo Livery	205,773	204,528	224,021	275,393	279,476	286,144
6244 Gallup Livery	187,662	283,893	259,633	292,252	278,602	280,838
6315 Senior Center Operations	213,600	192,153	209,254	210,524	211,529	218,308
6403 Community Outreach Services	117,741	118,372	115,984	116,500	118,350	119,050
6503 Huron Golf Course	-	-	-	-	470,616	479,781
6504 Leslie Golf Course	-	-	-	-	966,286	972,361
<b>Financial &amp; Administrative Services Area</b>	<b>3,575,973</b>	<b>3,315,314</b>	<b>3,353,179</b>	<b>3,353,054</b>	<b>3,583,592</b>	<b>3,591,808</b>
<b>018 Finance</b>	<b>3,575,973</b>	<b>3,315,314</b>	<b>3,353,179</b>	<b>3,353,054</b>	<b>3,583,592</b>	<b>3,591,808</b>
1000 Administration	537,040	557,129	620,364	639,000	632,531	647,623
1100 Fringe Benefits	411,240	412,206	249,560	249,560	250,065	250,226
1371 Purchasing	289,132	119,891	122,954	112,534	167,499	169,387
1372 Revolving Supply	42	-	-	-	-	-
1820 Accounting	775,401	749,509	770,270	774,840	869,577	807,875
1830 Assessing	954,709	909,669	975,512	961,601	1,044,037	1,080,892
1850 Treasury/Violations Bureau	432,405	379,869	408,642	409,642	409,559	420,507
1860 Parking Referees	176,004	187,042	205,877	205,877	210,324	215,298
<b>Public Services Area</b>	<b>7,567,852</b>	<b>6,431,513</b>	<b>6,692,543</b>	<b>6,501,733</b>	<b>7,745,972</b>	<b>8,059,747</b>

**General Fund  
Expenditures by Agency - Activity**

Agency - Activity	Actual FY2011	Actual FY2012	Budget FY2013	Forecasted FY2013	Request FY2014	Projected FY2015
<b>029 Environmental Coordination Ser</b>	<b>112,836</b>	<b>96,005</b>	<b>105,773</b>	<b>105,773</b>	<b>82,886</b>	<b>84,931</b>
1000 Administration	112,836	96,005	105,773	105,773	82,886	84,931
<b>040 Public Services</b>	-	-	<b>30,000</b>	<b>15,000</b>	<b>150,000</b>	<b>500,000</b>
1000 Administration	-	-	-	-	150,000	500,000
4505 Scio Church Sidewalk	-	-	15,000	15,000	-	-
4506 Newport Sidewalk Alternatives	-	-	15,000	-	-	-
<b>061 Field Operations</b>	<b>4,795,247</b>	<b>3,765,678</b>	<b>4,192,601</b>	<b>4,166,007</b>	<b>4,267,678</b>	<b>4,319,636</b>
1000 Administration	850,451	889,250	623,189	599,437	557,251	564,087
1130 Fairview Cemetry	26,319	29,787	35,198	26,789	32,400	32,000
4100 DDA Street Lighting	65,036	61,555	61,431	61,987	58,047	58,629
4101 Street Lighting	1,593,912	1,607,647	1,873,071	1,872,515	1,944,237	1,956,283
4120 Parking Meters	14,893	161	-	-	-	-
4146 Football/Special Events	13,480	26,540	6,092	6,393	6,812	6,990
4149 Major Traffic Signs	13,708	3,689	1,800	-	-	-
6139 Parks	-	9	-	-	-	-
6209 Parks - Mowing	585,944	507,593	880,616	885,328	935,699	960,205
6210 Operations	221,545	187,679	180,360	170,432	171,849	173,405
6222 Snow & Ice Control	247,937	100,691	186,203	184,816	205,636	211,049
6225 Graffiti/Private Property	264	18,829	5,069	18,231	7,972	8,258
6301 Mowing - Non Parks	38,420	-	-	-	-	-
6307 Field Investigations	7,043	-	-	-	-	-
6309 General Care - Parks/Forestry	14,648	-	-	-	-	-
6317 Post Plant Care	907	-	-	-	-	-
6320 Trimming	217,748	-	-	-	-	-
6324 Storm Damage	110,503	-	-	-	-	-
6325 Stump Removal	9,217	-	-	-	-	-
6327 Tree Planting	51,320	-	-	-	-	-
6328 ROW Maintenance	30,335	18,754	10,231	15,728	15,720	15,780
6329 Tree Removals	380,509	-	-	-	-	-
6335 Athletic Fields/Game Courts	4,531	15,778	15,751	19,200	18,250	18,250
6340 Adopt-A-Park/Garden	-	495	15,939	7,500	15,939	15,939
9500 Debt Service	296,577	297,222	297,651	297,651	297,866	298,761
<b>070 Public Services Administration</b>	<b>446,359</b>	<b>294,325</b>	<b>154,490</b>	<b>104,490</b>	<b>116,523</b>	<b>116,563</b>
1000 Administration	132,607	569	50,000	-	-	-
1100 Fringe Benefits	313,752	293,756	104,490	104,490	116,523	116,563

**General Fund  
Expenditures by Agency - Activity**

Agency - Activity	Actual FY2011	Actual FY2012	Budget FY2013	Forecasted FY2013	Request FY2014	Projected FY2015
<b>074 Utilities-Water Treatment</b>	<b>510,325</b>	<b>523,225</b>	<b>179,312</b>	<b>171,495</b>	<b>489,218</b>	<b>793,636</b>
1000 Administration	32,324	30,660	38,506	40,904	33,065	37,321
7091 Maintenance - Hydropower	478,001	492,565	140,806	130,591	456,153	756,315
<b>078 Customer Service</b>	<b>257,649</b>	<b>252,143</b>	<b>249,305</b>	<b>249,305</b>	<b>239,315</b>	<b>245,651</b>
7011 Call Center	257,649	252,143	249,305	249,305	239,315	245,651
<b>091 Fleet &amp; Facility Services</b>	<b>1,445,435</b>	<b>1,500,136</b>	<b>1,781,062</b>	<b>1,689,663</b>	<b>2,400,352</b>	<b>1,999,330</b>
1000 Administration	208,320	241,398	235,310	235,330	225,740	230,699
1381 Municipal Center	1,030,179	1,200,668	1,504,071	1,396,452	1,912,543	1,570,725
1383 Community Dental Center	7,869	7,896	7,600	22,400	14,274	7,600
1385 City Center Building	57,152	-	-	-	-	-
1950 Special Projects	43,635	-	-	-	-	-
3231 Fire Stations	94,141	47,375	34,081	35,481	247,795	190,306
7048 City Services	4,139	2,799	-	-	-	-
<b>Safety Services</b>	<b>39,554,210</b>	<b>39,463,791</b>	<b>38,464,392</b>	<b>38,761,887</b>	<b>38,980,639</b>	<b>40,035,401</b>
<b>031 Police</b>	<b>25,715,057</b>	<b>25,873,142</b>	<b>24,551,289</b>	<b>24,861,350</b>	<b>24,475,751</b>	<b>25,149,439</b>
1000 Administration	751,932	840,461	837,305	818,940	831,668	859,577
1100 Fringe Benefits	2,633,628	2,718,418	1,696,946	1,696,946	1,672,474	1,680,501
1221 Recruiting & Hiring	133,344	139,217	144,724	142,489	154,599	159,048
3111 Professional Standards	138,287	98,548	156,761	156,620	3,679	3,679
3114 AATA	139,070	215,736	253,596	258,596	137,502	140,387
3115 DEA Officer	133,512	157,053	174,224	172,145	165,986	170,452
3120 Grants Coordination	150	-	-	-	-	-
3121 Administrative Services	284,361	287,119	310,452	309,118	6,250	6,250
3122 Budget & Payroll	85,867	61,124	3,700	1,200	1,000	1,000
3123 Communications	2,345,346	2,201,668	968,403	968,403	958,737	962,063
3125 Management Info Syst	1,280,628	1,207,073	1,322,112	1,322,112	1,218,752	1,218,752
3126 Property	230,380	299,409	253,080	247,058	150,681	154,899
3127 Records	328,193	288,960	293,904	290,170	619,192	635,863
3128 Alarm Enforcement	23,378	8,485	-	-	-	-
3130 Charity Golf Outing	17,735	20,754	-	-	-	-
3131 Adopt-A-Family	1,375	-	-	-	-	-
3135 Hostage Negotiations	1,779	350	1,000	1,000	1,000	1,000
3141 Crime Prevention	1,540	1,074	-	250	250	250
3142 School Liaison	406,607	465,400	465,698	466,398	-	-
3143 Crime Strategy	5,281	805	-	500	500	500

**General Fund  
Expenditures by Agency - Activity**

Agency - Activity	Actual FY2011	Actual FY2012	Budget FY2013	Forecasted FY2013	Request FY2014	Projected FY2015
3144 District Detectives	2,925,841	2,993,960	2,762,525	2,773,117	2,699,864	2,907,992
3145 Special Victims Unit	49,379	-	-	-	-	-
3146 Firearms	32,251	27,599	39,900	28,500	30,000	30,000
3147 L.A.W.N.E.T.	247,562	263,803	150,836	178,636	179,562	183,793
3148 Special Investigations Unit	9,809	1,021	-	-	-	-
3149 Special Tactics	16,986	28,676	38,603	38,953	23,665	23,711
3150 Patrol	10,984,166	11,209,701	12,058,927	12,349,876	12,780,805	13,068,933
3152 Special Services	999,633	733,705	787,789	802,558	935,420	967,119
3154 Dedicated Neighborhood Patrol	92,541	10,619	-	-	-	-
3155 Community Affairs	1,007	-	-	-	-	-
3156 Crossing Guards	112,014	109,348	112,068	112,068	114,500	114,500
3157 Fingerprinting	23	37	-	-	-	-
3158 Mountain Bikes	716	432	-	-	150	150
3159 K-9	281,424	316,314	327,817	336,017	341,371	357,093
3160 Motorcycle Unit	2,594	16,790	14,847	14,847	15,439	15,461
3162 Community Standards	961,827	1,082,535	1,223,607	1,242,986	1,270,295	1,320,620
3172 Animal Control	92	35	-	-	28,000	28,000
3235 Emergency Management	54,798	66,911	152,465	131,847	134,410	137,846
<b>032 Fire</b>	<b>13,839,153</b>	<b>13,590,650</b>	<b>13,913,103</b>	<b>13,900,537</b>	<b>14,504,888</b>	<b>14,885,962</b>
1000 Administration	940,812	975,813	1,362,822	1,343,850	1,514,346	1,534,012
1100 Fringe Benefits	1,788,036	1,874,677	1,106,261	1,106,261	1,156,413	1,157,922
3221 Fire Inspections	272,032	581,010	398,773	401,028	941,432	985,168
3230 Fire Operations	619,194	662,143	1,093,721	1,043,728	728,052	747,342
3231 Fire Stations	5,680,028	5,642,703	4,783,239	4,818,548	4,204,539	4,327,779
3233 Fire Station #3	753,316	618,734	1,433,592	1,433,984	1,459,447	1,505,800
3234 Fire Station #4	1,061,235	1,009,957	1,032,018	1,032,018	1,480,197	1,520,318
3236 Fire Station #6	1,175,390	1,005,618	1,229,143	1,229,581	1,071,970	1,133,356
3237 Fire Station #5	1,204,505	1,106,798	1,283,750	1,283,750	1,486,884	1,496,568
3240 Repairs & Maintenance	299,171	65,397	133,079	132,764	134,462	138,484
3250 Fire Training	45,434	47,799	56,705	75,025	327,146	339,213
<b>District Court</b>	<b>3,925,064</b>	<b>3,700,824</b>	<b>4,068,565</b>	<b>4,121,545</b>	<b>4,379,290</b>	<b>4,460,244</b>
<b>021 District Court</b>	<b>3,925,064</b>	<b>3,700,824</b>	<b>4,068,565</b>	<b>4,121,545</b>	<b>4,379,290</b>	<b>4,460,244</b>
1000 Administration	1,391,027	1,139,418	1,068,660	1,214,675	1,240,165	1,252,755
5120 Judicial & Direct Support	1,009,525	1,086,384	1,253,258	1,202,040	1,225,354	1,250,952
5140 Case Processing	987,123	941,273	1,037,961	1,083,230	1,133,166	1,156,586

**General Fund  
Expenditures by Agency - Activity**

Agency - Activity	Actual FY2011	Actual FY2012	Budget FY2013	Forecasted FY2013	Request FY2014	Projected FY2015
5160 Probation/Post Judgmt Sup	537,389	533,748	708,686	621,600	780,605	799,951
<b>Other</b>	<b>13,390,819</b>	<b>13,010,357</b>	<b>14,242,639</b>	<b>13,530,064</b>	<b>13,749,216</b>	<b>14,929,397</b>
<b>019 Non-Departmental</b>	<b>13,390,819</b>	<b>13,010,357</b>	<b>14,242,639</b>	<b>13,530,064</b>	<b>13,749,216</b>	<b>14,929,397</b>
1000 Administration	1,028,470	1,347,009	2,885,112	2,172,537	2,745,394	3,762,622
1023 Community Events	47,133	47,302	49,000	49,000	-	-
1047 Hospitality Committee	150	-	1,000	1,000	-	-
1120 Administrator Discretion Fund	102,159	-	-	-	-	-
1810 Tax Refunds	582,393	1,095,388	500,000	500,000	300,000	300,000
1920 City Wide Memberships	124,972	123,628	127,135	127,135	127,135	127,135
1959 Pension Contribution	-	196,932	-	-	-	-
2034 Housing Commission Support	-	154,000	232,000	232,000	-	-
2070 Hous/Human Serv Conting	128,904	121,780	121,521	121,521	-	-
2410 Economic Development	217,677	-	-	-	-	-
9000 Capital Outlay	1,091,211	-	-	-	-	-
9500 Debt Service	605,839	1,011,087	1,009,187	1,009,187	1,011,187	1,007,187
9573 City Share Special Assess	99,200	-	-	-	-	-
9800 Pass Throughs	9,362,712	8,913,232	9,317,684	9,317,684	9,565,500	9,732,453
<b>Grand Total</b>	<b>\$ 80,938,126</b>	<b>\$ 78,853,436</b>	<b>\$ 79,798,662</b>	<b>\$ 79,228,262</b>	<b>\$ 82,893,312</b>	<b>\$ 85,601,927</b>

## FTE Count by Service Area/Unit

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
MAYOR & CITY COUNCIL	0.75	0.75	0.75	0.75	0.75
Total Mayor & City Council	0.75	0.75	0.75	0.75	0.75
CITY ATTORNEY	13.00	12.60	12.20	12.00	12.00
Total City Attorney	13.00	12.60	12.20	12.00	12.00
CITY ADMINISTRATOR	2.50	2.50	2.50	4.50	4.50
HUMAN RESOURCES	11.50	11.00	11.75	12.00	11.00
CLERK SERVICES	5.42	5.42	5.50	5.75	5.75
COMMUNICATIONS OFFICE	11.50	11.50	11.50	11.50	11.50
Total City Administrator Service Area	30.92	30.42	31.25	33.75	32.75
COMMUNITY SERVICES ADMINISTRATION	0.17				
PLANNING & DEVELOPMENT	27.98	22.44	21.59	26.09	26.09
PLANNING		7.05	7.00	7.00	7.00
NON-DEPARTMENTAL - A2D2	0.40				
OFFICE OF COMMUNITY DEVELOPMENT	4.17	3.89	2.79	0.64	0.64
PARKS & RECREATION	19.92	20.25	20.17	23.82	23.82
Total Community Services Area	52.64	53.63	51.55	57.55	57.55
ACCOUNTING	7.10	6.90	6.75	7.42	6.75
ASSESSOR	8.00	8.00	8.00	8.00	8.00
FINANCIAL & BUDGET PLANNING	3.50	3.50	3.50	3.50	3.50
INFORMATION TECHNOLOGY	22.94	20.45	23.45	24.45	24.45
RISK MANAGEMENT	0.80	0.80	0.80	0.80	0.80
PROCUREMENT	1.15	1.10	1.00	1.00	1.00
TREASURY	4.70	4.70	4.70	4.70	4.70
Total Financial Services Area	48.19	45.45	48.20	49.87	49.20
CAPITAL PROJECTS	16.00	17.89	17.64	19.17	19.17
CUSTOMER SERVICE CENTER	12.35	12.10	11.60	11.60	11.60
FIELD OPERATIONS	128.60	125.96	123.96	119.99	119.99
FLEET & FACILITIES	23.67	21.05	21.20	20.20	20.20
PROJECT MANAGEMENT	15.26	12.85	12.85	12.21	12.21
PUBLIC SERVICES ADMINISTRATION	10.00	9.35	9.35	6.35	6.35
SYSTEMS PLANNING	13.69	13.65	14.65	15.32	15.32
WASTEWATER TREATMENT	34.85	35.05	35.17	35.17	35.17
WATER TREATMENT	26.00	25.51	25.63	25.74	25.74
Total Public Services Area	280.42	273.41	272.05	265.75	265.75
FIRE	89.00	82.00	82.00	86.00	86.00
POLICE	177.00	164.00	146.00	146.00	146.00
Total Safety Services Area	266.00	246.00	228.00	232.00	232.00
FIFTEENTH DISTRICT COURT	37.00	36.00	34.00	34.00	34.00
Total Fifteenth District Court	37.00	36.00	34.00	34.00	34.00
RETIREMENT SYSTEM	3.75	3.75	3.75	3.75	3.75
Total Retirement System	3.75	3.75	3.75	3.75	3.75
DOWNTOWN DEVELOPMENT AUTHORITY	3.00	4.00	4.00	4.00	4.00
Total Downtown Development Authority	3.00	4.00	4.00	4.00	4.00
Grand Total of City FTEs	735.67	706.01	685.75	693.42	691.75

Note: The City's FTEs peaked in FY 2001 at 1,005



This page intentionally left blank



## ***MAYOR & CITY COUNCIL***

Composed of the Mayor and ten Council members, two from each of five wards, the City Council is the governing body for the City of Ann Arbor. The role of City Council is to determine policy for the City. The Mayor and City Council address the needs of all citizens by providing information and general assistance.

## MAYOR & COUNCIL

### Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	1,432	480	-	-	-	-
<b>Total</b>	<b>\$1,432</b>	<b>\$480</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	1,432	480	-	-	-	-
<b>Total</b>	<b>\$1,432</b>	<b>\$480</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## MAYOR & COUNCIL

### Expenses by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	237,425	237,403	253,712	235,781	253,841	253,841
PAYROLL FRINGES	33,669	36,642	29,091	47,189	33,449	35,482
OTHER SERVICES	(754)	1,357	9,000	6,700	10,300	10,300
MATERIALS & SUPPLIES	737	256	900	500	900	900
OTHER CHARGES	77,016	82,283	83,007	83,007	76,679	76,698
<b>Total</b>	<b>\$348,093</b>	<b>\$357,941</b>	<b>\$375,710</b>	<b>\$373,177</b>	<b>\$375,169</b>	<b>\$377,221</b>

### Expenses by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	348,094	357,941	375,710	373,177	375,169	377,221
<b>Total</b>	<b>\$348,094</b>	<b>\$357,941</b>	<b>\$375,710</b>	<b>\$373,177</b>	<b>\$375,169</b>	<b>\$377,221</b>

### FTE Count

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
MAYOR & COUNCIL	0.75	0.75	0.75	0.75	0.75
<b>Total</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>

## MAYOR AND CITY COUNCIL

### EXPENSES

**Personnel Services** – The employee share of Social Security and Medicare for temporary employees, including City Council members, is now included in the Personnel Services classification, rather than Payroll Fringes.

**Payroll Fringes** - The employee share of Social Security and Medicare for temporary employees, including City Council members, is now included in the Personnel Services classification, rather than Payroll Fringes.

**Other Services** – This increase is for Hospitality Committee budget (\$1,000) moved from Non-Departmental to the Mayor's budget.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Mayor and City Council would be charged \$240,659 in FY 2014.

MAYOR & COUNCIL

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
EXECUTIVE ASST TO MAYOR	401490	0.75	0.75
Total		0.75	0.75

This page intentionally left blank

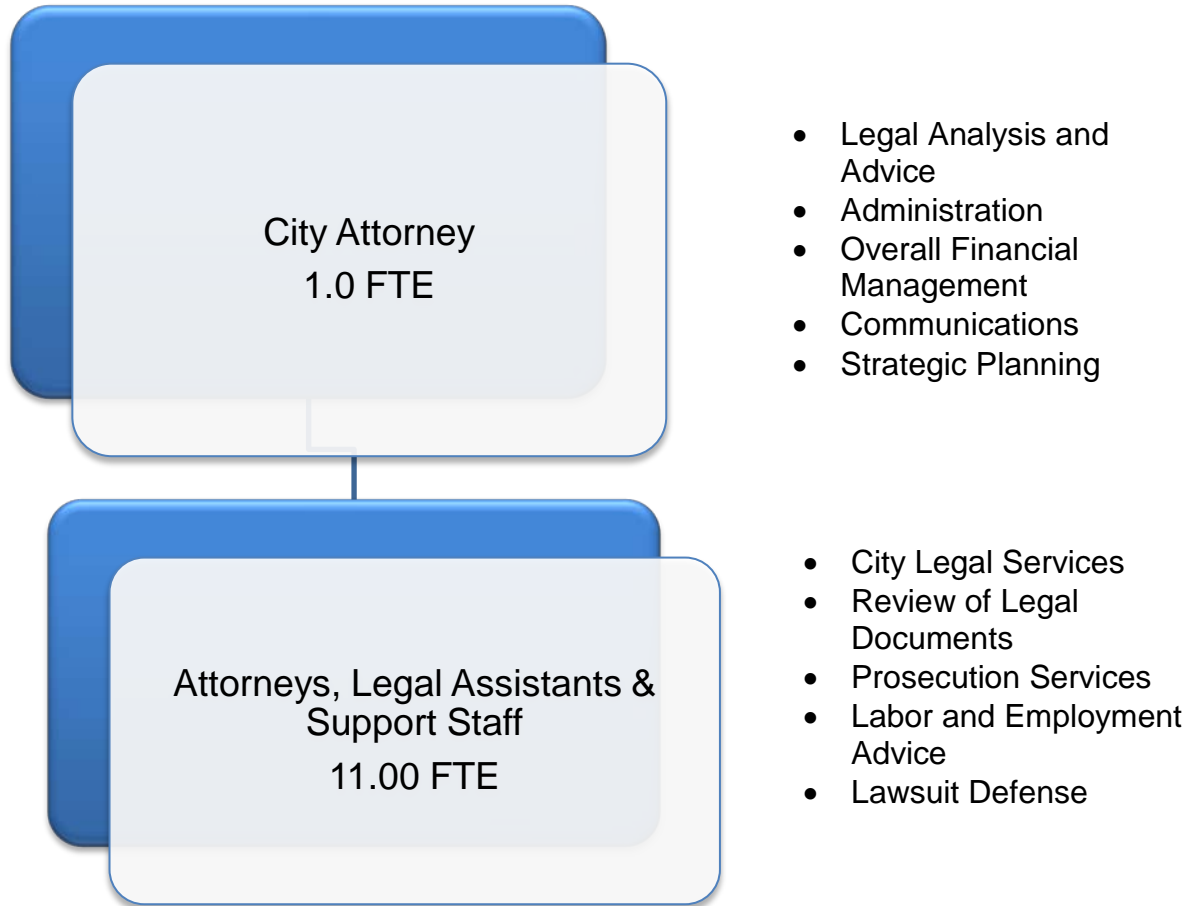


## ***CITY ATTORNEY***

The City Attorney's Office performs legal services for the City, including legal advice to City Council, the City Administrator and other City officials, preparation and review of legal documents, prosecution of persons accused of violating City ordinances, and representation of the City and City officials in litigation and labor matters.



## City Attorney's Area Organization Chart



The City Attorney is appointed by and responsible to the City Council. The City Attorney is the City's Chief Legal Officer. The City Attorney's Area provides the organization with a broad array of services such as: preparation of a wide range of legal advice to City Council, City Administrator, and Service Area Administrators, preparation and review of legal documents, drafting and review of ordinances, prosecution of persons accused of violating City ordinances, participation in labor negotiations, and representation of the City in lawsuits.

## CITY ATTORNEY

### Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
MISCELLANEOUS REVENUE	272	-	-	-	-	-
OPERATING TRANSFERS IN	117,996	118,000	150,000	150,000	150,000	150,000
<b>Total</b>	<b>\$118,268</b>	<b>\$118,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>

### Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	118,268	118,000	150,000	150,000	150,000	150,000
<b>Total</b>	<b>\$118,268</b>	<b>\$118,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>

## CITY ATTORNEY

### Expenses by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	993,498	995,494	998,837	1,007,317	1,044,448	1,029,189
PAYROLL FRINGES	455,769	481,477	595,175	564,404	625,266	664,758
OTHER SERVICES	35,554	39,518	21,000	30,105	24,000	24,000
MATERIALS & SUPPLIES	39,279	39,469	24,520	33,343	28,800	28,800
OTHER CHARGES	234,235	298,738	233,007	233,007	190,796	190,883
EMPLOYEE ALLOWANCES	-	8,750	11,772	10,500	5,916	5,916
<b>Total</b>	<b>\$1,758,335</b>	<b>\$1,863,446</b>	<b>\$1,884,311</b>	<b>\$1,878,676</b>	<b>\$1,919,226</b>	<b>\$1,943,546</b>

### Expenses by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	1,758,335	1,863,446	1,884,968	1,878,676	1,919,226	1,943,546
<b>Total</b>	<b>\$1,758,335</b>	<b>\$1,863,446</b>	<b>\$1,884,968</b>	<b>\$1,878,676</b>	<b>\$1,919,226</b>	<b>\$1,943,546</b>

### FTE Count

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
CITY ATTORNEY	13.00	12.60	12.20	12.00	12.00
<b>Total</b>	<b>13.00</b>	<b>12.60</b>	<b>12.20</b>	<b>12.00</b>	<b>12.00</b>

## CITY ATTORNEY

### EXPENSES

**Personnel Services** - The increase is due to wage increases.

**Payroll Fringes** – The increase in costs is associated with an increase in pension funding.

**Other Charges** – The decrease is due to a reduction of IT charges.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the City Attorney would be charged \$223,312 in FY 2014.

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	City Attorney	<b>Area Administrator:</b>	Stephen Postema
<b>Service Unit:</b>	City Attorney	<b>Manager:</b>	

Service Unit Goals	City Goals:
<b>A.</b> Assist in revisions of areas of the City Ordinance, specifically the zoning and pension ordinances.	<b>2</b>
<b>B.</b> Continue to protect City from liability and risk through proactive attorney services, legal advice, and defense of lawsuits.	<b>3</b>
<b>C.</b> Continue efforts to electronically store documents and other information in CityLaw and to use CityLaw as a tool for recording assignment status.	<b>5</b>
<b>D.</b> Continue to work to reimburse legal and other costs incurred by the City in connection with new developments.	<b>1</b>
<b>E.</b> Continue to review contract management software, OnBase, and help implement system City-wide if proven effective.	<b>2</b>
<b>F.</b> Continue to cross-train in relevant areas to anticipate succession planning.	<b>2</b>

Service Unit Measures	Status

**See Budget Summaries Section, Page 1, for list of City Goals**

## CITY ATTORNEY

### Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ASSISTANT CITY ATTORNEY	403210	1.00	1.00
CHIEF ASST CITY ATTORNEY	403750	1.00	1.00
CITY ATTORNEY	403280	1.00	1.00
LEGAL ASSISTANT PARALEGAL	000920	2.00	2.00
LEGAL SUPPORT SPECIALIST	000210	1.00	1.00
OFFICE MANAGER LEGAL DEPT	402010	1.00	1.00
SENIOR ASST CITY ATTORNEY	403300	5.00	5.00
Total		12.00	12.00

This page intentionally left blank



*CITY ADMINISTRATOR SERVICE AREA*



## City Administrator Service Area Organization Chart



The City Administrator is appointed by the City Council and is the Chief Administrative Officer for the City. The City Administrator provides management and direction to nearly all City functions. The City Administrator's Service Area is comprised of four service functions: Administration, Communications, City Clerk Services and Human Resources. The City Administrator's Area provides the organization with a broad array of services such as: employee policies, benefits, employee development, labor relations, public policy analysis, citizen communications and general City administration.

## CITY ADMINISTRATOR SERVICE AREA

### Revenues by Service Unit

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CLERK SERVICES	231,098	359,079	176,900	169,700	176,700	176,700
COMMUNICATIONS OFFICE	1,978,212	1,884,582	1,918,186	1,805,068	2,093,801	2,091,763
HUMAN RESOURCES	-	-	-	80,318	-	-
<b>Total</b>	<b>\$2,209,310</b>	<b>\$2,243,661</b>	<b>\$2,095,086</b>	<b>\$2,055,086</b>	<b>\$2,270,501</b>	<b>\$2,268,463</b>

### Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	231,098	359,079	176,900	169,700	176,700	176,700
COMMUNITY TELEVISION NETWORK (0016)	1,978,212	1,884,582	1,918,186	1,805,068	2,093,801	2,091,763
INSURANCE FUND (0057)	-	-	-	80,318	-	-
<b>Total</b>	<b>\$2,209,310</b>	<b>\$2,243,661</b>	<b>\$2,095,086</b>	<b>\$2,055,086</b>	<b>\$2,270,501</b>	<b>\$2,268,463</b>

## CITY ADMINISTRATOR SERVICE AREA

### Expenses by Service Unit

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CITY ADMINISTRATOR	540,325	532,756	477,240	479,340	833,120	849,009
CLERK SERVICES	957,796	1,021,030	1,027,813	1,031,271	951,665	1,018,218
COMMUNICATIONS OFFICE	1,487,570	1,663,343	1,918,186	1,918,186	2,093,801	2,091,763
HUMAN RESOURCES	25,097,079	24,061,945	26,083,157	24,285,020	25,887,245	26,631,851
<b>Total</b>	<b>\$28,082,770</b>	<b>\$27,279,074</b>	<b>\$29,506,396</b>	<b>\$27,713,817</b>	<b>\$29,765,831</b>	<b>\$30,590,841</b>

### Expenses by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	2,783,670	2,849,996	2,850,801	2,856,359	2,952,472	2,937,548
COMMUNITY TELEVISION NETWORK (0016)	1,487,570	1,663,343	1,918,186	1,918,186	2,093,801	2,091,763
INSURANCE FUND (0057)	23,811,530	22,765,734	24,737,409	22,939,272	24,719,558	25,561,530
<b>Total</b>	<b>\$28,082,770</b>	<b>\$27,279,073</b>	<b>\$29,506,396</b>	<b>\$27,713,817</b>	<b>\$29,765,831</b>	<b>\$30,590,841</b>

### FTE Count

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
CITY ADMINISTRATOR	2.50	2.50	2.50	4.50	4.50
HUMAN RESOURCES	11.50	11.00	11.75	12.00	11.00
CLERK SERVICES	5.42	5.42	5.50	5.75	5.75
COMMUNICATIONS	11.50	11.50	11.50	11.50	11.50
<b>Total</b>	<b>30.92</b>	<b>30.42</b>	<b>31.25</b>	<b>33.75</b>	<b>32.75</b>



## *CITY ADMINISTRATOR SERVICE AREA*

### **CITY ADMINISTRATOR**

The City Administrator is the Chief Executive Officer of the City and is appointed by the Mayor and the City Council. The City Administrator's office is responsible for directing and supervising the daily operations of the City. Other responsibilities include organizational development, community relations, intergovernmental relations, public policy analysis, strategic planning, and communications.

CITY ADMINISTRATOR SERVICE AREA  
CITY ADMINISTRATOR

Expenses by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	289,038	236,261	250,850	250,850	394,110	394,110
PAYROLL FRINGES	103,195	129,946	98,697	98,697	217,208	230,673
OTHER SERVICES	66,001	88,663	63,500	63,600	78,332	80,730
MATERIALS & SUPPLIES	1,052	659	1,000	3,000	7,000	7,000
OTHER CHARGES	81,038	74,637	60,109	60,109	127,470	127,496
EMPLOYEE ALLOWANCES	-	2,590	3,084	3,084	9,000	9,000
<b>Total</b>	<b>\$540,324</b>	<b>\$532,756</b>	<b>\$477,240</b>	<b>\$479,340</b>	<b>\$833,120</b>	<b>\$849,009</b>

Expenses by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	540,325	532,756	477,240	479,340	571,492	578,142
INSURANCE FUND (0057)	-	-	-	-	261,628	270,867
<b>Total</b>	<b>\$540,325</b>	<b>\$532,756</b>	<b>\$477,240</b>	<b>\$479,340</b>	<b>\$833,120</b>	<b>\$849,009</b>

FTE Count

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
CITY ADMINISTRATOR	2.50	2.50	2.50	4.50	4.50
<b>Total</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>4.50</b>	<b>4.50</b>

## CITY ADMINISTRATOR

### **EXPENSES**

**Personnel Services-** The increase is due to the addition of 2.0 FTEs for the Safety Unit. This unit was previously part of the Public Services Service Area.

**Payroll Fringes** – The increase is due to the addition of 2.0 FTEs for the Safety Unit. This unit was previously part of the Public Services Service Area.

**Other Charges** – The increase is due to the addition of 2.0 FTEs for the Safety Unit. This unit was previously part of the Public Services Service Area. The increase is also due to the transfer of the Community Events budget of \$49,000 from Non-Departmental to the City Administrator’s budget.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City’s administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the City Administrator would be charged \$35,102 in FY 2014.

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	City Administrator	<b>Area Administrator:</b>	Steven D. Powers
<b>Service Unit:</b>	Administrator's Office	<b>Manager:</b>	Steven D. Powers

Service Unit Goals	City Goals:
<b>A.</b> Successful implementation of two- year (FY2014 & 2015) budget.	<b>1</b>
<b>B.</b> Assist Council and staff on citizen engagement over service strategies.	<b>2</b>
<b>C.</b> Increase effectiveness of communication and service delivery.	<b>2</b>
<b>D.</b> Increase effectiveness of dialogue with the community about the status of the City and the challenges it faces.	<b>2</b>

Service Unit Measures	Status

**See Budget Summaries Section, Page 1, for list of City Goals**

CITY ADMINISTRATOR SERVICE AREA  
CITY ADMINISTRATOR

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
SAFETY COMP SPECIALIST	401220	1.00	1.00
ASST TO THE ADMINISTRATOR	402020	1.00	1.00
CITY ADMINISTRATOR	403120	1.00	1.00
COMMUNICATIONS UNIT MGR	403530	0.50	0.50
SAFETY MANAGER	401290	1.00	1.00
<b>Total</b>		<b>4.50</b>	<b>4.50</b>



This page intentionally left blank



## *CITY ADMINISTRATOR SERVICE AREA*

### **HUMAN RESOURCES**

Human Resources is responsible for employee/labor relations, contract negotiations, employee benefits, compensation, performance management, recruiting, training/development, and human resources policies and procedures.

CITY ADMINISTRATOR SERVICE AREA  
HUMAN RESOURCES

Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
MISCELLANEOUS REVENUE	-	-	-	80,318	-	-
<b>Total</b>	-	-	-	<b>\$80,318</b>	-	-

Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
INSURANCE FUND (0057)	-	-	-	80,318	-	-
<b>Total</b>	-	-	-	<b>\$80,318</b>	-	-

**CITY ADMINISTRATOR SERVICE AREA  
HUMAN RESOURCES**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	787,195	797,095	779,751	769,951	843,640	776,391
PAYROLL FRINGES	396,982	375,434	514,758	514,928	532,940	517,429
OTHER SERVICES	365,624	312,008	62,556	259,635	247,581	247,581
MATERIALS & SUPPLIES	9,025	14,500	20,500	26,100	10,100	10,100
OTHER CHARGES	18,451,590	17,858,950	20,905,836	18,914,650	20,789,159	22,819,822
PASS THROUGHS	5,086,663	4,700,691	3,795,700	3,795,700	3,457,225	2,253,928
EMPLOYEE ALLOWANCES	-	3,266	4,056	4,056	6,600	6,600
<b>Total</b>	<b>\$25,097,079</b>	<b>\$24,061,944</b>	<b>\$26,083,157</b>	<b>\$24,285,020</b>	<b>\$25,887,245</b>	<b>\$26,631,851</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	1,285,549	1,296,210	1,345,748	1,345,748	1,429,315	1,341,188
INSURANCE FUND (0057)	23,811,530	22,765,734	24,737,409	22,939,272	24,457,930	25,290,663
<b>Total</b>	<b>\$25,097,079</b>	<b>\$24,061,944</b>	<b>\$26,083,157</b>	<b>\$24,285,020</b>	<b>\$25,887,245</b>	<b>\$26,631,851</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
HUMAN RESOURCES	11.50	11.00	11.75	12.00	11.00
<b>Total</b>	<b>11.50</b>	<b>11.00</b>	<b>11.75</b>	<b>12.00</b>	<b>11.00</b>

**CITY ADMINISTRATOR SERVICES AREA  
HUMAN RESOURCES SERVICES UNIT**

**EXPENSES**

**Personnel Services-** The increase is due to an increase in FTEs by .25 and wage increases.

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding, VEBA and medical insurance, and the increase in FTE's.

**Other Services-** The increase is due to a re-allocation of expenses from Other Charges.

**Other Charges-** The decrease is due to a re-allocation of expenses to Other Services.

**Pass Throughs-** The decrease is due a reduction of the transfer to the VEBA trust fund. As retiree health care expenses increase, the amount available to transfer decreases.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Human Resources Services Unit would be charged \$190,752 in FY 2014.

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	City Administrator	<b>Area Administrator:</b>	Steve Powers
<b>Service Unit:</b>	Human Resources	<b>Manager:</b>	Robyn Wilkerson

Service Unit Goals	City Goals:
<b>A.</b> Complete RFP and vendor evaluation process for HRIS.	1, 3
<b>B.</b> Implement new HRIS product or additional modules of existing HRIS product.	1, 3
<b>C.</b> Participate in complete revision of Retiree Healthcare City Ordinance and successful implementation with labor groups.	1, 3
<b>D.</b> Successfully negotiate and implement labor agreements with AAPOA, COAM, AFSCME, Police Professionals, Deputy Chiefs, Police Service Specialists and Teamster Civilian Supervisors.	1, 3
<b>E.</b> Complete transition of all labor agreements to calendar year cycle.	1, 3
<b>F.</b> Analyze legislation and advise organization in regards to the Affordable Care Act and other Federal/State healthcare legislation. This includes cost estimates and operational impacts.	1, 3
<b>G.</b> Assist in development of alternative retirement program options and propose labor strategy around implementation.	1, 3
<b>H.</b> Develop and implement organizational diversity recruiting strategy.	3, 5
Service Unit Measures	Status
<b>A</b> - Completion of RFP by April 2013; vendor evaluation completed by July 2013.	
<b>B</b> - Implementation of major HRIS functional areas by July 2014.	
<b>C</b> - Revision of Retiree Healthcare Ordinance; Union presentations and legal review completed by January 2014.	
<b>D</b> - All labor agreements completed, approved by City Council and implemented by September 2013.	
<b>E</b> – Completed by September 2013.	
<b>F</b> - Analysis and organizational recommendations completed by August 2013.	
<b>G</b> – Analysis completed by January 2014; labor strategy completed by July 2014	
<b>H</b> – Strategy completed by August 2013.	

**See Budget Summaries Section, Page 1, for list of City Goals**

CITY ADMINISTRATOR SERVICE AREA  
HUMAN RESOURCES

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
HUMAN RESOURCES ASST	000260	1.00	1.00
AFSCME PRESIDENT	110500	1.00	0.00
COMPENSATION ANALYST	404060	1.00	1.00
EMP. BENEFITS SUPERVISOR	401550	1.00	1.00
EMPLOYEE BENEFITS COORD	401540	1.00	1.00
HR & LABOR RELATIONS DIR	403890	1.00	1.00
HR SERVICES PARTNER	403110	4.00	4.00
HR TECHNOLOGY SPECIALIST	401110	1.00	1.00
HUMAN RESOURCES COORD	000250	1.00	1.00
<b>Total</b>		<b>12.00</b>	<b>11.00</b>



## *CITY ADMINISTRATOR SERVICE AREA*

### **CLERK SERVICES**

The City Clerk is the Clerk of Council and is responsible for keeping a public record of all proceedings of the Council, including the certification of all ordinances and resolutions. The City Clerk is the official custodian of the City Seal and other documents and records pertaining to the City. The City Clerk's Office is responsible for the administration of City elections, with the City Clerk serving as Chief Elections Officer of the City. This unit also issues a number of permits and licenses, including dog licenses, backyard chicken permits, domestic partnerships, and banner permits.



CITY ADMINISTRATOR SERVICE AREA  
CLERK SERVICES

Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	2,152	1,576	2,000	2,000	2,000	2,000
INTERGOVERNMENTAL REVENUES	101,820	118,575	100,000	100,000	100,000	100,000
LICENSES, PERMITS & REGISTRATIONS	73,606	73,536	65,200	65,000	65,000	65,000
MISCELLANEOUS REVENUE	53,520	165,392	9,700	2,700	9,700	9,700
<b>Total</b>	<b>\$231,098</b>	<b>\$359,079</b>	<b>\$176,900</b>	<b>\$169,700</b>	<b>\$176,700</b>	<b>\$176,700</b>

Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	231,098	359,079	176,900	169,700	176,700	176,700
<b>Total</b>	<b>\$231,098</b>	<b>\$359,079</b>	<b>\$176,900</b>	<b>\$169,700</b>	<b>\$176,700</b>	<b>\$176,700</b>

**CITY ADMINISTRATOR SERVICE AREA  
CLERK SERVICES**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	527,014	519,874	560,773	558,386	450,770	508,727
PAYROLL FRINGES	185,395	190,888	239,940	246,052	261,406	279,450
OTHER SERVICES	65,982	103,563	76,381	79,769	89,031	77,535
MATERIALS & SUPPLIES	14,837	32,009	24,000	19,025	22,500	24,500
OTHER CHARGES	164,568	172,929	125,399	125,399	125,318	125,366
EMPLOYEE ALLOWANCES	-	1,768	1,320	2,640	2,640	2,640
<b>Total</b>	<b>\$957,796</b>	<b>\$1,021,031</b>	<b>\$1,027,813</b>	<b>\$1,031,271</b>	<b>\$951,665</b>	<b>\$1,018,218</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	957,796	1,021,030	1,027,813	1,031,271	951,665	1,018,218
<b>Total</b>	<b>\$957,796</b>	<b>\$1,021,030</b>	<b>\$1,027,813</b>	<b>\$1,031,271</b>	<b>\$951,665</b>	<b>\$1,018,218</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
CLERK SERVICES	5.42	5.42	5.50	5.75	5.75
<b>Total</b>	<b>5.42</b>	<b>5.42</b>	<b>5.50</b>	<b>5.75</b>	<b>5.75</b>

**CITY ADMINISTRATOR SERVICES AREA  
CITY CLERK SERVICES UNIT**

**EXPENSES**

**Personnel Services** - The decrease in FY 2014 is due to the reduction of election expenses needed in FY2013 for the Presidential election.

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding, VEBA and medical insurance.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City’s administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, City Clerk Services Unit would be charged \$325,312 in FY 2014.

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	City Administration	<b>Area Administrator:</b>	Steven D. Powers
<b>Service Unit:</b>	City Clerk	<b>Manager:</b>	Jacqueline Beaudry

Service Unit Goals	City Goals:
<b>A.</b> Review existing City polling places and precinct boundaries and make changes where necessary to improve voter access and Election Day efficiencies.	<b>2, 5</b>
<b>B.</b> Secure long-term polling place agreements with the Ann Arbor Public Schools, University of Michigan and all other entities providing city polling locations, per the Michigan Bureau of Elections.	<b>2</b>
<b>C.</b> Negotiate a new agreement with the University of Michigan for the use of the Mary Street Polling Place parking lot.	<b>1, 2</b>
<b>D.</b> Full use of Legistar system for online notification of meetings and posting of agendas.	<b>2, 4, 5</b>
<b>E.</b> Process all Freedom of Information Act requests in accordance with the provisions of the Michigan Freedom of Information Act.	<b>2, 5</b>

Service Unit Measures	Status
<b>A1</b> – Adjust boundary lines for 5-4 and 5-5 to balance voter registration.	
<b>A2</b> – Review all ward-precincts for voter registration, voter turnout, 2012 lines and recommend boundary changes/new precincts where appropriate.	
<b>A3</b> – Secure additional electronic pollbooks and voting booths as necessary and available.	
<b>B1</b> – 100% signed agreements for long-term polling place use.	
<b>C1</b> – Signed agreement with University that reflects rates negotiated with other City leases.	
<b>D1</b> – Number of Service Areas and Boards and Commissions using the system.	
<b>E1</b> – 100% of responses meet FOIA timelines.	
<b>E2</b> – 100% of responses provide all records within the parameters of the City FOIA policy and the Michigan FOIA.	

**See Budget Summaries Section, Page 1, for list of City Goals**

CITY ADMINISTRATOR SERVICE AREA  
CLERK SERVICES

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LVL 3	110034	1.00	1.00
ADMIN ASSISTANT LVL 4	110044	1.00	1.00
ADMIN ASSISTANT LVL 5	110054	1.00	1.00
CITY CLERK SERVICES MGR	404020	1.00	1.00
DEPUTY CLERK	404010	1.00	1.00
ELECTION WORKER-RECRUITER	001270	0.75	0.75
<b>Total</b>		<b>5.75</b>	<b>5.75</b>



## *CITY ADMINISTRATOR SERVICE AREA*

### **COMMUNICATIONS**

The Communications Office coordinates communication across the City organization as well as public information to citizens of Ann Arbor through a variety of mediums. The office provides internal communications to City employees and communicates to the public about City issues. This office also supports the Michigan Uniform Video Service Local Franchise agreements, operates Community Television Network, supports the Cable Commission and coordinates City film inquiries and activities.

CITY ADMINISTRATOR SERVICE AREA  
COMMUNICATIONS

Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
INVESTMENT INCOME	65,492	59,905	37,518	37,518	42,801	40,763
LICENSES, PERMITS & REGISTRATIONS	1,910,877	1,813,333	1,766,550	1,766,550	1,936,000	1,964,000
MISCELLANEOUS REVENUE	1,843	11,345	1,000	1,000	1,000	1,000
PRIOR YEAR SURPLUS	-	-	113,118	-	114,000	86,000
<b>Total</b>	<b>\$1,978,212</b>	<b>\$1,884,583</b>	<b>\$1,918,186</b>	<b>\$1,805,068</b>	<b>\$2,093,801</b>	<b>\$2,091,763</b>

Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
COMMUNITY TELEVISION NETWORK (0016)	1,978,212	1,884,582	1,918,186	1,805,068	2,093,801	2,091,763
<b>Total</b>	<b>\$1,978,212</b>	<b>\$1,884,582</b>	<b>\$1,918,186</b>	<b>\$1,805,068</b>	<b>\$2,093,801</b>	<b>\$2,091,763</b>

**CITY ADMINISTRATOR SERVICE AREA  
COMMUNICATIONS**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	592,906	627,466	627,324	627,326	670,957	654,434
PAYROLL FRINGES	329,910	365,888	483,590	483,590	505,370	537,641
OTHER SERVICES	254,579	238,273	263,202	263,200	265,150	265,760
MATERIALS & SUPPLIES	85,697	60,409	41,002	41,002	92,500	92,500
OTHER CHARGES	178,637	195,493	191,379	191,379	239,984	241,882
CAPITAL OUTLAY	45,842	175,135	310,873	310,873	319,024	298,730
EMPLOYEE ALLOWANCES	-	680	816	816	816	816
<b>Total</b>	<b>\$1,487,571</b>	<b>\$1,663,344</b>	<b>\$1,918,186</b>	<b>\$1,918,186</b>	<b>\$2,093,801</b>	<b>\$2,091,763</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
COMMUNITY TELEVISION NETWORK (0016)	1,487,570	1,663,343	1,918,186	1,918,186	2,093,801	2,091,763
<b>Total</b>	<b>\$1,487,570</b>	<b>\$1,663,343</b>	<b>\$1,918,186</b>	<b>\$1,918,186</b>	<b>\$2,093,801</b>	<b>\$2,091,763</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
COMMUNICATIONS	11.50	11.50	11.50	11.50	11.50
<b>Total</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>



**CITY ADMINISTRATOR SERVICES AREA  
COMMUNICATIONS OFFICE UNIT**

**REVENUE**

**Licenses, permits & registrations** - Reflects an increase of franchise fees and PEG revenue based on analysis of previous years' actual revenue received.

**EXPENSES**

**Personnel Services** - The increase in costs is associated with an increase in temporary pay and budgeted severance for FY2014.

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding.

**Materials & Supplies** - The increase in costs is associated with an increase in planned purchases of Property Plant & Equipment.

**Other Charges** – The increase in costs is associated with an increase in Retiree Medical Insurance, the Municipal Service Charge, and IT costs.

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Administration	<b>Area Administrator:</b>	Steve Powers
<b>Service Unit:</b>	Communication Office	<b>Manager:</b>	Lisa Wondrash

<b>Service Unit Goals</b>	<b>City Goals:</b>
<b>A.</b> Increase by 15 percent information distributed to internal and external audiences about Ann Arbor municipal news, innovative programs, awards and services from July 1, 2012 to June 30, 2013.	<b>2</b>
<b>B.</b> Develop and assist in the implementation of new technology resources, such as social media usage, to improve communications to citizens and employees and enhance understanding of city services and initiatives from July 1, 2012 to June 30, 2013.	<b>2</b>

<b>Service Unit Measures</b>	<b>Status</b>
<b>A -</b> Track the number of information pieces distributed monthly as well as social media followers via the Communication Office Matrix (information pieces include print/online newsletter, news releases, events, public information meetings, Gov Delivery notifications, CTN programs, social media tools, website page updates/development) by June 30, 2014.	
<b>B -</b> Track status of technology resource project implementations each month. These new resources include A2 Open City Hall, integration of new media to promote City information and CTN services, applications to monitor effectiveness of communication messages/vehicles (Google Analytics, GovDelivery subscribers and click throughs, Survey Monkey, VOD views) by June 30, 2014.	

**See Budget Summaries Section, Page 1, for list of City Goals**

CITY ADMINISTRATOR SERVICE AREA  
COMMUNICATIONS

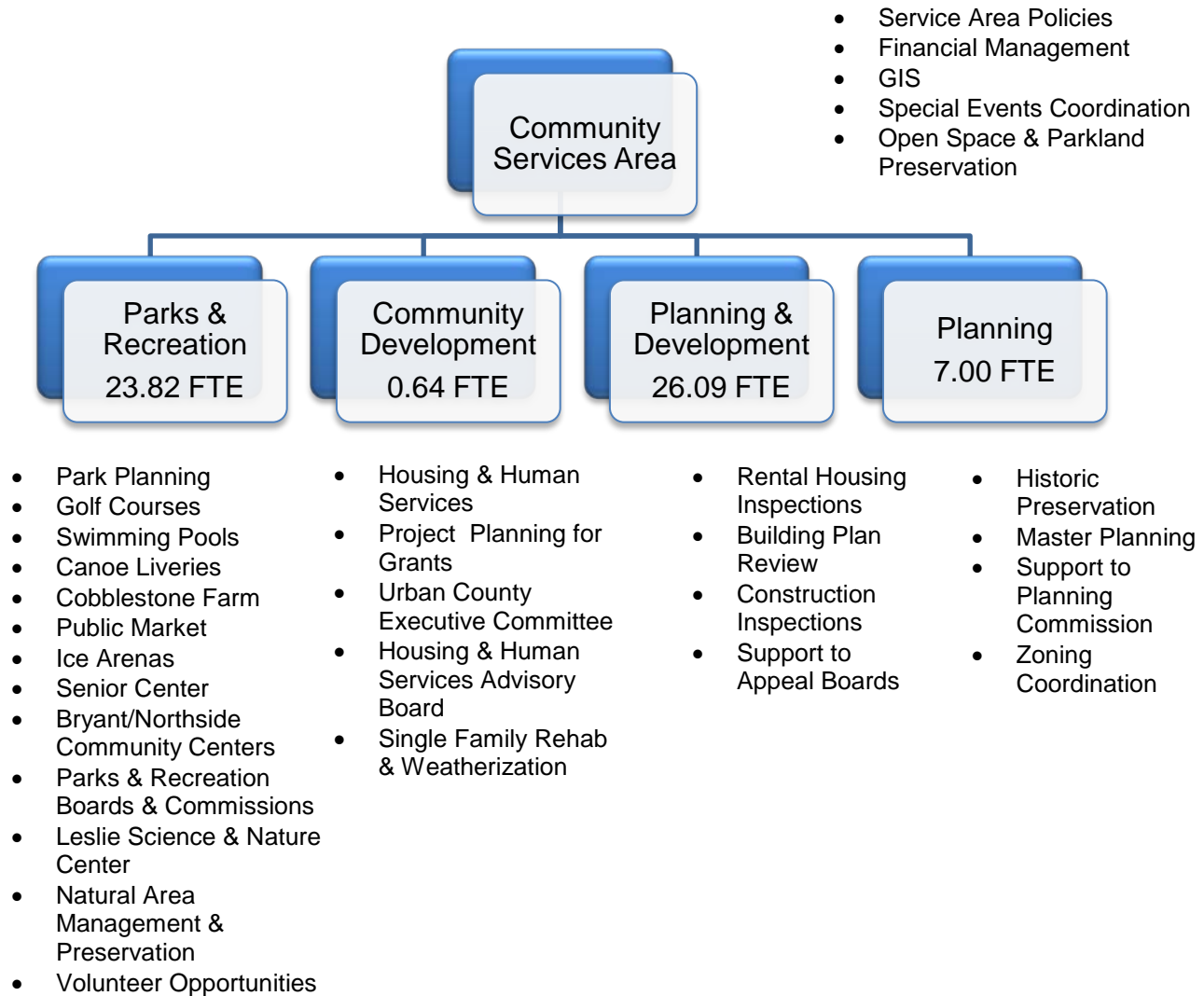
Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ASST MGR CITY PRODUCTIONS	402050	1.00	1.00
ASST MGR PUBLIC & EDUC AC	402060	1.00	1.00
CITY COMMUNICATIONS MGR	402040	1.00	1.00
COMMUNICATIONS UNIT MGR	403530	0.50	0.50
CTN MANAGER	402030	1.00	1.00
PRODUCER	110520	3.00	3.00
PROGRAMMER	110510	2.00	2.00
TRAINING & FACILITY COORD	110530	2.00	2.00
<b>Total</b>		<b>11.50</b>	<b>11.50</b>



*COMMUNITY SERVICES AREA*

# Community Services Area Organization Chart



The Community Services Area is comprised of four Service Area Units: Planning & Development, the Office of Community Development, Planning, and Parks & Recreation. These Service Units provide the organization with a broad array of services such as: Parks Planning, Recreation Programs, Volunteerism, Natural Area Preservation, Open Space & Parkland Preservation, Master Planning, Zoning, Rental Housing and Building Inspections, Construction Permitting, and Low-Income Housing and Human Services Support.

## COMMUNITY SERVICES AREA

### Revenues by Service Unit

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
COMMUNITY DEVELOPMENT	272,776	280,102	285,112	247,696	6,500	6,200
PARKS & RECREATION	12,047,225	9,170,194	10,488,999	8,047,293	8,720,650	8,765,316
PLANNING	199,594	261,897	198,250	244,000	256,000	256,000
PLANNING & DEVELOPMENT SERVICES	4,093,536	4,267,060	3,638,178	3,386,954	3,747,928	3,728,828
<b>Total</b>	<b>\$16,613,131</b>	<b>\$13,979,253</b>	<b>\$14,610,539</b>	<b>\$11,925,943</b>	<b>\$12,731,078</b>	<b>\$12,756,344</b>

### Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	3,788,464	3,841,125	4,030,583	4,105,967	5,330,030	5,355,040
OPEN SPACE & PARK ACQ MILLAGE (0024)	6,523,319	2,597,610	4,217,003	2,298,818	2,415,495	2,429,200
BANDEMER PROPERTY (0025)	8,583	8,390	4,258	5,100	5,284	5,232
CONSTRUCTION CODE FUND (0026)	2,942,696	3,339,672	2,512,228	2,272,925	2,541,728	2,522,628
PARKS MEMORIALS & CONTRIBUTIONS (0034)	157,361	254,345	138,738	100,975	98,932	98,625
SPECIAL ASSISTANCE (0038)	4,955	4,761	8,000	4,000	4,000	4,000
OPEN SPACE ENDOWMENT (0041)	293,107	78,586	-	100,468	10,000	10,000
MARKET FUND (0046)	158,543	261,761	212,361	151,740	188,207	192,154
GOLF COURSES FUND (0047)	1,659,649	1,799,190	1,590,714	1,595,613	-	-
ART IN PUBLIC PLACES (0056)	7,428	12,733	19,860	19,860	8,714	8,813
AFFORDABLE HOUSING (0070)	73,575	68,897	46,641	23,225	2,500	2,200
PARK MAINT & CAPITAL IMP MILLAGE (0071)	993,801	1,711,367	1,792,653	1,246,952	2,125,792	2,128,075
SENIOR CENTER ENDOWMENT (0083)	1,651	814	37,500	300	396	377
<b>Total</b>	<b>\$16,613,132</b>	<b>\$13,979,251</b>	<b>\$14,610,539</b>	<b>\$11,925,943</b>	<b>\$12,731,078</b>	<b>\$12,756,344</b>

## COMMUNITY SERVICES AREA

### Expenses by Service Unit

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
COMMUNITY DEVELOPMENT	2,256,222	2,059,296	1,896,881	1,885,946	1,671,409	1,673,116
PARKS & RECREATION	16,575,885	10,421,539	13,655,499	10,707,157	9,006,071	9,131,942
PLANNING	738,998	1,003,156	1,040,425	1,003,245	1,077,849	1,093,608
PLANNING & DEVELOPMENT SERVICES	3,668,478	3,385,900	3,732,141	3,537,440	3,751,592	3,769,679
<b>Total</b>	<b>\$23,239,583</b>	<b>\$16,869,891</b>	<b>\$20,324,946</b>	<b>\$17,133,788</b>	<b>\$15,506,921</b>	<b>\$15,668,345</b>

### Expenses by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	7,875,858	7,859,996	7,865,865	7,851,767	9,207,736	9,267,015
OPEN SPACE & PARK ACQ MILLAGE (0024)	10,695,587	3,133,405	4,217,003	3,004,782	1,430,838	1,432,795
BANDEMER PROPERTY (0025)	2,532	2,365	4,258	2,381	1,789	1,834
CONSTRUCTION CODE FUND (0026)	2,065,250	2,068,518	2,371,572	2,135,829	2,456,022	2,522,628
PARKS MEMORIALS & CONTRIBUTIONS (0034)	24,082	43,547	414,122	119,613	42,403	37,594
SPECIAL ASSISTANCE (0038)	5,065	8,000	8,000	4,000	4,000	4,000
OPEN SPACE ENDOWMENT (0041)	-	-	-	-	10,000	10,000
MARKET FUND (0046)	156,058	168,978	212,361	221,735	188,207	192,154
GOLF COURSES FUND (0047)	1,628,769	1,533,749	1,577,050	1,521,440	-	-
ART IN PUBLIC PLACES (0056)	-	4,000	37,502	11,647	8,017	8,108
ALTERNATIVE TRANSPORTATION (0061)	16,016	17,385	18,701	-	18,926	19,556
AFFORDABLE HOUSING (0070)	236,448	77,552	46,641	46,641	-	-
PARK MAINT & CAPITAL IMP MILLAGE (0071)	496,415	1,914,897	3,514,371	2,213,953	2,138,983	2,172,661
SENIOR CENTER ENDOWMENT (0083)	37,500	37,500	37,500	-	-	-
<b>Total</b>	<b>\$23,239,580</b>	<b>\$16,869,892</b>	<b>\$20,324,946</b>	<b>\$17,133,788</b>	<b>\$15,506,921</b>	<b>\$15,668,345</b>

### FTE Count

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
PLANNING & DEVELOPMENT SERVICES	27.98	22.44	21.59	26.09	26.09
PLANNING	-	7.05	7.00	7.00	7.00
COMMUNITY DEVELOPMENT	4.17	3.89	2.79	0.64	0.64
PARKS & RECREATION	19.92	20.25	20.17	23.82	23.82
<b>Total</b>	<b>52.07</b>	<b>53.63</b>	<b>51.55</b>	<b>57.55</b>	<b>57.55</b>



## *COMMUNITY SERVICES AREA*

### **PLANNING & DEVELOPMENT SERVICES**

The Planning and Development Services Unit is one of four service units in the Community Services Area. It handles rental housing inspections, construction inspections and permits. It provides enforcement for building, housing and sign codes. It handles the Building and Housing Boards of Appeal.



**COMMUNITY SERVICES AREA  
PLANNING & DEVELOPMENT SERVICES**

**Revenues by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
INVESTMENT INCOME	25,833	35,956	4,000	40,000	34,000	29,000
LICENSES, PERMITS & REGISTRATIONS	3,924,042	4,121,793	3,064,200	3,244,954	3,144,500	3,144,500
MISCELLANEOUS REVENUE	43,665	9,310	550	2,000	-	-
OPERATING TRANSFERS IN	99,996	100,000	100,000	100,000	100,000	-
PRIOR YEAR SURPLUS	-	-	469,428	-	469,428	555,328
<b>Total</b>	<b>\$4,093,536</b>	<b>\$4,267,059</b>	<b>\$3,638,178</b>	<b>\$3,386,954</b>	<b>\$3,747,928</b>	<b>\$3,728,828</b>

**Revenues by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	1,150,633	921,841	1,125,950	1,114,029	1,206,200	1,206,200
CONSTRUCTION CODE FUND (0026)	2,942,904	3,345,219	2,512,228	2,272,925	2,541,728	2,522,628
<b>Total</b>	<b>\$4,093,537</b>	<b>\$4,267,060</b>	<b>\$3,638,178</b>	<b>\$3,386,954</b>	<b>\$3,747,928</b>	<b>\$3,728,828</b>

**COMMUNITY SERVICES AREA  
PLANNING & DEVELOPMENT SERVICES**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	1,503,549	1,411,241	1,473,599	1,516,991	1,647,840	1,672,027
PAYROLL FRINGES	763,961	790,949	967,754	952,787	1,095,108	1,180,587
OTHER SERVICES	148,195	159,078	423,589	192,612	217,409	220,935
MATERIALS & SUPPLIES	47,087	22,020	34,500	26,500	22,000	22,000
OTHER CHARGES	1,064,093	888,451	719,711	729,541	657,755	661,210
PASS THROUGHS	139,992	100,000	100,000	100,000	100,000	-
VEHICLE OPERATING COSTS	1,601	30	3,000	1,000	3,000	3,000
EMPLOYEE ALLOWANCES	-	14,132	9,988	18,009	8,480	9,920
<b>Total</b>	<b>\$3,668,478</b>	<b>\$3,385,901</b>	<b>\$3,732,141</b>	<b>\$3,537,440</b>	<b>\$3,751,592</b>	<b>\$3,769,679</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	1,658,871	1,381,492	1,433,737	1,474,779	1,374,619	1,328,723
CONSTRUCTION CODE FUND (0026)	2,009,606	2,004,408	2,298,404	2,062,661	2,376,973	2,440,956
<b>Total</b>	<b>\$3,668,477</b>	<b>\$3,385,900</b>	<b>\$3,732,141</b>	<b>\$3,537,440</b>	<b>\$3,751,592</b>	<b>\$3,769,679</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
PLANNING & DEVELOPMENT SERVICES	27.98	22.44	21.59	26.09	26.09
<b>Total</b>	<b>27.98</b>	<b>22.44</b>	<b>21.59</b>	<b>26.09</b>	<b>26.09</b>

**COMMUNITY SERVICES AREA  
PLANNING AND DEVELOPMENT SERVICES**

**REVENUES**

**Licenses, Permits & Registrations** – This reflects an increase in development activities and rental housing units that require inspection services.

**EXPENSES**

**Personnel Services** - The increase is due to an increase in FTEs of 3.5.

**Payroll Fringes** - The increases are from higher pension, VEBA and medical insurance costs.

**Other Services** – The FY 2014 decrease is attributable to a planned expenditure for software in the Construction Code Fund for FY2013.

**Other Charges** – The decrease is due to a reduction in IT charges and Fleet charges.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Planning and Development Services Unit would be charged \$294,602 in FY 2014.

**COMMUNITY SERVICES AREA  
PLANNING & DEVELOPMENT SERVICES**

**Expenses by Activity (0010 GENERAL)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	302,096	206,408	209,707	209,250	213,795	113,873
1001 SERVICE AREA OVERHEAD/ADMIN	189,508	218,435	196,008	203,844	232,282	237,089
1100 FRINGE BENEFITS	218,352	165,638	105,792	105,792	107,996	107,996
3340 HOUSING BUREAU	936,139	775,963	905,701	940,358	804,738	853,497
3370 BUILDING - APPEALS	12,776	15,047	16,529	15,535	15,808	16,268
<b>Total</b>	<b>\$1,658,871</b>	<b>\$1,381,491</b>	<b>\$1,433,737</b>	<b>\$1,474,779</b>	<b>\$1,374,619</b>	<b>\$1,328,723</b>

**Expenses by Activity (0026 CONSTRUCTION CODE FUND)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	680,188	569,106	454,275	457,475	405,859	409,236
1001 SERVICE AREA OVERHEAD/ADMIN	114,687	102,679	143,254	136,117	156,979	161,014
3330 BUILDING - CONSTRUCTION	1,205,746	1,323,232	1,689,023	1,457,217	1,802,096	1,858,361
3370 BUILDING - APPEALS	8,985	9,392	11,852	11,852	12,039	12,345
<b>Total</b>	<b>\$2,009,606</b>	<b>\$2,004,409</b>	<b>\$2,298,404</b>	<b>\$2,062,661</b>	<b>\$2,376,973</b>	<b>\$2,440,956</b>

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Community Services	<b>Area Administrator:</b>	Sumedh Bahl
<b>Service Unit:</b>	Planning & Development	<b>Manager:</b>	Ralph Welton/Lisha Turner-Tolbert

Service Unit Goals	City Goals:
<b>A.</b> Establish Administrative Hearings Bureau	3,5
<b>B.</b> Prepare Construction and Rental Housing paper documents for digital storage	5
<b>C.</b> Provide Construction inspections within 48-72 hours of inspection request	2,5
<b>D.</b> Complete 15,000 Rental Housing unit inspections in FY14	2,5

Service Unit Measures	Status
<b>A1.</b> Administrative Hearings Bureau in place by June 30, 2014	
<b>A2.</b> Develop enforcement process	
<b>B1.</b> Sort and purge Construction paper documents	
<b>B2.</b> Sort and purge Rental Housing paper documents	
<b>C.</b> All Construction inspections requested completed within 48-72 hours	
<b>D.</b> Quarterly inspection targets met for Rental Housing	

**See Budget Summaries Section, Page 1, for list of City Goals**

COMMUNITY SERVICES AREA  
PLANNING & DEVELOPMENT SERVICES

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LVL 2	110024	1.00	1.00
ADMIN ASSISTANT LVL 4	110044	1.00	1.00
ADMIN ASSISTANT LVL 5	110054	3.00	3.00
CHIEF DEVELOPMENT OFFICER	403250	1.00	1.00
CITY COMMUNICATION LIAISO	401180	0.06	0.06
COMM SERVICES AREA ADMIN	403630	0.40	0.40
DEVELOPMENT SRVS INSP III	110534	7.00	7.00
DEVELOPMENT SRVS INSP IV	110544	2.00	2.00
DEVELOPMENT SRVS INSP V	110554	5.00	5.00
DEVELOPMENT SRVS INSP V	110555	3.00	3.00
FINANCIAL MGR - COMM SERV	401500	1.00	1.00
MANAGEMENT ASSISTANT	000200	0.40	0.40
P&D PROGRAMS/PROJECT MGR.	403240	1.00	1.00
SENIOR APPLICATION SPEC	401050	0.23	0.23
<b>Total</b>		<b>26.09</b>	<b>26.09</b>

This page intentionally left blank



## *COMMUNITY SERVICES AREA*

### **PLANNING**

The Planning Services Unit is one of four service units in the Community Services Area. It handles historic preservation, zoning coordination, enforcement for land use and sign codes. It handles master planning, site plan review, and provides support for the Planning Commission, Historic District Commission, Zoning Boards of Appeal, and design review board.



**COMMUNITY SERVICES AREA  
PLANNING**

**Revenues by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES LICENSES, PERMITS & REGISTRATIONS	1,580	1,150	-	3,500	3,000	3,000
	198,014	260,747	198,250	240,500	253,000	253,000
<b>Total</b>	<b>\$199,594</b>	<b>\$261,897</b>	<b>\$198,250</b>	<b>\$244,000</b>	<b>\$256,000</b>	<b>\$256,000</b>

**Revenues by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	199,802	267,443	198,250	244,000	256,000	256,000
<b>Total</b>	<b>\$199,802</b>	<b>\$267,443</b>	<b>\$198,250</b>	<b>\$244,000</b>	<b>\$256,000</b>	<b>\$256,000</b>

**COMMUNITY SERVICES AREA  
PLANNING**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	482,532	519,475	503,395	501,801	515,031	518,401
PAYROLL FRINGES	239,691	277,697	337,195	331,393	353,392	380,781
OTHER SERVICES	10,735	16,998	48,005	19,725	64,825	49,825
MATERIALS & SUPPLIES	3,118	3,842	4,250	2,000	4,670	4,670
OTHER CHARGES	2,921	183,991	146,260	146,260	138,611	138,611
EMPLOYEE ALLOWANCES	-	1,154	1,320	2,066	1,320	1,320
<b>Total</b>	<b>\$738,997</b>	<b>\$1,003,157</b>	<b>\$1,040,425</b>	<b>\$1,003,245</b>	<b>\$1,077,849</b>	<b>\$1,093,608</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	667,338	921,661	948,556	930,077	979,874	992,380
CONSTRUCTION CODE FUND (0026)	55,644	64,110	73,168	73,168	79,049	81,672
ALTERNATIVE TRANSPORTATION (0061)	16,016	17,385	18,701	-	18,926	19,556
<b>Total</b>	<b>\$738,998</b>	<b>\$1,003,156</b>	<b>\$1,040,425</b>	<b>\$1,003,245</b>	<b>\$1,077,849</b>	<b>\$1,093,608</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
PLANNING	-	7.05	7.00	7.00	7.00
<b>Total</b>	<b>-</b>	<b>7.05</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>

**COMMUNITY SERVICES AREA  
PLANNING SERVICES**

**REVENUES**

**Licenses, Permits, & Registration** - This reflects an increase in development activities that require planning services.

**EXPENSES**

**Payroll Fringes** - The increases are from higher pension, VEBA and medical insurance costs.

**Other Services** – The increase is due to a higher budget for contracted services.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Planning and Development Services Unit would be charged \$284,319 in FY 2014.

COMMUNITY SERVICES AREA  
PLANNING

Expenses by Activity (0010 GENERAL)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
3320 HISTORIC PRESERVATION	65,657	69,610	70,423	71,739	72,968	75,520
3360 PLANNING	601,680	850,526	878,133	858,338	905,486	915,440
3370 BUILDING - APPEALS	-	1,525	-	-	1,420	1,420
<b>Total</b>	<b>\$667,337</b>	<b>\$921,661</b>	<b>\$948,556</b>	<b>\$930,077</b>	<b>\$979,874</b>	<b>\$992,380</b>

Expenses by Activity (0026 CONSTRUCTION CODE FUND)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
3360 PLANNING	55,644	64,110	73,168	73,168	79,049	81,672
<b>Total</b>	<b>\$55,644</b>	<b>\$64,110</b>	<b>\$73,168</b>	<b>\$73,168</b>	<b>\$79,049</b>	<b>\$81,672</b>

Expenses by Activity (0061 ALTERNATIVE TRANSPORTATION)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
3360 PLANNING	16,016	17,385	18,701	-	18,926	19,556
<b>Total</b>	<b>\$16,016</b>	<b>\$17,385</b>	<b>\$18,701</b>	<b>-</b>	<b>\$18,926</b>	<b>\$19,556</b>

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Community Services Area	<b>Area Administrator:</b>	Sumedh Bahl
<b>Service Unit:</b>	Planning	<b>Manager:</b>	Wendy Rampson

Service Unit Goals	City Goals:
<b>A.</b> Establish Administrative Hearings Bureau (with Building & Rental Housing)	<b>3,5</b>
<b>B.</b> Conduct evaluation of A2D2 zoning amendments	<b>2</b>
<b>C.</b> Complete first round of City-initiated annexations	<b>2</b>

Service Unit Measures	Status
<b>A1</b> – Administrative Hearings Bureau in place by June 30, 2014.	
<b>A2</b> – Develop enforcement process	
<b>B1</b> – Confirm scope of review with Planning Commission and City Council	
<b>B2</b> – Identify evaluation methodology and public input process	
<b>B3</b> – Conduct evaluation and develop recommendations for changes to the City Master Plan, zoning ordinance and development review process	
<b>C1</b> – Submit application to the State Boundary Commission for initial list of parcels	
<b>C2</b> – Lead inter-departmental committee efforts to respond to issues raised in state review process	

**See Budget Summaries Section, Page 1, for list of City Goals**

COMMUNITY SERVICES AREA  
PLANNING

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LVL 5	110054	1.00	1.00
CITY PLANNER 5	110454	5.00	5.00
PLANNING MANAGER	404110	1.00	1.00
Total		7.00	7.00

This page intentionally left blank



## *COMMUNITY SERVICES AREA*

### **COMMUNITY DEVELOPMENT**

Community Development Services for the City of Ann Arbor are provided by collaborating with the Washtenaw County's Office of Community and Economic Development for streamlined service delivery within the City of Ann Arbor/Washtenaw County region. It provides housing and human services support for low-income residents, single-family housing rehabilitation and weatherization services, and support for the housing and human services advisory board.



COMMUNITY SERVICES AREA  
COMMUNITY DEVELOPMENT

Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CONTRIBUTIONS	59,204	38,081	38,000	24,000	4,000	4,000
INTERGOVERNMENTAL REVENUES	194,246	206,444	220,471	220,471	-	-
INVESTMENT INCOME	11,039	5,058	2,000	3,000	2,500	2,200
MISCELLANEOUS REVENUE	8,287	30,519	8,300	225	-	-
<b>Total</b>	<b>\$272,776</b>	<b>\$280,102</b>	<b>\$268,771</b>	<b>\$247,696</b>	<b>\$6,500</b>	<b>\$6,200</b>

Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	194,246	206,444	230,471	220,471	-	-
SPECIAL ASSISTANCE (0038)	4,955	4,761	8,000	4,000	4,000	4,000
AFFORDABLE HOUSING (0070)	73,575	68,897	46,641	23,225	2,500	2,200
<b>Total</b>	<b>\$272,776</b>	<b>\$280,102</b>	<b>\$285,112</b>	<b>\$247,696</b>	<b>\$6,500</b>	<b>\$6,200</b>

**COMMUNITY SERVICES AREA  
COMMUNITY DEVELOPMENT**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CDBG RECIPIENTS	1,352,544	1,274,240	1,291,270	1,291,270	1,197,730	1,197,730
PERSONNEL SERVICES	264,733	194,174	181,607	181,638	47,452	46,296
PAYROLL FRINGES	144,126	129,394	128,509	126,335	28,616	30,657
OTHER SERVICES	330,462	301,017	165,505	157,505	154,000	154,000
OTHER CHARGES	162,936	158,753	127,225	127,225	243,232	243,334
PASS THROUGHS	1,420	-	-	-	-	-
EMPLOYEE ALLOWANCES	-	1,719	2,765	1,973	379	1,099
<b>Total</b>	<b>\$2,256,221</b>	<b>\$2,059,297</b>	<b>\$1,896,881</b>	<b>\$1,885,946</b>	<b>\$1,671,409</b>	<b>\$1,673,116</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	2,014,708	1,973,745	1,842,240	1,835,305	1,667,409	1,669,116
SPECIAL ASSISTANCE (0038)	5,065	8,000	8,000	4,000	4,000	4,000
AFFORDABLE HOUSING (0070)	236,448	77,552	46,641	46,641	-	-
<b>Total</b>	<b>\$2,256,221</b>	<b>\$2,059,297</b>	<b>\$1,896,881</b>	<b>\$1,885,946</b>	<b>\$1,671,409</b>	<b>\$1,673,116</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
COMMUNITY DEVELOPMENT	4.17	3.89	2.79	0.64	0.64
<b>Total</b>	<b>4.17</b>	<b>3.89</b>	<b>2.79</b>	<b>0.64</b>	<b>0.64</b>

## COMMUNITY SERVICES AREA COMMUNITY DEVELOPMENT

### REVENUES

**Intergovernmental Revenues** – This decrease is due to the elimination of the contract with the County supporting 2.0 City FTEs.

### EXPENSES

**Personnel Services** - This decrease is due to the elimination of 2.0 City FTEs.

**Payroll Fringes** - This decrease is due to the elimination of 2.0 City FTEs.

**Other Charges** – This increase is a result of the IT Charges for the Housing Commission being moved to this budget. They were previously budgeted under Non-Departmental.

**Community Development Recipients** – This decrease is a result of the reduction of one-time allocations to non-profits through budget amendments. Only the base allocation is budgeted.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Community Development Services Unit would be charged \$109,354 in FY 2014.

**COMMUNITY SERVICES AREA  
COMMUNITY DEVELOPMENT**

**Expenses by Activity (0010 GENERAL)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	282,933	295,690	206,505	206,505	206,038	206,140
1001 SERVICE AREA OVERHEAD/ADMIN	128,105	70,749	88,490	84,157	76,447	78,052
1950 SPECIAL PROJECTS	54,481	70,001	-	-	-	-
2034 HOUSING COMMISSION SUPPORT	60,000	60,000	60,000	60,000	187,194	187,194
2280 REHAB SERVICE DELIVERY	201,144	207,676	232,616	230,014	-	-
2310 HUMAN SERV/HOMELESS PREVNT	1,288,044	1,269,629	1,254,629	1,254,629	1,197,730	1,197,730
<b>Total</b>	<b>\$2,014,707</b>	<b>\$1,973,745</b>	<b>\$1,842,240</b>	<b>\$1,835,305</b>	<b>\$1,667,409</b>	<b>\$1,669,116</b>

**Expenses by Activity (0038 SPECIAL ASSISTANCE)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
2290 ASSISTANCE TO PROGRAMS	5,065	8,000	8,000	4,000	4,000	4,000
<b>Total</b>	<b>\$5,065</b>	<b>\$8,000</b>	<b>\$8,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>

**Expenses by Activity (0070 AFFORDABLE HOUSING)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	10,487	1,248	-	-	-	-
1950 SPECIAL PROJECTS	147,534	41,989	-	-	-	-
2130 TECHNICAL ASSISTANCE	8,250	29,703	-	-	-	-
2210 SINGLE FAMILY REHABILITATION	5,676	4,611	-	-	-	-
2220 HOUSING ACQUISITION	64,500	-	46,641	46,641	-	-
<b>Total</b>	<b>\$236,447</b>	<b>\$77,551</b>	<b>\$46,641</b>	<b>\$46,641</b>	<b>-</b>	<b>-</b>

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Community Services	<b>Area Administrator:</b>	Sumedh Bahl
<b>Service Unit:</b>	Community & Economic Development	<b>Manager:</b>	Mary Jo Callan

<b>Service Unit Goals</b>	<b>City Goals:</b>
<b>A.</b> Use outcomes data to measuring the impact of Coordinated Funding on basic human services needs in our community.	<b>2,6</b>
<b>B.</b> Assess the need for affordable housing units, by location, income range, and unit type.	<b>6</b>
<b>Service Unit Measures</b>	<b>Status</b>
<p><b>A.</b> In order to continue to improve our understanding of the community impacts that result from City investments in human services (specifically through the Public-Private <i>Coordinated Funding</i> process), analyze outcome data to measure impact from baseline in the following priority areas: Housing/homelessness; Aging; School-aged Youth; Pre-school Children; and Safety Net Health.</p> <p><b><u>Key Milestones:</u></b></p> <ol style="list-style-type: none"> <li>1. Work with Planning and Coordinating entities in each of the six Coordinated Funding priority areas to refine outcomes based on best practices, lessons learned and the first two years of data.</li> <li>2. Collect reporting data on outcomes from funded nonprofits at six and twelve months after 3rd year of funding commences – January 2014 &amp; June 2015.</li> <li>3. Report out to City Council and other local policy-makers with an analysis of impact in six human service needs priority areas. This report will review data collected to date in Coordinated Funding pilot.</li> </ol>	
<p><b>B.</b> The greater Ann Arbor area continues to experience a shortage of affordable housing. A report issued in 2007 examined affordable housing in the County, as well as the factors that affect this housing, and presented recommendations to address gaps in housing affordability. Given the changes in market conditions over the past several years, updates to the 2007 report are needed.</p> <p><b><u>Key Milestones:</u></b></p> <ol style="list-style-type: none"> <li>1. Identify resources to fund updates to the 2007 report.</li> <li>2. Determine scope of updates needed, and prepare RFP to engage consultant.</li> <li>3. Hire consultant to complete updates to the assessment report.</li> <li>4. Publish and present updated report.</li> </ol>	

**See Budget Summaries Section, Page 1, for list of City Goals**

COMMUNITY SERVICES AREA  
COMMUNITY DEVELOPMENT

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LVL 4	110044	0.15	0.15
CITY COMMUNICATION LIAISO	401180	0.05	0.05
COMM SERVICES AREA ADMIN	403630	0.20	0.20
MANAGEMENT ASSISTANT	000200	0.20	0.20
SENIOR APPLICATION SPEC	401050	0.04	0.04
<b>Total</b>		<b>0.64</b>	<b>0.64</b>

This page intentionally left blank



## *COMMUNITY SERVICES AREA*

### **PARKS & RECREATION**

Parks and Recreation Services is one of four service units in the Community Services Area. It handles the functions of the parks administration, programming, recreation facilities, volunteerism, and natural area management and preservation. Parks and Recreation administration is responsible for the policy development, park planning and improvements, parks and park shelter reservations and the Parks and Recreation Boards and Commissions. Recreation facilities include two golf courses, four pools, two ice rinks, two community centers, two canoe liveries, a senior center, a customer service office and rental facility, a public market, a science and nature education center and a historic farm site. The Leslie Science & Nature Center is operated by a 501(c)(3) organization.



**COMMUNITY SERVICES AREA  
PARKS & RECREATION**

**Revenues by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	3,372,982	3,687,588	3,668,994	3,607,725	3,784,300	3,810,310
CONTRIBUTIONS	146,567	247,579	42,341	98,109	92,500	92,500
INTERGOVERNMENTAL REVENUES	2,800,887	334,965	421,100	24,660	2,460	2,460
INVESTMENT INCOME	240,681	152,359	157,513	138,191	221,450	195,403
MISCELLANEOUS REVENUE	50,843	32,964	102,312	106,722	108,735	108,735
OPERATING TRANSFERS IN	2,266,089	1,344,101	474,516	659,116	120,714	120,813
PRIOR YEAR SURPLUS	-	-	2,238,114	-	113,033	166,328
TAXES	3,169,175	3,370,638	3,384,109	3,412,770	4,277,458	4,268,767
<b>Total</b>	<b>\$12,047,224</b>	<b>\$9,170,194</b>	<b>\$10,488,999</b>	<b>\$8,047,293</b>	<b>\$8,720,650</b>	<b>\$8,765,316</b>

**Revenues by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	2,243,784	2,445,397	2,475,912	2,527,467	3,867,830	3,892,840
OPEN SPACE & PARK ACQ MILLAGE (0024)	6,523,319	2,597,610	4,217,003	2,298,818	2,415,495	2,429,200
BANDEMER PROPERTY (0025)	8,583	8,390	4,258	5,100	5,284	5,232
PARKS MEMORIALS & CONTRIBUTIONS (0034)	157,361	254,345	138,738	100,975	98,932	98,625
OPEN SPACE ENDOWMENT (0041)	293,107	78,586	-	100,468	10,000	10,000
MARKET FUND (0046)	158,543	261,761	212,361	151,740	188,207	192,154
GOLF COURSES FUND (0047)	1,659,649	1,799,190	1,590,714	1,595,613	-	-
ART IN PUBLIC PLACES (0056)	7,428	12,733	19,860	19,860	8,714	8,813
PARK MAINT & CAPITAL IMP MILLAGE (0071)	993,801	1,711,367	1,792,653	1,246,952	2,125,792	2,128,075
SENIOR CENTER ENDOWMENT (0083)	1,651	814	37,500	300	396	377
<b>Total</b>	<b>\$12,047,226</b>	<b>\$9,170,193</b>	<b>\$10,488,999</b>	<b>\$8,047,293</b>	<b>\$8,720,650</b>	<b>\$8,765,316</b>

**COMMUNITY SERVICES AREA  
PARKS & RECREATION**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CDBG RECIPIENTS	-	2,174	33,326	31,820	-	-
PERSONNEL SERVICES	2,332,116	2,367,408	2,516,736	2,413,407	3,132,956	3,141,440
PAYROLL FRINGES	774,729	820,176	933,833	1,023,796	1,126,434	1,207,691
OTHER SERVICES	1,225,031	1,427,624	2,621,305	2,139,205	1,293,255	1,313,046
MATERIALS & SUPPLIES	467,424	455,269	416,172	394,093	447,175	448,650
OTHER CHARGES	966,901	1,007,326	1,051,151	878,357	1,524,671	1,536,796
PASS THROUGHS	1,573,950	1,390,872	1,428,369	1,351,002	1,384,259	1,384,858
CAPITAL OUTLAY	9,160,795	2,866,141	4,582,032	2,395,700	-	-
VEHICLE OPERATING COSTS	74,938	67,049	56,485	56,248	65,100	65,800
EMPLOYEE ALLOWANCES	-	17,500	16,090	23,529	32,221	33,661
<b>Total</b>	<b>\$16,575,884</b>	<b>\$10,421,539</b>	<b>\$13,655,499</b>	<b>\$10,707,157</b>	<b>\$9,006,071</b>	<b>\$9,131,942</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	3,534,941	3,583,098	3,641,332	3,611,606	5,185,834	5,276,796
OPEN SPACE & PARK ACQ MILLAGE (0024)	10,695,587	3,133,405	4,217,003	3,004,782	1,430,838	1,432,795
BANDEMER PROPERTY (0025)	2,532	2,365	4,258	2,381	1,789	1,834
PARKS MEMORIALS & CONTRIBUTIONS (0034)	24,082	43,547	414,122	119,613	42,403	37,594
OPEN SPACE ENDOWMENT (0041)	-	-	-	-	10,000	10,000
MARKET FUND (0046)	156,058	168,978	212,361	221,735	188,207	192,154
GOLF COURSES FUND (0047)	1,628,769	1,533,749	1,577,050	1,521,440	-	-
ART IN PUBLIC PLACES (0056)	-	4,000	37,502	11,647	8,017	8,108
PARK MAINT & CAPITAL IMP MILLAGE (0071)	496,415	1,914,897	3,514,371	2,213,953	2,138,983	2,172,661
SENIOR CENTER ENDOWMENT (0083)	37,500	37,500	37,500	-	-	-
<b>Total</b>	<b>\$16,575,884</b>	<b>\$10,421,539</b>	<b>\$13,655,499</b>	<b>\$10,707,157</b>	<b>\$9,006,071</b>	<b>\$9,131,942</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
PARKS & RECREATION	19.92	20.25	20.17	23.82	23.82
<b>Total</b>	<b>19.92</b>	<b>20.25</b>	<b>20.17</b>	<b>23.82</b>	<b>23.82</b>

## **COMMUNITY SERVICES AREA PARKS AND RECREATION SERVICES**

### **REVENUES**

**Charges for Services** – The increase is due to a combination of higher participation, new programs, and increases in revenue resulting from fee increases. Increased revenue is projected for FY 2014 because of the popularity of the Argo Cascades, resulting in higher participation.

**Contributions** – The FY 2014 increase is due to a higher forecast for developer contributions.

**Intergovernmental Revenues** – In FY 2013, Federal Farm and Ranch Land Protection funding was appropriated by City Council upon receipt of grant funds for specific properties in the Open Space and Parkland Preservation Program. This grant is not budgeted in FY2014.

**Operating Transfer In** - In FY 2013, transfers were made from the General Fund to the Golf Course fund. The Golf Course fund has now been combined with the General Fund so this transfer is no longer necessary.

**Prior Year Surplus** – The amount is the use of the Parks Maintenance and Capital Improvements Millage fund balance for Capital Projects as well as purchases of development rights and land from the Open Space fund.

**Taxes**- The increase in Taxes is due to the organizational move of the Natural Area Preservation unit to Parks & Recreation from Field Services.

### **EXPENSES**

**Personnel Services**- The increase is due to the organizational move of the Natural Area Preservation unit to Parks & Recreation from Field Services. FTEs have increased 3.65 as well as an increase in Temporary Pay.

**Payroll Fringes** - The increase is a result of higher expenses for medical insurance, pension and VEBA funding as well as the organizational move of the Natural Area Preservation unit to Parks & Recreation from Field Services.

**Other Services** – The decrease is due to a reduction in contracted services related to capital projects.

**Other Charges** – The decrease is due to the closure of the Golf Course fund into the General Fund. Expenses such as Depreciation and Municipal Service Charge are no longer charged.

**Capital Outlay** – The decrease is attributable to a policy change whereas monies appropriated for land acquisitions are appropriated at the time of Council approval. As purchases of property and development rights are approved by Council funding will be appropriated as necessary. Also, there is a decrease in use of the Park Maintenance & Capital Improvement Millage Fund monies for capital projects.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Parks and Recreation Services Unit would be charged \$1,650,840 in FY 2014.

**COMMUNITY SERVICES AREA  
PARKS & RECREATION**

**Revenues by Activity (0010 GENERAL)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	100,629	111,028	159,117	160,757	149,770	149,770
6100 FACILITY RENTALS	309,338	360,071	322,000	355,500	380,000	380,000
6231 BUHR POOL	171,068	197,971	170,100	182,200	184,300	186,400
6232 BUHR RINK	139,248	138,573	133,750	135,180	135,300	135,500
6234 VETERAN'S POOL	137,076	162,231	131,500	134,500	139,900	139,900
6235 VETERAN'S ICE ARENA	452,093	437,655	489,400	459,139	465,900	465,900
6236 FULLER POOL	214,628	235,681	264,295	259,365	259,865	260,365
6237 MACK POOL	115,674	114,251	135,500	117,000	119,000	119,000
6238 VETERAN'S FITNESS CENTER	3,812	3,014	5,500	3,000	3,000	3,000
6242 ARGO LIVERY	219,489	219,351	258,750	321,000	313,500	314,000
6244 GALLUP LIVERY	253,526	350,238	289,400	298,626	348,625	350,625
6315 SENIOR CENTER OPERATIONS	127,201	115,333	116,600	101,200	65,670	71,380
6503 HURON GOLF COURSE	-	-	-	-	367,000	381,000
6504 LESLIE GOLF COURSE	-	-	-	-	936,000	936,000
<b>Total</b>	<b>\$2,243,782</b>	<b>\$2,445,397</b>	<b>\$2,475,912</b>	<b>\$2,527,467</b>	<b>\$3,867,830</b>	<b>\$3,892,840</b>

**Revenues by Activity (0024 OPEN SPACE & PARK ACQ MILLAGE)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
0000 REVENUE	234,190	147,923	139,205	133,000	100,000	80,000
9024 PARK LAND ACQUISITION	6,289,128	2,449,686	4,077,798	2,165,818	2,315,495	2,349,200
<b>Total</b>	<b>\$6,523,318</b>	<b>\$2,597,609</b>	<b>\$4,217,003</b>	<b>\$2,298,818</b>	<b>\$2,415,495</b>	<b>\$2,429,200</b>

**Revenues by Activity (0025 BANDEMER PROPERTY)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
0000 REVENUE	1,683	1,490	58	900	1,084	1,032
1000 ADMINISTRATION	6,900	6,900	4,200	4,200	4,200	4,200
<b>Total</b>	<b>\$8,583</b>	<b>\$8,390</b>	<b>\$4,258</b>	<b>\$5,100</b>	<b>\$5,284</b>	<b>\$5,232</b>

**Revenues by Activity (0034 PARKS MEMORIALS & CONTRIBUTIONS)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
0000 REVENUE	4,610	6,766	2,276	2,866	6,432	6,125
1000 ADMINISTRATION	137,750	135,245	38,353	94,000	92,500	92,500
6315 SENIOR CENTER OPERATIONS	15,000	4,000	4,000	-	-	-
6915 PARK PLAN - MEMORIALS	-	108,333	4,109	4,109	-	-
9000 CAPITAL OUTLAY	-	-	90,000	-	-	-
<b>Total</b>	<b>\$157,360</b>	<b>\$254,344</b>	<b>\$138,738</b>	<b>\$100,975</b>	<b>\$98,932</b>	<b>\$98,625</b>

### Revenues by Activity (0041 OPEN SPACE ENDOWMENT)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
0000 REVENUE	5,437	6,985	-	5,000	5,000	4,500
9024 PARK LAND ACQUISITION	287,670	71,601	-	95,468	5,000	5,500
<b>Total</b>	<b>\$293,107</b>	<b>\$78,586</b>	<b>-</b>	<b>\$100,468</b>	<b>\$10,000</b>	<b>\$10,000</b>

### Revenues by Activity (0046 MARKET FUND)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
0000 REVENUE	9,857	7,911	14,699	7,000	5,433	5,174
1646 FARMER'S MARKET	148,686	253,850	197,662	144,740	182,774	186,980
<b>Total</b>	<b>\$158,543</b>	<b>\$261,761</b>	<b>\$212,361</b>	<b>\$151,740</b>	<b>\$188,207</b>	<b>\$192,154</b>

### Revenues by Activity (0047 GOLF COURSES FUND)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
6503 HURON GOLF COURSE	833,854	883,463	668,270	745,391	-	-
6504 LESLIE GOLF COURSE	825,794	915,728	922,444	850,222	-	-
<b>Total</b>	<b>\$1,659,648</b>	<b>\$1,799,191</b>	<b>\$1,590,714</b>	<b>\$1,595,613</b>	<b>-</b>	<b>-</b>

### Revenues by Activity (0056 ART IN PUBLIC PLACES)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
0000 REVENUE	-	-	7,200	7,200	-	-
1000 ADMINISTRATION	7,428	12,733	12,660	12,660	8,714	8,813
<b>Total</b>	<b>\$7,428</b>	<b>\$12,733</b>	<b>\$19,860</b>	<b>\$19,860</b>	<b>\$8,714</b>	<b>\$8,813</b>

### Revenues by Activity (0071 PARK MAINT & CAPITAL IMP MILLAGE)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
0000 REVENUE	-	-	-	-	815,280	824,496
1000 ADMINISTRATION	-	-	62,015	-	-	-
9000 CAPITAL OUTLAY	993,801	1,711,367	1,730,638	1,246,952	1,310,512	1,303,579
<b>Total</b>	<b>\$993,801</b>	<b>\$1,711,367</b>	<b>\$1,792,653</b>	<b>\$1,246,952</b>	<b>\$2,125,792</b>	<b>\$2,128,075</b>

### Revenues by Activity (0083 SENIOR CENTER ENDOWMENT)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
0000 REVENUE	1,651	814	1,275	300	396	377
6315 SENIOR CENTER OPERATIONS	-	-	36,225	-	-	-
<b>Total</b>	<b>\$1,651</b>	<b>\$814</b>	<b>\$37,500</b>	<b>\$300</b>	<b>\$396</b>	<b>\$377</b>

**COMMUNITY SERVICES AREA  
PARKS & RECREATION**

**Expenses by Activity (0010 GENERAL)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	541,819	461,092	452,655	504,637	521,700	532,223
1001 SERVICE AREA OVERHEAD/ADMIN	210,133	192,959	193,942	171,142	252,222	258,693
1100 FRINGE BENEFITS	208,848	280,302	188,288	188,288	143,791	144,809
6100 FACILITY RENTALS	316,692	313,661	358,362	306,513	362,996	372,275
6231 BUHR POOL	228,352	228,564	242,122	252,936	246,695	251,196
6232 BUHR RINK	158,280	172,588	178,829	164,755	171,183	176,523
6234 VETERAN'S POOL	283,505	258,366	240,976	232,186	237,108	241,657
6235 VETERAN'S ICE ARENA	453,415	440,318	504,775	457,975	477,472	487,833
6236 FULLER POOL	220,497	231,815	256,194	238,797	246,517	249,785
6237 MACK POOL	185,129	202,415	213,469	197,133	196,645	200,548
6238 VETERAN'S FITNESS CENTER	3,687	2,073	2,828	2,575	4,646	4,772
6242 ARGO LIVERY	205,773	204,528	224,021	275,393	279,476	286,144
6244 GALLUP LIVERY	187,662	283,893	259,633	292,252	278,602	280,838
6315 SENIOR CENTER OPERATIONS	213,408	192,153	209,254	210,524	211,529	218,308
6403 COMMUNITY OUTREACH SERVICES	117,741	118,372	115,984	116,500	118,350	119,050
6503 HURON GOLF COURSE	-	-	-	-	470,616	479,781
6504 LESLIE GOLF COURSE	-	-	-	-	966,286	972,361
<b>Total</b>	<b>\$3,534,941</b>	<b>\$3,583,099</b>	<b>\$3,641,332</b>	<b>\$3,611,606</b>	<b>\$5,185,834</b>	<b>\$5,276,796</b>

**Expenses by Activity (0024 OPEN SPACE & PARK ACQ MILLAGE)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1001 SERVICE AREA OVERHEAD/ADMIN	26,921	1,457	-	-	-	-
1810 TAX REFUNDS	26,762	50,390	-	-	-	-
9024 PARK LAND ACQUISITION	9,429,754	1,856,407	2,989,628	1,777,407	197,363	194,220
9500 DEBT SERVICE	1,212,150	1,225,150	1,227,375	1,227,375	1,233,475	1,238,575
<b>Total</b>	<b>\$10,695,587</b>	<b>\$3,133,404</b>	<b>\$4,217,003</b>	<b>\$3,004,782</b>	<b>\$1,430,838</b>	<b>\$1,432,795</b>

**Expenses by Activity (0025 BANDEMER PROPERTY)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
9018 PARK REHAB & DEVELOP MIL 95	2,532	2,365	4,258	2,381	1,789	1,834
<b>Total</b>	<b>\$2,532</b>	<b>\$2,365</b>	<b>\$4,258</b>	<b>\$2,381</b>	<b>\$1,789</b>	<b>\$1,834</b>

### Expenses by Activity (0034 PARKS MEMORIALS & CONTRIBUTIONS)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	-	14,241	27,500	13,500	15,000	16,000
6315 SENIOR CENTER OPERATIONS	-	15,000	4,000	3,000	1,000	-
6402 SCHOLARSHIPS	17,297	6,358	6,798	6,799	7,153	7,344
6915 PARK PLAN - MEMORIALS	6,785	7,933	106,806	30,364	4,250	4,250
6920 PARK PLAN - NEIGHBORHOOD PARKS	-	-	83,142	10,000	10,000	10,000
6930 PARK PLAN - REC FAC RENOVATIONS	-	-	33,891	-	-	-
9000 CAPITAL OUTLAY	-	15	139,985	55,950	5,000	-
9024 PARK LAND ACQUISITION	-	-	12,000	-	-	-
<b>Total</b>	<b>\$24,082</b>	<b>\$43,547</b>	<b>\$414,122</b>	<b>\$119,613</b>	<b>\$42,403</b>	<b>\$37,594</b>

### Expenses by Activity (0041 OPEN SPACE ENDOWMENT)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
9024 PARK LAND ACQUISITION	-	-	-	-	10,000	10,000
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$10,000</b>	<b>\$10,000</b>

### Expenses by Activity (0046 MARKET FUND)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	1,792	(3,821)	-	-	-	-
1001 SERVICE AREA OVERHEAD/ADMIN	3,631	6,656	7,836	7,836	8,044	8,282
1646 FARMER'S MARKET	150,636	166,142	204,525	213,899	180,163	183,872
<b>Total</b>	<b>\$156,059</b>	<b>\$168,977</b>	<b>\$212,361</b>	<b>\$221,735</b>	<b>\$188,207</b>	<b>\$192,154</b>

### Expenses by Activity (0047 GOLF COURSES FUND)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
6503 HURON GOLF COURSE	559,863	513,009	556,301	522,080	-	-
6504 LESLIE GOLF COURSE	1,068,906	1,020,740	1,020,749	999,360	-	-
<b>Total</b>	<b>\$1,628,769</b>	<b>\$1,533,749</b>	<b>\$1,577,050</b>	<b>\$1,521,440</b>	<b>-</b>	<b>-</b>

### Expenses by Activity (0056 ART IN PUBLIC PLACES)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	-	-	28,492	11,647	8,017	8,108
4601 ALLMENDINGER PARK MURAL	-	4,000	9,010	-	-	-
<b>Total</b>	<b>-</b>	<b>\$4,000</b>	<b>\$37,502</b>	<b>\$11,647</b>	<b>\$8,017</b>	<b>\$8,108</b>



**Expenses by Activity (0071 PARK MAINT & CAPITAL IMP MILLAGE)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	217,996	371,273	370,425	399,809	438,655	452,736
1001 SERVICE AREA OVERHEAD/ADMIN	9,304	9,675	14,610	14,635	15,262	15,702
6126 ISLAND PARK	-	137,044	32,231	30,000	-	-
6127 WEST PARK PERGOLA	-	42,644	-	-	-	-
6143 WEST PARK TENNIS COURTS	-	240,747	-	-	-	-
6144 FAIRVIEW NON-MOTORIZED PATH	-	21,177	1,467	-	-	-
6145 LSNC RAPTOR PATH	-	28,645	55,690	141,345	-	-
6146 PLACID WAY PARK	-	48,456	26,545	29,200	-	-
6147 ARGO PEDESTRIAN BRIDGE	-	8,000	-	-	-	-
6148 BLUFFS PARK ACCESS	-	-	10,519	51,400	-	-
6149 WINDEMERE TENNIS COURT	-	-	150,000	90,000	-	-
6190 COBBLESTONE FARM	-	16,500	8,500	8,500	-	-
6210 OPERATIONS	-	-	-	-	254,435	252,389
6287 ECOLOGICAL RESTORATION	-	-	-	-	223,475	226,706
6288 ECOLOGICAL ASSESS & MONITORING	-	-	-	-	140,651	143,882
6289 OUTREACH VOLUNTEER COORDINATION	-	-	-	-	146,675	150,438
6340 ADOPT-A-PARK/GARDEN	-	-	-	-	48,444	49,481
6341 SENIOR CENTER RESTROOMS	-	40,273	-	-	-	-
6920 PARK PLAN - NEIGHBORHOOD PARKS	-	523	148,362	-	-	-
6925 PARK PLAN - BIKE FACIL/GREENWAYS	139,430	8,583	226,419	-	-	-
6930 PARK PLAN - REC FAC RENOVATIONS	22,553	856,913	550,385	151,000	-	-
6931 BRYANT COMMUNITY CENTER DESIGN	-	-	25,000	12,500	-	-
6932 VETERANS STRUCTURAL ANALYSIS	-	-	95,039	25,880	-	-
6933 ESCH PARK	-	-	50,000	40,000	-	-
6934 CLINTON PARK	-	-	150,000	55,000	-	-
6935 POOL LINER REPLACEMENTS	-	-	75,000	67,500	-	-
6960 PARK PLAN - MAJOR DEV/RENOVATION	99,704	56,000	1,054,898	860,000	-	-
6970 PARK PLAN - ACTIVE RECREATION	-	-	350,000	176,234	-	-
9000 CAPITAL OUTLAY	7,428	28,444	119,281	60,950	871,386	881,327
<b>Total</b>	<b>\$496,415</b>	<b>\$1,914,897</b>	<b>\$3,514,371</b>	<b>\$2,213,953</b>	<b>\$2,138,983</b>	<b>\$2,172,661</b>

**Expenses by Activity (0083 SENIOR CENTER ENDOWMENT)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
6315 SENIOR CENTER OPERATIONS	37,500	37,500	37,500	-	-	-
<b>Total</b>	<b>\$37,500</b>	<b>\$37,500</b>	<b>\$37,500</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Community Services	<b>Area Administrator:</b>	Sumedh Bahl
<b>Service Unit:</b>	Parks & Recreation	<b>Manager:</b>	Colin Smith

Service Unit Goals	City Goals:
<b>A.</b> Expand GIVE365 Volunteer Program with the goal of 6,240 volunteer hours for FY2014.	1, 2, 3
<b>B.</b> Conduct needs assessment and inventory for all City volunteer opportunities and programs.	1, 2, 3, 4
<b>C.</b> Leverage social media sites such as Facebook, Twitter, and FourSquare to promote Parks at minimal cost.	1, 2
<b>D.</b> Manage recreation facility budgets so that the budgeted net effect to the General Fund is achieved.	1, 2, 3
<b>E.</b> Increase Farmers Market transactions using EBT/Double Up Food Bucks/Senior Fresh/SNAP by 10%.	2, 4
<b>F.</b> Achieve Audubon Certification for Huron Hills Golf Course.	2, 4

Service Unit Measures	Status
<b>A.</b> Track total volunteer hours donated on a monthly basis.	
<b>B.</b> Monthly progress updates delivered to Parks & Recreations Services Manager.	
<b>C.</b> Track friends/fans/followers using HootSuite.	
<b>D.</b> Monthly tracking of net cost of each recreation facility and explanations for variances.	
<b>E.</b> Total sales recorded.	
<b>F.</b> Monthly progress updates delivered to Parks & Recreations Services Manager.	

**See Budget Summaries Section, Page 1, for list of City Goals**

COMMUNITY SERVICES AREA  
PARKS & RECREATION

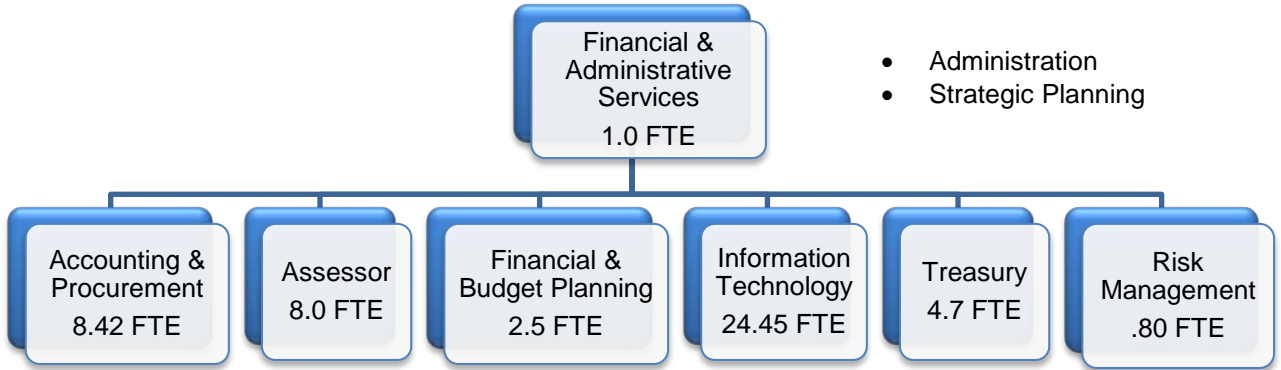
Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LEVEL 5	110054	1.00	1.00
ADMIN ASSISTANT LVL 4	110044	0.85	0.85
CITY COMMUNICATION LIAISO	401180	0.89	0.89
COMM SERVICES AREA ADMIN	403630	0.40	0.40
GOLF MAINT & OPS SPEC	117200	2.00	2.00
LANDSCAPE ARCHITECT II	401360	1.00	1.00
MANAGEMENT ASSISTANT	000200	0.40	0.40
MANAGER - NAP PARKS	403320	1.00	1.00
MARKET MANAGER	401430	1.00	1.00
NAP TECHNICIAN	193050	2.00	2.00
PARKS & REC DIRECTOR GOLF	404120	1.00	1.00
PARKS & REC SERVICES MGR	403480	1.00	1.00
PARKS & REC SRV DEP MGR	401270	1.00	1.00
REC FACILITY SUP II	190124	5.00	5.00
REC FACILITY SUP III	190134	2.00	2.00
RECREATION FACILITY SUP I	190114	1.00	1.00
SENIOR APPLICATION SPEC	401050	0.28	0.28
VOLUNTEER & OUTREACH COOR	190110	2.00	2.00
<b>Total</b>		<b>23.82</b>	<b>23.82</b>



*FINANCIAL & ADMINISTRATIVE SERVICES AREA*

# Financial & Administrative Services Area Organization Chart



- |  |   |   |  |  |  |
|--|---|---|--|--|--|
| <ul style="list-style-type: none"> <li>• Payroll</li> <li>• Accounts Receivable</li> <li>• Accounts Payable</li> <li>• External Audit</li> <li>• Fixed Assets</li> <li>• Bank &amp; Investment Reconciliation</li> <li>• Primary Contact for Procurement for Internal Customers &amp; Vendors</li> <li>• Ensure compliance with City's Purchasing Policies.</li> </ul> | <ul style="list-style-type: none"> <li>• Property Tax Assessment Roll</li> <li>• Property Appraisal</li> <li>• Assessment Appeal Process</li> <li>• Property Tax Abatement</li> <li>• Maintain Property Records</li> <li>• Business Canvas for Personal Property</li> </ul> | <ul style="list-style-type: none"> <li>• Financial Planning</li> <li>• Budget</li> <li>• Internal Audit</li> <li>• Performance Measurement</li> <li>• Economic Development</li> <li>• Smartzone LDFA support</li> </ul> | <ul style="list-style-type: none"> <li>• Infrastructure Services and Support</li> <li>• Application Support</li> <li>• Project Management &amp; Delivery Services</li> <li>• Network Architecture and Security</li> <li>• Help Desk Services</li> <li>• Administration and Planning</li> </ul> | <ul style="list-style-type: none"> <li>• Tax Collection</li> <li>• Banking</li> <li>• Investment Management</li> <li>• Cash Flow</li> <li>• Bond Issuance</li> <li>• Parking Referees</li> <li>• Brownfield support</li> </ul> | <ul style="list-style-type: none"> <li>• Liability Claims Management</li> <li>• Insurance Procurement</li> </ul> |
|--|---|---|--|--|--|

## FINANCIAL & ADMINISTRATIVE SERVICES AREA

### Revenues by Service Unit

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
ASSESSOR SERVICES	1,359	2,649	-	1,108	-	-
FINANCIAL & BUDGET PLANNING	15,931,601	15,741,352	14,659,918	15,073,845	15,646,693	16,290,844
INFORMATION TECHNOLOGY	6,420,184	6,485,268	6,597,508	6,528,089	7,713,010	7,116,377
PROCUREMENT	18,020	6,122	-	-	-	-
RISK MANAGEMENT	27,167,465	27,622,038	27,819,736	26,862,157	27,599,946	28,492,263
TREASURY SERVICES	40,525,948	39,651,173	40,448,611	40,521,871	41,570,096	42,287,541
<b>Total</b>	<b>\$90,064,577</b>	<b>\$89,508,602</b>	<b>\$89,525,773</b>	<b>\$88,987,070</b>	<b>\$92,529,745</b>	<b>\$94,187,025</b>

### Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	56,444,637	55,367,978	55,088,529	55,573,930	57,202,789	58,566,385
INFORMATION TECHNOLOGY (0014)	6,420,184	6,485,268	6,597,508	6,528,089	7,713,010	7,116,377
GENERAL DEBT SERVICE (0035)	4,430	9,136	1,000	3,894	2,000	2,000
INSURANCE FUND (0057)	27,167,465	27,622,038	27,819,736	26,862,157	27,599,946	28,492,263
GEN DEBT SERV-SPEC ASSESSMENTS (0060)	26,807	22,845	19,000	19,000	12,000	10,000
<b>Total</b>	<b>\$90,063,523</b>	<b>\$89,507,265</b>	<b>\$89,525,773</b>	<b>\$88,987,070</b>	<b>\$92,529,745</b>	<b>\$94,187,025</b>

## FINANCIAL & ADMINISTRATIVE SERVICES AREA

### Expenses by Service Unit

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
ACCOUNTING SERVICES	769,020	749,496	770,270	774,840	869,577	807,875
ASSESSOR SERVICES	954,709	909,669	975,512	961,601	1,044,037	1,080,892
FINANCIAL & BUDGET PLANNING	948,280	969,335	869,924	888,560	882,596	897,849
INFORMATION TECHNOLOGY	5,358,654	6,374,944	8,099,199	5,358,363	7,577,679	6,984,977
PROCUREMENT	289,132	119,891	122,954	112,534	167,499	169,387
RISK MANAGEMENT	3,949,630	1,762,832	2,924,916	2,124,834	2,875,333	2,930,733
TREASURY SERVICES	608,409	566,911	614,519	615,519	619,883	635,805
<b>Total</b>	<b>\$12,877,834</b>	<b>\$11,453,078</b>	<b>\$14,377,294</b>	<b>\$10,836,251</b>	<b>\$14,036,604</b>	<b>\$13,507,518</b>

### Expenses by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	3,569,550	3,315,301	3,353,179	3,353,054	3,583,592	3,591,808
INFORMATION TECHNOLOGY (0014)	5,358,654	6,374,944	8,099,199	5,358,363	7,577,679	6,984,977
INSURANCE FUND (0057)	3,949,630	1,762,832	2,924,916	2,124,834	2,875,333	2,930,733
<b>Total</b>	<b>\$12,877,834</b>	<b>\$11,453,077</b>	<b>\$14,377,294</b>	<b>\$10,836,251</b>	<b>\$14,036,604</b>	<b>\$13,507,518</b>

### FTE Count

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
ACCOUNTING SERVICES	7.10	6.90	6.75	7.42	6.75
ASSESSOR SERVICES	8.00	8.00	8.00	8.00	8.00
FINANCIAL & BUDGET PLANNING	3.50	3.50	3.50	3.50	3.50
INFORMATION TECHNOLOGY	22.94	20.45	23.45	24.45	24.45
PROCUREMENT	1.15	1.10	1.00	1.00	1.00
RISK MANAGEMENT	0.80	0.80	0.80	0.80	0.80
TREASURY SERVICES	4.70	4.70	4.70	4.70	4.70
<b>Total</b>	<b>48.19</b>	<b>45.45</b>	<b>48.20</b>	<b>49.87</b>	<b>49.20</b>



## *FINANCIAL & ADMINISTRATIVE SERVICES AREA*

### **ACCOUNTING SERVICES**

The Accounting Service Unit is responsible for maintaining the accounting ledgers of all financial transactions for the City. This function includes disbursing accounts payable, billing accounts receivable, and preparing financial reporting for management and the public. Another important function is the preparation of payroll disbursements for all City employees.



FINANCIAL & ADMINISTRATIVE SERVICES AREA  
ACCOUNTING SERVICES

Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
MISCELLANEOUS REVENUE	9	423	-	-	-	-
<b>Total</b>	<b>\$9</b>	<b>\$423</b>	-	-	-	-

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
ACCOUNTING SERVICES**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	465,588	440,637	429,081	428,771	495,719	441,222
PAYROLL FRINGES	195,020	195,531	246,099	248,434	302,010	294,805
OTHER SERVICES	10,565	19,573	5,205	5,750	6,850	6,850
MATERIALS & SUPPLIES	6,474	8,582	6,500	8,500	6,500	6,500
OTHER CHARGES	91,372	84,662	82,701	82,701	57,814	57,814
EMPLOYEE ALLOWANCES	-	510	684	684	684	684
<b>Total</b>	<b>\$769,019</b>	<b>\$749,495</b>	<b>\$770,270</b>	<b>\$774,840</b>	<b>\$869,577</b>	<b>\$807,875</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	769,020	749,496	770,270	774,840	869,577	807,875
<b>Total</b>	<b>\$769,020</b>	<b>\$749,496</b>	<b>\$770,270</b>	<b>\$774,840</b>	<b>\$869,577</b>	<b>\$807,875</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
ACCOUNTING SERVICES	7.10	6.90	6.75	7.42	6.75
<b>Total</b>	<b>7.10</b>	<b>6.90</b>	<b>6.75</b>	<b>7.42</b>	<b>6.75</b>

**FINANCIAL & ADMINISTRATIVE SERVICES  
ACCOUNTING SERVICES UNIT**

**EXPENSES**

**Personnel Costs** – The increase represents a temporary increase in Accounting staff FTEs for succession planning.

**Payroll Fringes** - The increase represents a temporary increase in Accounting staff FTEs for succession planning as well as higher pension, VEBA and medical insurance costs.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Accounting Unit would be charged \$288,626 in FY 2014.

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Financial and Administrative Services	<b>Area Administrator:</b>	Tom Crawford
<b>Service Unit:</b>	Accounting & Payroll Service Unit	<b>Manager:</b>	Karen Lancaster

Service Unit Goals	City Goals:
<b>A.</b> Complete the annual audit by November 1 <sup>st</sup>	1
<b>B.</b> Lead the budget cycle for the FY15 budget	1, 2, 3
<b>C.</b> Support the procurement function until a permanent replacement is found	1
<b>D.</b> Lead financial policy benchmarking effort via GFOA best practices	1
<b>E.</b> Begin succession planning for Accounting Services Manager	1

Service Unit Measures	Status
<b>A1</b> -Complete work papers by September 15 <sup>th</sup>	
<b>A2</b> -Complete Fund Statements by September 30 <sup>th</sup>	
<b>A3</b> -Draft CAFR to Auditors by October 15 <sup>th</sup>	
<b>A4</b> -Publish CAFR by October 31 <sup>st</sup>	
<b>A5</b> -Deliver CAFR to City Council by mid-November	
<b>B1</b> – Kick-off by August 31 <sup>st</sup>	
<b>B2</b> – Complete policy revisions for GASB #68 by August 31st	
<b>B3</b> – Financial targets distributed by Dec. 31st	
<b>B4</b> – Submit City Administrator’s draft budget by April 1st	
<b>C</b> - tbd	
<b>D1</b> - By July 1 determine team composition and set-up timeline for project completion	
<b>D2</b> – Complete preliminary results and recommendations by Sept. 30th	
<b>E</b> - tbd	

**See Budget Summaries Section, Page 1, for list of City Goals**

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
ACCOUNTING SERVICES

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ACCOUNTANT II	401440	2.00	1.00
ACCOUNTING SERVICES MGR	401280	0.67	1.00
ADMIN ASSISTANT LVL 1	110014	1.00	1.00
ADMIN ASSISTANT LVL 5	110054	2.75	2.75
FINANCE DIRECTOR	401281	1.00	1.00
<b>Total</b>		<b>7.42</b>	<b>6.75</b>



## *FINANCIAL & ADMINISTRATIVE SERVICES AREA*

### **ASSESSOR SERVICES**

The Assessing Service Unit is responsible for tax assessing and property appraisals for all taxable property within the City. Other duties include granting of homesteads, processing of divisions of land, reviewing and processing exemption applications, calculating Payments in Lieu of Taxes, establishing special assessment districts and apportioning the special assessment within that special assessment district, defending Assessed and Taxable Values before the Michigan Tax Tribunal and assisting other service areas and service units within the City with valuation, real estate and property taxation issues.

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
ASSESSOR SERVICES

Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
MISCELLANEOUS REVENUE	(2,239)	1,189	-	108	-	-
TAXES	3,598	1,460	-	1,000	-	-
<b>Total</b>	<b>\$1,359</b>	<b>\$2,649</b>	<b>-</b>	<b>\$1,108</b>	<b>-</b>	<b>-</b>

Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	1,359	2,649	-	1,108	-	-
<b>Total</b>	<b>\$1,359</b>	<b>\$2,649</b>	<b>-</b>	<b>\$1,108</b>	<b>-</b>	<b>-</b>

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
ASSESSOR SERVICES**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	536,288	481,746	509,062	475,200	525,986	532,454
PAYROLL FRINGES	288,742	282,515	369,098	353,749	389,469	419,856
OTHER SERVICES	27,694	50,046	12,200	32,500	15,800	15,800
MATERIALS & SUPPLIES	18,548	14,500	3,000	18,000	18,000	18,000
OTHER CHARGES	83,437	70,061	69,192	69,192	77,982	77,982
EMPLOYEE ALLOWANCES	-	10,800	12,960	12,960	16,800	16,800
<b>Total</b>	<b>\$954,709</b>	<b>\$909,668</b>	<b>\$975,512</b>	<b>\$961,601</b>	<b>\$1,044,037</b>	<b>\$1,080,892</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	954,709	909,669	975,512	961,601	1,044,037	1,080,892
<b>Total</b>	<b>\$954,709</b>	<b>\$909,669</b>	<b>\$975,512</b>	<b>\$961,601</b>	<b>\$1,044,037</b>	<b>\$1,080,892</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
ASSESSOR SERVICES	8.00	8.00	8.00	8.00	8.00
<b>Total</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>



**FINANCIAL & ADMINISTRATIVE SERVICES  
ASSESSOR SERVICES UNIT**

**EXPENSES**

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding, VEBA and medical insurance.

**Municipal Service Charge (MSC)** - A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Assessor Services Unit would be charged \$383,221 in FY 2014.

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Financial and Administrative Services	<b>Area Administrator:</b>	Tom Crawford
<b>Service Unit:</b>	Assessor	<b>Manager:</b>	David Petrak

Service Unit Goals	City Goals:
<b>A.</b> Inventory all property and value all taxable property by 1 <sup>st</sup> week in March	<b>1</b>
<b>B.</b> Update online property sketches and images by March 1 <sup>st</sup>	<b>2</b>
<b>C.</b> Pursue greater digital record storage	<b>1</b>

Service Unit Measures	Status
<b>A1</b> - ECF's set by December 1 <sup>st</sup>	
<b>A2</b> – Annexations processed by first week of December	
<b>A3</b> – Splits and combinations processed by first week of December	
<b>A4</b> – Conduct street survey by third week of December	
<b>A5</b> – Personal property statements mailed by December 31 <sup>st</sup>	
<b>A6</b> – Poverty applications mailed by January 15 <sup>th</sup>	
<b>A7</b> – New construction appraised by January 15 <sup>th</sup>	
<b>A8</b> – Name and address changes processed by third week of February	
<b>A9</b> – Principal resident affidavits processed by third week of February	
<b>A10</b> – Property transfer affidavits processed by third week of February	
<b>A11</b> – Personal property statements processed by third week of February	
<b>A12</b> – Perform audit checks by March 1 <sup>st</sup>	
<b>A13</b> – Assessment change notices mailed by March 5 <sup>th</sup>	
<b>B1</b> – Create online images and sketches export by third week of February	
<b>B2</b> – Send export to BS&A by third week of February	
<b>B3</b> – Verify website update by third week of February	
<b>C</b> – Scan 100% of principal residence exemptions (PRE) and property transfer affidavits (PTA)	

**See Budget Summaries Section, Page 1, for list of City Goals**

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
ASSESSOR SERVICES

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LVL 3	110034	1.00	1.00
ASSESSOR SERVICES MANAGER	403220	1.00	1.00
DEPUTY ASSESSOR	403430	1.00	1.00
REAL PROPERTY APPRAISER I	119181	4.00	4.00
SENIOR APPRAISER	401260	1.00	1.00
<b>Total</b>		<b>8.00</b>	<b>8.00</b>



## *FINANCIAL & ADMINISTRATIVE SERVICES AREA*

### **FINANCIAL & BUDGET PLANNING**

The Financial & Budget Planning Service Unit is responsible for strategic financial planning, coordination of the annual budget process, internal audit, supporting economic development initiatives and acting as a resource for Citywide issues related to financial management.

**FINANCIAL & ADMINISTRATIVE SERVICES AREA**  
**FINANCIAL & BUDGET PLANNING**

**Revenues by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	922,832	950,384	956,739	866,966	893,989	1,381,933
FINES & FORFEITS	12	102	-	-	-	-
INTERGOVERNMENTAL REVENUES	10,534,573	10,999,060	10,365,416	10,852,862	10,936,436	11,020,845
INTRAGOVERNMENTAL SALES	3,259,716	2,923,821	2,967,920	2,981,055	3,498,455	3,585,916
INVESTMENT INCOME	708,203	461,835	354,843	357,737	302,813	287,150
MISCELLANEOUS REVENUE	500,806	11,696	15,000	15,225	15,000	15,000
TAXES	5,460	394,455	-	-	-	-
<b>Total</b>	<b>\$15,931,602</b>	<b>\$15,741,353</b>	<b>\$14,659,918</b>	<b>\$15,073,845</b>	<b>\$15,646,693</b>	<b>\$16,290,844</b>

**Revenues by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	15,900,365	15,709,371	14,639,918	15,050,951	15,632,693	16,278,844
GENERAL DEBT SERVICE (0035)	4,430	9,136	1,000	3,894	2,000	2,000
GEN DEBT SERV-SPEC ASSESSMENTS (0060)	26,807	22,845	19,000	19,000	12,000	10,000
<b>Total</b>	<b>\$15,931,602</b>	<b>\$15,741,352</b>	<b>\$14,659,918</b>	<b>\$15,073,845</b>	<b>\$15,646,693</b>	<b>\$16,290,844</b>

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
FINANCIAL & BUDGET PLANNING**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	287,473	306,862	314,764	314,764	323,473	323,473
PAYROLL FRINGES	130,999	154,220	191,090	192,910	206,109	220,343
OTHER SERVICES	72,843	55,002	72,963	89,079	68,802	69,645
MATERIALS & SUPPLIES	653	1,318	550	1,250	550	550
OTHER CHARGES	456,313	447,074	284,725	284,725	282,030	282,206
EMPLOYEE ALLOWANCES	-	4,860	5,832	5,832	1,632	1,632
<b>Total</b>	<b>\$948,281</b>	<b>\$969,336</b>	<b>\$869,924</b>	<b>\$888,560</b>	<b>\$882,596</b>	<b>\$897,849</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	948,280	969,335	869,924	888,560	882,596	897,849
<b>Total</b>	<b>\$948,280</b>	<b>\$969,335</b>	<b>\$869,924</b>	<b>\$888,560</b>	<b>\$882,596</b>	<b>\$897,849</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
FINANCIAL & BUDGET PLANNING	3.50	3.50	3.50	3.50	3.50
<b>Total</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>

**FINANCIAL & ADMINISTRATIVE SERVICES  
FINANCIAL & BUDGET PLANNING SERVICES UNIT**

**REVENUES**

**Charges for Services** – A reduction in bonds issued causes a reduction in bond user fees.

**Intergovernmental Revenues** – The increase is attributable to projected increases in the Constitutional portion of State Shared Revenue.

**Intragovernmental Sales**- The increase is attributable to higher Municipal Service Charge revenue from other funds. The study had not been performed for four years, increasing the cost recovery amounts.

**EXPENSES**

**Payroll Fringes** - The increases are from higher pension, VEBA and medical insurance costs.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City’s administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Financial and Budget Planning Services Unit would be charged \$446,892 in FY 2014.

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Financial & Admin. Services	<b>Area Administrator:</b>	Tom Crawford
<b>Service Unit:</b>	Finance & Budget	<b>Manager:</b>	Tom Crawford

Service Unit Goals	City Goals:
<b>A.</b> Perform five internal control reviews by June 2014.	1
<b>B.</b> Forecast fiscal year results within 1% of year-end actuals for the General Fund based on April's monthly close.	1
<b>C.</b> Prepare 2 <sup>nd</sup> year of two-year budget (FY2015) which meets the GFOA standards of excellence by June 30, 2014.	1
<b>D.</b> Support organizational plan to deal with the implementation of GASB 68 effective FY2015.	1
<b>E.</b> Support Council discussions about employee benefits	1,2,5

Service Unit Measures	Status
<b>A</b> - Number of internal control reviews completed.	
<b>B</b> - 80% of managers report full year forecasted variances at monthly meetings.	
<b>C1</b> - 80% of timelines completed within 1 week of due date.	
<b>C2</b> - Receive the GFOA award.	
<b>D</b> – Bond ratings remain unchanged	
<b>E</b> – Deliver any council resolutions/ordinance changes for full Council consideration by December 2013.	

**See Budget Summaries Section, Page 1, for list of City Goals**



FINANCIAL & ADMINISTRATIVE SERVICES AREA  
FINANCIAL & BUDGET PLANNING

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
FINANCIAL & ADMIN AREA AD	403520	1.00	1.00
FINANCIAL MANAGER	401560	1.00	1.00
RISK SPEC/ASST TO CFO	401100	0.50	0.50
SENIOR FIN SPEC-FORCAST	403870	1.00	1.00
<b>Total</b>		<b>3.50</b>	<b>3.50</b>



## *FINANCIAL & ADMINISTRATIVE SERVICES AREA*

### **INFORMATION TECHNOLOGY**

The Information Technology (IT) Services Unit is responsible for supporting the information technology needs of the City government including network, server and storage infrastructures, personal computing devices, telecommunications and printers. IT also has leadership roles in setting the future direction for information technology so that the City can achieve its strategic priorities, coaching service areas on business process improvements, delivering a clear business value and providing enterprise-level project management expertise, ensuring successful initiatives across the organization.

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
INFORMATION TECHNOLOGY**

**Revenues by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	6,297,246	6,362,021	6,457,288	6,453,089	6,253,357	6,253,357
INVESTMENT INCOME	90,256	80,700	-	75,000	55,931	52,000
MISCELLANEOUS REVENUE	32,682	42,548	-	-	-	-
PRIOR YEAR SURPLUS	-	-	140,220	-	1,403,722	811,020
<b>Total</b>	<b>\$6,420,184</b>	<b>\$6,485,269</b>	<b>\$6,597,508</b>	<b>\$6,528,089</b>	<b>\$7,713,010</b>	<b>\$7,116,377</b>

**Revenues by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
INFORMATION TECHNOLOGY (0014)	6,420,184	6,485,268	6,597,508	6,528,089	7,713,010	7,116,377
<b>Total</b>	<b>\$6,420,184</b>	<b>\$6,485,268</b>	<b>\$6,597,508</b>	<b>\$6,528,089</b>	<b>\$7,713,010</b>	<b>\$7,116,377</b>

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
INFORMATION TECHNOLOGY**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	1,592,451	1,598,160	1,894,416	1,651,409	2,000,495	2,000,495
PAYROLL FRINGES	807,288	829,797	1,148,580	1,071,237	1,250,190	1,313,695
OTHER SERVICES	1,842,487	2,278,258	2,851,005	1,804,132	2,017,759	2,013,994
MATERIALS & SUPPLIES	290,139	375,059	519,067	30,058	50,000	50,000
OTHER CHARGES	1,048,978	1,268,641	1,401,759	785,607	2,245,441	1,592,999
PASS THROUGHGS	8,316	-	-	-	-	-
CAPITAL OUTLAY	(231,005)	12,268	273,854	-	-	-
EMPLOYEE ALLOWANCES	-	12,762	10,518	15,920	13,794	13,794
<b>Total</b>	<b>\$5,358,654</b>	<b>\$6,374,945</b>	<b>\$8,099,199</b>	<b>\$5,358,363</b>	<b>\$7,577,679</b>	<b>\$6,984,977</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
INFORMATION TECHNOLOGY (0014)	5,358,654	6,374,944	8,099,199	5,358,363	7,577,679	6,984,977
<b>Total</b>	<b>\$5,358,654</b>	<b>\$6,374,944</b>	<b>\$8,099,199</b>	<b>\$5,358,363</b>	<b>\$7,577,679</b>	<b>\$6,984,977</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
INFORMATION TECHNOLOGY	22.94	20.45	23.45	24.45	24.45
<b>Total</b>	<b>22.94</b>	<b>20.45</b>	<b>23.45</b>	<b>24.45</b>	<b>24.45</b>

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
INFORMATION TECHNOLOGY SERVICES UNIT**

**REVENUES**

**Prior Year Surplus-** The increase in prior year surplus is due to the use of planned reserves to fund projects as well as rebate excess revenue collected in prior years.

**EXPENSES**

**Personnel Services** - The increase in costs is associated with replacing contracted workers with employees.

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding, VEBA and medical insurance and an increase in FTE's.

**Other Services** – Contracted Services decreased due to replacing contracted workers with employees as well as project budget decreases as projects are completed.

**Materials & Supplies** – The decreased budgets relates to a decrease in equipment purchases.

**Other Charges** – The increase is due to the contingency set up for system implementation projects.

**Capital Outlay** – Less money is included in the current budget request for capital replacements.

## Information Technology Projects Summary

<u>PROJECTS REQUESTING APPROPRIATION</u>	<u>Prior FY</u>	<u>FY 2014 Request</u>	<u>FY 2015 Projected</u>
<b>Replacements<sup>1</sup></b>			
PC's, High-End PCs, Laptops, Toughbooks, Tablets	19,352	100,000	100,000
Server Replacements Plus Storage	15,498	100,000	100,000
Network Replacements & Security Cameras/Panic Buttons	24,512	400,000	200,000
Network Printer/Copier Replacements	91,791	108,209	108,209
<b>Enterprise Wide</b>			
Kiosks-Parks, Customer Service, City Hall	55,000	20,000	20,000
Disk Array/Disaster Recovery	-	50,000	50,000
Enterprise Information Portal	-	150,000	-
<b>Service Unit Specific</b>			
HR Upgrade	-	300,000	-
	<b><u>\$ 206,153</u></b>	<b><u>\$ 1,228,209</u></b>	<b><u>\$ 578,209</u></b>

<sup>1</sup> Annual appropriation towards yearly replacement of aging equipment.

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Financial & Administrative	<b>Area Administrator:</b>	Tom Crawford
<b>Service Unit:</b>	Information Technology	<b>Manager:</b>	Dan Rainey

Service Unit Goals	City Goals:
<b>A. Enterprise Disaster Recovery Program</b> Complete installation of core infrastructure of the City/County/AATA Enterprise Disaster Recovery program.	<b>1,2,3</b>
<b>B. Enterprise Network Enhancements</b> Core network switches to be upgraded, redundant internet connections, fiber inventory, access control program.	<b>2,3</b>
<b>C. Enterprise Desktop Improvements</b> Windows 7 desktop, Office 365 including cloud based Exchange and Lync.	<b>2,3</b>
<b>D. Enterprise Security Program</b> Password policy, screen lock, security policy expansion, training and next steps.	<b>1,2,3</b>
<b>E. Enterprise Web</b> Modernize the City's website information architecture and look-and-feel, and an upgrade to SharePoint 2013.	<b>2,3,4</b>
<b>F. Enterprise Content Management</b> Continue to expand the City's Enterprise Content Management platform by upgrading OnBase, Strategic plans for SharePoint, Enterprise Calendaring and OnBase	<b>2,3,4</b>
<b>G. Enterprise GIS</b> Progress toward a common City-County GIS infrastructure creating a strategic plan for Enterprise GIS.	<b>2,3</b>
<b>H. Enterprise Asset Management</b> Progress towards a single enterprise asset management system.	<b>2,3</b>
<b>I. Line of Business Applications Support</b> Provide support to service areas line of business specific applications. Improve business processes. Leverage enterprise applications and integrations across multiple service units where possible.	<b>2,3,4</b>
<b>J. Enterprise Shared Storage and Server Virtualization Enhancements</b> Promote a sustained server and shared storage infrastructures by implementing planned upgrades, installing disaster recovery storage and planning for replacements.	<b>2,3</b>
<b>K. Think Green</b> Implement actions to promote energy conservation and minimize environmental impacts including optimizing enterprise print services, and attending the Mayor's Annual Green Fair.	<b>4</b>

Service Unit Measures	Status
<b>A1</b> – Complete the procurement, configuration and installation of shared firewall services at the City’s secondary data center by June 30, 2014.	
<b>A2</b> – Install a VM-Ware farm for partial virtual server redundancy, at the City’s secondary data center, by April 1, 2014.	
<b>A3</b> – Conduct disaster recovery table top exercise on an annual basis beginning June 30, 2014.	
<b>B1</b> – Establish a secondary internet connection for network service redundancy by December 31, 2013.	
<b>B2</b> – Establish core network services redundancy (DHCP and active directory federation services) by April 1, 2014.	
<b>B3</b> – Establish video surveillance system redundancy by installing failover servers at the City’s secondary data center by December 31, 2013.	
<b>B4</b> – Replace 5 edge and 1 core network switches that are nearing end of lifecycle by June 30, 2014.	
<b>B5</b> - Implement the fiber optic network management software, including an asset inventory, by June 30, 2014.	
<b>C1</b> – Implement Microsoft Lync instant messaging software, provide training, and establish integration between the City and County by December 31, 2013.	
<b>C2</b> – Deploy Office 365 to all end users by June 30, 2014.	
<b>C3</b> – Replace 85% of desktops by June 30 <sup>th</sup> , 2014	
<b>C4</b> – Deploy Windows 7 to 85% of Desktops by June 30 <sup>th</sup> , 2014	
<b>D1</b> – Develop a cyber-security awareness program, including communication of MS-ISAC security bulletins, and establish staff training plan by June 30, 2014.	
<b>D2</b> – Develop an interagency agreement between the City and Washtenaw County for administering and maintaining the County security surveillance system by October 1, 2013.	
<b>D3</b> – Establish an annual security audit program using a third-party provider (e.g., MS-ISAC) to assess and identify security risks by December 31, 2013.	
<b>D4</b> – Replace current virus scan software with MS System Center Endpoint Protection by December 31, 2013.	
<b>D5</b> – Improve the efficiency and effectiveness of enterprise access control program by re-implementing Facility Commander software by December 31, 2013.	
<b>E1</b> – Launch a redesigned City website with enhanced information architecture and search by June 30, 2014.	



<b>E2</b> – Launch a redesigned City intranet by June 30, 2014.	
<b>F1</b> – Deploy an enhanced security control mechanism for internet and intranet by June 30, 2014	
<b>F2</b> – Consolidate calendar information for better overall information visibility and governance by fully implementing an enterprise calendaring system by June 30, 2014	
<b>G1</b> – Implement ESRI GIS Ver. 10.x server and client side products by June 30, 2014	
<b>G2</b> – Deliver a strategic plan for GIS by June 30, 2014	
<b>H1</b> - Upgrade CityWorks to version 2013 by June 2014	
<b>H2</b> – Move 80% of CityWorks clients to CityWorks Server by December 31, 2013	
<b>I1</b> – Deploy a digital plan review and intake solution for Planning and Development by January 1, 2014.	
<b>I2</b> - Upgrade Logos Financial Service to 8.0 Software release by June 30, 2014.	
<b>I3</b> - Implement Logos Dashboards by June 30, 2014	
<b>I4</b> - Establish detailed documentation for all supported applications by June 30, 2014	
<b>I5</b> - Implement new parking application by June 30, 2014	
<b>I6</b> - Install state required Field Manager upgrade by June 30, 2014	
<b>J1</b> – Upgrade VM-Ware server farm hardware by June 30, 2014.	
<b>J2</b> – Complete Shared Storage SAN replacement assessment for AATA/City/County data storage by June 30, 2014.	
<b>J3</b> – Upgrade SQL Server database servers to new server hardware by June 30, 2014.	
<b>K1</b> – Conduct enterprise printer assessment and develop a plan for optimizing and reducing the City’s use of paper and printers by June 30, 2014.	
<b>K2</b> – Attend the Mayor’s Green Fair and present community with Green IT story	

**See Budget Summaries Section, Page 1, for list of City Goals**

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
INFORMATION TECHNOLOGY

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
APPLICATIONS DELIVERY MGR	403540	1.00	1.00
APPS SUPPORT ANALYST	401610	2.00	2.00
DATABASE ADMINISTRATOR	403510	1.00	1.00
GIS MANAGER	401240	1.00	1.00
INFRASTRUCTURE SUPPORT AD	401600	1.00	1.00
ITSD DIRECTOR	403700	1.00	1.00
PROJECT DELIVERY MANAGER	403570	1.00	1.00
SENIOR APPLICATION SPEC	401050	8.45	8.45
SENIOR INFRASTRUCTURE SPE	401130	5.00	5.00
SERVICE DELIVERY MANAGER	403550	2.00	2.00
SERVICE DELIVERY MGR-INFR	403550	1.00	1.00
<b>Total</b>		<b>24.45</b>	<b>24.45</b>

This page intentionally left blank



## *FINANCIAL & ADMINISTRATIVE SERVICES AREA*

### **PROCUREMENT**

The Procurement Unit is responsible for ensuring the City's procurement policies and procedures are being followed. The Unit also provides general and administrative support in the preparation, reconciliation, and reporting of the City's procurement of goods and services.

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
PROCUREMENT

Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
INTRAGOVERNMENTAL SALES	16,220	2,405	-	-	-	-
MISCELLANEOUS REVENUE	1,800	3,716	-	-	-	-
<b>Total</b>	<b>\$18,020</b>	<b>\$6,121</b>	-	-	-	-

Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	18,020	6,122	-	-	-	-
<b>Total</b>	<b>\$18,020</b>	<b>\$6,122</b>	-	-	-	-

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
PROCUREMENT**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	110,558	56,615	65,125	65,125	65,114	65,114
PAYROLL FRINGES	42,159	27,454	35,614	24,679	25,297	27,315
OTHER SERVICES	30,125	5,097	4,000	4,000	59,000	58,870
MATERIALS & SUPPLIES	96,548	8,313	9,608	9,608	9,608	9,608
OTHER CHARGES	9,742	8,764	8,607	9,122	8,480	8,480
CAPITAL OUTLAY	-	13,589	-	-	-	-
EMPLOYEE ALLOWANCES	-	60	-	-	-	-
<b>Total</b>	<b>\$289,132</b>	<b>\$119,892</b>	<b>\$122,954</b>	<b>\$112,534</b>	<b>\$167,499</b>	<b>\$169,387</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	289,132	119,891	122,954	112,534	167,499	169,387
<b>Total</b>	<b>\$289,132</b>	<b>\$119,891</b>	<b>\$122,954</b>	<b>\$112,534</b>	<b>\$167,499</b>	<b>\$169,387</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
PROCUREMENT	1.15	1.10	1.00	1.00	1.00
<b>Total</b>	<b>1.15</b>	<b>1.10</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

**FINANCIAL & ADMINISTRATIVE SERVICES  
PROCUREMENT SERVICES UNIT**

**EXPENSES**

**Other Services** – The increase reflects additional temporary staff costs added to the FY2014 budget.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Procurement Unit would be charged \$7,643 in FY 2014.

<b>FY 2014</b>	
<b>GOALS AND PERFORMANCE MEASURES</b>	

<b>Service Area:</b>	Financial and Administrative Services	<b>Area Administrator:</b>	Tom Crawford
<b>Service Unit:</b>	Procurement Unit	<b>Manager:</b>	Tom Crawford

Service Unit Goals	City Goals:
<b>A.</b> Implement standard bid templates for Invitation To Bid (ITB) and Request for Proposal (RFP) as a procurement tools for city staff.	<b>1, 2</b>
<b>B.</b> Analyze and revise procurement policies and roll-out to city staff.	<b>1, 2</b>
<b>C.</b> Analyze citywide spending for combined spending opportunities to reduce costs.	<b>1</b>

Service Unit Measures	Status
<b>A1</b> –Complete by 12/31/13.	
<b>B1</b> –Have draft revised polices by 9/30/13.	
<b>B2</b> –Complete roll-out to staff by 12/31/13.	
<b>C1</b> –Complete by 4/30/14.	

**See Budget Summaries Section, Page 1, for list of City Goals**



FINANCIAL & ADMINISTRATIVE SERVICES AREA  
PROCUREMENT

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
PROCUREMENT OFFICIAL	404170	1.00	1.00
Total		1.00	1.00



## *FINANCIAL & ADMINISTRATIVE SERVICES AREA*

### **RISK MANAGEMENT**

The Risk Management Unit, in conjunction with the Insurance Board and the Treasury Unit, is responsible for management of the City's self-insurance program. This includes securing property, general liability and other insurance coverage, managing and investigating claims in conjunction with a third party administrator, identifying and working to mitigate potential risks, and management of the Risk Fund.

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
RISK MANAGEMENT**

**Revenues by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	25,851,043	26,159,650	27,819,736	26,573,157	26,266,726	27,163,980
CONTRIBUTIONS	-	2,634	-	-	-	-
INVESTMENT INCOME	116,936	115,129	-	100,000	90,000	82,417
MISCELLANEOUS REVENUE	1,199,486	1,344,626	-	189,000	189,000	189,000
PRIOR YEAR SURPLUS	-	-	-	-	1,054,220	1,056,866
<b>Total</b>	<b>\$27,167,465</b>	<b>\$27,622,039</b>	<b>\$27,819,736</b>	<b>\$26,862,157</b>	<b>\$27,599,946</b>	<b>\$28,492,263</b>

**Revenues by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
INSURANCE FUND (0057)	27,167,465	27,622,038	27,819,736	26,862,157	27,599,946	28,492,263
<b>Total</b>	<b>\$27,167,465</b>	<b>\$27,622,038</b>	<b>\$27,819,736</b>	<b>\$26,862,157</b>	<b>\$27,599,946</b>	<b>\$28,492,263</b>

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
RISK MANAGEMENT**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	56,444	56,454	56,603	56,742	56,741	56,741
PAYROLL FRINGES	13,653	31,054	39,537	39,575	38,562	40,901
OTHER SERVICES	718,919	531,628	760,616	595,048	691,554	697,127
MATERIALS & SUPPLIES	128	8,513	150	-	-	-
OTHER CHARGES	2,660,485	1,135,183	2,068,010	1,433,469	2,088,476	2,135,964
PASS THROUGHs	500,000	-	-	-	-	-
<b>Total</b>	<b>\$3,949,629</b>	<b>\$1,762,832</b>	<b>\$2,924,916</b>	<b>\$2,124,834</b>	<b>\$2,875,333</b>	<b>\$2,930,733</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
INSURANCE FUND (0057)	3,949,630	1,762,832	2,924,916	2,124,834	2,875,333	2,930,733
<b>Total</b>	<b>\$3,949,630</b>	<b>\$1,762,832</b>	<b>\$2,924,916</b>	<b>\$2,124,834</b>	<b>\$2,875,333</b>	<b>\$2,930,733</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
RISK MANAGEMENT	0.80	0.80	0.80	0.80	0.80
<b>Total</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>

**FINANCIAL & ADMINISTRATIVE SERVICES  
RISK MANAGEMENT SERVICES UNIT**

**REVENUES**

**Charges for Services** – The decrease represents a reduction in Charges to fund for property and liability insurance due to a rebate of excess fund balance.

**Prior Year Surplus**- The increase represents a rebate of excess fund balance.

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
RISK MANAGEMENT

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
RISK SPEC/ASST TO CFO	401100	0.50	0.50
TREASURY SERVICES MANAGER	403310	0.30	0.30
Total		0.80	0.80

This page intentionally left blank



## *FINANCIAL & ADMINISTRATIVE SERVICES AREA*

### **TREASURY SERVICES**

The Treasury Services Unit oversees the collection and distribution of City revenues, such as property taxes, parking citation revenues and special assessments. This unit is also responsible for investment portfolio management, cash flow management, bond issuance and adjudicating contested parking citations.



FINANCIAL & ADMINISTRATIVE SERVICES AREA  
TREASURY SERVICES

Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	93,612	92,518	92,116	93,176	92,116	92,116
FINES & FORFEITS	221,882	229,101	235,395	235,395	242,457	249,731
MISCELLANEOUS REVENUE	2,499	8,756	7,000	7,000	7,000	7,000
TAXES	40,207,954	39,320,798	40,114,100	40,186,300	41,228,523	41,938,694
<b>Total</b>	<b>\$40,525,947</b>	<b>\$39,651,173</b>	<b>\$40,448,611</b>	<b>\$40,521,871</b>	<b>\$41,570,096</b>	<b>\$42,287,541</b>

Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	40,525,948	39,651,173	40,448,611	40,521,871	41,570,096	42,287,541
<b>Total</b>	<b>\$40,525,948</b>	<b>\$39,651,173</b>	<b>\$40,448,611</b>	<b>\$40,521,871</b>	<b>\$41,570,096</b>	<b>\$42,287,541</b>

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
TREASURY SERVICES**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	341,381	299,480	298,997	298,997	305,321	306,590
PAYROLL FRINGES	155,424	162,535	211,169	211,169	215,703	229,156
OTHER SERVICES	11,840	25,886	24,259	25,259	23,450	23,450
MATERIALS & SUPPLIES	23,336	27,368	28,350	28,350	28,200	28,200
OTHER CHARGES	76,429	51,642	51,744	51,744	47,209	48,409
<b>Total</b>	<b>\$608,410</b>	<b>\$566,911</b>	<b>\$614,519</b>	<b>\$615,519</b>	<b>\$619,883</b>	<b>\$635,805</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	608,409	566,911	614,519	615,519	619,883	635,805
<b>Total</b>	<b>\$608,409</b>	<b>\$566,911</b>	<b>\$614,519</b>	<b>\$615,519</b>	<b>\$619,883</b>	<b>\$635,805</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
TREASURY SERVICES	4.70	4.70	4.70	4.70	4.70
<b>Total</b>	<b>4.70</b>	<b>4.70</b>	<b>4.70</b>	<b>4.70</b>	<b>4.70</b>

**FINANCIAL & ADMINISTRATIVE SERVICES  
TREASURY SERVICES UNIT**

**REVENUES**

**Taxes** – General Fund property taxes are projected to increase by 2.15% in FY 2014.

**EXPENSES**

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Treasury Services Unit would be charged \$166,359 in FY 2014.

<b>FY 2014</b>	
<b>GOALS AND PERFORMANCE MEASURES</b>	

<b>Service Area:</b>	Financial & Administrative Services	<b>Area Administrator:</b>	Tom Crawford
<b>Service Unit:</b>	Treasury Services	<b>Manager:</b>	Matthew Horning

Service Unit Goals	City Goals:
<b>A.</b> Collect & disburse taxes with 100% accuracy and according to state law.	<b>1,2,3</b>
<b>B.</b> Continue internal control audit function and report findings to managers and administrators.	<b>1,3</b>
<b>C.</b> Perform post-issuance compliance audit for all outstanding bond issues.	<b>1</b>
<b>D.</b> Support efforts of the Energy Office in administering a Property Assessed Clean Energy program.	<b>2,4</b>
<b>E.</b> Maintain parking appeal workload such that appeals are handled within one week of receipt.	<b>2</b>
<b>F.</b> Monitor risk metrics and report quarterly.	<b>1,3</b>
<b>G.</b> Manage policy renewal/marketing processes to achieve highest level of coverage and minimum cost.	<b>1,3</b>
<b>H.</b> Complete RFP and transition requirements for third party parking management system implementation.	<b>1,2,3</b>
<b>I.</b> Support the efforts of the City Council with regard to Brownfield Redevelopment analysis and reporting.	<b>1,3,4</b>

Service Unit Measures	Status
<b>A</b> – Adherence to tax procedure calendar/checklist	
<b>B</b> – Perform and report one audit per month at minimum	
<b>C</b> – Perform and report annual audit by 9/13/13	
<b>D</b> – Establishment and operation of clean energy assessment program	
<b>E</b> – Monitor compliance on a weekly basis	
<b>F</b> - Generation of quarterly report	
<b>G</b> - TBD	
<b>H</b> – Contract in place by July 2013, transition complete by November 15, 2013	
<b>I</b> - TBD	

**See Budget Summaries Section, Page 1, for list of City Goals**

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
TREASURY SERVICES

Allocated Positions

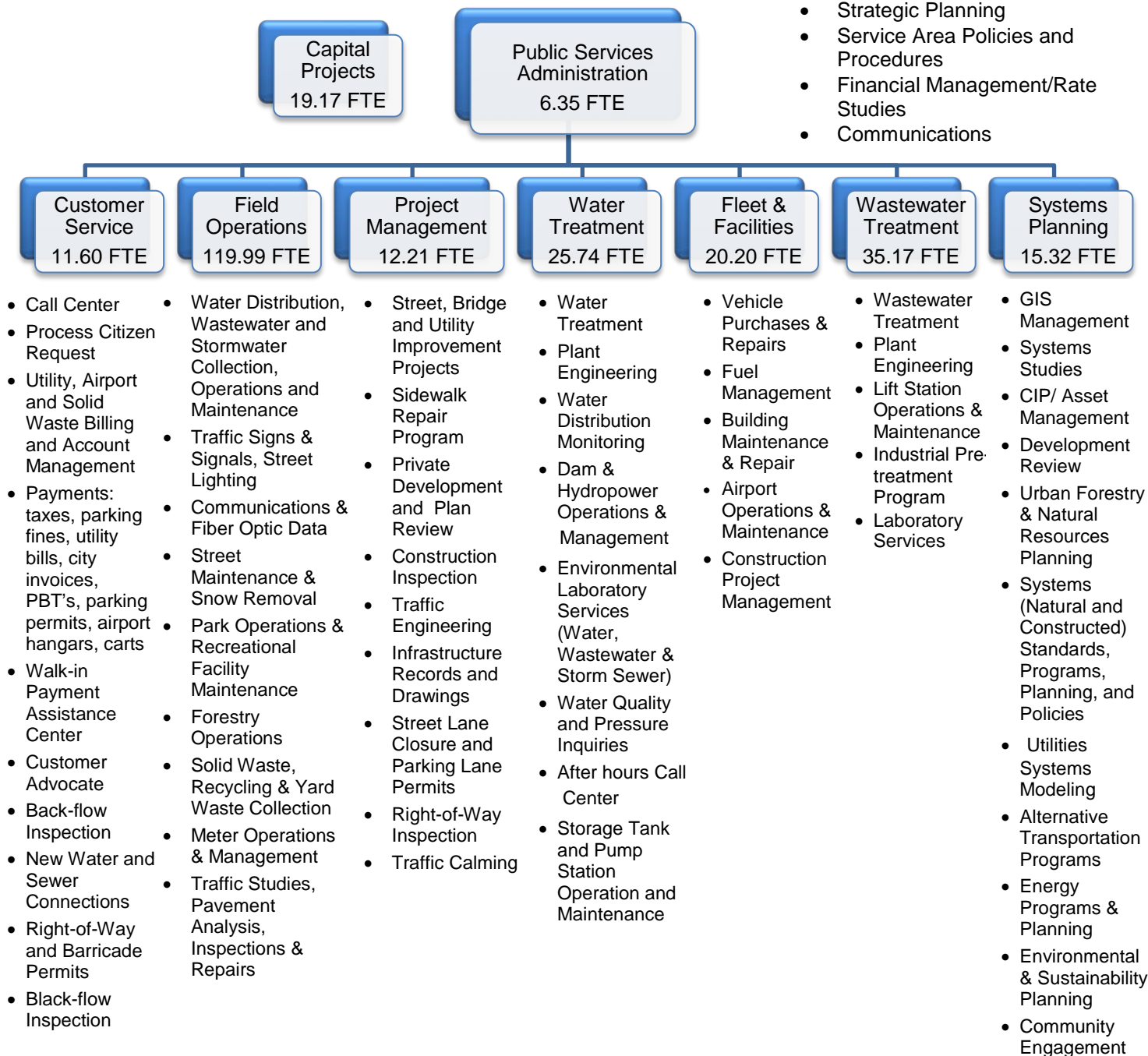
Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LVL 4	110044	1.00	1.00
ASST TREASURY SRVS MGR	401090	1.00	1.00
PARKING REFEREE	401200	2.00	2.00
TREASURY SERVICES MANAGER	403310	0.70	0.70
<b>Total</b>		<b>4.70</b>	<b>4.70</b>



*PUBLIC SERVICES AREA*

# Public Services Area Organization Chart

- Administration
- Strategic Planning
- Service Area Policies and Procedures
- Financial Management/Rate Studies
- Communications



The Public Services Area is comprised of eight Service Area Units: Administration, Customer Services, Fleet & Facilities, Project Management, Systems Planning, Field Operations, Water Treatment Services and Wastewater Treatment Services. These Service Units provide the organization with a broad array of services such as: Customer Service Center, City Fleet Vehicles, Solid Waste and Recycling, Material Recovery Facility, Water, Wastewater & Stormwater Services, Engineering, Project Inspection, Traffic Calming and Airport. \*Note: Capital Projects is not a Service Unit. It represents the partial FTE allocations to support the design and management of capital projects.

## PUBLIC SERVICES AREA

### Revenues by Service Unit

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
ADMINISTRATION	26,840,117	26,940,805	32,312,100	29,420,269	29,854,986	26,238,599
CAPITAL PROJECTS	111,332	(316,175)	23,319,034	25,554,901	22,117,602	18,430,620
CUSTOMER SERVICE	46,590,675	48,768,654	49,673,476	49,701,103	51,598,048	53,822,704
FIELD OPERATIONS	16,984,096	17,051,354	17,006,506	16,287,732	15,501,272	15,665,157
FLEET & FACILITY	7,908,165	7,985,400	14,507,973	8,210,168	8,694,621	8,703,641
PROJECT MANAGEMENT	3,165,766	4,370,169	2,442,366	2,360,343	2,275,554	2,303,323
SYSTEMS PLANNING	219,083	381,968	404,751	212,634	730,196	496,217
WASTEWATER TREATMENT	381	2,240	250,000	-	-	-
WATER TREATMENT	304,083	528,747	345,000	336,000	336,000	336,000
<b>Total</b>	<b>\$102,123,698</b>	<b>\$105,713,162</b>	<b>\$140,261,206</b>	<b>\$132,083,150</b>	<b>\$131,108,279</b>	<b>\$125,996,261</b>

### Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
ENERGY PROJECTS (0002)	45,134	149,509	202,286	9,269	244,318	244,819
GENERAL (0010)	765,507	1,104,039	907,465	499,841	475,900	475,900
CENTRAL STORES (0011)	1,324,298	1,176,792	1,572,902	1,432,902	1,422,570	1,410,190
FLEET SERVICES (0012)	7,060,438	7,151,063	13,609,417	7,358,324	7,842,881	7,838,301
MAJOR STREET (0021)	7,100,866	7,256,071	6,801,850	6,832,992	6,948,813	7,004,197
LOCAL STREET (0022)	1,722,901	1,804,772	1,726,877	1,775,592	1,808,451	1,812,414
METRO EXPANSION (0036)	340,430	364,640	347,993	350,988	349,908	349,294
WATER SUPPLY SYSTEM (0042)	23,979,373	25,004,180	24,383,438	28,309,424	24,673,540	25,429,617
SEWAGE DISPOSAL SYSTEM (0043)	20,629,232	21,300,797	22,769,671	21,865,290	22,882,612	24,063,142
AIRPORT (0048)	854,038	839,195	849,595	853,960	856,007	869,404
PROJECT MANAGEMENT (0049)	3,012,641	4,231,891	4,247,060	4,332,559	4,308,998	4,437,751
CEMETARY PERPETUAL CARE (0054)	2,408	1,766	1,200	830	760	724
ELIZABETH R. DEAN TRUST FUND (0055)	31,717	29,361	79,817	42,131	55,062	52,916
ART IN PUBLIC PLACES (0056)	467,512	324,469	320,889	323,210	331,750	257,929
WHEELER CENTER (0058)	518,127	499,825	515,391	518,226	423,643	436,695
ALTERNATIVE TRANSPORTATION (0061)	100,219	179,046	448,265	173,844	420,794	186,151
STREET MILLAGE FUND (0062)	9,628,134	9,414,463	16,408,324	9,986,460	14,351,539	10,622,045
STORMWATER SEWER SYSTEM FUND (0069)	5,570,276	6,062,364	6,004,435	5,976,005	6,231,847	6,490,865
PARK MAINT & CAPITAL IMP MILLAGE (0071)	4,086,635	3,773,417	3,917,914	3,823,238	3,078,044	3,210,879
SOLID WASTE (0072)	14,772,584	15,371,677	14,305,219	14,189,593	14,409,048	14,565,028
STORM SEWER REVENUE BONDS- 2005 (0082)	-	-	3,375,640	3,345,000	3,900,000	4,760,000
SEWER BOND PENDING SERIES (0088)	-	-	12,645,000	12,645,000	5,005,000	4,625,000
WATER PENDING BOND SERIES (0089)	-	-	4,556,086	7,174,000	10,011,794	5,340,000
GENERAL CAPITAL FUND (00CP)	111,228	(326,175)	264,472	264,472	1,075,000	1,513,000
<b>Total</b>	<b>\$102,123,698</b>	<b>\$105,713,162</b>	<b>\$140,261,206</b>	<b>\$132,083,150</b>	<b>\$131,108,279</b>	<b>\$125,996,261</b>



## PUBLIC SERVICES AREA

### Expenses by Service Unit

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
ADMINISTRATION	14,568,827	13,646,241	22,681,167	22,314,094	22,988,139	23,418,807
CAPITAL PROJECTS	1,093,092	504,919	52,238,488	41,624,982	36,867,375	29,173,831
CUSTOMER SERVICE	1,885,492	1,706,421	1,810,127	1,660,198	1,889,744	1,922,559
FIELD OPERATIONS	32,491,568	31,033,918	35,973,607	35,485,223	36,945,066	36,724,502
FLEET & FACILITY	9,395,579	9,013,061	16,192,489	15,173,563	10,975,908	10,429,048
PROJECT MANAGEMENT	2,880,324	2,602,782	3,637,096	2,850,713	3,228,272	3,570,385
SYSTEMS PLANNING	2,261,961	2,197,120	2,664,035	2,354,550	2,886,694	2,866,724
WASTEWATER TREATMENT	9,318,143	9,193,851	8,456,170	8,033,917	8,713,604	8,980,172
WATER TREATMENT	9,998,980	10,209,094	7,504,953	7,366,407	8,007,415	8,521,347
<b>Total</b>	<b>\$83,893,966</b>	<b>\$80,107,407</b>	<b>\$151,158,132</b>	<b>\$136,863,647</b>	<b>\$132,502,217</b>	<b>\$125,607,375</b>

### Expenses by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
ENERGY PROJECTS (0002)	180,643	103,078	202,286	39,766	244,318	244,819
GENERAL (0010)	6,639,466	6,431,504	6,692,543	6,501,733	7,745,972	8,059,747
CENTRAL STORES (0011)	1,224,476	1,081,445	1,572,902	1,387,543	1,422,570	1,410,190
FLEET SERVICES (0012)	7,230,809	6,892,351	13,609,417	12,708,314	7,732,282	7,588,518
MAJOR STREET (0021)	6,897,456	5,944,826	6,718,383	6,801,850	6,948,813	7,004,197
LOCAL STREET (0022)	1,844,192	1,426,286	1,726,877	1,726,877	1,808,451	1,812,414
METRO EXPANSION (0036)	255,469	347,637	347,993	147,426	258,713	259,434
WATER SUPPLY SYSTEM (0042)	17,974,296	18,197,289	20,031,646	20,201,069	21,020,974	20,785,390
SEWAGE DISPOSAL SYSTEM (0043)	16,032,768	15,372,737	19,423,975	18,157,693	21,265,755	21,467,445
AIRPORT (0048)	711,342	619,061	795,594	775,586	843,274	841,200
PROJECT MANAGEMENT (0049)	2,422,011	2,182,104	4,247,060	4,239,980	4,308,998	4,437,751
CEMETARY PERPETUAL CARE (0054)	599	-	-	-	-	-
ELIZABETH R. DEAN TRUST FUND (0055)	71,462	83,617	79,817	42,131	55,062	52,916
ART IN PUBLIC PLACES (0056)	338,594	415,355	884,183	309,190	332,447	258,634
INSURANCE FUND (0057)	180,257	171,003	157,411	157,411	-	-
WHEELER CENTER (0058)	459,184	406,978	515,391	413,419	423,643	436,695
ALTERNATIVE TRANSPORTATION (0061)	116,506	44,843	387,349	115,564	401,868	166,595
STREET MILLAGE FUND (0062)	539,166	588,955	12,446,628	16,298,302	14,351,539	10,622,045
STORMWATER SEWER SYSTEM FUND (0069)	4,017,017	4,277,841	6,055,899	5,844,526	5,872,843	6,190,064
PARK MAINT & CAPITAL IMP MILLAGE (0071)	3,495,971	3,772,464	3,917,914	3,876,474	3,063,853	3,166,293
SOLID WASTE (0072)	12,926,546	12,112,980	14,728,979	13,914,634	14,409,048	14,565,028
STORM SEWER REVENUE BONDS-2005 (0082)	-	-	5,300,640	3,345,000	3,900,000	4,760,000
SEWER BOND PENDING SERIES (0088)	-	-	22,378,000	12,645,000	5,005,000	4,625,000
WATER PENDING BOND SERIES (0089)	-	-	8,897,086	7,174,000	10,011,794	5,340,000
GENERAL CAPITAL FUND (00CP)	335,736	(364,948)	40,159	40,159	1,075,000	1,513,000
<b>Total</b>	<b>\$83,893,966</b>	<b>\$80,107,406</b>	<b>\$151,158,132</b>	<b>\$136,863,647</b>	<b>\$132,502,217</b>	<b>\$125,607,375</b>

## FTE Count

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
ADMINISTRATION	11.00	10.00	9.35	6.35	6.35
CAPITAL PROJECTS	16.00	17.89	17.64	19.17	19.17
CUSTOMER SERVICE	12.35	12.10	11.60	11.60	11.60
FIELD OPERATIONS	128.60	125.96	123.96	119.99	119.99
FLEET & FACILITY	23.67	21.05	21.20	20.20	20.20
PROJECT MANAGEMENT	15.26	12.85	12.85	12.21	12.21
SYSTEMS PLANNING	13.69	13.65	14.65	15.32	15.32
WASTEWATER TREATMENT	34.85	35.05	35.17	35.17	35.17
WATER TREATMENT	26.00	25.51	25.63	25.74	25.74
Total	281.42	274.06	272.05	265.75	265.75

This page intentionally left blank



## *PUBLIC SERVICES AREA*

### **ADMINISTRATION**

Administration provides leadership, financial management, strategic planning, programming, oversight and communications support. Administration also provides support for the design and management of capital projects.

**PUBLIC SERVICES AREA  
ADMINISTRATION**

**Revenues by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	1,279,244	1,457,781	756,405	630,421	630,421	630,421
INTERGOVERNMENTAL REVENUES	925,264	1,101,000	-	4,191,655	-	-
INVESTMENT INCOME	1,580,779	1,476,181	1,257,288	1,126,883	1,073,613	1,022,490
MISCELLANEOUS REVENUE	69,591	469,658	10,000	10,039	-	-
OPERATING TRANSFERS IN PRIOR YEAR SURPLUS	2,782,807 -	2,483,993 -	3,053,302 7,143,359	2,573,473 -	2,448,354 4,444,391	2,469,693 486,754
TAXES	20,204,253	19,952,239	20,091,746	20,887,798	21,258,207	21,629,241
<b>Total</b>	<b>\$26,841,938</b>	<b>\$26,940,852</b>	<b>\$32,312,100</b>	<b>\$29,420,269</b>	<b>\$29,854,986</b>	<b>\$26,238,599</b>

**Revenues by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	33,194	116,732	50,000	15	-	-
CENTRAL STORES (0011)	24,309	21,974	13,990	13,990	15,441	14,706
MAJOR STREET (0021)	786,506	766,348	715,954	748,469	752,641	768,025
LOCAL STREET (0022)	227,286	227,936	215,232	219,205	223,221	227,184
METRO EXPANSION (0036)	21,471	17,763	12,305	15,300	12,908	12,294
WATER SUPPLY SYSTEM (0042)	2,926,131	3,041,624	2,257,500	6,128,579	1,829,043	1,793,027
SEWAGE DISPOSAL SYSTEM (0043)	296,964	205,093	628,881	138,000	182,747	173,878
AIRPORT (0048)	6,311	4,957	3,255	4,900	4,267	4,064
PROJECT MANAGEMENT (0049)	34,974	44,554	21,395	21,395	45,836	43,654
ART IN PUBLIC PLACES (0056)	337,864	179,065	198,389	200,710	211,050	173,583
WHEELER CENTER (0058)	2,535	3,038	965	3,300	2,639	2,514
ALTERNATIVE TRANSPORTATION (0061)	14,047	9,883	9,485	3,971	3,416	3,253
STREET MILLAGE FUND (0062)	9,628,134	9,414,463	16,298,302	9,986,460	14,351,539	10,622,045
STORMWATER SEWER SYSTEM FUND (0069)	86,503	111,553	71,812	87,446	112,161	128,015
SOLID WASTE (0072)	12,413,993	12,775,822	11,814,635	11,848,529	12,108,077	12,272,357
<b>Total</b>	<b>\$26,840,222</b>	<b>\$26,940,805</b>	<b>\$32,312,100</b>	<b>\$29,420,269</b>	<b>\$29,854,986</b>	<b>\$26,238,599</b>

**PUBLIC SERVICES AREA  
ADMINISTRATION**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	671,724	787,318	795,568	770,123	691,841	645,643
PAYROLL FRINGES	284,207	348,799	450,237	446,099	314,101	334,155
OTHER SERVICES	782,806	791,950	363,083	433,829	444,798	437,445
MATERIALS & SUPPLIES	90,880	31,586	62,602	52,625	47,700	47,700
OTHER CHARGES	8,870,325	8,261,652	16,892,178	16,674,253	17,862,317	18,304,236
PASS THROUGHS	4,183,650	3,753,088	4,105,715	3,925,411	3,622,886	3,645,132
EMPLOYEE ALLOWANCES	-	9,866	11,784	11,754	4,496	4,496
<b>Total</b>	<b>\$14,883,592</b>	<b>\$13,984,259</b>	<b>\$22,681,167</b>	<b>\$22,314,094</b>	<b>\$22,988,139</b>	<b>\$23,418,807</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	446,359	294,325	154,490	104,490	116,523	116,563
CENTRAL STORES (0011)	-	17	-	-	-	-
MAJOR STREET (0021)	1,862,692	1,830,230	1,724,783	1,789,621	1,640,068	1,655,743
LOCAL STREET (0022)	108,012	101,305	103,001	103,001	105,033	106,807
WATER SUPPLY SYSTEM (0042)	4,553,065	4,329,139	7,530,597	8,010,243	7,448,510	7,589,397
SEWAGE DISPOSAL SYSTEM (0043)	4,226,456	3,873,514	8,414,417	8,007,737	9,439,007	9,496,343
PROJECT MANAGEMENT (0049)	-	(20,000)	50,000	15,000	15,000	15,000
ART IN PUBLIC PLACES (0056)	6,980	27,768	26,072	26,475	40,117	33,606
INSURANCE FUND (0057)	180,257	171,003	157,411	157,411	-	-
STREET MILLAGE FUND (0062)	111,314	215,278	-	-	-	-
STORMWATER SEWER SYSTEM FUND (0069)	871,862	939,888	1,879,313	1,794,541	1,984,135	2,234,215
SOLID WASTE (0072)	2,313,143	2,099,051	2,641,083	2,305,575	2,199,746	2,171,133
<b>Total</b>	<b>\$14,680,140</b>	<b>\$13,861,518</b>	<b>\$22,681,167</b>	<b>\$22,314,094</b>	<b>\$22,988,139</b>	<b>\$23,418,807</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
ADMINISTRATION	11.00	10.00	9.35	6.35	6.35
<b>Total</b>	<b>11.00</b>	<b>10.00</b>	<b>9.35</b>	<b>6.35</b>	<b>6.35</b>

## **PUBLIC SERVICES AREA ADMINISTRATION**

### **REVENUES**

**Charges for Services** – The decrease is attributable to a decrease of the Recycle Processing Revenue due to the volatility of the recycle market.

**Intergovernmental Revenues** – FY 2013 reflects the reimbursement of water fund expenditures with American Recovery and Reinvestment Act funds.

**Investment Income** – Decreases are due to lower projected market investment rates.

**Prior Year Surplus** – Reflects an increase in the use of the Street Millage accumulated fund balance associated with securing alternative funding for the E. Stadium Bridges project.

### **EXPENSES**

**Personnel Services** – The decrease is reflective of the reallocation of one employee to the Systems Planning Unit and one employee to the City Administrator's budget.

**Payroll Fringes** – The decrease is reflective of the reallocation of one employee to the Systems Planning Unit and one employee to the City Administrator's budget.

**Other Services** – Reflects an increase of contracted services and the removal of rental costs for Administrative space in FY 2012.

**Other Charges** – Reflects an increase in debt interest and depreciation costs.

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Administration	<b>Manager:</b>	Craig Hupy

Service Unit Goals	City Goals:
<b>A.</b> Review and update the Improvement Charge methodology	1,3
<b>B.</b> Enhance the project closure process to assist in capital strategic and financial planning.	1,2
<b>C.</b> Improve efficiency, accuracy, and reporting of financial processes in Field Operations	1,2

Service Unit Measures	Status
<b>A</b> – Complete review and update by 06/30/14	
<b>B</b> - Revise/utilize project cost form to reflect requested financial information by 09/30/13	
<b>C</b> – Complete appropriate staff training 06/30/14	

**See Budget Summaries Section, Page 1, for list of City Goals**



PUBLIC SERVICES AREA  
ADMINISTRATION

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LVL 4	110044	1.30	1.30
ADMIN ASSISTANT LVL 5	110054	0.15	0.15
CITY COMMUNICATION LIAISO	401180	1.00	1.00
FINANCIAL MGR-PUBLIC SERV	401070	0.90	0.90
FINANCIAL OP & CONTROL AN	401250	1.00	1.00
MANAGEMENT ASSISTANT	000200	1.00	1.00
PUBLIC SERVICES AREA ADMI	403410	1.00	1.00
<b>Total</b>		<b>6.35</b>	<b>6.35</b>



*PUBLIC SERVICES AREA*

**CAPITAL PROJECTS**

Capital Projects includes capital improvements for roads, water, storm water and sewer infrastructure.

**PUBLIC SERVICES AREA  
CAPITAL PROJECTS**

**Revenues by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	-	(279,511)	2,090,821	2,090,821	2,125,808	2,192,620
OPERATING TRANSFERS IN	111,228	(36,664)	300,080	300,080	1,075,000	1,513,000
SALE OF BONDS	-	-	20,576,726	23,164,000	18,916,794	14,725,000
<b>Total</b>	<b>\$111,228</b>	<b>(\$316,175)</b>	<b>\$22,967,627</b>	<b>\$25,554,901</b>	<b>\$22,117,602</b>	<b>\$18,430,620</b>

**Revenues by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PROJECT MANAGEMENT (0049)	-	-	2,090,821	2,090,821	2,125,808	2,192,620
ALTERNATIVE TRANSPORTATION (0061)	-	10,000	304,515	35,608	-	-
STORM SEWER REVENUE BONDS- 2005 (0082)	-	-	3,375,640	3,345,000	3,900,000	4,760,000
SEWER BOND PENDING SERIES (0088)	-	-	12,645,000	12,645,000	5,005,000	4,625,000
WATER PENDING BOND SERIES (0089)	-	-	4,556,086	7,174,000	10,011,794	5,340,000
GENERAL CAPITAL FUND (00CP)	111,228	(326,175)	264,472	264,472	1,075,000	1,513,000
<b>Total</b>	<b>\$111,228</b>	<b>(\$316,175)</b>	<b>\$23,236,534</b>	<b>\$25,554,901</b>	<b>\$22,117,602</b>	<b>\$18,430,620</b>

**PUBLIC SERVICES AREA  
CAPITAL PROJECTS**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	19,492	(25,620)	1,553,098	1,377,347	1,624,348	1,633,632
PAYROLL FRINGES	298,328	356,531	818,146	772,149	864,273	933,941
OTHER SERVICES	622,734	21,776	1,041	-	-	-
MATERIALS & SUPPLIES	570	87	259	-	-	-
OTHER CHARGES	-	(14,956)	49,817,791	39,470,666	34,371,124	26,598,628
PASS THROUGHGS	111,228	(46,664)	-	-	-	-
EMPLOYEE ALLOWANCES	-	-	7,689	4,820	7,630	7,630
<b>Total</b>	<b>\$1,052,352</b>	<b>\$291,154</b>	<b>\$52,198,024</b>	<b>\$41,624,982</b>	<b>\$36,867,375</b>	<b>\$29,173,831</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
WATER SUPPLY SYSTEM (0042)	24,888	17,975	102,375	23,101	183,862	191,073
SEWAGE DISPOSAL SYSTEM (0043)	78,416	(14,943)	176,991	40,294	186,581	191,510
PROJECT MANAGEMENT (0049)	242,434	313,612	2,090,821	2,090,921	2,125,808	2,192,620
ART IN PUBLIC PLACES (0056)	331,614	387,587	858,111	282,715	292,330	225,028
ALTERNATIVE TRANSPORTATION (0061)	24,946	(47,973)	271,785	-	248,000	-
STREET MILLAGE FUND (0062)	64,564	-	11,268,715	15,941,451	13,839,000	10,135,600
SOLID WASTE (0072)	-	-	823,500	82,500	-	-
STORM SEWER REVENUE BONDS- 2005 (0082)	-	-	5,300,640	3,345,000	3,900,000	4,760,000
SEWER BOND PENDING SERIES (0088)	-	-	22,378,000	12,645,000	5,005,000	4,625,000
WATER PENDING BOND SERIES (0089)	-	-	8,897,086	7,174,000	10,011,794	5,340,000
GENERAL CAPITAL FUND (00CP)	285,490	(365,105)	-	-	1,075,000	1,513,000
<b>Total</b>	<b>\$1,052,352</b>	<b>\$291,153</b>	<b>\$52,168,024</b>	<b>\$41,624,982</b>	<b>\$36,867,375</b>	<b>\$29,173,831</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
CAPITAL PROJECTS	16.00	17.89	17.64	19.17	19.17
<b>Total</b>	<b>16.00</b>	<b>17.89</b>	<b>17.64</b>	<b>19.17</b>	<b>19.17</b>

**PUBLIC SERVICES AREA  
CAPITAL PROJECTS**

The Water Supply System is requesting capital project funding in the amount of \$8,600,000. Funds will be supplied by Water Revenue bonds and fund balance.

The Sewage Disposal System is requesting capital project funding in the amount of \$5,005,000. Funds will be supplied by Sewage Disposal System bonds and fund balance.

The Stormwater Disposal System is requesting capital project funding in the amount of \$3,900,000. Funding will be provided by Stormwater bonds and fund balance.

The Street Repair Millage Fund is requesting capital project funding in the amount of \$13,839,000. Funding will be supplied by the Street Repair Millage and fund balance.

The Alternative Transportation Fund is requesting capital project funding in the amount of \$248,000. Funding will be provided from fund balance.

PUBLIC SERVICES AREA  
CAPITAL PROJECTS

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ASST WWTP MANAGER	401010	0.10	0.10
CIVIL ENGINEER III	403620	3.05	3.05
CIVIL ENGINEER IV	403840	0.80	0.80
CIVIL ENGINEER V	401330	1.60	1.60
CIVIL ENGINEERING SPEC 3	112014	5.25	5.25
CIVIL ENGINEERING SPEC 4	112024	3.22	3.22
CIVIL ENGINEERING SPEC 5	112034	0.80	0.80
CONTRACT/PROJECT MGR WWTP	401190	0.10	0.10
ENG PROJECT MANAGER II	403660	0.80	0.80
FIELD OPER TECH V - COMM	112744	0.25	0.25
GRANTS PROJECT MANAGER	404180	1.00	1.00
OPERATIONS SPECIALIST	112110	0.10	0.10
PROCESS CONTROL SYS SPEC	403190	0.05	0.05
SENIOR UTILITIES ENGINEER	404000	1.55	1.55
SUPERVISOR - CESS	192050	0.25	0.25
WWTP MANAGER	401300	0.25	0.25
<b>Total</b>		<b>19.17</b>	<b>19.17</b>

This page intentionally left blank



## *PUBLIC SERVICES AREA*

### **CUSTOMER SERVICE**

Customer Service has primary responsibility for collecting and processing all payments due to the City such as taxes, parking tickets, water and solid waste payments, and miscellaneous invoices. Customer Service is also responsible for all utility (water, sewer, and storm water), airport and solid waste billing services. Within the unit, a call center application routes a variety of City and Public Service related calls to trained agents on a priority basis, to assure a timely response to customer inquiries, complaints and requests for service. These calls are associated with Project Management, Solid Waste, Street Maintenance, Traffic Control, Airport services, tax bill payment processing and questions, and Water Utilities. Customer Service also provides backflow prevention Inspection and Reporting services, issuance of right-of-way and barricade permits, all types of general information for walk-in customers, and support for service requests that are generated from the web via the CRS (Citizen Request System).



PUBLIC SERVICES AREA  
CUSTOMER SERVICE

Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	46,574,861	48,765,933	49,660,476	49,688,103	51,595,048	53,819,704
MISCELLANEOUS REVENUE	11,714	2,461	13,000	13,000	3,000	3,000
TAXES	4,100	260	-	-	-	-
<b>Total</b>	<b>\$46,590,675</b>	<b>\$48,768,654</b>	<b>\$49,673,476</b>	<b>\$49,701,103</b>	<b>\$51,598,048</b>	<b>\$53,822,704</b>

Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	53,061	77,449	60,000	75,000	60,000	60,000
WATER SUPPLY SYSTEM (0042)	20,813,306	21,860,254	22,091,438	22,127,938	22,833,497	23,625,590
SEWAGE DISPOSAL SYSTEM (0043)	20,310,622	21,074,916	21,715,790	21,715,790	22,688,365	23,877,764
STORMWATER SEWER SYSTEM FUND (0069)	5,413,686	5,756,035	5,806,248	5,782,375	6,016,186	6,259,350
<b>Total</b>	<b>\$46,590,675</b>	<b>\$48,768,654</b>	<b>\$49,673,476</b>	<b>\$49,701,103</b>	<b>\$51,598,048</b>	<b>\$53,822,704</b>

**PUBLIC SERVICES AREA  
CUSTOMER SERVICE**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	682,840	623,051	645,734	558,165	629,599	632,356
PAYROLL FRINGES	393,673	391,863	520,297	485,363	485,596	519,045
OTHER SERVICES	175,936	49,816	94,403	82,528	87,460	87,395
MATERIALS & SUPPLIES	86,024	72,894	75,058	64,507	150,240	147,240
OTHER CHARGES	547,020	558,368	464,207	459,207	421,602	421,688
PASS THROUGHES	-	10,428	10,428	10,428	115,247	114,835
<b>Total</b>	<b>\$1,885,493</b>	<b>\$1,706,420</b>	<b>\$1,810,127</b>	<b>\$1,660,198</b>	<b>\$1,889,744</b>	<b>\$1,922,559</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	257,649	252,143	249,305	249,305	239,315	245,651
MAJOR STREET (0021)	5,268	7,407	9,513	9,513	7,175	7,348
WATER SUPPLY SYSTEM (0042)	1,329,427	1,187,698	1,216,940	1,083,789	1,230,561	1,245,679
PROJECT MANAGEMENT (0049)	18,902	30,296	40,143	40,143	49,458	50,482
SOLID WASTE (0072)	274,246	228,877	294,226	277,448	363,235	373,399
<b>Total</b>	<b>\$1,885,492</b>	<b>\$1,706,421</b>	<b>\$1,810,127</b>	<b>\$1,660,198</b>	<b>\$1,889,744</b>	<b>\$1,922,559</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
CUSTOMER SERVICE	12.35	12.10	11.60	11.60	11.60
<b>Total</b>	<b>12.35</b>	<b>12.10</b>	<b>11.60</b>	<b>11.60</b>	<b>11.60</b>

**PUBLIC SERVICES AREA  
CUSTOMER SERVICE**

**REVENUES**

**Charges for Services** – Reflects increase metered service revenues due to proposed rate increases.

**EXPENSES**

**Other Charges** – The decrease is reflective of reduced IT charges.

**Pass Throughs** - The increase is due to a methodology change in how funding for customer service administrative costs, including lease costs, are allocated to service units/funds.

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Customer Service	<b>Supervisor</b>	Jean Pearson

Service Unit Goals	City Goals:
<b>A.</b> Maintain average rate of “Abandoned phone calls” at 4% or lower overall, as well as 4% or lower for each individual queue. Maintain “service level” for all calls in all queues at 80% overall (80% of the calls are answered in 20 seconds or less), as well as 80% or better for each individual queue.	<b>2</b>
<b>B.</b> Continue project plan created in FY 2012 for Upgrading the Meter Reading Network (DCUs to DCU 2s); must be completed before 1/2014	<b>5</b>
<b>C.</b> Develop strategic plan for phase-in/replacement of one way transmitters in the meter reading network	<b>1, 2, 3 &amp; 5</b>
<b>D.</b> Identifying potential cross-connections for existing businesses that are not currently in the database or being inspected.	<b>2 &amp; 3</b>
<b>E.</b> Update the Cogsdale Billing Template to Template 24 and make presentation changes	<b>2 &amp; 5</b>
<b>F.</b> Modify template to eliminate 2 page water bills	<b>2 &amp; 4</b>
<b>G.</b> Improve consumption analysis to identify unusual usage patterns and potential leaks for customers more timely	<b>2 &amp; 4</b>

Service Unit Measures/Scoreboards	Status
<b>A</b> - Review phone system reports both real-time and monthly	
<b>B</b> - Network upgrades completed by January 2014 (per Verizon all digital network upgrade schedule)	
<b>C</b> - Develop strategic plan and project timeline by 6/30/14.	
<b>D</b> - Addition of missing backflow device information to the database and inspect as documented by the Annual Report to the MDEQ due in March	
<b>E</b> - Work with IT and Vendor to re-write template and implement in production by 6/30/14	
<b>F</b> - Work with IT to re-write template and implement in production by 7/23/13	
<b>G</b> - Work with IT and Vendors for potential solutions and implement new software or customer service processes by 6/30/14	

**See Budget Summaries Section, Page 1, for list of City Goals**

PUBLIC SERVICES AREA  
CUSTOMER SERVICE

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LVL 1	110014	2.00	2.00
ADMIN ASSISTANT LVL 2	110024	1.00	1.00
ADMIN ASSISTANT LVL 3	110034	1.75	1.75
ADMIN ASSISTANT LVL 4	110044	2.10	2.10
ADMIN ASSISTANT LVL 5	110054	2.00	2.00
CALL CENTER SUPERVISOR	194510	1.00	1.00
CUSTOMER SERV MANAGER	401390	1.00	1.00
DEVELOPMENT SRVS INSP V	110555	0.75	0.75
<b>Total</b>		<b>11.60</b>	<b>11.60</b>



## *PUBLIC SERVICES AREA*

### **FIELD OPERATIONS**

Field Operations is the maintenance oriented operational unit for the City. This unit provides a wide range of essential services that enhance the quality of living in the urban setting. Field Operations is the largest City unit. Areas of responsibility include: all water, wastewater and storm water distribution and collection, street maintenance, street lighting, pavement analysis, traffic studies, traffic signals, radio/fiber optic communications, park maintenance, forestry, solid waste and material recovery activities.

**PUBLIC SERVICES AREA  
FIELD OPERATIONS**

**Revenues by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	2,634,348	3,104,191	2,806,367	2,760,794	2,592,424	2,625,601
INTERGOVERNMENTAL REVENUES	7,337,583	7,719,147	7,338,722	7,506,131	7,722,862	7,722,862
INTRAGOVERNMENTAL SALES	1,621,321	1,352,354	1,790,970	1,633,076	1,582,572	1,605,977
INVESTMENT INCOME	375,343	348,902	265,126	299,532	270,236	256,653
MISCELLANEOUS REVENUE	715,106	333,068	223,085	104,937	41,811	50,207
OPERATING TRANSFERS IN	326,575	523,241	244,000	230,000	230,000	230,000
PRIOR YEAR SURPLUS	-	-	584,974	-	48,446	25,000
TAXES	3,973,821	3,670,450	3,753,262	3,753,262	3,012,921	3,148,857
<b>Total</b>	<b>\$16,984,097</b>	<b>\$17,051,353</b>	<b>\$17,006,506</b>	<b>\$16,287,732</b>	<b>\$15,501,272</b>	<b>\$15,665,157</b>

**Revenues by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	499,825	404,347	390,249	97,042	90,900	90,900
CENTRAL STORES (0011)	1,299,989	1,154,818	1,558,912	1,418,912	1,407,129	1,395,484
MAJOR STREET (0021)	6,246,873	6,452,970	6,040,896	6,067,023	6,178,672	6,218,672
LOCAL STREET (0022)	1,495,616	1,576,836	1,511,645	1,556,387	1,585,230	1,585,230
METRO EXPANSION (0036)	318,959	346,877	335,688	335,688	337,000	337,000
WATER SUPPLY SYSTEM (0042)	88,386	61,339	-	41,907	-	-
SEWAGE DISPOSAL SYSTEM (0043)	10,763	1,412	175,000	1,500	1,500	1,500
CEMETARY PERPETUAL CARE (0054)	2,408	1,766	1,200	830	760	724
ELIZABETH R. DEAN TRUST FUND (0055)	31,717	29,361	79,817	42,131	55,062	52,916
WHEELER CENTER (0058)	515,592	496,787	514,426	514,926	421,004	434,181
STORMWATER SEWER SYSTEM FUND (0069)	28,742	155,569	72,675	47,084	45,000	45,000
PARK MAINT & CAPITAL IMP						
MILLAGE (0071)	4,086,635	3,773,417	3,917,914	3,823,238	3,078,044	3,210,879
SOLID WASTE (0072)	2,358,591	2,595,856	2,408,084	2,341,064	2,300,971	2,292,671
<b>Total</b>	<b>\$16,984,096</b>	<b>\$17,051,355</b>	<b>\$17,006,506</b>	<b>\$16,287,732</b>	<b>\$15,501,272</b>	<b>\$15,665,157</b>

**PUBLIC SERVICES AREA  
FIELD OPERATIONS**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	8,102,597	6,993,073	7,977,046	6,977,766	7,710,346	7,706,726
PAYROLL FRINGES	4,203,052	4,097,681	5,456,137	5,377,727	5,407,232	5,787,288
OTHER SERVICES	13,419,439	14,177,828	15,348,863	16,633,932	17,104,710	17,421,230
MATERIALS & SUPPLIES	3,123,502	2,211,755	2,631,414	2,548,512	2,584,223	2,555,884
OTHER CHARGES	3,234,613	4,095,275	2,592,409	2,668,066	2,460,164	2,450,801
PASS THROUGH	529,830	524,245	746,044	507,330	486,607	488,985
CAPITAL OUTLAY	(528,919)	(1,505,442)	1,053,458	522,749	1,089,000	211,300
VEHICLE OPERATING COSTS	407,454	400,453	137,539	206,036	68,450	68,950
EMPLOYEE ALLOWANCES	-	39,049	30,697	43,105	34,334	33,338
<b>Total</b>	<b>\$32,491,568</b>	<b>\$31,033,917</b>	<b>\$35,973,607</b>	<b>\$35,485,223</b>	<b>\$36,945,066</b>	<b>\$36,724,502</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	3,967,648	3,765,669	4,192,601	4,166,007	4,267,678	4,319,636
CENTRAL STORES (0011)	1,232,903	1,081,428	1,572,902	1,387,543	1,422,570	1,410,190
MAJOR STREET (0021)	4,530,060	3,653,378	4,478,921	4,537,847	4,753,700	4,833,387
LOCAL STREET (0022)	1,720,126	1,304,385	1,603,726	1,603,556	1,683,268	1,685,457
METRO EXPANSION (0036)	255,469	347,637	347,993	147,426	258,713	259,434
WATER SUPPLY SYSTEM (0042)	2,126,145	2,512,465	3,199,790	3,322,079	3,933,896	3,332,034
SEWAGE DISPOSAL SYSTEM (0043)	2,037,729	1,910,233	1,881,724	1,641,934	2,399,871	2,264,414
CEMETARY PERPETUAL CARE (0054)	599	-	-	-	-	-
ELIZABETH R. DEAN TRUST FUND (0055)	71,462	83,617	79,817	42,131	55,062	52,916
WHEELER CENTER (0058)	459,184	406,978	515,391	413,419	423,643	436,695
ALTERNATIVE TRANSPORTATION (0061)	-	-	-	-	30,000	40,000
STORMWATER SEWER SYSTEM FUND (0069)	2,385,457	2,583,240	3,366,780	3,251,818	3,065,247	3,151,823
PARK MAINT & CAPITAL IMP MILLAGE (0071)	3,495,971	3,772,464	3,917,914	3,876,474	3,063,853	3,166,293
SOLID WASTE (0072)	10,158,569	9,612,267	10,775,889	11,054,830	11,587,565	11,772,223
GENERAL CAPITAL FUND (00CP)	50,246	156	40,159	40,159	-	-
<b>Total</b>	<b>\$32,491,568</b>	<b>\$31,033,917</b>	<b>\$35,973,607</b>	<b>\$35,485,223</b>	<b>\$36,945,066</b>	<b>\$36,724,502</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
FIELD OPERATIONS	128.60	125.96	123.96	119.99	119.99
<b>Total</b>	<b>128.60</b>	<b>125.96</b>	<b>123.96</b>	<b>119.99</b>	<b>119.99</b>



## **PUBLIC SERVICES AREA FIELD OPERATIONS**

### **REVENUES**

**Charges for Services** – A decrease is reflective of the reallocation of street meter parking revenue, sidewalk program and the normal fluctuation of the demand for services.

**Intergovernmental Revenues** – The budget reflects an increase of projected weight and gas tax revenues.

**Intergovernmental Sales** – Reflects the normal fluctuation of the demand for services.

**Miscellaneous Revenue** – The decrease is attributable to the reallocation of parking lot revenue.

**Prior Year Surplus** – Reflects the programmed use of fund balance for one-time expenditures.

**Taxes** - The reduction is reflective of the reallocation of the Park Maintenance and Capital Repair Millage revenue to Community Services.

### **EXPENSES**

**Personnel Services** – The budget reflects a decrease in the number of FTE's in the service unit.

**Payroll Fringes** – The budget reflects a decrease in the number of FTE's in the service unit.

**Other Services** – The budget reflects an increase in fleet, contracted services, and tipping fees.

**Vehicle Operating Costs** – The budget reflects the gradual decreases related to the reallocation of Utility vehicles operating costs to the Fleet fund as replacement occurs.

**Other Charges** – FY 2013 and FY 2014 reflects increases due to the capital replacement schedule of Utility vehicles and equipment.

**PUBLIC SERVICES AREA  
FIELD OPERATIONS**

**Expenses by Activity (0010 GENERAL)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	850,451	889,250	623,189	599,437	557,251	564,087
1130 FAIRVIEW CEMETERY	26,319	29,787	35,198	26,789	32,400	32,000
4100 DDA STREET LIGHTING	65,036	61,555	61,431	61,987	58,047	58,629
4101 STREET LIGHTING	1,593,912	1,607,647	1,873,071	1,872,515	1,944,237	1,956,283
4120 PARKING METERS	14,893	161	-	-	-	-
4146 FOOTBALL/SPECIAL EVENTS	12,842	26,540	6,092	6,393	6,812	6,990
4149 MAJOR TRAFFIC SIGNS	13,708	3,689	1,800	-	-	-
6209 PARKS - MOWING	585,944	507,593	880,616	885,328	935,699	960,205
6210 OPERATIONS	188,967	187,679	180,360	170,432	171,849	173,405
6222 SNOW & ICE CONTROL	247,937	100,691	186,203	184,816	205,636	211,049
6225 GRAFFITI/PRIVATE PROPERTY	264	18,829	5,069	18,231	7,972	8,258
6301 MOWING - NON PARKS	35,932	-	-	-	-	-
6328 ROW MAINTENANCE	30,335	18,754	10,231	15,728	15,720	15,780
6335 ATHLETIC FIELDS/GAME COURTS	4,531	15,778	15,751	19,200	18,250	18,250
6340 ADOPT-A-PARK/GARDEN	-	495	15,939	7,500	15,939	15,939
9500 DEBT SERVICE	296,577	297,222	297,651	297,651	297,866	298,761
<b>Total</b>	<b>\$3,967,648</b>	<b>\$3,765,670</b>	<b>\$4,192,601</b>	<b>\$4,166,007</b>	<b>\$4,267,678</b>	<b>\$4,319,636</b>

**Expenses by Activity (0011 CENTRAL STORES)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	278,548	263,966	287,006	270,447	295,235	276,001
4912 MATERIALS & SUPPLIES	693,729	539,320	932,000	792,000	792,000	792,000
4930 SYSTEMS MAINTENANCE	181,722	212,235	233,789	236,238	227,460	231,876
4931 INSTALLS AND REPAIRS	78,906	65,907	120,107	88,858	107,875	110,313
<b>Total</b>	<b>\$1,232,905</b>	<b>\$1,081,428</b>	<b>\$1,572,902</b>	<b>\$1,387,543</b>	<b>\$1,422,570</b>	<b>\$1,410,190</b>

**Expenses by Activity (0021 MAJOR STREET)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	1,166,018	1,280,600	1,334,824	1,326,159	1,416,768	1,424,563
4123 SIGNAL INSTALLAION/REBUILD	182,796	93,880	434,993	278,797	397,219	417,037
4124 TRAFFIC SIGNAL MAINTENANCE	215,998	185,877	221,767	361,021	283,069	289,185
4125 SIGNAL PREVENT MAINT	47,963	74,099	66,599	39,862	62,771	73,694
4126 SIGNAL EMERGENCY REPAIR	141,694	176,392	128,389	171,875	164,297	157,125
4127 SIGNAL SYSTEM CONTROL	195,832	183,552	197,592	205,101	200,789	203,106
4128 SIGNAL SHOP WORK	22,092	16,216	30,227	15,535	30,678	31,520
4129 GRID EXPANSION/MAINTENANCE	8,379	5,650	7,024	4,562	6,515	6,684
4135 SIGN SHOP WORK	11,067	6,268	16,469	10,124	16,984	17,451
4136 SIGN, WORK FOR OTHERS	57,854	46,017	28,425	46,030	30,914	31,319
4142 MAJOR SIGN MANUFACTURE	33,183	20,394	27,824	16,305	21,527	22,254
4146 FOOTBALL/SPECIAL EVENTS	47,816	34,883	31,802	56,767	57,367	56,694
4147 MAJOR ST PAVEMENT MARKING	272,604	45,428	122,640	127,453	134,697	140,423
4149 MAJOR TRAFFIC SIGNS	84,798	96,289	92,311	96,376	115,571	117,766
4183 TRUNKLINE CONSTRUCTION	10,192	1,055	10,526	4,211	7,909	7,991
4184 TRUNKLINE SIGNAL INSTALL	3,390	5,985	7,426	6,474	8,309	8,391
4185 TRUNKLINE PREV MAINT	15,609	18,553	8,426	10,586	16,595	16,967
4186 TRUCKLINE EMERG REPAIR	31,613	19,572	16,426	29,719	26,920	27,292
4187 TRUNKLINE SYSTEM CONTROL	5,715	3,593	7,275	3,255	6,909	6,991

4222 POTHOLE REPAIR	431,285	256,623	224,289	257,295	239,149	245,984
4227 PAVEMENT EVALUATION	16,920	26,028	14,360	28,245	29,464	30,765
4229 RIGHT-OF-WAY STUDIES/MAINT	86,860	85,823	128,666	142,015	128,751	125,884
4231 BR 23 SWEEPING	529	266	1,195	1,098	1,069	1,099
4232 BR 23 POTHOLE REPAIR	2,369	2,215	5,519	5,475	5,484	5,634
4235 BR 23 WINTER MAINTENANCE	16,426	7,503	10,968	10,168	13,648	14,045
4239 BR 23 TRAFFIC SIGNS	962	940	4,708	2,142	6,199	6,363
4240 MAJOR BASE REPAIR/OVERLAY	206,016	132,300	232,800	215,712	301,639	310,870
4245 MAJOR SALTING/PLOWING	604,507	362,347	507,863	500,970	554,752	558,973
4248 MAJOR SURFACE TREATMENT	1,767	2,941	120,336	101,801	109,464	117,765
4251 STREET SWEEPING	353,455	286,735	271,086	270,800	180,907	179,397
4252 BRIDGE MAINTENANCE & REPAIR	1,499	11,872	5,436	4,430	5,515	5,672
4253 SHOULDER MAINTENANCE	15,341	26,541	16,955	21,810	17,183	17,624
4254 MISC CONCRETE REPAIRS	19,902	22,231	25,427	18,306	26,964	27,265
4255 SIDEWALK RAMPS	47,977	33,942	58,291	62,200	65,279	65,870
4256 SHOP WORK	8,140	1,899	3,213	2,947	3,258	3,351
4258 WORK FOR OTHERS	35,168	2,323	4,833	4,052	4,883	4,979
4940 BR 94 BASE REPAIR	19,152	22,039	6,610	32,896	6,626	6,658
4941 BR 94 SWEEPING	1,273	1,220	1,111	1,642	1,127	1,159
4942 BR 94 BASE REPAIR	7,488	5,085	3,833	5,245	3,883	3,979
4943 BR 94 SHOULDER MAINTENANCE	48,852	15,887	9,000	9,000	9,000	9,000
4945 BR 94 WINTER MAINTENANCE	45,827	27,879	26,199	26,668	26,849	27,635
4949 BR 94 TRAFFIC SIGNS	3,730	4,436	5,258	2,718	6,799	6,963
<b>Total</b>	<b>\$4,530,058</b>	<b>\$3,653,378</b>	<b>\$4,478,921</b>	<b>\$4,537,847</b>	<b>\$4,753,700</b>	<b>\$4,833,387</b>

### Expenses by Activity (0022 LOCAL STREET)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	6,629	6,865	6,970	6,970	2,490	2,490
4112 LOCAL SIGN MANUFACTURE	34,728	38,898	48,593	33,201	54,951	56,731
4117 LOCAL ST PAVEMENT MARKING	59,101	7,457	29,590	30,598	29,982	29,982
4119 LOCAL TRAFFIC SIGNS	73,132	97,245	78,716	80,375	94,045	95,720
4209 LOCAL GRADING	95,866	112,967	152,341	116,391	152,691	156,041
4210 LOCAL BASE REPAIR/OVERLAY	240,725	340,866	490,349	446,622	470,804	501,285
4211 LOCAL STREET SWEEPING	297,469	275,878	376,425	377,458	376,486	383,300
4212 LOCAL POTHOLE REPAIR	89,085	92,805	72,800	89,383	86,915	88,720
4215 LOCAL SALTING/PLOWING	621,603	165,484	209,880	239,239	183,024	175,176
4217 LOCAL PAVEMENT EVALUATION	14,249	20,581	11,569	22,709	28,514	29,815
4218 LOCAL SURFACE TREATMENT	894	2,134	11,452	9,422	12,232	14,403
4219 LOCAL ROW STUDY/MAINT	213	1,134	2,783	5,878	38,350	8,550
4253 SHOULDER MAINTENANCE	1,277	2,506	1,185	6,419	201	201
4254 MISC CONCRETE REPAIRS	98,999	1,099	9,052	22,422	12,500	12,700
4255 SIDEWALK RAMPS	-	52,122	15,552	30,000	53,552	43,552
9500 DEBT SERVICE	86,157	86,344	86,469	86,469	86,531	86,791
<b>Total</b>	<b>\$1,720,127</b>	<b>\$1,304,385</b>	<b>\$1,603,726</b>	<b>\$1,603,556</b>	<b>\$1,683,268</b>	<b>\$1,685,457</b>

### Expenses by Activity (0036 METRO EXPANSION)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
4261 RIGHT-OF-WAY/MAINTENANCE & REP	255,469	183,176	111,501	4,399	12,670	12,995
4263 RIGHT OF WAY MAINT - ENGINEERING	-	-	-	6,492	-	-
6222 SNOW & ICE CONTROL	-	44,349	90,007	39,286	101,388	101,784
6328 ROW MAINTENANCE	-	120,111	146,485	97,249	144,655	144,655
<b>Total</b>	<b>\$255,469</b>	<b>\$347,636</b>	<b>\$347,993</b>	<b>\$147,426</b>	<b>\$258,713</b>	<b>\$259,434</b>

### Expenses by Activity (0042 WATER SUPPLY SYSTEM)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	351,017	409,079	342,446	331,448	375,444	379,053
1100 FRINGE BENEFITS	124,200	137,810	189,696	189,696	131,138	131,138
1372 REVOLVING SUPPLY	30,349	33,313	115,000	204,000	-	-
4500 ENGINEERING - OTHERS	22,500	27,424	47,800	44,844	50,432	51,832
6210 OPERATIONS	130	346,828	293,119	347,901	425,167	436,429
7010 CUSTOMER SERVICE	312,801	324,342	294,495	287,928	235,777	242,041
7031 REVOLVING EQUIPMENT	(61,703)	(920)	95,729	95,728	88,199	89,056
7033 DCU MAINTENANCE	1,287	8,099	250	-	1,220	1,238
7060 OUTSTATIONS	135,184	5,450	-	-	-	-
7061 SOUTH INDUSTRIAL SITE	13,520	7,491	19,120	6,528	19,120	19,120
7064 MISS DIG	71,004	67,851	64,583	63,324	60,007	61,487
7067 MERCHANDISING & JOBBING	15,521	9,791	27,170	19,951	-	-
7092 MAINTENANCE - MAINS	843,406	660,640	688,348	733,950	904,915	937,120
7093 MAINTENANCE - HYDRANTS	71,910	114,533	138,922	129,719	338,182	352,673
7094 MAINTENANCE - SERVICE	138,377	123,280	128,164	140,190	350,795	369,047
9000 CAPITAL OUTLAY	32,550	236,659	142,000	142,000	903,000	211,300
9070 CAPITAL OUTLAY - SERVICE	-	-	2,000	2,414	500	500
9071 CAPITAL OUTLAY - VALVES	24,090	-	122,852	123,836	17,000	17,000
9072 CAPITAL OUTLAY - MAINS	-	-	240,364	203,771	-	-
9073 CAPITAL OUTLAY - HYDRANTS	-	81	212,797	193,316	21,000	21,000
9074 CAPITAL OUTLAY - CONTR DUG SER	-	-	12,168	8,086	-	-
9075 CAPITAL OUTLAY - 4 IN + SERVICE	-	-	650	-	-	-
9076 CAPITAL OUTLAY - RENEWAL SERVICE	-	714	22,117	53,449	12,000	12,000
<b>Total</b>	<b>\$2,126,143</b>	<b>\$2,512,465</b>	<b>\$3,199,790</b>	<b>\$3,322,079</b>	<b>\$3,933,896</b>	<b>\$3,332,034</b>

### Expenses by Activity (0043 SEWAGE DISPOSAL SYSTEM)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	302,290	286,929	269,020	255,208	293,466	304,810
1100 FRINGE BENEFITS	124,200	137,810	36,480	36,480	107,996	107,996
1372 REVOLVING SUPPLY	(3,021)	(22,911)	5,000	5,000	5,000	5,000
4500 ENGINEERING - OTHERS	13,000	19,365	50,800	48,688	53,432	54,832
4917 MAINTENANCE - FACILITY	42,003	22,903	25,780	11,730	-	-
6210 OPERATIONS	130	228,992	249,718	250,073	427,053	428,692
7010 CUSTOMER SERVICE	204,087	148,861	147,618	95,254	54,960	55,397
7031 REVOLVING EQUIPMENT	(33,009)	(14,997)	26,767	26,767	56,484	56,972
7060 OUTSTATIONS	75,250	(1,068)	-	-	253	261
7061 SOUTH INDUSTRIAL SITE	924	1,130	5,000	500	5,000	5,000
7064 MISS DIG	52,015	50,276	52,383	48,572	52,507	53,787
7067 MERCHANDISING & JOBBING	4,347	9,823	5,381	3,948	-	-
7072 RODDING	172,889	147,598	234,553	191,245	224,444	231,431
7074 TELEVISIONING COLLECTION SYSTEM	217,917	171,477	112,653	86,645	134,997	138,533
7077 MAINTENANCE - MANHOLE	215,432	184,497	337,334	324,976	295,484	301,348

7083 JETTING	268,840	216,953	183,099	153,648	251,352	259,848
7092 MAINTENANCE - MAINS	108,344	82,939	45,255	71,897	221,443	230,507
9000 CAPITAL OUTLAY	271,821	239,656	79,725	27,718	216,000	30,000
9072 CAPITAL OUTLAY - MAINS	127	-	829	2,482	-	-
9077 CAPITAL OUTLAY - MANHOLE	144	-	14,329	793	-	-
9083 CAPTIAL OUTLAY - TAPS	-	-	-	310	-	-
<b>Total</b>	<b>\$2,037,730</b>	<b>\$1,910,233</b>	<b>\$1,881,724</b>	<b>\$1,641,934</b>	<b>\$2,399,871</b>	<b>\$2,264,414</b>

#### Expenses by Activity (0054 CEMETARY PERPETUAL CARE)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1130 FAIRVIEW CEMETERY	599	-	-	-	-	-
<b>Total</b>	<b>\$599</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

#### Expenses by Activity (0055 ELIZABETH R. DEAN TRUST FUND)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	1,660	1,397	39	39	77	80
6317 POST PLANT CARE	15,133	21,890	17,573	14,382	12,600	13,700
6320 TRIMMING	10,919	14,283	19,985	6,808	10,000	10,500
6325 STUMP REMOVAL	1,980	6,464	1,500	1,000	1,500	2,000
6327 TREE PLANTING	33,801	20,776	24,235	10,902	19,385	15,136
6329 TREE REMOVALS	7,969	18,807	16,485	9,000	11,500	11,500
<b>Total</b>	<b>\$71,462</b>	<b>\$83,617</b>	<b>\$79,817</b>	<b>\$42,131</b>	<b>\$55,062</b>	<b>\$52,916</b>

#### Expenses by Activity (0058 WHEELER CENTER)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	432,123	397,755	495,604	396,181	411,063	423,726
6222 SNOW & ICE CONTROL	20,730	2,438	9,710	7,200	4,690	4,877
6301 MOWING - NON PARKS	6,331	6,785	10,077	10,038	7,890	8,092
<b>Total</b>	<b>\$459,184</b>	<b>\$406,978</b>	<b>\$515,391</b>	<b>\$413,419</b>	<b>\$423,643</b>	<b>\$436,695</b>

#### Expenses by Activity (0061 ALTERNATIVE TRANSPORTATION)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
4147 MAJOR ST PAVEMENT MARKING	-	-	-	-	30,000	40,000
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$30,000</b>	<b>\$40,000</b>

#### Expenses by Activity (0069 STORMWATER SEWER SYSTEM FUND)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	429,253	541,036	274,735	230,680	251,942	256,497
1100 FRINGE BENEFITS	62,100	68,905	21,888	21,888	15,428	15,428
4146 FOOTBALL/SPECIAL EVENTS	-	-	150	-	-	-
4251 STREET SWEEPING	85,601	72,527	168,087	180,426	216,550	220,457
4500 ENGINEERING - OTHERS	22,623	28,421	23,900	23,956	25,216	25,916
6210 OPERATIONS	65	176,935	328,594	278,039	308,118	312,244

6309 GENERAL CARE -						
PARKS/FORESTRY	-	24,218	40,915	46,754	48,780	53,941
6317 POST PLANT CARE	-	48,207	9,067	13,869	13,401	15,666
6320 TRIMMING	13,368	146,953	177,249	139,901	164,456	169,117
6324 STORM DAMAGE	-	100,664	65,254	76,487	69,543	72,511
6325 STUMP REMOVAL	-	88,326	80,943	80,032	52,899	58,489
6327 TREE PLANTING	30	79,714	100,990	59,577	128,364	131,271
6329 TREE REMOVALS	-	218,267	230,031	298,242	101,094	103,620
7010 CUSTOMER SERVICE	17,806	5,494	32,777	-	-	-
7031 REVOLVING EQUIPMENT	(163,086)	(28,011)	213,484	213,383	185,576	213,307
7060 OUTSTATIONS	190,639	-	-	-	-	-
7061 SOUTH INDUSTRIAL SITE	3,599	5,263	3,000	3,000	3,000	3,000
7064 MISS DIG	28,853	26,395	26,392	23,977	27,202	27,841
7067 MERCHANDISING & JOBBING	1,860	31	-	-	-	-
7072 RODDING	249	5,974	-	5,413	56,187	57,774
7074 TELEVISION COLLECTION						
SYSTEM	29,060	23,072	29,277	25,048	30,094	29,988
7077 MAINTENANCE - MANHOLE	44,654	25,649	12,000	14,743	10,000	10,000
7078 TREE PLANTING &						
MANAGEMENT	302,227	-	-	-	-	-
7079 STORM - STUMP REMOVAL	48,580	-	-	-	-	-
7080 STORM DAMAGE						
RESTORATION	208,050	22,106	-	-	-	-
7081 DITCH MAINTENANCE	117,971	148,740	162,314	123,070	140,453	144,595
7082 CATCHBASIN MAINTENANCE	276,022	235,199	345,194	307,327	271,297	276,067
7083 JETTING	268,238	298,540	216,866	220,490	261,541	267,104
7084 ILLICIT DISCHARGE						
ELIMINATION	8,404	19,744	4,900	12,387	30,400	30,400
7085 CULVERT MAINTENANCE	77,651	19,154	51,950	22,603	15,750	15,750
7090 MAINTENANCE	16,426	3,012	27,683	29,610	-	-
7092 MAINTENANCE - MAINS	225,544	175,305	92,043	115,864	136,956	139,840
9000 CAPITAL OUTLAY	67,906	876	600,001	676,114	500,000	500,000
9072 CAPITAL OUTLAY - MAINS	-	-	10,425	8,938	1,000	1,000
9077 CAPITAL OUTLAY - MANHOLE	1,764	2,524	16,671	-	-	-
<b>Total</b>	<b>\$2,385,457</b>	<b>\$2,583,240</b>	<b>\$3,366,780</b>	<b>\$3,251,818</b>	<b>\$3,065,247</b>	<b>\$3,151,823</b>

### Expenses by Activity (0071 PARK MAINT & CAPITAL IMP MILLAGE)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	(75)	-	-	-	-	-
1646 FARMER'S MARKET	-	-	-	-	3,258	3,338
1810 TAX REFUNDS	52,192	112,308	-	-	-	-
4146 FOOTBALL/SPECIAL EVENTS	95	-	-	-	-	-
4500 ENGINEERING - OTHERS	-	-	-	7,295	-	-
6100 FACILITY RENTALS	74,405	31,944	41,803	37,901	42,932	43,251
6121 LESLIE SCIENCE CENTER	13,681	3,928	10,824	15,825	10,935	15,095
6123 KEMPF HOUSE	12,767	1,951	8,271	5,480	8,392	8,424
6209 PARKS - MOWING	43,201	141,489	69,567	69,627	122,972	124,208
6210 OPERATIONS	528,347	751,495	800,414	793,897	521,018	530,759
6223 SHELTERS/RESTROOMS	9,309	408	-	-	-	-
6231 BUHR POOL	46,300	14,992	41,886	23,374	43,505	43,953
6232 BUHR RINK	28,606	21,186	32,714	27,607	33,215	33,375
6234 VETERAN'S POOL	41,754	22,124	49,507	30,710	39,349	39,827
6235 VETERAN'S ICE ARENA	66,999	90,772	23,603	65,599	36,632	36,951
6236 FULLER POOL	33,870	32,092	30,903	17,182	32,132	32,451
6237 MACK POOL	30,996	19,028	19,304	13,551	19,915	20,075
6242 ARGO LIVERY	43,823	72,571	18,804	42,434	31,415	31,575
6244 GALLUP LIVERY	37,391	20,472	12,854	8,450	13,165	13,325
6250 NORTHSIDE COMMUNITY						
CENTER	11,060	3,887	8,904	5,543	6,058	6,138
6260 BRYANT COMMUNITY CENTER	12,259	5,271	11,404	10,614	7,958	8,038
6287 ECOLOGICAL RESTORATION	213,218	234,842	178,579	232,672	-	-
6288 ECOLOGICAL ASSESS &						
MONITORING	111,429	110,189	135,524	136,716	-	-
6289 OUTREACH VOLUNTEER						
COORDINATION	124,212	102,993	138,068	126,329	-	-

6290 ANN ARBOR PUBLIC SCHOOLS	247	-	-	-	-	-	-
6307 FIELD INVESTIGATIONS	1,008	-	-	-	-	-	-
6309 GENERAL CARE - PARKS/FORESTRY	1,010,778	1,011,780	718,495	893,031	774,080	794,525	
6315 SENIOR CENTER OPERATIONS	55,026	24,921	12,100	7,095	9,858	9,938	
6317 POST PLANT CARE	47,615	70,676	50,459	64,445	60,534	62,395	
6320 TRIMMING	150,820	151,118	187,715	189,534	241,968	261,947	
6324 STORM DAMAGE	4,739	24,211	13,313	11,088	5,572	5,572	
6325 STUMP REMOVAL	11,959	22,847	89,796	50,270	67,865	68,720	
6327 TREE PLANTING	170,905	153,408	227,427	200,063	209,401	224,464	
6329 TREE REMOVALS	144,795	151,159	304,473	257,675	243,636	290,399	
6335 ATHLETIC FIELDS/GAME COURTS	315,434	257,049	423,293	300,674	336,188	347,828	
6340 ADOPT-A-PARK/GARDEN	46,016	41,565	49,007	42,951	1,935	1,935	
6503 HURON GOLF COURSE	-	-	-	-	3,458	3,538	
6504 LESLIE GOLF COURSE	-	-	-	-	3,457	3,539	
7017 CONSTRUCTION	-	-	107,687	85,668	-	-	
7099 RECREATIONAL DAMS	-	66,825	101,216	103,174	133,050	100,710	
9541 BAD DEBTS	789	2,962	-	-	-	-	
<b>Total</b>	<b>\$3,495,970</b>	<b>\$3,772,463</b>	<b>\$3,917,914</b>	<b>\$3,876,474</b>	<b>\$3,063,853</b>	<b>\$3,166,293</b>	

### Expenses by Activity (0072 SOLID WASTE)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	459,021	237,545	253,398	250,302	302,005	312,965
1401 ART FAIR	448	-	2,400	1,576	2,400	2,400
1810 TAX REFUNDS	136,984	260,128	-	-	-	-
3162 COMMUNITY STANDARDS	30,000	30,000	30,000	30,000	30,000	30,000
4203 LEAF PICKUP	206,082	382,082	287,425	350,281	362,223	368,116
4721 REAR-LOAD COMMER COLLECT	239,960	247,836	417,080	421,082	424,469	439,616
4722 SPECIAL COLLECTION	13,664	4,624	16,347	15,013	16,066	20,096
4724 RESIDENTIAL COLLECTION	2,029,233	1,864,684	2,522,954	2,429,417	2,643,568	2,672,699
4725 FRONT-LOAD COMMER COLLECT	1,643,869	1,985,813	2,418,975	2,505,606	2,658,509	2,724,223
4726 DDA REFUSE CANS COLLECTION	58,062	77,105	34,055	40,565	31,679	31,825
4727 CARTS RPR/D/DIST	6,666	17,402	15,034	34,434	28,164	28,425
4729 STUDENT MOVE IN/OUT	4,519	27,997	23,714	21,997	20,465	20,496
4730 DROP OFF STATION STAFFED	2,582	7,963	-	8,000	6,500	6,500
4732 SINGLE FAMILY RECYCLING	1,311,422	1,632,636	1,502,085	1,651,052	1,602,462	1,588,314
4733 MULTI FAMILY RECYCLING	828,760	599,871	789,683	766,088	789,071	812,743
4734 COMMERCIAL RECYCLING	705,447	467,277	755,512	523,202	584,396	614,169
4747 CHRISTMAS TREES	-	-	-	3,096	-	-
4749 YARDWASTE COLLECTION	655,876	499,155	551,362	592,910	602,225	606,208
4764 RECYCLING PROCESSING	584,233	610,626	334,779	651,410	754,498	767,435
4919 MAINTENANCE - LANDFILL	377,255	282,422	392,012	397,001	341,724	342,267
6210 OPERATIONS	45	134,470	262,374	190,165	238,492	233,104
6362 PARK REFUSE	104,812	138,986	98,034	129,768	79,597	80,815
7060 OUTSTATIONS	759,407	97,252	68,666	41,865	69,052	69,807
9541 BAD DEBTS	225	6,393	-	-	-	-
<b>Total</b>	<b>\$10,158,572</b>	<b>\$9,612,267</b>	<b>\$10,775,889</b>	<b>\$11,054,830</b>	<b>\$11,587,565</b>	<b>\$11,772,223</b>

### Expenses by Activity (00CP GENERAL CAPITAL FUND)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
6325 STUMP REMOVAL	(1,575)	156	-	-	-	-
6327 TREE PLANTING	51,821	-	40,159	40,159	-	-
<b>Total</b>	<b>\$50,246</b>	<b>\$156</b>	<b>\$40,159</b>	<b>\$40,159</b>	<b>-</b>	<b>-</b>

## Street Maintenance and Traffic Control

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	1,642,900	1,718,584	1,765,400	1,833,336	1,969,711	1,985,002
1100 FRINGE BENEFITS	904,752	890,949	804,323	804,323	626,151	636,923
4112 LOCAL SIGN MANUFACTURE	34,728	38,898	48,593	33,201	54,951	56,731
4117 LOCAL ST PAVEMENT MARKING	59,101	7,457	29,590	30,598	29,982	29,982
4119 LOCAL TRAFFIC SIGNS	73,132	97,245	78,716	80,375	94,045	95,720
4123 SIGNAL INSTALLATION/REBUILD	182,796	93,880	434,993	278,797	397,219	417,037
4124 TRAFFIC SIGNAL MAINTENANCE	216,825	200,085	268,954	361,021	283,069	289,185
4125 SIGNAL PREVENT MAINT	47,963	74,099	66,599	39,862	62,771	73,694
4126 SIGNAL EMERGENCY REPAIR	141,694	176,392	128,389	171,875	164,297	157,125
4127 SIGNAL SYSTEM CONTROL	195,832	183,552	197,592	205,101	200,789	203,106
4128 SIGNAL SHOP WORK	22,092	16,216	30,227	15,535	30,678	31,520
4129 GRID EXPANSION/MAINTENANCE	8,379	5,650	7,024	4,562	6,515	6,684
4135 SIGN SHOP WORK	11,067	6,268	16,469	10,124	16,984	17,451
4136 SIGN, WORK FOR OTHERS	57,854	46,017	28,425	46,030	30,914	31,319
4137 TRAFFIC CALMING	16,054	20,596	20,150	20,320	20,150	20,150
4142 MAJOR SIGN MANUFACTURE	33,183	20,394	27,824	16,305	21,527	22,254
4146 FOOTBALL/SPECIAL EVENTS	47,816	34,883	31,802	56,767	57,367	56,694
4147 MAJOR ST PAVEMENT MARKING	272,604	45,428	122,640	127,453	134,697	140,423
4149 MAJOR TRAFFIC SIGNS	84,798	96,289	92,311	96,376	115,571	117,766
4183 TRUNKLINE CONSTRUCTION	10,192	1,055	10,526	4,211	7,909	7,991
4184 TRUNKLINE SIGNAL INSTALL	3,390	5,985	7,426	6,474	8,309	8,391
4185 TRUNKLINE PREV MAINT	15,609	18,553	8,426	10,586	16,595	16,967
4186 TRUCKLINE EMERG REPAIR	31,613	19,572	16,426	29,719	26,920	27,292
4187 TRUNKLINE SYSTEM CONTROL	5,715	3,593	7,275	3,255	6,909	6,991
4209 LOCAL GRADING	95,866	112,967	152,341	116,391	152,691	156,041
4210 LOCAL BASE REPAIR/OVERLAY	240,725	340,866	490,349	446,622	470,804	501,285
4211 LOCAL STREET SWEEPING	297,469	275,878	376,425	377,458	376,486	383,300
4212 LOCAL POTHOLE REPAIR	89,085	92,805	72,800	89,383	86,915	88,720
4215 LOCAL SALTING/PLOWING	621,603	165,484	209,880	239,239	183,024	175,176
4217 LOCAL PAVEMENT EVALUATION	14,249	20,581	11,569	22,709	28,514	29,815
4218 LOCAL SURFACE TREATMENT	894	2,134	11,452	9,422	12,232	14,403
4219 LOCAL ROW STUDY/MAINT	213	1,134	2,783	5,878	38,350	8,550
4222 POTHOLE REPAIR	431,285	256,623	224,289	257,295	239,149	245,984
4227 PAVEMENT EVALUATION	16,920	26,028	14,360	28,245	29,464	30,765
4229 RIGHT-OF-WAY STUDIES/MAINT	86,860	85,823	128,666	142,015	128,751	125,884
4231 BR 23 SWEEPING	529	266	1,195	1,098	1,069	1,099
4232 BR 23 POTHOLE REPAIR	2,369	2,215	5,519	5,475	5,484	5,634
4235 BR 23 WINTER MAINTENANCE	16,426	7,503	10,968	10,168	13,648	14,045
4239 BR 23 TRAFFIC SIGNS	962	940	4,708	2,142	6,199	6,363
4240 MAJOR BASE REPAIR/OVERLAY	206,016	132,300	232,800	215,712	301,639	310,870
4245 MAJOR SALTING/PLOWING	604,507	362,347	507,863	500,970	554,752	558,973
4248 MAJOR SURFACE TREATMENT	1,767	2,941	120,336	101,801	109,464	117,765
4251 STREET SWEEPING	353,455	286,735	271,086	270,800	180,907	179,397
4252 BRIDGE MAINTENANCE & REPAIR	1,499	11,872	5,436	4,430	5,515	5,672
4253 SHOULDER MAINTENANCE	16,618	29,047	18,140	28,229	17,384	17,825
4254 MISC CONCRETE REPAIRS	118,901	23,330	34,479	40,728	39,464	39,965
4255 SIDEWALK RAMP	47,977	86,064	73,843	92,200	118,831	109,422
4256 SHOP WORK	8,140	1,899	3,213	2,947	3,258	3,351
4257 ENG SERVICES/INSPECTIONS	114,895	66,298	100,839	70,912	56,203	57,920
4258 WORK FOR OTHERS	35,168	2,323	4,833	4,052	4,883	4,979
4261 RIGHT-OF-WAY/MAINTENANCE & REP	255,469	183,176	111,501	4,399	12,670	12,995
4263 RIGHT OF WAY MAINT - ENGINEERING	-	-	-	6,492	-	-
4520 TRAFFIC OPERATIONS	272,045	284,015	292,098	293,714	370,648	326,221
4530 DESIGN - DRAFTING	473	238	-	-	-	-



4531 DESIGN - ENGINEERING	49,948	63,723	34,676	-	-	-
4532 DESIGN - TECHNICIAN	34	(34)	20,000	-	-	-
4533 DESIGN - SURVEY	-	-	5,000	-	-	-
4536 CONSTRUCTION - ENGINEERING	10,069	3,474	-	-	-	-
4537 CONSTRUCTION - INSPECTION	176	14	-	-	-	-
4538 CONSTRUCTION - OTHER	222,905	4,171	83,310	-	-	-
4542 ENGINEERING - ROADS	-	-	21,829	-	-	-
4940 BR 94 BASE REPAIR	19,152	22,039	6,610	32,896	6,626	6,658
4941 BR 94 SWEEPING	1,273	1,220	1,111	1,642	1,127	1,159
4942 BR 94 BASE REPAIR	7,488	5,085	3,833	5,245	3,883	3,979
4943 BR 94 SHOULDER MAINTENANCE	48,852	15,887	9,000	9,000	9,000	9,000
4945 BR 94 WINTER MAINITENANCE	45,827	27,879	26,199	26,668	26,849	27,635
4949 BR 94 TRAFFIC SIGNS	3,730	4,436	5,258	2,718	6,799	6,963
6222 SNOW & ICE CONTROL	-	44,349	90,007	39,286	101,388	101,784
6328 ROW MAINTENANCE	-	120,111	146,485	97,249	144,655	144,655
7011 CALL CENTER	5,268	7,407	9,513	9,513	7,175	7,348
7015 STUDY/PLANNING	-	-	87,500	-	-	-
7016 DESIGN	-	1,181	-	-	-	-
7017 CONSTRUCTION	-	71,430	9,669	-	-	-
9000 CAPITAL OUTLAY	-	59,473	644	-	-	-
9500 DEBT SERVICE	794,352	799,307	798,553	774,804	776,047	778,047
<b>Total</b>	<b>\$9,281,548</b>	<b>\$7,936,624</b>	<b>\$9,103,068</b>	<b>\$8,676,153</b>	<b>\$9,015,977</b>	<b>\$9,076,045</b>

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Field Operations	<b>Manager:</b>	Matt Warba

Service Unit Goals	City Goals:
<b>A.</b> Rebuild traffic signal at Brockman & Stadium	2,3,5
<b>B.</b> Rebuild traffic signal at Pinevalley and Packard	2,3,5
<b>C.</b> Sweep all City streets, to reduce sedimentation in drainage system and watersheds	2,3,4
<b>D.</b> Reduce the area effected by watermain breaks	2,3
<b>E.</b> Establish a maintenance program to sand blast and repaint City fire hydrants	2,3
<b>F.</b> Implement sanitary sewer cross lot easement maintenance program that will allow access for maintenance	2
<b>G.</b> Reduce back log of sanitary repairs	2,5
<b>H.</b> Reduce the risk of surcharging and backups in the stormwater system	2,3
<b>I.</b> Coordinate and implement City IDEP plan to improve storm water quality and aid in meeting storm water permit requirements	2,3,4,5
<b>J.</b> Replace the roof of Mack Pool	2,3
<b>K.</b> Replace Farmer's Market doors.	2,3
<b>L.</b> Develop program for scheduled routine trimming in City named parks	2,4
<b>M.</b> Divert landfill materials/waste by promoting the composting of food waste	1,2
<b>N.</b> Divert landfill materials/waste by promoting recycling	2,4
<b>O.</b> Plant 1,000 street trees	4,5

Service Unit Measures/Scoreboards	Status
<b>A</b> - Complete project by June 30, 2014	
<b>B</b> - Complete project by June 30, 2014	
<b>C</b> - Complete two rounds of street sweeping	
<b>D</b> - Reduce the area effected by water main breaks from 10 city blocks to two city blocks (per break)	
<b>E</b> - Complete maintenance on 10% of all City fire hydrants	
<b>F</b> - Reduce the number of sanitary sewer overflows by 15%	

<b>G</b> - Currently a back log of 7 repairs, Reduce to 2 or less	
<b>H</b> – Increase the linear feet of stormwater pipe jetted annually by 10%	
<b>I</b> - Sample outfalls from 2 creek sheds, document data electronically and successfully eliminate any determined illicit connections	
<b>J</b> - Complete project by June 30, 2014	
<b>K</b> - Complete project by June 30, 2014	
<b>L</b> – Place 25% of City named parks into a scheduled trimming program	
<b>M</b> - Increase the sale of compost carts by 10%	
<b>N</b> - Place 15 new recycle dumpsters	
<b>O</b> - Number of street trees planted as a percentage of goal of 1,000 trees per year	

**See Budget Summaries Section, Page 1, for list of City Goals**

PUBLIC SERVICES AREA  
FIELD OPERATIONS

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LVL 4	110044	2.00	2.00
ADMIN ASSISTANT LVL 5	110054	2.00	2.00
BUSINESS ANALYST	401210	1.00	1.00
CIVIL ENGINEER IV	403840	1.00	1.00
ELEC & CONTROL TECH V	116254	0.05	0.05
FIELD OP ASST MANAGER	401140	2.00	2.00
FIELD OP OFFICE MANAGER	402015	1.00	1.00
FIELD OP TECH V - INFRA S	112845	2.00	2.00
FIELD OPER TECH I - INFRA	112804	7.00	7.00
FIELD OPER TECH I-FOR/FAC	112754	10.00	10.00
FIELD OPER TECH I-INFRA	112804	1.00	1.00
FIELD OPER TECH II - FOR/	112764	1.00	1.00
FIELD OPER TECH II - INFR	112814	12.00	12.00
FIELD OPER TECH III - COM	112724	5.00	5.00
FIELD OPER TECH III - FOR	112774	5.00	5.00
FIELD OPER TECH III -INFR	112824	7.00	7.00
FIELD OPER TECH IV - COMM	112734	4.00	4.00
FIELD OPER TECH IV - FOR/	112784	4.00	4.00
FIELD OPER TECH IV - INFR	112834	17.00	17.00
FIELD OPER TECH V - COMM	112744	3.75	3.75
FIELD OPER TECH V - FOR/F	112794	3.00	3.00
FIELD OPER TECH V - INFRA	112844	13.00	13.00
FIELD OPERATIONS MANAGER	403450	1.00	1.00
FIELD OPERATIONS SUPV I	192100	3.00	3.00
FIELD OPERATIONS SUPV III	192120	1.00	1.00
FIELD OPERATIONS SUPV IV	192130	5.00	5.00
FIELD OPERATIONS TECH III	112724	1.00	1.00
FLEET & FAC SUPV II	190014	0.05	0.05
FLEET & FACILITIES MGR	403200	0.25	0.25
GIS COORDINATOR	401520	1.00	1.00
OPERATIONS SPECIALIST	112110	0.90	0.90
TREE TRIMMER I	112851	1.00	1.00
TREE TRIMMER II	112861	1.00	1.00
URBAN FORESTRY & NAT RES	401620	0.50	0.50
WATER UTILITY TECH I	117400	0.04	0.04
WATER UTILITY TECH I	117401	0.04	0.04
WATER UTILITY TECH III	117420	0.12	0.12
WATER UTILITY TECH IV	117430	0.04	0.04
WATER UTILITY TECH IV	117431	0.04	0.04
WATER UTILITY TECH V	117440	0.04	0.04
WATER UTILITY TECH V	117441	0.12	0.12
WTP MANAGER	401310	0.05	0.05
<b>Total</b>		<b>119.99</b>	<b>119.99</b>

This page intentionally left blank



## *PUBLIC SERVICES AREA*

### **FLEET & FACILITIES**

The Fleet and Facilities Service Unit is responsible for the maintenance and repair of City owned buildings and their grounds, as well as project oversight for these facilities. The unit is also responsible for maintenance and repair to 655 vehicles and pieces of equipment, including vehicle and fuel procurement. The operation of the Ann Arbor Airport is also handled by this Unit.

**PUBLIC SERVICES AREA  
FLEET & FACILITY**

**Revenues by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	829,282	826,938	842,340	845,040	847,740	861,340
INTRAGOVERNMENTAL SALES	6,765,642	6,816,535	6,902,649	7,076,668	7,386,595	7,615,509
INVESTMENT INCOME	155,155	148,599	91,156	91,156	110,599	105,332
MISCELLANEOUS REVENUE	158,085	193,328	104,000	197,304	162,200	121,460
OPERATING TRANSFERS IN	-	-	238,714	-	-	-
PRIOR YEAR SURPLUS	-	-	6,329,114	-	187,487	-
<b>Total</b>	<b>\$7,908,164</b>	<b>\$7,985,400</b>	<b>\$14,507,973</b>	<b>\$8,210,168</b>	<b>\$8,694,621</b>	<b>\$8,703,641</b>

**Revenues by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	-	99	52,216	2,784	-	-
FLEET SERVICES (0012)	7,060,438	7,151,063	13,609,417	7,358,324	7,842,881	7,838,301
AIRPORT (0048)	847,726	834,238	846,340	849,060	851,740	865,340
<b>Total</b>	<b>\$7,908,164</b>	<b>\$7,985,400</b>	<b>\$14,507,973</b>	<b>\$8,210,168</b>	<b>\$8,694,621</b>	<b>\$8,703,641</b>

**PUBLIC SERVICES AREA  
FLEET & FACILITY**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	1,699,437	1,180,037	1,331,853	1,252,278	1,283,143	1,288,887
PAYROLL FRINGES	836,446	739,158	961,199	961,301	942,753	1,005,661
OTHER SERVICES	786,627	964,803	1,067,362	942,733	974,403	1,037,097
MATERIALS & SUPPLIES	96,129	100,643	88,516	102,310	101,617	100,764
OTHER CHARGES	2,054,286	2,163,533	896,114	813,958	753,303	758,291
PASS THROUGHGS	717,175	718,794	722,001	722,002	1,592,532	1,157,830
CAPITAL OUTLAY	1,322,420	1,122,628	8,806,672	8,181,004	3,073,442	2,661,628
VEHICLE OPERATING COSTS	1,883,059	2,011,022	2,299,925	2,184,486	2,240,917	2,404,408
EMPLOYEE ALLOWANCES	-	12,442	12,431	13,491	13,798	14,482
<b>Total</b>	<b>\$9,395,579</b>	<b>\$9,013,060</b>	<b>\$16,186,073</b>	<b>\$15,173,563</b>	<b>\$10,975,908</b>	<b>\$10,429,048</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	1,344,648	1,500,136	1,781,062	1,689,663	2,400,352	1,999,330
FLEET SERVICES (0012)	7,230,809	6,892,351	13,609,417	12,708,314	7,732,282	7,588,518
AIRPORT (0048)	820,122	620,574	795,594	775,586	843,274	841,200
<b>Total</b>	<b>\$9,395,579</b>	<b>\$9,013,061</b>	<b>\$16,186,073</b>	<b>\$15,173,563</b>	<b>\$10,975,908</b>	<b>\$10,429,048</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
FLEET & FACILITY	23.67	21.05	21.20	20.20	20.20
<b>Total</b>	<b>23.67</b>	<b>21.05</b>	<b>21.20</b>	<b>20.20</b>	<b>20.20</b>



**PUBLIC SERVICES AREA  
FLEET & FACILITIES**

**REVENUES**

**Intergovernmental Sales** – The increase reflects the collection of replacements funds for vehicle previously not in the Fleet Fund and the higher purchase price of new asset acquired in FY 2013

**Prior Year Surplus** – The FY 2013 increase is reflective of the large amount of equipment being replaced according to the vehicle/equipment schedule. FY 2014 is reflective of the normal variation in vehicle and equipment replacements.

**EXPENSES**

**Other Charges** – Reflects the reallocation of depreciation costs, reduced IT Charges and Retiree Medical Insurance.

**Capital Outlay** - The decrease is associated with the significant number of major assets purchased in FY 2013 and the normal variation in the type and quantity of vehicles and equipment anticipated to be replaced yearly.

**Vehicle Operating Costs** – The increase reflects an increase in the cost of all fuel types with usage remaining constant.

<b>FY 2014</b>	
<b>GOALS AND PERFORMANCE MEASURES</b>	

<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Fleet & Facilities	<b>Manager:</b>	Matthew Kulhanek

<b>Service Unit Goals</b>	<b>City Goals:</b>
<b>A.</b> Complete the bathroom renovation/construction project in City Hall.	<b>2, 3</b>
<b>B.</b> Coordinate and facilitate staff relocations and asbestos abatement on the 3, 4, & 5 floors of City Hall if project funding is approved.	<b>3</b>
<b>C.</b> Complete the removal of building contents at 721 N. Main.	<b>3</b>
<b>D.</b> Replace furnace and air conditioning at Dental Clinic building.	<b>2, 3</b>
<b>E.</b> Upgrade the City's fuel management system if project funding is approved.	<b>3</b>
<b>F.</b> Coordinate planning and construction of an airport improvement project if approved.	<b>2, 3</b>
<b>G.</b> Design and install secondary chiller unit in City Hall if project funding is approved.	<b>2, 3</b>

<b>Service Unit Measures/Scoreboards</b>	<b>Status</b>
<b>A</b> - Complete the work by 12/31/13.	
<b>B1</b> - Prepare bid specifications for abatement and create a relocation plan by 12/31/13.	
<b>B2</b> - Award demolition and abatement bids by 3/31/14.	
<b>B3</b> - Complete abatement work and return units to operating locations by 8/31/14.	
<b>C</b> - Complete the work by 6/30/14.	
<b>D</b> - Complete the work by 12/1/13.	
<b>E1</b> - Review fuel management technology options by 12/31/13.	
<b>E2</b> - Complete upgrade of fleet to new technology by 6/30/14.	
<b>F1</b> - Determine project based on capital program needs by 12/31/13.	
<b>F2</b> - Secure funding and develop specifications by 3/31/14.	
<b>F3</b> - Award bids and initiate construction by 6/1/14.	
<b>G1</b> - Initiate design detail and bid specifications by 12/31/13.	
<b>G2</b> - Bidding and award of project by 3/31/14.	
<b>G3</b> - Complete installation by 6/30/14 (depending on unit lead time).	

**See Budget Summaries Section, Page 1, for list of City Goals**

PUBLIC SERVICES AREA  
FLEET & FACILITY

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LVL 1	110014	0.50	0.50
ADMIN ASSISTANT LVL 5	110054	1.00	1.00
FACILITIES MAINT TECH I	110204	3.00	3.00
FACILITIES MAINT TECH IV	110234	2.00	2.00
FACILITIES MAINT TECH V	110244	1.00	1.00
FIN ANALYST FL & FAC SVC	401420	1.00	1.00
FLEET & FAC SUPV II	190014	0.95	0.95
FLEET & FAC SUPV III	190025	1.00	1.00
FLEET & FACILITIES MGR	403200	0.75	0.75
PROCUREMENT COORDINATOR	117450	1.00	1.00
VEHICLE & EQUIP TECH IV	110114	2.00	2.00
VEHICLE & EQUIP TECH IV	110115	2.00	2.00
VEHICLE & EQUIP TECH V	110125	4.00	4.00
<b>Total</b>		<b>20.20</b>	<b>20.20</b>



## *PUBLIC SERVICES AREA*

### **PROJECT MANAGEMENT**

The Project Management Services Unit is responsible for the engineering and construction management of many of the City's capital improvement projects; traffic engineering; review and inspection of private development projects; administration of construction contracts and engineering service contracts; and updating and maintaining the City's infrastructure records. Project Management also actively pursues State and Federal grants, and partners with other City departments as well as external agencies to complete major improvements to the City's infrastructure.

PUBLIC SERVICES AREA  
PROJECT MANAGEMENT

Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	2,617,581	4,124,012	2,066,668	2,124,667	2,154,854	2,218,977
MISCELLANEOUS REVENUE	48,974	116,290	-	-	-	-
OPERATING TRANSFERS IN	499,211	237,596	345,698	235,676	120,700	84,346
TAXES	-	147	-	-	-	-
<b>Total</b>	<b>\$3,165,766</b>	<b>\$4,478,045</b>	<b>\$2,412,366</b>	<b>\$2,360,343</b>	<b>\$2,275,554</b>	<b>\$2,303,323</b>

Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
MAJOR STREET (0021)	63,492	37,282	45,000	17,500	17,500	17,500
PROJECT MANAGEMENT (0049)	2,977,666	4,187,336	2,134,844	2,220,343	2,137,354	2,201,477
ART IN PUBLIC PLACES (0056)	124,608	145,404	122,500	122,500	120,700	84,346
ALTERNATIVE TRANSPORTATION (0061)	-	147	-	-	-	-
STREET MILLAGE FUND (0062)	-	-	110,022	-	-	-
<b>Total</b>	<b>\$3,165,766</b>	<b>\$4,370,169</b>	<b>\$2,412,366</b>	<b>\$2,360,343</b>	<b>\$2,275,554</b>	<b>\$2,303,323</b>

**PUBLIC SERVICES AREA  
PROJECT MANAGEMENT**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	1,097,762	887,996	1,016,628	1,015,870	1,079,996	1,038,922
PAYROLL FRINGES	527,865	474,539	581,102	569,294	600,292	648,022
OTHER SERVICES	133,595	152,550	223,718	292,619	235,831	242,716
MATERIALS & SUPPLIES	22,555	14,834	37,200	22,550	21,550	21,550
OTHER CHARGES	787,376	743,064	754,387	697,381	897,431	908,846
PASS THROUGHGS	231,696	268,111	1,049,010	227,948	387,741	704,898
CAPITAL OUTLAY	-	42,432	20,000	20,000	-	-
VEHICLE OPERATING COSTS	8,901	-	-	-	-	-
EMPLOYEE ALLOWANCES	-	17,743	5,051	5,051	5,431	5,431
<b>Total</b>	<b>\$2,809,750</b>	<b>\$2,601,269</b>	<b>\$3,687,096</b>	<b>\$2,850,713</b>	<b>\$3,228,272</b>	<b>\$3,570,385</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	-	-	30,000	15,000	150,000	500,000
MAJOR STREET (0021)	386,940	350,314	392,937	364,626	426,851	384,141
LOCAL STREET (0022)	16,054	20,596	20,150	20,320	20,150	20,150
PROJECT MANAGEMENT (0049)	2,160,675	1,858,195	2,066,096	2,093,916	2,118,732	2,179,649
STREET MILLAGE FUND (0062)	363,288	373,677	1,177,913	356,851	512,539	486,445
<b>Total</b>	<b>\$2,926,957</b>	<b>\$2,602,782</b>	<b>\$3,687,096</b>	<b>\$2,850,713</b>	<b>\$3,228,272</b>	<b>\$3,570,385</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
PROJECT MANAGEMENT	15.26	12.85	12.85	12.21	12.21
<b>Total</b>	<b>15.26</b>	<b>12.85</b>	<b>12.85</b>	<b>12.21</b>	<b>12.21</b>

**PUBLIC SERVICES AREA  
PROJECT MANAGEMENT SERVICES UNIT**

**REVENUES**

**Charges for Services** – The Project Management Fund is an Internal Service Fund. The Fund receives credits from capital projects for engineering and project management services, and charges the private developments for reviewing their construction plans for work in the Public ROW and construction inspection. The revenue is reflective of the normal fluctuations in demand for services.

**Operating Transfers In** – These are revenue received from the other funds which require the PMSU's services. The revenue is reflective of the normal fluctuations in demand for services.

**EXPENSES**

**Personnel Services** – Fluctuations are due to experienced and planned severance payouts.

**Payroll Fringes** – The increases are from higher retirement contributions, and medical insurance costs.

**Other Charges** – Reflects an increase of the Municipal Service Charge.

**Pass Throughs** – Decrease is reflective of a decrease in services requested from other areas and is reflective of the normal fluctuations in demand for services required.

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Project Management	<b>Interim Manager:</b>	Nick Hutchinson

<b>Service Unit Goals</b>	<b>City Goals:</b>
<b>A.</b> Secure State and Federal Grants to fund the City's infrastructure improvement projects.	<b>1</b>
<b>B.</b> Engage the public in the planning, design and construction of the capital improvement projects.	<b>2, 3</b>
<b>C.</b> Rebuild the City's Infrastructure (Streets, Water Mains, Storm & Sanitary Sewer)	<b>3</b>
<b>D.</b> Encourage and implement environmentally sustainable engineering solutions	<b>4</b>
<b>E.</b> Encourage new developments by providing timely construction plan review and assisting the developers	<b>5</b>

<b>Service Unit Measures/Scoreboards</b>	<b>Status</b>
<b>A</b> - Utilize Federal and/or State grants for the City's capital improvement projects (7)	
<b>B</b> - Engage the public in the project planning, design and construction of capital improvement projects (15)	
<b>C1</b> – Complete the design and/or construction of street reconstruction/resurfacing projects (16)	
<b>C2</b> – Complete the design and/or construction of water main replacement projects (8)	
<b>C3</b> - Complete the design and/or construction of sanitary sewer and storm water improvement projects (7)	
<b>C4</b> – Complete pedestrian improvement/non-motorized improvement projects (7)	
<b>C5</b> – Inspect and repair 45% of City sidewalks (% since inception of the Sidewalk Millage in 2012.)	
<b>D</b> – Implement environmentally sustainable engineering solutions (4)	
<b>E</b> –Private Development Construction Plans reviewed within 4 weeks	
<b>E</b> – Right-of-Way Permits reviewed within 3 weeks	

**See Budget Summaries Section, Page 1, for list of City Goals**



PUBLIC SERVICES AREA  
PROJECT MANAGEMENT

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LVL 4	110044	0.40	0.40
ADMIN ASSISTANT LVL 5	110054	0.85	0.85
CIVIL ENGINEER III	403620	1.58	1.58
CIVIL ENGINEER IV	403840	0.20	0.20
CIVIL ENGINEER V	401330	2.40	2.40
CIVIL ENGINEERING SPEC 3	112014	2.75	2.75
CIVIL ENGINEERING SPEC 4	112024	0.78	0.78
CIVIL ENGINEERING SPEC 5	112034	1.20	1.20
ENG PROJECT MANAGER II	403660	0.20	0.20
FINANCIAL MGR-PUBLIC SERV	401070	0.10	0.10
PROJECT MANAGEMENT MGR	403140	1.00	1.00
SUPERVISOR - CESS	192050	0.75	0.75
<b>Total</b>		<b>12.21</b>	<b>12.21</b>



## *PUBLIC SERVICES AREA*

### **SYSTEMS PLANNING**

Systems Planning staff bring together diverse background and experience in energy management, environmental planning and programming, solid waste and recycling, soil erosion, natural features, urban forestry, planning, public engagement, project management, transportation, geographic information systems (GIS), storm water and water resources, sanitary sewer and drinking water. The unit provides asset management for the Public Services Area including parks, solid waste, urban forest, transportation, non-motorized transportation, sanitary, storm water and drinking water facilities; sustainability planning; utility system modeling; development of programs and policies that optimize service levels, environmental benefit and public investment; capital planning and budgeting; and infrastructure standards and specifications for facilities and activities within the Public Services Area. The unit also provides support for the implementation of GIS-based work management systems throughout the service area. In addition, the unit provides support for community engagement efforts to units throughout the City organization.

**PUBLIC SERVICES AREA  
SYSTEMS PLANNING**

**Revenues by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	77,664	88,265	80,200	69,100	68,500	68,500
MISCELLANEOUS REVENUE	18,404	4,153	-	-	-	-
OPERATING TRANSFERS IN	112,032	281,482	136,699	136,699	182,544	180,710
INVESTMENT INCOME	-	-	-	-	6,038	5,750
PRIOR YEAR SURPLUS	-	-	179,761	-	473,114	241,257
<b>Total</b>	<b>\$208,100</b>	<b>\$373,900</b>	<b>\$396,660</b>	<b>\$205,799</b>	<b>\$730,196</b>	<b>\$496,217</b>

**Revenues by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
ENERGY PROJECTS (0002)	34,152	141,441	202,286	2,434	244,318	244,819
GENERAL (0010)	18,404	-	-	-	-	-
MAJOR STREET (0021)	3,996	(530)	-	-	-	-
WATER SUPPLY SYSTEM (0042)	8,489	17,628	14,500	-	-	-
SEWAGE DISPOSAL SYSTEM (0043)	10,502	17,136	-	10,000	10,000	10,000
ART IN PUBLIC PLACES (0056)	5,040	-	-	-	-	-
ALTERNATIVE TRANSPORTATION (0061)	86,172	159,017	134,265	134,265	417,378	182,898
STORMWATER SEWER SYSTEM FUND (0069)	41,345	39,207	53,700	59,100	58,500	58,500
<b>Total</b>	<b>\$208,100</b>	<b>\$373,899</b>	<b>\$404,751</b>	<b>\$205,799</b>	<b>\$730,196</b>	<b>\$496,217</b>

**PUBLIC SERVICES AREA  
SYSTEMS PLANNING**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	1,098,319	1,062,155	1,263,653	1,126,423	1,365,335	1,332,057
PAYROLL FRINGES	501,953	511,055	677,871	622,710	701,068	746,272
OTHER SERVICES	254,419	269,395	253,243	251,803	349,386	316,224
MATERIALS & SUPPLIES	96,822	5,930	13,750	15,625	12,000	12,000
OTHER CHARGES	305,408	334,461	322,504	323,440	319,198	320,464
PASS THROUGHS	5,040	-	-	-	-	-
CAPITAL OUTLAY	-	-	120,000	-	120,000	120,000
EMPLOYEE ALLOWANCES	-	14,124	9,894	14,549	19,707	19,707
<b>Total</b>	<b>\$2,261,961</b>	<b>\$2,197,120</b>	<b>\$2,660,915</b>	<b>\$2,354,550</b>	<b>\$2,886,694</b>	<b>\$2,866,724</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
ENERGY PROJECTS (0002)	180,643	103,078	172,286	39,766	244,318	244,819
GENERAL (0010)	112,836	96,005	105,773	105,773	82,886	84,931
MAJOR STREET (0021)	112,496	103,497	112,229	100,243	121,019	123,578
WATER SUPPLY SYSTEM (0042)	456,160	472,074	660,728	566,945	709,797	703,489
SEWAGE DISPOSAL SYSTEM (0043)	372,024	410,082	494,673	433,811	526,692	535,006
ALTERNATIVE TRANSPORTATION (0061)	91,560	92,817	115,564	115,564	123,868	126,595
STORMWATER SEWER SYSTEM FUND (0069)	755,654	746,782	805,381	798,167	819,612	800,033
SOLID WASTE (0072)	180,588	172,786	194,281	194,281	258,502	248,273
<b>Total</b>	<b>\$2,261,961</b>	<b>\$2,197,121</b>	<b>\$2,660,915</b>	<b>\$2,354,550</b>	<b>\$2,886,694</b>	<b>\$2,866,724</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
SYSTEMS PLANNING	13.69	13.65	14.65	15.32	15.32
<b>Total</b>	<b>13.69</b>	<b>13.65</b>	<b>14.65</b>	<b>15.32</b>	<b>15.32</b>

## **PUBLIC SERVICES AREA SYSTEMS PLANNING**

### **REVENUES**

**Operating Transfers In** - The revenue is reflective of the normal fluctuations in demand for services.

**Prior Year Surplus** – The budget reflects an increase associated with planned energy efficiency and alternative transportation projects.

### **EXPENSES**

**Personnel Services** – The increase is reflective of costs for full staffing levels, the reallocation of one FTE from the Administrative Services Unit, and costs for an anticipated retirement payout.

**Payroll Fringes** - The increases are reflective of the reallocation of one FTE from the Administrative Services Unit and higher retirement contributions.

**Other Services** – The increases are reflective of an increase of vehicle operating costs software purchases and an increase use of contracted services.

**Capital Outlay** – The increase is reflective of planned energy efficiency projects.

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Systems Planning	<b>Manager:</b>	Cresson Slotten

Service Unit Goals	City Goals:
<b>A.</b> Develop an Urban & Community Forest Management Plan	<b>4 &amp; 5</b>
<b>B.</b> Begin implementation of the Urban & Community Forest Management Plan	<b>3, 4 &amp; 5</b>
<b>C.</b> Develop comprehensive, detailed stormwater system model	<b>3</b>
<b>D.</b> Evaluate the effectiveness of the FDD Program	<b>3</b>
<b>E.</b> Advance Flood Mitigation Plan Implementation	<b>3</b>
<b>F.</b> Incorporate Recommendations from Drinking Water LOS (Level of Service) Study into Asset Management Program/CIP Process	<b>3 &amp; 5</b>
<b>G.</b> Complete NEPA Environmental Study for Ann Arbor Station	<b>3 &amp; 4</b>
<b>H.</b> Develop a community-acceptable strategy to “green” rental housing	<b>4 &amp; 6</b>
<b>I.</b> Integrate Sustainability Action Plan into existing City processes (e.g., CIP, budget, etc.)	<b>4</b>
<b>J.</b> Expand food waste composting from vegetative only to include all plate scrapings	<b>4 &amp; 5</b>

Service Unit Measures/Scoreboards	Status
<b>A.1</b> - Staff completion of final plan document after public review by 9/15/2013	
<b>A.2</b> - Review of plan and recommendation for City Council adoption by Park Advisory Commission and Environmental Commission by 10/31/2013	
<b>A.3</b> - Urban & Community Forest Management Plan adoption by City Council by 1/15/2014	
<b>B.1</b> - Develop a routine street tree pruning cycle program by 06/30/2014, where a minimum of 5800 city street trees are pruned each year	
<b>C.1</b> - Complete final model calibration/validation by 3/1/2014	
<b>D.1</b> - Complete sanitary sewer flow monitoring by 10/31/2013	
<b>D.2</b> - Complete review of effectiveness of FDD Program by 4/1/2014	
<b>D.3</b> - Recommendations for reducing and eliminating wet weather impacts to sanitary system by 9/1/2014	
<b>E.1</b> - Remove two structures in floodway at 721 North Main Street by	

9/1/2013	
<b>E.2</b> - Council adoption of Floodplain Management Ordinance by 6/1/2014	
<b>F.1</b> - Complete recommendations by 12/1/2013	
<b>F.2</b> - Incorporate recommendations into CIP process by 8/15/2014	
<b>G.1</b> - Federal Railroad Administration final determination on Ann Arbor Station environmental report by 8/15/2014	
<b>H.1</b> - HUD Green Rental Housing Pilot Projects underway by 10/1/2013	
<b>I.1</b> - Integrate Sustainability Action Plan into budget process by 12/15/2013	
<b>J.1</b> - Provide expanded food waste composting service to all curbside collection routes by 7/31/2013	
<b>J.2</b> - Distribute at least 5,000 kitchen composters by 6/30/2014	

**See Budget Summaries Section, Page 1, for list of City Goals**

PUBLIC SERVICES AREA  
SYSTEMS PLANNING

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LVL 3	110034	0.25	0.25
ADMIN ASSISTANT LVL 4	110044	0.20	0.20
CITY PLANNER III	401030	1.00	1.00
CIVIL ENGINEER III	403620	0.37	0.37
DEVELOPMENT SRVS INSP III	110534	1.00	1.00
ENERGY PROGRAMS MANAGER	401170	1.00	1.00
ENVIRONMENTAL COORDINATOR	401410	1.00	1.00
GIS ANALYST	000950	1.00	1.00
GIS SPECIALIST	401480	1.00	1.00
PRO & DOCU SPECIALIST	401080	1.00	1.00
RECYCLING COORDINATOR	401230	1.00	1.00
STORMWATER/FLOODPLAIN CO	401630	1.00	1.00
SYSTEMS PLANNING ENG IV	403830	2.00	2.00
SYSTEMS PLANNING MANAGER	401320	1.00	1.00
TRANSPORTATION PROGRAM MG	404030	1.00	1.00
URBAN FORESTRY & NAT RES	401620	0.50	0.50
WATER QUALITY MANAGER	403820	1.00	1.00
<b>Total</b>		<b>15.32</b>	<b>15.32</b>



This page intentionally left blank



## *PUBLIC SERVICES AREA*

### **WASTEWATER TREATMENT**

Wastewater Treatment Services is responsible for the effective pumping, treatment and environmentally acceptable discharge of the wastewater generated by the Ann Arbor community. Wastewater Treatment Services is responsible for the operation and maintenance of the City's Wastewater Treatment Plant and eight sewage lift stations located around the City. In addition, Wastewater Treatment Services manages the Industrial Pretreatment Program to assure that wastewater discharged to the sanitary sewer system will not be harmful to the public, employees, environment or equipment.

PUBLIC SERVICES AREA  
WASTEWATER TREATMENT

Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
MISCELLANEOUS REVENUE	381	2,240	-	-	-	-
<b>Total</b>	<b>\$381</b>	<b>\$2,240</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
SEWAGE DISPOSAL SYSTEM (0043)	381	2,240	250,000	-	-	-
<b>Total</b>	<b>\$381</b>	<b>\$2,240</b>	<b>\$250,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

PUBLIC SERVICES AREA  
WASTEWATER TREATMENT

Expenses by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	2,519,975	2,262,348	2,360,255	2,265,421	2,504,263	2,436,371
PAYROLL FRINGES	1,240,615	1,254,855	1,568,886	1,569,753	1,629,144	1,744,662
OTHER SERVICES	2,261,550	2,181,699	3,020,239	2,752,703	3,068,473	3,179,699
MATERIALS & SUPPLIES	540,232	609,239	915,884	883,484	945,875	1,060,091
OTHER CHARGES	2,724,512	2,831,457	578,313	553,556	552,068	553,068
PASS THROUGH	9,600	-	7,500	-	-	-
CAPITAL OUTLAY	-	10,265	-	-	7,500	-
VEHICLE OPERATING COSTS	21,659	34,950	-	-	-	-
EMPLOYEE ALLOWANCES	-	9,039	5,093	9,000	6,281	6,281
<b>Total</b>	<b>\$9,318,143</b>	<b>\$9,193,852</b>	<b>\$8,456,170</b>	<b>\$8,033,917</b>	<b>\$8,713,604</b>	<b>\$8,980,172</b>

Expenses by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
SEWAGE DISPOSAL SYSTEM (0043)	9,318,143	9,193,851	8,456,170	8,033,917	8,713,604	8,980,172
<b>Total</b>	<b>\$9,318,143</b>	<b>\$9,193,851</b>	<b>\$8,456,170</b>	<b>\$8,033,917</b>	<b>\$8,713,604</b>	<b>\$8,980,172</b>

FTE Count

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
WASTEWATER TREATMENT	34.85	35.05	35.17	35.17	35.17
<b>Total</b>	<b>34.85</b>	<b>35.05</b>	<b>35.17</b>	<b>35.17</b>	<b>35.17</b>

**PUBLIC SERVICES AREA  
WASTEWATER TREATMENT SERVICES UNIT**

**EXPENSES**

**Personnel Services** – The increase is due to severance pay for anticipated retirements and scheduled wage increases.

**Payroll Fringes** - The increases are from higher pension costs.

**Materials & Supplies** – The increase is due to expected higher expenses for chemicals used in the treatment process.

**Other Charges** – The decrease is due to a reduction in the amount of funds being transferred to Information Technology Services Unit.

PUBLIC SERVICES AREA  
WASTEWATER TREATMENT

Expenses by Activity (0043 SEWAGE DISPOSAL SYSTEM)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	811,897	768,646	893,835	849,596	976,292	973,500
1100 FRINGE BENEFITS	442,854	471,492	294,544	294,544	318,560	319,560
7031 REVOLVING EQUIPMENT	15,536	14,319	16,111	16,111	19,233	19,408
7043 PLANT	6,749,503	6,443,908	5,091,287	4,757,703	5,056,168	5,169,198
7051 STATION	27,970	35,421	39,275	51,175	42,476	44,125
7053 LAB	425,423	374,587	394,649	396,519	427,604	435,140
7055 SOLIDS	1,177,437	1,046,853	1,701,179	1,642,979	1,808,615	1,953,801
7057 INDUSTRIAL PRETREAT	23,808	16,787	21,150	21,150	25,150	25,150
7060 OUTSTATIONS	(356,285)	21,839	4,140	4,140	39,506	40,290
<b>Total</b>	<b>\$9,318,143</b>	<b>\$9,193,852</b>	<b>\$8,456,170</b>	<b>\$8,033,917</b>	<b>\$8,713,604</b>	<b>\$8,980,172</b>

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Wastewater Treatment	<b>Manager:</b>	Earl J. Kenzie

Service Unit Goals	City Goals:
<b>A.</b> Satisfy requirements of the State Revolving Fund loan for the Facilities Renovations Project including timely submittal of disbursement requests and support documents.	1,2,3
<b>B.</b> Complete construction of the Facilities Renovations Project to the level identified in the construction schedule. Secure a letter of map revision by the date established in the project schedule.	1,2,3
<b>C.</b> Treat wastewater to highest achievable water quality standards.	4,5
<b>D.</b> Maintain voluntary compliance with the Middle Huron Initiative's phosphorus loading.	4,5
<b>E.</b> Maximize the beneficial reuse of biosolids through the land application program within budgetary constraints.	4,5
<b>F.</b> Update the Sewer Use Ordinance to incorporate Industrial Pretreatment Program regulatory changes by 06/30/14.	3,4,5
<b>G.</b> Inform and update the public of ongoing capital improvements at the WWTP.	2
<b>H.</b> Complete design for Replacement of the Secondary Effluent Pumps by 12/31/13.	1,2,3
<b>I.</b> Award construction contract for Replacement of Secondary Effluent Pumps and begin construction by 06/30/14.	1,2,3
<b>J.</b> Continue implementation of a steward work culture that aligns with the City's Public Services Area's strategic direction.	5

Service Unit Measures	Status
<b>A</b> - Receipt of monthly State Revolving Fund loan disbursements.	
<b>B1</b> - Indicate monthly level of construction completed based on project schedule, invoicing and milestones.	
<b>B2</b> - Obtain Letter of Map Revision without impacting the project or construction schedule.	
<b>C</b> - Meet NPDES permit limits with no significant violations, fines or citations.	
<b>D1</b> - Daily review of plant performance relating to phosphorus loading	

goals.	
<b>D2</b> - Take actions to correct phosphorous removal process upsets within one week.	
<b>E</b> - 100% of biosolids processed from May through November land applied, weather and budget permitting.	
<b>F</b> - Receive MDEQ response by 12/31/13 and draft changes to the Sewer Use Ordinance by 6/30/14. Obtain Council approval during FY 15.	
<b>G1</b> - Provide quarterly updates of capital project websites.	
<b>G2</b> - Direct contact of neighboring stakeholders at least one week prior to major site activities.	
<b>H</b> – Receive Council approval of design contract during April 2013 and initiate design during May 2013. Verify design is on schedule and establish an action plan if there is more than a two week slippage.	
<b>I</b> – Receive Council approval of construction contract during April 2014 and initiate construction during June 2014. Verify construction is on schedule and establish an action plan if there is more than a two week slippage.	
<b>J</b> – Leadership Team demonstrates work behaviors consistent with desired work culture. Provide training on all five critical elements of desired work culture to staff by 6/30/14.	

**See Budget Summaries Section, Page 1, for list of City Goals**



PUBLIC SERVICES AREA  
WASTEWATER TREATMENT

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LVL 3	110034	1.00	1.00
ADMIN ASSISTANT LVL 5	110054	1.00	1.00
ASST WWTP MANAGER	401010	0.90	0.90
CONTRACT/PROJECT MGR WWTP	401190	0.90	0.90
ELEC & CONTROL TECH IV	116244	3.00	3.00
ENVIRON LAB ANALYST III	110334	1.98	1.98
ENVIRON LAB ANALYST IV	110344	0.99	0.99
ENVIRONMENTAL LAB SUPV	196930	0.50	0.50
PROCESS CONTROL SYS SPEC	403190	0.95	0.95
PROCUREMENT COORDINATOR	117450	1.00	1.00
SENIOR UTILITIES ENGINEER	404000	0.20	0.20
WATER UTILITY SUPV II	197411	1.00	1.00
WATER UTILITY SUPV III	197420	2.00	2.00
WATER UTILITY SUPV III	197421	2.00	2.00
WATER UTILITY TECH I	117401	1.00	1.00
WATER UTILITY TECH II	117410	1.00	1.00
WATER UTILITY TECH II	117411	4.00	4.00
WATER UTILITY TECH III	117420	3.00	3.00
WATER UTILITY TECH V	117440	2.00	2.00
WATER UTILITY TECH V	117441	6.00	6.00
WWTP MANAGER	401300	0.75	0.75
<b>Total</b>		<b>35.17</b>	<b>35.17</b>



## *PUBLIC SERVICES AREA*

### **WATER TREATMENT**

Water Treatment Services is primarily responsible for the supply and treatment of safe drinking water to the citizens of Ann Arbor and portions of Ann Arbor and Scio Townships. Water Treatment Services operates and maintains the City's source water facilities, water treatment plant, six finished water storage facilities and four remote pumping stations. Water Treatment Services is also responsible for the operation and maintenance of four dams and two hydroelectric power generation facilities, and provides laboratory services for internal and external drinking water, wastewater and storm water customers. The Water Treatment Service Unit serves as the afterhours Customer Service Call Center.

PUBLIC SERVICES AREA  
WATER TREATMENT

Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	273,056	528,747	345,000	336,000	336,000	336,000
MISCELLANEOUS REVENUE	31,027	-	-	-	-	-
<b>Total</b>	<b>\$304,083</b>	<b>\$528,747</b>	<b>\$345,000</b>	<b>\$336,000</b>	<b>\$336,000</b>	<b>\$336,000</b>

Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	161,022	505,412	325,000	325,000	325,000	325,000
WATER SUPPLY SYSTEM (0042)	143,061	23,335	20,000	11,000	11,000	11,000
<b>Total</b>	<b>\$304,083</b>	<b>\$528,747</b>	<b>\$345,000</b>	<b>\$336,000</b>	<b>\$336,000</b>	<b>\$336,000</b>

**PUBLIC SERVICES AREA  
WATER TREATMENT**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	1,837,273	1,830,127	1,871,145	1,802,839	1,910,036	1,935,184
PAYROLL FRINGES	904,703	945,403	1,188,653	1,194,355	1,204,173	1,295,455
OTHER SERVICES	2,041,862	1,959,230	2,310,898	2,192,669	2,357,256	2,376,885
MATERIALS & SUPPLIES	1,737,733	1,652,268	1,632,401	1,647,672	1,714,316	1,719,115
OTHER CHARGES	3,152,009	3,314,541	420,314	414,860	434,186	434,760
PASS THROUGHES	210,000	366,250	-	-	50,000	575,000
CAPITAL OUTLAY	96,223	112,474	77,840	90,030	323,500	171,000
VEHICLE OPERATING COSTS	19,176	23,165	-	18,000	10,000	10,000
EMPLOYEE ALLOWANCES	-	5,635	3,702	5,982	3,948	3,948
<b>Total</b>	<b>\$9,998,979</b>	<b>\$10,209,093</b>	<b>\$7,504,953</b>	<b>\$7,366,407</b>	<b>\$8,007,415</b>	<b>\$8,521,347</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	510,325	523,225	179,312	171,495	489,218	793,636
WATER SUPPLY SYSTEM (0042)	9,484,610	9,677,938	7,321,216	7,194,912	7,514,348	7,723,718
STORMWATER SEWER SYSTEM FUND (0069)	4,045	7,931	4,425	-	3,849	3,993
<b>Total</b>	<b>\$9,998,980</b>	<b>\$10,209,094</b>	<b>\$7,504,953</b>	<b>\$7,366,407</b>	<b>\$8,007,415</b>	<b>\$8,521,347</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
WATER TREATMENT	26.00	25.51	25.63	25.74	25.74
<b>Total</b>	<b>26.00</b>	<b>25.51</b>	<b>25.63</b>	<b>25.74</b>	<b>25.74</b>

**PUBLIC SERVICES  
WATER TREATMENT SERVICES**

**REVENUES**

**Charges for Services** - Reflects the volatile nature of the hydroelectric revenue, which is dependent on water flow.

**EXPENSES**

**Payroll Fringes** - The increases are from higher pension contributions and medical insurance costs.

**Other Charges** – The FY 2011 and FY 2012 reflects an allocation of depreciation, which is budgeted in the Administrative Service Unit.

**Pass Throughs** – The FY 2011 & 2012 transfers were for dam projects which are not planned to include additional funding.

**Capital Outlay** – The FY 2014 increase is due to federally required embankment repairs at Barton Dam. FY 2015 includes Superior dam control repair and maintenance.

**PUBLIC SERVICES AREA  
WATER TREATMENT**

**Expenses by Activity (0010 GENERAL)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	32,324	30,660	38,506	40,904	33,065	37,321
7091 MAINTENANCE - HYDROPOWER	478,001	492,565	140,806	130,591	456,153	756,315
<b>Total</b>	<b>\$510,325</b>	<b>\$523,225</b>	<b>\$179,312</b>	<b>\$171,495</b>	<b>\$489,218</b>	<b>\$793,636</b>

**Expenses by Activity (0042 WATER SUPPLY SYSTEM)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	948,431	936,099	945,055	893,622	1,025,045	1,075,119
7031 REVOLVING EQUIPMENT	28,819	(3,438)	15,572	15,272	19,009	19,547
7035 DWRF 7319 ADMINISTRATION	3,307	1,970	-	-	-	-
7036 DWRF 7325 ADMINISTRATION	822	649	-	-	-	-
7037 DWRF 7333 ADMINISTRATION	2,058	2,954	-	-	-	-
7038 DWRF 7362 ADMINISTRATION	-	2,108	-	-	-	-
7043 PLANT	6,967,132	7,365,837	4,624,549	4,619,004	4,694,048	4,778,900
7044 PROCESS LAB	-	40,314	44,400	44,595	51,125	46,655
7048 CITY SERVICES	6,643	8,207	1,500	3,286	-	-
7053 LAB	331,681	188,784	298,789	288,230	253,223	256,268
7055 SOLIDS	370,698	371,397	416,996	435,711	442,427	456,793
7060 OUTSTATIONS	811,679	763,056	974,355	895,192	1,029,471	1,090,436
7099 RECREATIONAL DAMS	13,339	-	-	-	-	-
<b>Total</b>	<b>\$9,484,609</b>	<b>\$9,677,937</b>	<b>\$7,321,216</b>	<b>\$7,194,912</b>	<b>\$7,514,348</b>	<b>\$7,723,718</b>

**Expenses by Activity (0069 STORMWATER SEWER SYSTEM FUND)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
7053 LAB	4,045	7,931	4,425	-	3,849	3,993
<b>Total</b>	<b>\$4,045</b>	<b>\$7,931</b>	<b>\$4,425</b>	<b>-</b>	<b>\$3,849</b>	<b>\$3,993</b>

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Water Treatment	<b>Manager:</b>	Molly Robinson

Service Unit Goals	City Goals:
<b>A.</b> Provide a continuous supply of safe drinking water to the citizens of Ann Arbor and the city’s two wholesale customer supplies	<b>2</b>
<b>B.</b> Complete due maintenance of equipment for improved reliability	<b>3</b>
<b>C.</b> Implement the WTSU priorities for FY14 in the City’s CIP	<b>3</b>
<b>D.</b> Provide an annual estimate for unaccounted water	<b>1</b>
<b>E.</b> Ensure safe and reliable operation and maintenance of the City’s dams and hydroelectric facilities	<b>3</b>

Service Unit Measures	Status
<b>A</b> - 100% compliance with drinking water regulations	
<b>B</b> - 85% completion of equipment due maintenance	
<b>C</b> - Meet the established schedule of individual priorities/projects	
<b>D</b> - Quantify the annual unaccounted water as a percentage or gallons of delivered	
<b>E</b> – Complete required state and federal inspections at the City’s dams and develop executable plan for implementing recommendations by 06/30/14	

**See Budget Summaries Section, Page 1, for list of City Goals**

PUBLIC SERVICES AREA  
WATER TREATMENT

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ADMIN ASSISTANT LVL 4	110044	1.50	1.50
ASST WTP MANAGER	401020	1.00	1.00
ELEC & CONTROL TECH IV	116244	1.00	1.00
ELEC & CONTROL TECH V	116254	0.95	0.95
ENVIRON LAB ANALYST III	110334	1.02	1.02
ENVIRON LAB ANALYST IV	110344	0.01	0.01
ENVIRONMENTAL LAB SUPV	196930	0.50	0.50
PROCESS CONTROL SYS SPEC	403190	1.00	1.00
PROCUREMENT COORDINATOR	117450	1.00	1.00
SENIOR UTILITIES ENGINEER	404000	0.25	0.25
WATER UTILITY SUPV II	197410	1.00	1.00
WATER UTILITY SUPV II	197411	2.00	2.00
WATER UTILITY SUPV III	197420	1.00	1.00
WATER UTILITY SUPV III	197421	2.00	2.00
WATER UTILITY TECH I	117400	0.96	0.96
WATER UTILITY TECH I	117401	0.96	0.96
WATER UTILITY TECH III	117420	2.88	2.88
WATER UTILITY TECH IV	117430	0.96	0.96
WATER UTILITY TECH IV	117431	0.96	0.96
WATER UTILITY TECH V	117440	0.96	0.96
WATER UTILITY TECH V	117441	2.88	2.88
WTP MANAGER	401310	0.95	0.95
<b>Total</b>		<b>25.74</b>	<b>25.74</b>

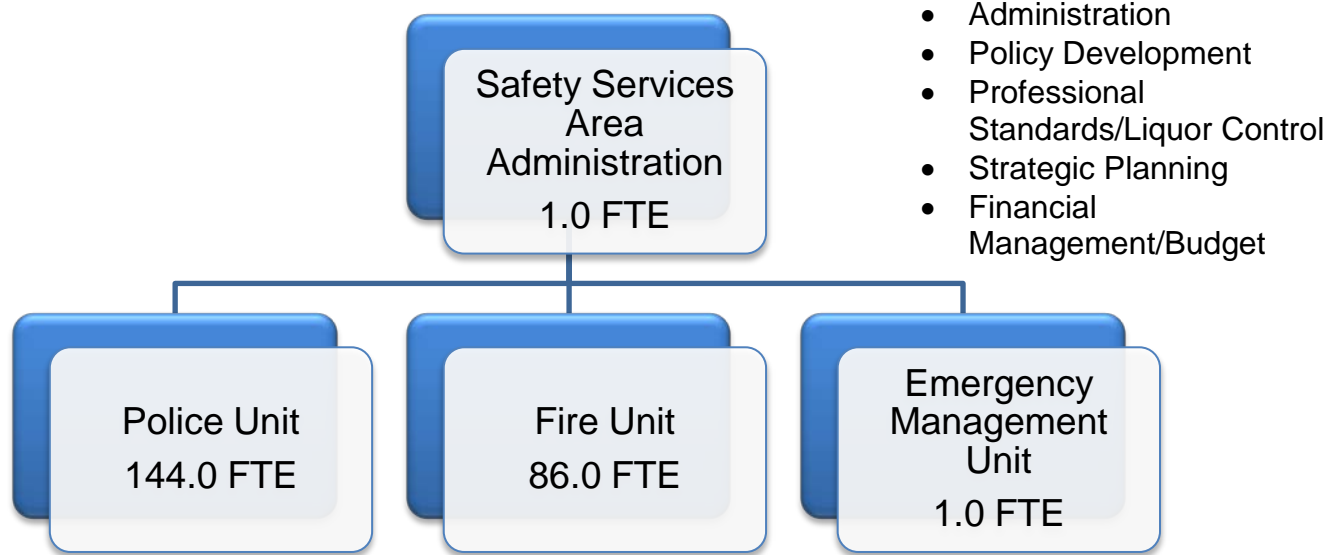


This page intentionally left blank



*SAFETY SERVICES AREA*

## Safety Services Area Organization Chart



- Administration
- Policy Development
- Professional Standards/Liquor Control
- Strategic Planning
- Financial Management/Budget

- Patrol
- Traffic Enforcement
- Investigations
- Community Standards (Parking Enforcement, Code Enforcement)

- Fire Suppression, Medical, Technical Rescue, and Hazardous Material Operations
- Fire Prevention Bureau (Inspections, Permits, Public Education and Fire Investigations)
- Training Operations
- Mechanical Operations

- Citywide Emergency Preparedness
- Emergency Preparedness Education

The Safety Services Area is comprised of three Service Units: Police Services, Fire Services and Emergency Management. These service units provide the citizens with a broad array of services such as: Citywide emergency preparedness and education, fire operations and inspections, fire safety, police patrol, traffic enforcement, parking and code enforcement, and police investigations.

## SAFETY SERVICES AREA

### Revenues by Service Unit

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
FIRE SERVICES	184,263	423,108	743,976	609,360	895,506	593,976
POLICE SERVICES	3,883,840	3,663,518	3,287,756	3,263,763	3,220,670	3,029,389
<b>Total</b>	<b>\$4,068,103</b>	<b>\$4,086,626</b>	<b>\$4,031,732</b>	<b>\$3,873,123</b>	<b>\$4,116,176</b>	<b>\$3,623,365</b>

### Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
LOCAL LAW ENFORC BLOCK GRANT (0007)	143,397	59,873	53,607	53,607	-	-
GENERAL (0010)	3,877,922	3,920,033	3,848,832	3,686,723	3,783,276	3,482,965
HOMELAND SECURITY GRANT FUND (0017)	25,505	88,006	45,993	45,993	-	-
DRUG ENFORCEMENT (0027)	2,779	3,599	1,000	43,000	137,000	46,000
FEDERAL EQUITABLE SHARING FORFEI (0028)	4,421	3,597	1,000	12,500	138,000	47,000
POLICE & FIRE RELIEF (0053)	11,709	9,879	10,000	10,000	7,000	6,600
MICHIGAN JUSTICE TRAINING (0064)	1,681	1,330	71,000	21,000	50,800	40,700
LOCAL FORFEITURE (0073)	689	310	300	300	100	100
<b>Total</b>	<b>\$4,068,103</b>	<b>\$4,086,627</b>	<b>\$4,031,732</b>	<b>\$3,873,123</b>	<b>\$4,116,176</b>	<b>\$3,623,365</b>

## SAFETY SERVICES AREA

### Expenses by Service Unit

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
FIRE SERVICES	13,839,153	13,590,650	13,913,103	13,900,537	14,504,888	14,885,962
POLICE SERVICES	20,177,633	20,440,261	25,018,189	25,266,550	24,801,651	25,283,239
<b>Total</b>	<b>\$34,016,786</b>	<b>\$34,030,911</b>	<b>\$38,931,292</b>	<b>\$39,167,087</b>	<b>\$39,306,539</b>	<b>\$40,169,201</b>

### Expenses by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
LOCAL LAW ENFORC BLOCK GRANT (0007)	143,397	59,873	53,607	53,607	-	-
GENERAL (0010)	33,739,905	33,804,131	38,464,392	38,761,887	38,980,639	40,035,401
HOMELAND SECURITY GRANT FUND (0017)	25,505	88,006	45,993	45,993	-	-
DRUG ENFORCEMENT (0027)	10,065	33,357	146,000	120,300	137,000	46,000
FEDERAL EQUITABLE SHARING FORFEI (0028)	79,295	18,613	151,000	141,000	138,000	47,000
MICHIGAN JUSTICE TRAINING (0064)	18,034	26,931	70,000	44,000	50,800	40,700
LOCAL FORFEITURE (0073)	584	-	300	300	100	100
<b>Total</b>	<b>\$34,016,785</b>	<b>\$34,030,911</b>	<b>\$38,931,292</b>	<b>\$39,167,087</b>	<b>\$39,306,539</b>	<b>\$40,169,201</b>

### FTE Count

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
FIRE SERVICES	89.00	82.00	82.00	86.00	86.00
POLICE SERVICES	177.00	164.00	146.00	146.00	146.00
<b>Total</b>	<b>266.00</b>	<b>246.00</b>	<b>228.00</b>	<b>232.00</b>	<b>232.00</b>



## *SAFETY SERVICES AREA*

### **FIRE SERVICES**

The Fire Services Unit provides a broad range of emergency services to the community including fire suppression, vehicle accident extrication, medical assistance; water and ice rescue, as well as playing a large part in Washtenaw County Hazardous Material and Technical Rescue teams. This unit also includes fire prevention services dedicated in keeping the City safer such as conducting fire safety inspections, overseeing fire-related permits, and investigating fires.

**SAFETY SERVICES AREA  
FIRE SERVICES**

**Revenues by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	129,826	387,981	742,476	598,560	583,976	583,976
INTERGOVERNMENTAL REVENUES	-	-	-	-	301,530	-
LICENSES, PERMITS & REGISTRATIONS	19,300	10,813	1,500	10,800	10,000	10,000
MISCELLANEOUS REVENUE	35,136	24,314	-	-	-	-
<b>Total</b>	<b>\$184,262</b>	<b>\$423,108</b>	<b>\$743,976</b>	<b>\$609,360</b>	<b>\$895,506</b>	<b>\$593,976</b>

**Revenues by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	184,263	423,108	743,976	609,360	895,506	593,976
<b>Total</b>	<b>\$184,263</b>	<b>\$423,108</b>	<b>\$743,976</b>	<b>\$609,360</b>	<b>\$895,506</b>	<b>\$593,976</b>

**SAFETY SERVICES AREA  
FIRE SERVICES**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	7,125,898	6,678,642	6,709,292	6,658,903	7,085,203	7,103,447
PAYROLL FRINGES	3,374,430	3,492,997	4,395,327	4,404,268	4,507,703	4,850,352
OTHER SERVICES	937,317	877,084	995,559	1,001,875	991,785	1,013,437
MATERIALS & SUPPLIES	136,731	164,011	146,279	179,473	197,981	198,089
OTHER CHARGES	2,090,073	2,184,591	1,439,353	1,439,753	1,555,146	1,556,655
PASS THROUGHS	60	600	600	600	-	-
CAPITAL OUTLAY	5,982	8,750	76,515	69,615	10,100	10,400
VEHICLE OPERATING COSTS	155	14,385	420	50	250	250
EMPLOYEE ALLOWANCES	168,508	169,591	149,758	146,000	156,720	153,332
<b>Total</b>	<b>\$13,839,154</b>	<b>\$13,590,651</b>	<b>\$13,913,103</b>	<b>\$13,900,537</b>	<b>\$14,504,888</b>	<b>\$14,885,962</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	13,839,153	13,590,650	13,913,103	13,900,537	14,504,888	14,885,962
<b>Total</b>	<b>\$13,839,153</b>	<b>\$13,590,650</b>	<b>\$13,913,103</b>	<b>\$13,900,537</b>	<b>\$14,504,888</b>	<b>\$14,885,962</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
FIRE SERVICES	89.00	82.00	82.00	86.00	86.00
<b>Total</b>	<b>89.00</b>	<b>82.00</b>	<b>82.00</b>	<b>86.00</b>	<b>86.00</b>



**SAFETY SERVICES AREA  
FIRE SERVICES UNIT**

**REVENUES**

**Charges for Services** –The decrease is associated with a decrease in the projected number of fire inspections to be completed each year.

**Intergovernmental Revenues-** The increase is due to the receipt of a grant to hire/recall three firefighters.

**EXPENSES**

**Personnel Services** – The increase in costs is associated with the addition of 4.0 FTEs.

**Payroll Fringes** - The increase in costs is associated with the addition of 4.0 FTEs.

**Materials & Supplies** - The increase in costs is due to increased costs for turnout gear and SCBA supplies.

**Other Charges** – The increase in costs is due to increased fleet charges and retiree medical costs.

**Capital Outlay** – The decrease in costs is due to budgeted one-time capital purchases in FY 2013.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Fire Services Unit would be charged \$685,054 in FY 2014.

SAFETY SERVICES AREA  
FIRE SERVICES

Expenses by Activity (0010 GENERAL)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	940,812	975,813	1,362,822	1,343,850	1,514,346	1,534,012
1100 FRINGE BENEFITS	1,788,036	1,874,677	1,106,261	1,106,261	1,156,413	1,157,922
3221 FIRE INSPECTIONS	272,032	581,010	398,773	401,028	941,432	985,168
3230 FIRE OPERATIONS	619,194	662,143	1,093,721	1,043,728	728,052	747,342
3231 FIRE STATIONS	5,680,028	5,642,703	4,783,239	4,818,548	4,204,539	4,327,779
3233 FIRE STATION #3	753,316	618,734	1,433,592	1,433,984	1,459,447	1,505,800
3234 FIRE STATION #4	1,061,235	1,009,957	1,032,018	1,032,018	1,480,197	1,520,318
3236 FIRE STATION #6	1,175,390	1,005,618	1,229,143	1,229,581	1,071,970	1,133,356
3237 FIRE STATION #5	1,204,505	1,106,798	1,283,750	1,283,750	1,486,884	1,496,568
3240 REPAIRS & MAINTENANCE	299,171	65,397	133,079	132,764	134,462	138,484
3250 FIRE TRAINING	45,434	47,799	56,705	75,025	327,146	339,213
<b>Total</b>	<b>\$13,839,153</b>	<b>\$13,590,649</b>	<b>\$13,913,103</b>	<b>\$13,900,537</b>	<b>\$14,504,888</b>	<b>\$14,885,962</b>

<b>FY 2014 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Safety Services	<b>Area Administrator:</b>	Chief Seto
<b>Service Unit:</b>	Fire	<b>Manager:</b>	Chief Hubbard

Service Unit Goals	City Goals:
<b>A.</b> Meet or exceed NFPA, ISO and OSHA standards	<b>2</b>
<b>B.</b> Implement an improved training initiative	<b>2</b>
<b>C.</b> Implement a new direction for fire prevention division	<b>2</b>

Service Unit Measures	Status
<b>A1</b> First arrival for structure fires within four minutes with four people and 13 people within eight minutes	15%
<b>A2</b> Deliver of basic life support services	100%
<b>A3</b> Develop intergovernmental agreements to allow for regional functional fire district response	0%
<b>A4</b> Maintain and revise the box alarm system for better coverage	100%
<b>B1</b> Build a new training facility to allow for a central location for training	0%
<b>B2</b> Revise current testing procedures	On going
<b>B3</b> Implement a physical fitness initiative	On going
<b>C1</b> Maintain a consistent professional approach to the growth of the department and to achieve its goals	On going

**See Budget Summaries Section, Page 1, for list of City Goals**

SAFETY SERVICES AREA  
FIRE SERVICES

Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
APPARATUS MASTER MECH - A	131731	1.00	1.00
ASST FIRE CHIEF - BACH	131762	1.00	1.00
ASST TRAINING CHIEF/EMS C	131812	1.00	1.00
BATTALION CHIEF	131740	2.00	2.00
BATTALION CHIEF - ASSOC	131741	1.00	1.00
BATTALION CHIEF - BACH	131742	1.00	1.00
BATTALION CHIEF/TRNG - BA	131852	1.00	1.00
DRIVER/OPERATOR	131660	8.00	8.00
DRIVER/OPERATOR - ASSOC	131661	4.00	4.00
DRIVER/OPERATOR - BACH	131662	6.00	6.00
FIRE - CAPTAIN	131770	1.00	1.00
FIRE - CAPTAIN - BACH	131772	1.00	1.00
FIRE CHIEF	403390	1.00	1.00
FIRE INSPECTOR	131720	4.00	4.00
FIRE INSPECTOR - BACH	131722	2.00	2.00
FIRE LIEUTENANT	131710	6.00	6.00
FIRE LIEUTENANT - ASSOC	131711	4.00	4.00
FIRE LIEUTENANT - BACH	131712	4.00	4.00
FIRE MARSHAL - BACH	131752	1.00	1.00
FIRE-CAPTAIN	131770	1.00	1.00
FIREFIGHTER	131820	18.00	18.00
FIREFIGHTER - ASSOC	131821	6.00	6.00
FIREFIGHTER - BACH	131822	5.00	5.00
FIREFIGHTER - LD	131842	1.00	1.00
FIREFIGHTER-070112	131823	3.00	3.00
LIEUTENANT LD	131651	1.00	1.00
MANAGEMENT ASSISTANT	000200	1.00	1.00
Total		86.00	86.00

This page intentionally left blank



## *SAFETY SERVICES AREA*

### **POLICE SERVICES**

The Police Services Unit provides the organization with a broad array of services such as: uniformed patrol, traffic enforcement, ordinance enforcement, professional standards, parking enforcement, general investigations, specialized investigations, K-9 Unit, training, recruiting, hiring, data processing, and records management. The Emergency Management Services Unit is responsible for the coordination of citywide emergency preparedness. The unit also manages overall emergency response and recovery, intergovernmental emergency cooperation, emergency public information, and administers state and federal grants.

**SAFETY SERVICES AREA  
POLICE SERVICES**

**Revenues by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	731,160	352,529	705,650	785,242	653,500	696,500
CONTRIBUTIONS	-	-	-	1,000	1,000	1,000
FINES & FORFEITS	2,202,769	2,335,721	2,308,706	1,909,505	2,107,750	2,060,969
INTERGOVERNMENTAL REVENUES	895,749	922,094	179,600	508,362	102,500	107,500
INVESTMENT INCOME	21,278	18,715	13,300	13,300	9,900	9,400
MISCELLANEOUS REVENUE	3,696	4,459	500	16,354	13,020	13,020
OPERATING TRANSFERS IN	30,000	30,000	30,000	30,000	30,000	30,000
PRIOR YEAR SURPLUS	-	-	50,000	-	303,000	111,000
<b>Total</b>	<b>\$3,884,652</b>	<b>\$3,663,518</b>	<b>\$3,287,756</b>	<b>\$3,263,763</b>	<b>\$3,220,670</b>	<b>\$3,029,389</b>

**Revenues by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
LOCAL LAW ENFORC BLOCK GRANT (0007)	143,397	59,873	53,607	53,607	-	-
GENERAL (0010)	3,693,660	3,496,925	3,104,856	3,077,363	2,887,770	2,888,989
HOMELAND SECURITY GRANT FUND (0017)	25,505	88,006	45,993	45,993	-	-
DRUG ENFORCEMENT (0027)	2,779	3,599	1,000	43,000	137,000	46,000
FEDERAL EQUITABLE SHARING FORFEI (0028)	4,421	3,597	1,000	12,500	138,000	47,000
POLICE & FIRE RELIEF (0053)	11,709	9,879	10,000	10,000	7,000	6,600
MICHIGAN JUSTICE TRAINING (0064)	1,681	1,330	71,000	21,000	50,800	40,700
LOCAL FORFEITURE (0073)	689	310	300	300	100	100
<b>Total</b>	<b>\$3,883,841</b>	<b>\$3,663,519</b>	<b>\$3,287,756</b>	<b>\$3,263,763</b>	<b>\$3,220,670</b>	<b>\$3,029,389</b>

**SAFETY SERVICES AREA  
POLICE SERVICES**

**Expenses by Category**

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	11,079,412	10,968,696	11,638,763	11,976,368	11,733,442	11,787,666
PAYROLL FRINGES	5,248,709	5,290,763	7,461,644	7,478,326	7,359,916	7,932,944
OTHER SERVICES	711,347	1,089,342	2,247,915	2,124,114	2,177,493	2,203,702
MATERIALS & SUPPLIES	294,599	122,924	396,493	396,648	379,700	197,700
OTHER CHARGES	2,639,503	2,737,413	3,037,358	3,040,648	2,913,216	2,921,243
CAPITAL OUTLAY	7,295	26,001	-	-	-	-
VEHICLE OPERATING COSTS	26,369	26,678	25,000	29,500	30,000	30,000
EMPLOYEE ALLOWANCES	170,400	178,443	211,016	220,946	207,884	209,984
<b>Total</b>	<b>\$20,177,634</b>	<b>\$20,440,260</b>	<b>\$25,018,189</b>	<b>\$25,266,550</b>	<b>\$24,801,651</b>	<b>\$25,283,239</b>

**Expenses by Fund**

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
LOCAL LAW ENFORC BLOCK GRANT (0007)	143,397	59,873	53,607	53,607	-	-
GENERAL (0010)	19,900,752	20,213,481	24,551,289	24,861,350	24,475,751	25,149,439
HOMELAND SECURITY GRANT FUND (0017)	25,505	88,006	45,993	45,993	-	-
DRUG ENFORCEMENT (0027)	10,065	33,357	146,000	120,300	137,000	46,000
FEDERAL EQUITABLE SHARING FORFEI (0028)	79,295	18,613	151,000	141,000	138,000	47,000
MICHIGAN JUSTICE TRAINING (0064)	18,034	26,931	70,000	44,000	50,800	40,700
LOCAL FORFEITURE (0073)	584	-	300	300	100	100
<b>Total</b>	<b>\$20,177,632</b>	<b>\$20,440,261</b>	<b>\$25,018,189</b>	<b>\$25,266,550</b>	<b>\$24,801,651</b>	<b>\$25,283,239</b>

**FTE Count**

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
POLICE SERVICES	177.00	164.00	146.00	146.00	146.00
<b>Total</b>	<b>177.00</b>	<b>164.00</b>	<b>146.00</b>	<b>146.00</b>	<b>146.00</b>



**SAFETY SERVICES AREA  
POLICE SERVICES UNIT**

**EXPENSES**

**Other Services** – The decrease is primarily due to a reduction in budgeted Contracted Services and Training in the non-General Fund Police Funds.

**Materials & Supplies** – The decrease is primarily due to a reduction in budgeted Property, Plant & Equipment purchases in the non-General Fund Police Funds.

**Other Charges** – The decrease is due to reductions in IT charges and Insurance charges.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Police Services Unit would be charged \$3,762,174 (includes \$734,627 for parking enforcement-patrol division) in FY 2014.

**SAFETY SERVICES AREA  
POLICE SERVICES**

**Expenses by Activity (0007 LOCAL LAW ENFORC BLOCK GRANT)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
3035 PUBLIC SAFETY GRANTS	143,397	59,873	53,607	53,607	-	-
<b>Total</b>	<b>\$143,397</b>	<b>\$59,873</b>	<b>\$53,607</b>	<b>\$53,607</b>	<b>-</b>	<b>-</b>

**Expenses by Activity (0010 GENERAL)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	-	-	837,305	818,940	831,668	859,577
1100 FRINGE BENEFITS	2,633,628	2,718,418	1,696,946	1,696,946	1,672,474	1,680,501
1221 RECRUITING & HIRING	-	-	144,724	142,489	154,599	159,048
3111 PROFESSIONAL STANDARDS	-	-	156,761	156,620	3,679	3,679
3114 AATA	139,070	215,736	253,596	258,596	137,502	140,387
3115 DEA OFFICER	-	-	174,224	172,145	165,986	170,452
3121 ADMINSTRATIVE SERVICES	-	-	310,452	309,118	6,250	6,250
3122 BUDGET & PAYROLL	-	-	3,700	1,200	1,000	1,000
3123 COMMUNICATIONS	(6,365)	17,143	968,403	968,403	958,737	962,063
3125 MANAGEMENT INFO SYST	-	-	1,322,112	1,322,112	1,218,752	1,218,752
3126 PROPERTY	-	-	253,080	247,058	150,681	154,899
3127 RECORDS	-	-	293,904	290,170	619,192	635,863
3131 ADOPT-A-FAMILY	1,375	-	-	-	-	-
3135 HOSTAGE NEGOTIATIONS	1,779	350	1,000	1,000	1,000	1,000
3141 CRIME PREVENTION	1,540	1,074	-	250	250	250
3142 SCHOOL LIAISON	406,607	465,400	465,698	466,398	-	-
3143 CRIME STRATEGY	5,281	805	-	500	500	500
3144 DISTRICT DETECTIVES	2,925,759	2,993,960	2,762,525	2,773,117	2,699,864	2,907,992
3145 SPECIAL VICTIMS UNIT	49,379	-	-	-	-	-
3146 FIREARMS	32,251	27,599	39,900	28,500	30,000	30,000
3147 L.A.W.N.E.T.	247,498	263,803	150,836	178,636	179,562	183,793
3148 SPECIAL INVESTIGATIONS UNIT	9,809	1,021	-	-	-	-
3149 SPECIAL TACTICS	16,986	28,676	38,603	38,953	23,665	23,711
3150 PATROL	10,984,166	11,209,701	12,058,927	12,349,876	12,780,805	13,068,933
3152 SPECIAL SERVICES	999,587	732,857	787,789	802,558	935,420	967,119
3154 DEDICATED NEIGHBORHOOD PATROL	92,541	10,619	-	-	-	-
3155 COMMUNITY AFFAIRS	1,007	-	-	-	-	-
3156 CROSSING GUARDS	112,014	109,348	112,068	112,068	114,500	114,500
3157 FINGERPRINTING	23	37	-	-	-	-
3158 MOUNTAIN BIKES	716	432	-	-	150	150
3159 K-9	281,424	316,314	327,817	336,017	341,371	357,093
3160 MOTORCYCLE UNIT	2,594	16,790	14,847	14,847	15,439	15,461
3162 COMMUNITY STANDARDS	961,827	1,082,535	1,223,607	1,242,986	1,270,295	1,320,620
3172 ANIMAL CONTROL	92	35	-	-	28,000	28,000
3235 EMERGENCY MANAGEMENT	162	826	152,465	131,847	134,410	137,846
<b>Total</b>	<b>\$19,900,750</b>	<b>\$20,213,479</b>	<b>\$24,551,289</b>	<b>\$24,861,350</b>	<b>\$24,475,751</b>	<b>\$25,149,439</b>

**Expenses by Activity (0017 HOMELAND SECURITY GRANT FUND)**

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
3035 PUBLIC SAFETY GRANTS	25,505	88,006	45,993	45,993	-	-
<b>Total</b>	<b>\$25,505</b>	<b>\$88,006</b>	<b>\$45,993</b>	<b>\$45,993</b>	<b>-</b>	<b>-</b>

### Expenses by Activity (0027 DRUG ENFORCEMENT)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
3146 FIREARMS	-	-	146,000	120,300	137,000	46,000
3148 SPECIAL INVESTIGATIONS UNIT	7,295	-	-	-	-	-
3149 SPECIAL TACTICS	2,770	6,583	-	-	-	-
3150 PATROL	-	22,985	-	-	-	-
3159 K-9	-	3,789	-	-	-	-
<b>Total</b>	<b>\$10,065</b>	<b>\$33,357</b>	<b>\$146,000</b>	<b>\$120,300</b>	<b>\$137,000</b>	<b>\$46,000</b>

### Expenses by Activity (0028 FEDERAL EQUITABLE SHARING FORFEI)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	-	-	32,755	-	-	-
3144 DISTRICT DETECTIVES	1,855	10,078	-	-	-	-
3146 FIREARMS	22,670	1,828	-	-	-	-
3150 PATROL	54,770	1,045	118,245	141,000	138,000	47,000
3152 SPECIAL SERVICES	-	5,662	-	-	-	-
<b>Total</b>	<b>\$79,295</b>	<b>\$18,613</b>	<b>\$151,000</b>	<b>\$141,000</b>	<b>\$138,000</b>	<b>\$47,000</b>

### Expenses by Activity (0064 MICHIGAN JUSTICE TRAINING)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	-	-	70,000	44,000	50,800	40,700
3135 HOSTAGE NEGOTIATIONS	1,170	-	-	-	-	-
3144 DISTRICT DETECTIVES	2,647	6,585	-	-	-	-
3146 FIREARMS	1,076	6,167	-	-	-	-
3149 SPECIAL TACTICS	2,540	3,015	-	-	-	-
3150 PATROL	4,734	6,915	-	-	-	-
3152 SPECIAL SERVICES	2,113	4,100	-	-	-	-
3159 K-9	766	-	-	-	-	-
3160 MOTORCYCLE UNIT	2,990	150	-	-	-	-
<b>Total</b>	<b>\$18,036</b>	<b>\$26,932</b>	<b>\$70,000</b>	<b>\$44,000</b>	<b>\$50,800</b>	<b>\$40,700</b>

### Expenses by Activity (0073 LOCAL FORFEITURE)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	-	-	300	300	100	100
3150 PATROL	584	-	-	-	-	-
<b>Total</b>	<b>\$584</b>	<b>-</b>	<b>\$300</b>	<b>\$300</b>	<b>\$100</b>	<b>\$100</b>

<b>FY 2014</b>	
<b>GOALS AND PERFORMANCE MEASURES</b>	

<b>Service Area:</b>	Safety Services	<b>Area Administrator:</b>	John Seto
<b>Service Unit:</b>	Police Services	<b>Manager:</b>	Greg Bazick

<b>Service Unit Goals</b>	<b>City Goals:</b>
<b>A.</b> The City's reported total Part I Crimes are among the lowest 20% of all communities in the country in the same population group.	<b>2</b>
<b>B.</b> Provide the means to the community to rate their perception of safety through the use of surveys.	<b>2</b>
<b>C.</b> Improve community relations and outreach.	<b>2</b>

<b>Service Unit Measures</b>	<b>Status</b>
<b>A1-</b> Reported part I violent crimes among lowest 20%	
<b>A2-</b> Reported part I property crimes among lowest 20%	
<b>A3-</b> Reported total part I crimes among lowest 20%	
<b>B1-</b> Implement an online survey that is available to the public to provide their perspective on how safe they feel in their neighborhood, Downtown, etc.	
<b>B2-</b> Be part of a comprehensive survey of all City services.	
<b>C1-</b> Hold 4 general meetings or workshops to improve communications with Neighborhood Watch groups.	
<b>C2-</b> 10% of uniformed patrol officers' time is dedicated for community engagement activities.	

**See Budget Summaries Section, Page 1, for list of City Goals**

**SAFETY SERVICES AREA  
POLICE SERVICES**

**Allocated Positions**

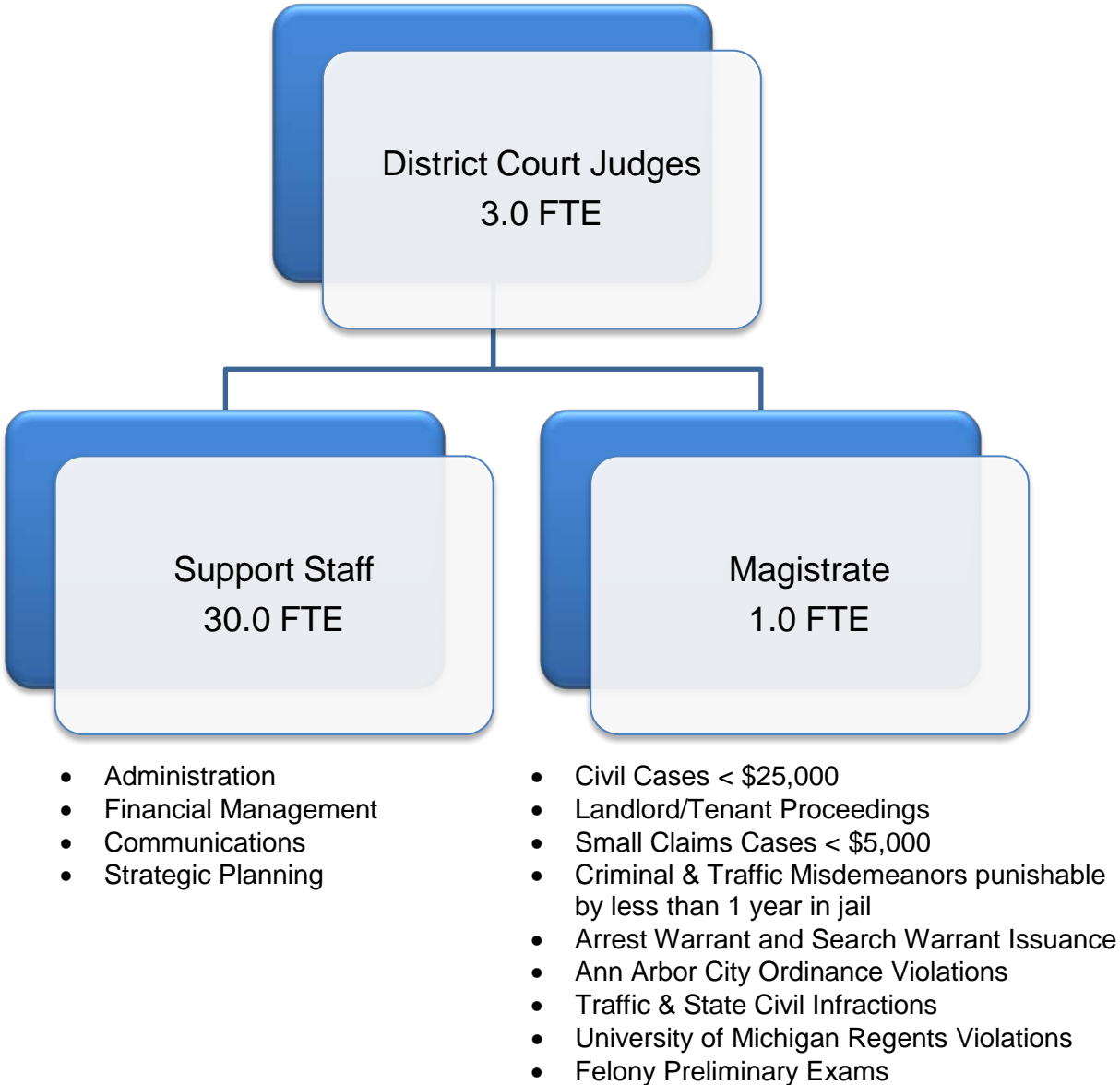
Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
MANAGEMENT ASSISTANT	000200	1.00	1.00
ADMIN ASSISTANT LVL 4	110044	1.00	1.00
COMM STANDARD OFFICER I	118504	2.00	2.00
COMM STANDARD OFFICER III	118524	2.00	2.00
COMM STANDARDS OFFICER I	118504	1.00	1.00
COMM STANDARDS OFFICER IV	118534	4.00	4.00
COMM STANDARDS SUPV III	196724	1.00	1.00
COMMUNITY STANDARDS OFFIC	118534	1.00	1.00
DEPUTY CHIEF	168810	2.00	2.00
DETECTIVE	148762	1.00	1.00
DETECTIVE I - BACH	148711	1.00	1.00
DETECTIVE I-BACH	148711	1.00	1.00
DETECTIVE II - BACH	148801	1.00	1.00
DETECTIVE III - BACH	148771	11.00	11.00
EMERGENCY MGR	401470	1.00	1.00
MANAGEMENT ASSISTANT	000200	1.00	1.00
POLICE LIEUTENANT DEGREED	158731	5.00	5.00
POLICE OFFICER	148700	11.00	11.00
POLICE OFFICER - ASSOC	148702	1.00	1.00
POLICE OFFICER - BACH	148701	2.00	2.00
POLICE PROF ASST LEVEL 1	180370	1.00	1.00
POLICE PROF ASST LEVEL 2	180380	3.00	3.00
POLICE PROF ASST LEVEL 3	180390	1.00	1.00
POLICE SERVICE SPECIALIST	128560	1.00	1.00
POLICE SERVICE SPECIALIST	128561	5.00	5.00
POLICE STAFF SGT DEGREED	158761	17.00	17.00
RECORDS AND DATA UNIT SUP	196800	1.00	1.00
SAFETY SERVICES AREA ADMI	403400	1.00	1.00
SENIOR OFFICER I - ASSOC	148692	6.00	6.00
SENIOR OFFICER I - BACH	148691	16.00	16.00
SENIOR OFFICER II	148900	3.00	3.00
SENIOR OFFICER II - ASSOC	148902	6.00	6.00
SENIOR OFFICER II - BACH	148901	34.00	34.00
<b>Total</b>		<b>146.00</b>	<b>146.00</b>



### ***FIFTEENTH DISTRICT COURT***

The 15th District Court is responsible for adjudicating criminal misdemeanor cases filed for violation of local ordinances, the University of Michigan Regents' Ordinance and state laws. Judges conduct preliminary examinations in felony cases, hear general civil cases where the amount claimed as damages does not exceed \$25,000, preside over landlord tenant cases and certain matters filed in the Family Division of the County Trial Court, and hear appeals from small claims cases. The Court's magistrate conducts informal hearings in traffic civil infraction cases, hears small claims cases and presides over other matters as provided by state law.

# Fifteenth District Court Organization Chart



The Fifteenth District Court hears cases that involve civil cases where the disputed amount is less than \$25,000, landlord/tenant proceedings, small claims cases where the disputed amount is less than \$5,000, criminal and traffic misdemeanors punishable by less than 1 year in jail, arrest warrant and search warrant issuance, City of Ann Arbor ordinance violations, traffic and state civil infractions, University of Michigan Regents violations and felony preliminary exams.

## 15TH DISTRICT COURT

### Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
FINES & FORFEITS	2,297,149	1,775,845	2,117,500	1,977,000	2,094,770	2,114,700
INTERGOVERNMENTAL REVENUES	110,109	189,692	251,478	159,700	256,600	271,600
INVESTMENT INCOME	1,286	307	1,000	430	440	450
MISCELLANEOUS REVENUE	10,104	-	9,000	25,000	18,000	18,000
OPERATING TRANSFERS IN	-	110,000	65,000	95,000	80,000	75,000
<b>Total</b>	<b>\$2,418,648</b>	<b>\$2,075,844</b>	<b>\$2,443,978</b>	<b>\$2,257,130</b>	<b>\$2,449,810</b>	<b>\$2,479,750</b>

### Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	2,233,128	1,849,212	2,218,978	2,032,130	2,224,810	2,254,750
COURT FACILITIES (0023)	185,520	226,632	225,000	225,000	225,000	225,000
<b>Total</b>	<b>\$2,418,648</b>	<b>\$2,075,844</b>	<b>\$2,443,978</b>	<b>\$2,257,130</b>	<b>\$2,449,810</b>	<b>\$2,479,750</b>



## 15TH DISTRICT COURT

### Expenses by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	1,670,957	1,672,292	1,757,796	1,650,790	1,897,082	1,897,082
PAYROLL FRINGES	839,119	897,535	1,281,674	1,188,050	1,307,831	1,386,590
OTHER SERVICES	429,213	385,823	430,446	643,600	519,650	521,650
MATERIALS & SUPPLIES	200,262	69,346	51,000	62,400	58,700	58,700
OTHER CHARGES	594,695	667,016	540,633	540,305	584,075	584,270
PASS THROUGHES	193,340	225,000	225,000	225,000	225,000	225,000
CAPITAL OUTLAY	-	-	-	26,000	-	-
EMPLOYEE ALLOWANCES	-	8,306	5,316	10,400	11,952	11,952
<b>Total</b>	<b>\$3,927,586</b>	<b>\$3,925,318</b>	<b>\$4,291,865</b>	<b>\$4,346,545</b>	<b>\$4,604,290</b>	<b>\$4,685,244</b>

### Expenses by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	3,734,247	3,700,319	4,066,865	4,121,545	4,379,290	4,460,244
COURT FACILITIES (0023)	193,340	225,000	225,000	225,000	225,000	225,000
<b>Total</b>	<b>\$3,927,587</b>	<b>\$3,925,319</b>	<b>\$4,291,865</b>	<b>\$4,346,545</b>	<b>\$4,604,290</b>	<b>\$4,685,244</b>

### FTE Count

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
15TH DISTRICT COURT	37.00	36.00	34.00	34.00	34.00
<b>Total</b>	<b>37.00</b>	<b>36.00</b>	<b>34.00</b>	<b>34.00</b>	<b>34.00</b>

## FIFTEENTH JUDICIAL DISTRICT COURT

### REVENUE

**Intergovernmental Revenues** – The decrease reflects a reduction in Fines & Forfeits volume.

### EXPENSES

**Personnel Services** – The increase is primarily attributable to a wage increases.

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding, VEBA and medical insurance.

**Other Services** - The increase in costs is due to an increase in Contracted Services.

**Other Charges** - The increase in costs is associated with an increase in IT costs and higher retiree medical insurance as well as the addition of a contingency.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Fifteenth District Court would be charged \$1,533,913 in FY 2014.

## 15TH DISTRICT COURT

### Expenses by Activity (0010 GENERAL)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	1,236,712	1,139,418	1,068,660	1,214,675	1,240,165	1,252,755
5120 JUDICIAL & DIRECT SUPPORT	1,009,525	1,086,384	1,253,258	1,202,040	1,225,354	1,250,952
5140 CASE PROCESSING	987,123	941,273	1,037,961	1,083,230	1,133,166	1,156,586
5160 PROBATION/POST JUDGMNT SUP	500,887	533,242	706,986	621,600	780,605	799,951
<b>Total</b>	<b>\$3,734,247</b>	<b>\$3,700,317</b>	<b>\$4,066,865</b>	<b>\$4,121,545</b>	<b>\$4,379,290</b>	<b>\$4,460,244</b>

### Expenses by Activity (0023 COURT FACILITIES)

Activity	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
1000 ADMINISTRATION	193,340	225,000	-	-	-	-
9500 DEBT SERVICE	-	-	225,000	225,000	225,000	225,000
<b>Total</b>	<b>\$193,340</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$225,000</b>

## 15TH DISTRICT COURT

### Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
ACCOUNTING CLERK II- D.C.	001130	1.00	1.00
COURT ADMINISTRATOR	403420	1.00	1.00
COURT BAILIFF	000850	3.00	3.00
COURT CLERK II	000930	8.00	8.00
COURT CLERK III	000940	2.00	2.00
COURT RECORDER	000860	3.00	3.00
DEPUTY COURT ADMIN	403100	1.00	1.00
DISTRICT COURT JUDGE	200030	3.00	3.00
FINANCIAL MGR- DIST COURT	403440	1.00	1.00
LEAD DIVISION DEPUTY CLER	000910	1.00	1.00
MAGISTRATE	401880	1.00	1.00
PROBATION AGENT	000800	5.00	5.00
PROBATION SUPERVISOR	403150	1.00	1.00
SENIOR SECRETARY - COURTS	000870	2.00	2.00
SENIOR SECRETARY-COURTS	000870	1.00	1.00
<b>Total</b>		<b>34.00</b>	<b>34.00</b>

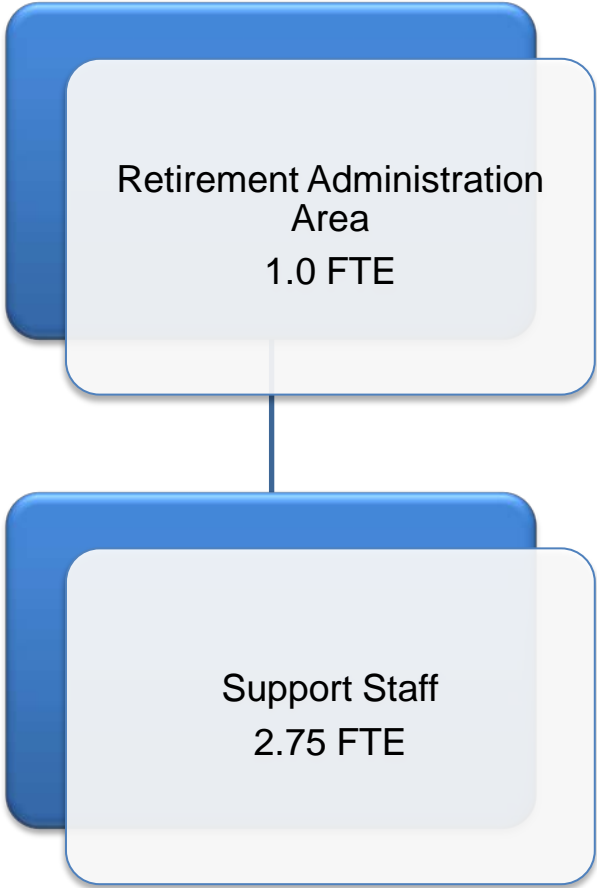
This page intentionally left blank



## ***RETIREMENT SYSTEM***

The Retirement System provides normal retirement, disability, death and surviving beneficiary benefits to the permanent employees of the City of Ann Arbor. The general administration, management and responsibility for the proper operation of the Employees' Retirement System are vested in the Board of Trustees pursuant to the Charter of the City of Ann Arbor Michigan, Chapter 18 of Title 1 of the Ann Arbor City Code, and the State of Michigan Public Employee Retirement System Investment Act.

# Retirement System Organization Chart



- Administration
- Financial Management
- Oversight of Consulting Services

- Employee Service Requests
- Retirement Board Support
- Benefit Payments
- Investment Services
- Accounting
- Employee Communications

The Retirement System provides normal retirement, disability, death and surviving beneficiary benefits to the permanent employees of the City of Ann Arbor. The general administration, management and responsibility for the proper operation of the Employees' Retirement System are vested in the Board of Trustees pursuant to the Charter of the City of Ann Arbor Michigan, Chapter 18 of Title 1 of the Ann Arbor City Code, and the State of Michigan Public Employee Retirement System Investment Act.

## RETIREMENT SYSTEM

### Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	18,124,316	15,208,846	12,097,764	12,685,510	14,265,628	15,743,000
CONTRIBUTIONS	360,830	461,826	21,266	494,300	494,300	494,300
INVESTMENT INCOME	92,950,248	3,249,434	12,324,000	17,923,300	18,127,601	18,419,300
MISCELLANEOUS REVENUE	7,781	6,675	-	-	-	-
OPERATING TRANSFERS IN	1,446,789	2,027,927	-	-	3,457,226	2,253,929
PRIOR YEAR SURPLUS	-	-	-	-	10,768,899	9,011,985
<b>Total</b>	<b>\$112,889,964</b>	<b>\$20,954,708</b>	<b>\$24,443,030</b>	<b>\$31,103,110</b>	<b>\$47,113,654</b>	<b>\$45,922,514</b>

### Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
VEBA TRUST (0052)	23,499,861	3,640,660	2,110,818	8,886,900	12,269,026	11,065,729
PENSION TRUST FUND (0059)	89,390,103	17,314,047	22,332,212	22,216,210	34,844,628	34,856,785
<b>Total</b>	<b>\$112,889,964</b>	<b>\$20,954,707</b>	<b>\$24,443,030</b>	<b>\$31,103,110</b>	<b>\$47,113,654</b>	<b>\$45,922,514</b>



## RETIREMENT SYSTEM

### Expenses by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	92,834	252,271	251,800	251,800	259,517	259,517
PAYROLL FRINGES	98,124	113,233	137,600	137,850	153,054	164,395
OTHER SERVICES	1,411,556	1,440,235	1,596,370	1,349,900	2,536,005	2,536,896
MATERIALS & SUPPLIES	5,868	4,403	6,000	3,500	5,500	5,500
OTHER CHARGES	28,546,604	31,223,930	31,106,463	31,975,713	32,349,500	32,349,711
<b>Total</b>	<b>\$30,154,986</b>	<b>\$33,034,072</b>	<b>\$33,098,233</b>	<b>\$33,718,763</b>	<b>\$35,303,576</b>	<b>\$35,316,019</b>

### Expenses by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
VEBA TRUST (0052)	283,493	306,774	418,958	332,021	458,948	459,234
PENSION TRUST FUND (0059)	29,871,492	32,727,297	32,679,275	33,386,742	34,844,628	34,856,785
<b>Total</b>	<b>\$30,154,985</b>	<b>\$33,034,071</b>	<b>\$33,098,233</b>	<b>\$33,718,763</b>	<b>\$35,303,576</b>	<b>\$35,316,019</b>

### FTE Count

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
RETIREMENT SYSTEM	3.75	3.75	3.75	3.75	3.75
<b>Total</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>

## RETIREMENT SYSTEM

### REVENUES

**Charges for Services** – The FY 2014 increase reflects the higher level of contribution as determined by the actuary.

**Investment Income** - The FY 2014 projected increase is due to expected appreciation in the financial markets.

**Operating Transfers In-** The FY2014 budget includes a transfer of excess contributions into the VEBA trust fund, which is derived from the ARC less amounts paid for health care for current retirees.

**Prior Year Surplus-** The Pension Trust Fund is anticipating the use of fund balance, in addition to revenue generated from investments.

### EXPENSES

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding and medical insurance.

**Other Services-** The increase in costs is due to the anticipated increase in contractual services for investment managers, which is based on the value of the funds under management.

**Other Charges** – The increase is due to an increase in retirees.

## RETIREMENT SYSTEM

### Allocated Positions

Job Description	Job Class	FY 2014	FY 2015
		FTE's	FTE's
ACCOUNTANT II	401440	0.75	0.75
EXECUTIVE DIRECTOR-RET SY	403740	1.00	1.00
MANAGEMENT ASSISTANT	000200	1.00	1.00
PENSION ANALYST	403650	1.00	1.00
Total		3.75	3.75



### ***DOWNTOWN DEVELOPMENT AUTHORITY***

In 1982, the Downtown Development Authority was created by City Council as a vehicle for urban revitalization. Since its creation, the DDA has been a key agent in the rejuvenation of what is now a very active downtown. Some of the more important DDA projects include increasing and improving parking facilities, and installing pedestrian improvements to enhance the attractiveness and use of downtown.

## DOWNTOWN DEVELOPMENT AUTHORITY

### Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	-	-	17,653,437	17,204,531	17,659,190	17,659,627
INVESTMENT INCOME	-	-	36,028	36,028	21,901	28,967
MISCELLANEOUS REVENUE	-	-	451,479	2,319,118	1,788,825	2,027,820
OPERATING TRANSFERS IN	-	-	500,000	750,000	4,500,000	2,718,025
PRIOR YEAR SURPLUS	-	-	2,953,335	-	1,883,082	392,841
TAXES	-	-	3,957,012	3,957,012	3,933,004	3,756,613
<b>Total</b>	-	-	<b>\$25,551,291</b>	<b>\$24,266,689</b>	<b>\$29,786,002</b>	<b>\$26,583,893</b>

### Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
DDA HOUSING FUND (0001)	-	-	802,000	7,008	102,231	102,742
DOWNTOWN DEVELOPMENT AUTHORITY (0003)	-	-	4,614,727	4,009,508	5,291,468	3,866,737
DDA PARKING MAINTENANCE (0033)	-	-	2,026,350	766,332	4,403,131	2,661,380
DDA PARKING FUND (0063)	-	-	18,108,214	19,483,841	19,989,172	19,953,034
<b>Total</b>	-	-	<b>\$25,551,291</b>	<b>\$24,266,689</b>	<b>\$29,786,002</b>	<b>\$26,583,893</b>

## DOWNTOWN DEVELOPMENT AUTHORITY

### Expenses by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	-	-	287,685	287,685	294,504	294,504
PAYROLL FRINGES	-	-	180,669	180,669	179,037	191,014
OTHER SERVICES	-	-	7,067,048	7,072,048	7,873,512	8,291,176
MATERIALS & SUPPLIES	-	-	41,500	41,500	42,745	44,028
OTHER CHARGES	-	-	4,015,378	4,314,815	4,497,934	4,560,591
PASS THROUGHES	-	-	9,194,323	9,505,538	12,717,550	10,890,375
CAPITAL OUTLAY	-	-	3,811,301	6,105,456	1,999,840	2,207,675
EMPLOYEE ALLOWANCES	-	-	3,788	3,788	3,788	3,788
<b>Total</b>	-	-	<b>\$24,601,692</b>	<b>\$27,511,499</b>	<b>\$27,608,910</b>	<b>\$26,483,151</b>

### Expenses by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
DDA HOUSING FUND (0001)	-	-	802,000	798,000	2,000	2,000
DOWNTOWN DEVELOPMENT AUTHORITY (0003)	-	-	4,614,727	5,484,873	5,291,468	3,866,737
DDA PARKING MAINTENANCE (0033)	-	-	2,026,350	1,755,000	2,326,270	2,661,380
DDA PARKING FUND (0063)	-	-	17,158,615	19,473,626	19,989,172	19,953,034
<b>Total</b>	-	-	<b>\$24,601,692</b>	<b>\$27,511,499</b>	<b>\$27,608,910</b>	<b>\$26,483,151</b>

### FTE Count

Category	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
DOWNTOWN DEVELOPMENT AUTHORITY	3.00	4.00	4.00	4.00	4.00
<b>Total</b>	<b>3.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

## DOWNTOWN DEVELOPMENT AUTHORITY

### REVENUES

**Charges for Services** – The increase is for street meters and parking structures revenues.

**Miscellaneous Revenue** – The forecasted FY2013 includes \$1.28 million for “installment sale revenue”. The FY2014 and FY2015 amounts include increased Library Lane parking revenues.

**Prior Year Surplus** – The FY2014 amount represents the use of prior year fund balance for higher principal and interest costs in that year according to the DDA’s 10-year plan.

### EXPENSES

**Payroll Fringes** – The increase in costs is associated with an increase in pension funding and medical insurance.

**Other Services** – The DDA inflated all of their other services by 3% annually in this two year budget plan. In addition, the DDA Parking Maintenance Fund budgeted approximately \$535,000 more in FY2014 and \$677,000 in FY2015 for architect and engineering fees, consulting and repairs.

**Pass Throughs** – The increase represents a higher operating transfer for the projected debt service payments, based on the DDA’s 10-year plan.

**Capital Outlay** – The FY2013 amount reflects the down payment on 1<sup>st</sup> & Washington and the amount to finish the Library Lane structure.

## DOWNTOWN DEVELOPMENT AUTHORITY

### Allocated Positions

Job Description	Job Class	FY 2014 FTE's	FY 2015 FTE's
PLANNING & RESEARCH SPE	404150	1.00	1.00
DDA DEPUTY DIRECTOR	403720	1.00	1.00
DDA EXEC DIRECTOR	403290	1.00	1.00
MANAGEMENT ASSISTANT	000200	1.00	1.00
Total		4.00	4.00



This page intentionally left blank



## ***SMART ZONE***

The Ann Arbor/Ypsilanti SmartZone, created in 2001 by the Michigan Economic Development Corporation, provides capital needed for the facilitation of the commercialization of research projects being developed at University of Michigan and Eastern Michigan University and the development of private high technology enterprises. The Local Development Finance Authority provides local financing for the Ann Arbor/Ypsilanti SmartZone through a tax capture mechanism.

## SMART ZONE LOCAL DEVELOPMENT FINANCE AUTHORITY

### Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
INVESTMENT INCOME	14,723	14,576	12,357	11,800	10,250	9,762
PRIOR YEAR SURPLUS	-	-	83,373	-	159,245	-
TAXES	1,475,504	1,437,146	1,563,019	1,563,546	1,645,397	1,728,884
<b>Total</b>	<b>\$1,490,227</b>	<b>\$1,451,722</b>	<b>\$1,658,749</b>	<b>\$1,575,346</b>	<b>\$1,814,892</b>	<b>\$1,738,646</b>

### Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
SMART ZONE LDFA (0009)	1,490,227	1,451,723	1,658,749	1,575,346	1,814,892	1,738,646
<b>Total</b>	<b>\$1,490,227</b>	<b>\$1,451,723</b>	<b>\$1,658,749</b>	<b>\$1,575,346</b>	<b>\$1,814,892</b>	<b>\$1,738,646</b>

## SMART ZONE LOCAL DEVELOPMENT FINANCE AUTHORITY

### Expenses by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
OTHER SERVICES	1,385,639	1,456,052	1,658,153	1,598,710	1,787,791	1,689,953
OTHER CHARGES	444	568	596	13,731	27,101	27,818
<b>Total</b>	<b>\$1,386,083</b>	<b>\$1,456,620</b>	<b>\$1,658,749</b>	<b>\$1,612,441</b>	<b>\$1,814,892</b>	<b>\$1,717,771</b>

### Expenses by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
SMART ZONE LDFA (0009)	1,386,083	1,456,620	1,658,749	1,612,441	1,814,892	1,717,771
<b>Total</b>	<b>\$1,386,083</b>	<b>\$1,456,620</b>	<b>\$1,658,749</b>	<b>\$1,612,441</b>	<b>\$1,814,892</b>	<b>\$1,717,771</b>

## SMART ZONE LOCAL DEVELOPMENT FINANCE AUTHORITY

### EXPENSES

**Other Services** – The FY2014 budget reflects an increase primarily attributable to a planned expansion of Ann Arbor SPARK's downtown incubator facilities.

**Other Charges** – The FY2013 forecasted, FY2014 request and FY2015 projected include an MSC charge. In the FY2013 and prior the MSC was charged under Other Services. The amount of the MSC went up in FY2014 due to the MSC study reflecting the increased size of the LDFA tax capture and expenditures compared to the last time the MSC study was done.

## Ann Arbor/Ypsilanti SmartZone LDFA

	Actual FY2011	Actual FY2012	Budget FY2013	Forecasted FY2013	Request FY2014	Projected FY2015
<b>REVENUES</b>						
Tax Revenue	\$ 1,475,504	\$ 1,437,146	\$ 1,563,019	\$ 1,563,546	\$ 1,645,397	\$ 1,728,884
Miscellaneous Revenue	-	-	-	-	-	-
Microloan Repayments	-	-	-	-	-	-
Investment Income	14,723	14,576	12,357	11,800	10,250	9,762
<b>Total Revenue</b>	<b>\$ 1,490,227</b>	<b>\$ 1,451,722</b>	<b>\$ 1,575,376</b>	<b>\$ 1,575,346</b>	<b>\$ 1,655,647</b>	<b>\$ 1,738,646</b>
<b>EXPENDITURES</b>						
<b><u>Business Accelerator Support Services</u></b>						
SPARK Business Accelerator Direct Staffing	\$ 288,400	\$ 300,000	\$ 337,000	\$ 337,000	\$ 400,000	\$ 415,000
Phase II - Due Diligence	5,775	17,142	25,000	16,221	25,000	25,000
Phase III - Intensive Service	281,441	432,129	400,000	496,249	500,000	500,000
Phase IV - Accelerating Opportunities	-	14,090	100,000	82,000	75,000	75,000
Sub-Total	<b>575,616</b>	<b>763,361</b>	<b>862,000</b>	<b>931,470</b>	<b>1,000,000</b>	<b>1,015,000</b>
<b>Micro Loan Program for Entrepreneurs</b>	<b>400,000</b>	<b>275,000</b>	<b>150,000</b>	<b>150,000</b>	-	-
<b>Angel Investment Group Support</b>	<b>12,490</b>	-	-	-	-	-
<b>Business Networking Events</b>	<b>30,885</b>	<b>25,748</b>	<b>50,000</b>	<b>38,259</b>	<b>40,000</b>	<b>40,000</b>
<b><u>Entrepreneur Education</u></b>						
Education Classes	12,681	38,129	75,000	50,428	50,000	50,000
Bootcamp	40,000	22,000	45,000	45,000	50,000	50,000
Sub-Total	<b>52,681</b>	<b>60,129</b>	<b>120,000</b>	<b>95,428</b>	<b>100,000</b>	<b>100,000</b>
<b>Cantillon Web Based Education</b>	<b>2,400</b>	-	-	-	-	-
<b>Internship Support &amp; Talent Training</b>			<b>100,000</b>	<b>81,038</b>	<b>100,000</b>	<b>100,000</b>
<b>Business Software Access for Clients</b>			<b>20,000</b>	<b>16,332</b>	<b>20,000</b>	<b>20,000</b>
<b>SPARK Central Incubator Operating Exp</b>	<b>154,773</b>	<b>164,672</b>	<b>170,000</b>	<b>155,035</b>	<b>170,000</b>	<b>170,000</b>
<b>Incubator Expansion</b>					<b>180,000</b>	<b>60,000</b>
<b><u>SPARK Indirect Services</u></b>						
SPARK Accounting	52,770	63,191	65,086	65,086	67,000	68,500
Marketing	71,940	65,180	71,663	50,837	75,000	80,000
Sub-Total	<b>124,710</b>	<b>128,371</b>	<b>136,749</b>	<b>115,923</b>	<b>142,000</b>	<b>148,500</b>
<b><u>City of Ann Arbor Indirect Services</u></b>						
Legal & Admin Support	32,529	39,338	50,000	28,956	62,892	64,271
<b>Total Operating Expenditures</b>	<b>\$ 1,386,084</b>	<b>\$ 1,456,619</b>	<b>\$ 1,658,749</b>	<b>\$ 1,612,441</b>	<b>\$ 1,814,892</b>	<b>\$ 1,717,771</b>
<b>Net Increase (Use) of Fund Balance</b>	<b>\$ 104,143</b>	<b>\$ (4,897)</b>	<b>\$ (83,373)</b>	<b>\$ (37,095)</b>	<b>\$ (159,245)</b>	<b>\$ 20,875</b>

This page intentionally left blank



### ***NON-DEPARTMENTAL AND DEBT SERVICE***

The Non-Departmental Service Area is used to record and track revenue and expenditure activities that are not associated with any specific Service Area. Specific activities include: operating transfers to other funds, contingency for compensation, AATA tax transfer, debt service, city wide dues and licenses, Michigan Tax Tribunal refunds, and other miscellaneous activities.

The debt service funds are used to record the debt service of the City. State law does not allow the City to issue general obligation debt in excess of 10% of State Equalized Value (SEV); the debt limit as of June 30, 2012 was \$526.8 million. The debt subject to that limit as of June 30, 2012, was \$121.1 million or 2.3% of the total SEV. Other indebtedness is financed through dedicated millages such as parks millages, specific revenues like water and sewer revenues and direct charges to individual taxpayers as with special assessments. Indebtedness, which is repaid from dedicated financing sources, does not count against the 10% of SEV limit. The total City debt (general obligation and all others) as of June 30, 2012 was \$244.9 million.



## NON-DEPARTMENTAL AND DEBT SERVICE

### Revenues by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
CHARGES FOR SERVICES	119,400	23,843	-	-	-	-
INTRAGOVERNMENTAL SALES	-	1,019	40,000	500	-	-
MISCELLANEOUS REVENUE	420,193	652,290	486,542	486,542	520,279	538,853
OPERATING TRANSFERS IN	9,913,702	11,051,736	10,988,815	11,038,248	12,291,936	12,378,947
PRIOR YEAR SURPLUS	-	-	837,169	-	456,549	1,686,254
SALE OF BONDS	-	2,703,375	-	-	-	-
TAXES	11,582,623	9,862,034	9,899,306	9,887,467	9,565,500	9,732,453
<b>Total</b>	<b>\$22,035,918</b>	<b>\$24,294,297</b>	<b>\$22,251,832</b>	<b>\$21,412,757</b>	<b>\$22,834,264</b>	<b>\$24,336,507</b>

### Revenues by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	12,517,510	12,607,912	13,061,921	12,442,421	13,549,807	15,140,187
OPEN SPACE & PARK ACQ MILLAGE (0024)	576	-	-	-	-	-
GENERAL DEBT SERVICE (0035)	9,398,632	11,667,276	9,026,018	8,970,336	9,121,422	9,154,845
GEN DEBT SERV-SPEC						
ASSESSMENTS (0060)	119,095	19,051	163,893	-	163,035	41,475
STREET MILLAGE FUND (0062)	104	-	-	-	-	-
PARK MAINT & CAPITAL IMP						
MILLAGE (0071)	-	58	-	-	-	-
<b>Total</b>	<b>\$22,035,917</b>	<b>\$24,294,297</b>	<b>\$22,251,832</b>	<b>\$21,412,757</b>	<b>\$22,834,264</b>	<b>\$24,336,507</b>

## NON-DEPARTMENTAL AND DEBT SERVICE

### Expenses by Category

Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
PERSONNEL SERVICES	-	-	782,231	682,231	1,029,000	846,000
PAYROLL FRINGES	-	551,932	-	-	-	-
OTHER SERVICES	398,526	317,599	223,291	182,230	172,891	152,891
MATERIALS & SUPPLIES	35,497	107,910	114,075	114,075	116,637	118,970
OTHER CHARGES	10,677,080	14,143,406	10,812,532	10,289,452	11,080,338	12,279,066
PASS THROUGHES	10,478,182	10,456,388	11,520,421	11,520,421	10,648,807	10,740,790
EMPLOYEE ALLOWANCES	-	-	-	-	-	-
<b>Total</b>	<b>\$21,589,285</b>	<b>\$25,577,235</b>	<b>\$23,452,550</b>	<b>\$22,788,409</b>	<b>\$23,047,673</b>	<b>\$24,137,717</b>

### Expenses by Fund

Fund	Actual FY 2011	Actual FY 2012	Budget FY 2013	Forecasted FY 2013	Request FY 2014	Projected FY 2015
GENERAL (0010)	11,940,056	13,010,357	14,242,639	13,530,064	13,749,216	14,929,397
OPEN SPACE & PARK ACQ MILLAGE (0024)	26,762	50,390	-	-	-	-
GENERAL DEBT SERVICE (0035)	9,232,423	11,813,976	9,027,018	9,075,452	9,123,422	9,156,845
GEN DEBT SERV-SPEC						
ASSESSMENTS (0060)	140,673	105,443	182,893	182,893	175,035	51,475
STREET MILLAGE FUND (0062)	111,314	215,278	-	-	-	-
PARK MAINT & CAPITAL IMP						
MILLAGE (0071)	52,982	115,270	-	-	-	-
SOLID WASTE (0072)	137,208	266,521	-	-	-	-
<b>Total</b>	<b>\$21,641,418</b>	<b>\$25,577,235</b>	<b>\$23,452,550</b>	<b>\$22,788,409</b>	<b>\$23,047,673</b>	<b>\$24,137,717</b>

This page intentionally left blank

**CITY OF ANN ARBOR  
Budgeted Capital Improvement Projects  
By Project Type**

**Requested Project Appropriations for FY2014 & FY2015**

ProjectID	Project Name	CIP Priority		Anticipated Spending Schedule				
		Rank	Score	Prior FYs	Request FY2014	Projected FY2015	FY2016+	Total
<b><u>Municipal Facilities - City Owned Buildings</u></b>								
MF-CB-10-02	Guy C. Larcom Municipal Building: Asbestos Abatement	2	of 16	48.83		600,000	-	600,000
MF-CB-12-05	Guy C. Larcom Municipal Building: 2nd floor/Council Chambers Renovation	3	of 16	47.64			400,000	100,000
MF-CB-10-03	Guy C. Larcom Municipal Building: Secondary Chiller	6	of 16	38.30		175,000	-	175,000
MF-CB-12-03	Fire Station Mechanical Replacements	6	of 16	38.30			38,000	90,000
MF-CB-14-04	Fire Stations 1 and 6 Remodeling Program	8	of 16	34.89		100,000	-	100,000
MF-CB-14-05	415 West Washington Demolition	14	of 16	30.85			300,000	-
					-	875,000	738,000	190,000
								1,803,000
<b><u>Municipal Facilities - Parks and Recreation</u></b>								
MF-PR-08-19	Recreation Facility Updates and Infrastructure Repairs	1	of 27	80.71	500,000	471,386	-	978,614
MF-PR-10-01	Playgrounds and Neighborhood Park Improvements	4	of 27	66.38	564,000	75,000	75,000	300,000
MF-PR-13-01	Gallup Park Boat Launch	8	of 27	57.41	15,000	-	85,000	-
MF-PR-14-03	Leslie Park Golf Course Cart and Other Storage	9	of 27	56.92	-	0	131,327	168,673
MF-PR-08-07	Tennis & Basketball Court Renovations	11	of 27	54.08	600,000	-	150,000	300,000
MF-PR-10-13	Baseball/Softball Field Renovations	12	of 27	54.08	500,000	150,000	-	300,000
MF-PR-10-06	Trails & Pathways - Repairs & Reconstruction	15	of 27	49.92	505,000	75,000	150,000	525,000
MF-PR-10-02	Parks Roads & Parking Lots	22	of 27	39.67	650,000	80,000	140,000	750,000
MF-PR-12-06	Historic Park Structures Repair/Restoration	23	of 27	39.29	150,000	-	150,000	300,000
MF-PR-10-08	Exterior Shelter Lighting LED Conversion	24	of 27	37.95	-	20,000	-	25,000
					3,484,000	871,386	881,327	3,647,287
								8,884,000
<b><u>Transportation - Alternative Transportation</u></b>								
TR-AT-10-29	ADA Ramp Replacements (Outside of DDA)	13	of 38	53.47	2,304,000	928,000	700,000	1,464,000
TR-AT-10-09	Non-Motorized Corridor Project: State St (Depot to City Boundary)	22	of 38	43.47	-	50,000	-	-
TR-AT-10-04	Non-Motorized Corridor Project: Liberty (State to City Boundary)	23	of 38	43.12	40,000	138,000	-	-
TR-AT-13-01	Annual Sidewalk Repair Program	26	of 38	42.63	527,000	538,000	538,000	1,076,000
TR-AT-12-04	Ellsworth at Research Park Dr. Pedestrian Crossing	35	of 38	37.74	20,000	85,000	-	-
TR-AT-14-05	Bike Share Program	-	of 38	-	60,000	60,000	-	-
					2,951,000	1,799,000	1,238,000	2,540,000
								8,528,000
<b><u>Transportation - Bridges</u></b>								
TR-BR-10-06	Fuller/Maiden/EMC Bridge Rehab	1	of 4	67.35		317,000	813,000	813,000
								1,943,000
						317,000	813,000	813,000
								1,943,000
<b><u>Transportation - Other</u></b>								
TR-OT-10-07	Ellsworth Road Corridor Transportation Study	17	of 24	26.87			50,000	-
TR-OT-10-08	State Street Corridor Transportation Study	4	of 24	48.80		150,000	150,000	-
TR-OT-10-04	Geddes Rd Sloughing Correction	3	of 24	49.95	35,000	400,000	-	-
					35,000	550,000	200,000	-
								785,000
<b><u>Transportation - Street Construction</u></b>								
TR-SC-09-03	Stadium Blvd. (Hutchins to Kipke)	4	of 39	68.65			281,600	3,000,000
TR-SC-08-01	Fuller Rd/Maiden Lane/East Medical Center Dr Intrsection	5	of 39	76.13	177,102	303,000	463,000	416,000
								3,281,600
								1,359,102

**CITY OF ANN ARBOR  
Budgeted Capital Improvement Projects  
By Project Type**

**Requested Project Appropriations for FY2014 & FY2015**

ProjectID	Project Name	CIP Priority		Anticipated Spending Schedule				
		Rank	Score	Prior FYs	Request FY2014	Projected FY2015	FY2016+	Total
TR-SC-08-01	Fuller Rd Resurfacing	5 of 39	76.13			500,000	-	500,000
TR-SC-14-02	Stone School Rd (I-94 to Ellsworth)	5 of 39	68.65	168,251	900,000		-	1,068,251
TR-SC-10-12	AA-Saline (County) - Eisenhower to Oak Valley	6 of 39	66.78	50,000	305,000		-	355,000
TR-SC-10-14	Geddes Avenue (Apple Way to HPW)	7 of 39	65.19		700,000	2,330,000	-	3,030,000
TR-SC-14-03	Pontiac Trail Impr-Skydale to M-14	9 of 39	59.84	247,000	1,728,000		-	1,975,000
TR-SC-14-17	ASRP: State St. (Eisenhower to I-94)	9 of 39	-		845,000		-	845,000
TR-SC-14-16	Forest Ave (S. University to Hill)	10 of 39	57.32		300,000		-	300,000
TR-SC-14-12	Pauline (Stadium to Seventh)	14 of 39	45.13		150,000	1,000,000	-	1,150,000
TR-SC-14-17	Fifth Ave (Kingsley to Catherine)	15 of 39	42.62		100,000	900,000	-	1,000,000
TR-SC-14-08	Packard (Anderson to Eisenhower)	16 of 39	42.18	100,000	640,000		-	740,000
TR-SC-14-09	Scio Church (Main to Seventh)	18 of 39	41.33			50,000	950,000	1,000,000
TR-SC-13-04	S. Maple (Jackson to Stadium) - MDOT	24 of 39	33.53		400,000		-	400,000
TR-SC-13-07	Annual Local Resurfacing	26 of 39	32.85	2,600,000	1,500,000	1,500,000	3,000,000	8,600,000
TR-SC-14-22	Springwater Subdivision	26 of 39	-		785,000	710,000	685,000	2,180,000
TR-SC-12-03	ASRP: Washington (First to Fourth)	28 of 39	31.93		362,000		-	362,000
TR-SC-12-13	ASRP: Division (Madison to Huron)	32 of 39	19.66		883,000		-	883,000
TR-SC-12-05	ASRP: Liberty (First to Main)	34 of 39	19.66		320,000		-	320,000
TR-SC-13-02	ASRP: Newport Rd Resurfacing	39 of 39	15.79		1,000,000		-	1,000,000
TR-SC-N/A	Annual Capital Maintenance Program	- of 39	-		350,000	350,000	1,050,000	1,750,000
				<b>3,342,353</b>	<b>11,571,000</b>	<b>8,084,600</b>	<b>9,101,000</b>	<b>32,098,953</b>
<b>Utilities - Sanitary Sewer</b>								
UT-SN-14-04	WWTP Secondary Effluent Pump Replacement	5 of 48	62.80	250,000	1,100,000	-	-	1,350,000
UT-SN-08-15	Foot Drain Disconnection Priority 2A 2006	5 of 48	59.37	11,050,000	2,500,000		-	13,550,000
UT-SN-14-06	Sanitary Sewer Lining Projects	6 of 48	59.79	-	750,000	1,500,000	1,500,000	3,750,000
UT-SN-02-11	Wet Weather Mitigation (Long Term)	7 of 48	59.37	13,445,000	-	2,500,000	48,000,000	63,945,000
UT-SN-10-05	Manhole Rehabilitation/Replacement Project	14 of 48	55.43	325,000	275,000	-	550,000	1,150,000
UT-SN-14-05	Lift Station Repair/Replacement Program	18 of 48	49.00	-	-	500,000	1,500,000	2,000,000
UT-SN-14-01	Glen/Fuller Diversion	30 of 48	45.38	-	300,000	-	-	300,000
UT-SN-12-03	Stone School Road Sanitary Extensions	38 of 48	40.78	-	80,000	-	250,000	330,000
				<b>25,070,000</b>	<b>5,005,000</b>	<b>4,500,000</b>	<b>51,800,000</b>	<b>86,375,000</b>
<b>Utilities - Storm Sewer</b>								
UT-ST-12-18	Malletts Creek Study - Ellsworth to I-94	3 of 55	63.65	-	300,000	-	-	300,000
UT-ST-14-03	Malletts Streambank Stabilization Phase II	6 of 55	58.97	-	-	2,200,000	-	2,200,000
UT-ST-10-21	Stone School Road Storm Improvements (I-94 to Ellsworth)	7 of 55	55.90	220,000	1,100,000	-	-	1,320,000
UT-ST-10-16	Street Tree Replanting	9 of 55	53.20	675,000	300,000	300,000	300,000	1,575,000
UT-ST-09-04	Stadium Boulevard Storm Sewer Replacement (Hutchins to Kipke)	11 of 55	50.21	-	-	110,000	360,000	470,000
UT-ST-10-04	Springwater Subdivision Storm Sewer Replacement	16 of 55	46.57	-	650,000	500,000	300,000	1,450,000
UT-ST-14-01	Village Oaks-Chaucer Court Stormwater Improvements	21 of 55	41.07	-	1,250,000	-	-	1,250,000
UT-ST-14-04	Pontiac Trail Stormwater Improvements (M-14 to Skydale)	22 of 55	39.95	-	200,000	-	-	200,000
UT-ST-14-07	Storm Sewer Lining Projects	27 of 55	37.00	-	-	600,000	600,000	1,200,000
UT-ST-10-13	Flood Mitigation Implementation Grant Matching	29 of 55	34.97	100,000	-	100,000	500,000	700,000
UT-ST-10-20	Geddes Avenue Storm Sewer (Arlington to Huron Parkway)	31 of 55	31.61	-	50,000	750,000	-	800,000

**CITY OF ANN ARBOR  
Budgeted Capital Improvement Projects  
By Project Type**

**Requested Project Appropriations for FY2014 & FY2015**

ProjectID	Project Name	CIP Priority	
		Rank	Score
UT-ST-12-22	Stream Bank Stabilization (Future locations)	33 of 55	28.30
UT-ST-14-06	Vinewood Stormwater Improvements	34 of 55	27.30
UT-ST-14-05	Allen Creek Check Valve	42 of 55	22.96
<b>Utilities - Water System</b>			
UT-WS-14-01	Plant 1 Replacement Study	1 of 68	71.86
UT-WS-14-02	Ozone Dielectric Replacement	2 of 68	71.43
UT-WS-08-06	Replace Steere Farm Well Pump Engines	4 of 68	57.39
UT-WS-14-12	Arbor Oaks Phase II Water Mains	6 of 68	53.57
UT-WS-14-19	Pauline (Stadium to Seventh) Water Main Replacement	9 of 68	51.64
UT-WS-08-10	Barton Electrical Upgrades & S Industrial PS	11 of 68	50.63
UT-WS-13-04	Stone School Water Main Replacement (I-94 to Ellsworth)	12 of 68	50.11
UT-WS-14-11	Lawrence Water Main Upsizing	13 of 68	49.53
UT-WS-14-18	Springwater Subdivision Water Main Replacement	13 of 68	49.53
UT-WS-14-10	Yellowstone Watermain Replacement (swapped to FY14)	14 of 68	49.50
UT-WS-12-07	Barton Dam Concrete Repairs - Phase II (50% General Fund)	17 of 68	48.33
UT-WS-12-07	Barton Dam Concrete Repairs - Phase II (50% Water Fund)	17 of 68	48.33
UT-WS-09-03	Raw Water Main (30") Upgrade Stadium (Seventh to Kipke)	19 of 68	46.51
UT-WS-12-04	Duncan Water Main Replacement	20 of 68	44.07
UT-WS-08-30	Downtown Valve Insertion/Replacement	23 of 68	37.69
UT-WS-10-15	Russet, Russell & Redeemer Water Main Replacement	26 of 68	36.77
UT-WS-01-10	Elevated Storage Tanks (West High Service District)	27 of 68	33.95
UT-WS-13-05	Pontiac Trail Water Main Extension	35 of 68	27.77
UT-WS-13-03	Dover Place/Riverview Water Main	36 of 68	27.77
UT-WS-02-19	Manchester Elevated Water Tank Paint Project	40 of 68	26.54
UT-WS-10-01	Barton Dam - Coating Structural Steel	49 of 68	21.36
UT-WS-14-17	Water Meter Replacement Program (50% Water Fund)	63 of 68	16.61
UT-WS-14-17	Water Meter Replacement Program (50% Sewer Fund)	63 of 68	16.61
UT-WS-08-07	Barton Pond Early Warning System	64 of 68	14.36
UT-WS-N/A	Recycle Streams	-	-

Anticipated Spending Schedule				
Prior FYs	Request FY2014	Projected FY2015	FY2016+	Total
-	-	170,000	-	170,000
-	50,000	-	-	50,000
-	-	30,000	-	30,000
995,000	3,900,000	4,760,000	2,060,000	11,715,000
-	100,000	-	-	100,000
-	185,000	-	-	185,000
150,000	150,000	1,250,000	-	1,550,000
-	615,000	-	-	615,000
-	85,000	1,115,000	-	1,200,000
800,000	3,000,000	-	-	3,800,000
-	825,000	-	-	825,000
-	-	200,000	-	200,000
-	490,000	220,000	500,000	1,210,000
-	650,000	-	-	650,000
-	50,000	575,000	-	625,000
-	50,000	575,000	-	625,000
-	-	155,000	1,375,000	1,530,000
-	650,000	-	-	650,000
150,000	-	250,000	-	400,000
100,000	1,300,000	-	-	1,400,000
-	-	225,000	2,300,000	2,525,000
50,000	400,000	-	-	450,000
-	-	200,000	-	200,000
-	100,000	600,000	-	700,000
-	-	400,000	-	400,000
-	-	125,000	500,000	625,000
-	-	125,000	500,000	625,000
-	-	25,000	300,000	325,000
-	1,411,794	-	-	1,411,794
1,250,000	10,061,794	6,040,000	5,475,000	22,826,794

**Grand total**

<b>\$ 37,127,353</b>	<b>\$ 34,950,180</b>	<b>\$ 27,254,927</b>	<b>\$ 75,626,287</b>	<b>\$ 174,958,747</b>
----------------------	----------------------	----------------------	----------------------	-----------------------