

# **TENTATIVE AGENDA FOR PUBLIC HEARINGS 2016-2017 RECOMMENDED BUDGET**

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**8:30 A.M.  
April 16, 2016**

**Municipal Building  
Commission Room  
Second Floor, 151 Martin Street  
Birmingham, Michigan 48009**

PLEASE NOTE THAT THIS IS A TENTATIVE SCHEDULE AND AS SUCH THE LENGTH OF THE PRESENTATIONS AND DURATION OF THE MEETING MAY CHANGE AS CIRCUMSTANCES WARRANT. THE MEETING MAY END EARLIER THAN SCHEDULED, OR BE EXTENDED. PUBLIC COMMENT MAY ALSO BE MADE AFTER EACH SEPARATE PRESENTATION.

Budget Page #

8:30 A.M.	1. Budget Presentation – Video .....	None
8:45 A.M.	2. General Fund	
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9:15 A.M.	Community Development	
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10:15 A.M.	Engineering.....	173
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	Alleys .....	185
10:30 A.M.	Public Services	
	General .....	187
	Property Maintenance .....	193
	Weed/Snow Enforcement .....	197
	Ice Sports Arena .....	201
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11:00 A.M.	3. Enterprise Funds	
	Automobile Parking System .....	291
	Municipal Golf Courses.....	321 & 325
	Water Supply System .....	299
	Sewage Disposal .....	309
11:30 A.M.	4. Baldwin Public Library.....	345
	<b><u>12:00 – 12:30 LUNCH</u></b>	
12:30 P.M.	5. Special Revenue Funds	
	Major Streets .....	241
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		<u>Budget Page #</u>
1:00 P.M.	6. Information Technology .....	331
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1:30 P.M.	9. Brownfield Redevelopment Authority.....	363
1:35 P.M.	10. Triangle District Corridor Improvement Authority.....	367
1:40 P.M.	11. Greenwood Cemetery Perpetual Care Fund.....	285
1:45 P.M.	12. Debt Service Fund.....	275
1:50 P.M.	13. Capital Projects Fund.....	371
2:00 P.M.	14. Public Comment	

*NOTICE: Individuals requiring accommodations, such as mobility, visual, hearing, interpreter or other assistance, for effective participation in this meeting should contact the City Clerk's Office at (248) 530-1880 (voice), or (248) 644-5115 (TDD) at least one day in advance to request mobility, visual, hearing or other assistance.*

*Las personas que requieren alojamiento, tales como servicios de interpretación, la participación efectiva en esta reunión deben ponerse en contacto con la Oficina del Secretario Municipal al [\(248\) 530-1880](tel:(248)530-1880) por lo menos el día antes de la reunión pública. (Title VI of the Civil Rights Act of 1964).*

# **CITY OF BIRMINGHAM**

## **RECOMMENDED 2016-2017 BUDGET**

### **City Commission**

**Rackeline J. Hoff, Mayor**  
**Mark Nickita, Mayor Pro-Tem**  
**Patty Bordman, Commissioner**  
**Pierre Boutros, Commissioner**  
**Carroll DeWeese, Commissioner**  
**Andrew Harris, Commissioner**  
**Stuart Lee Sherman, Commissioner**

### **City Manager**

**Joseph A. Valentine**

### **Director of Finance/Treasurer**

**Mark Gerber**



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*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## COMMUNITY PROFILE





- According to the 2010 U.S. Census, Birmingham currently has a population of 20,103 with the Southeast Michigan Council of Governments (SEMCOG) projecting growth to a population of 21,800 by 2040.
- The average selling price of a single-family home was \$545,879 in 2015, an increase of approximately 20 percent from the prior year.

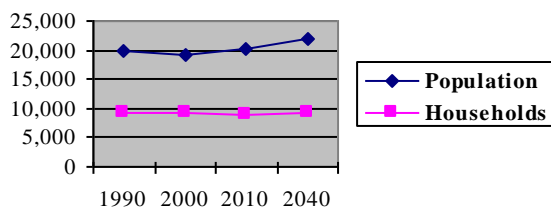
- A pedestrian-friendly downtown with 1,500,000 square feet of retail space and 2,200,000 square feet of office space, and over 300 retail and service businesses.
- Twenty-two parks with 230 acres cover more than 10 percent of the City's total acreage, and the school district also provides recreational facilities.
- Birmingham was ranked 2<sup>nd</sup> for Best Detroit Suburb for Young Couples according to Movoto.com (2015)
- Birmingham was ranked 2<sup>nd</sup> for Best Suburb to Buy a House in Michigan and in the top 100 in the country by Niche (2015).
- Birmingham was ranked 30<sup>th</sup> in the Top 50 Safest Cities in Michigan according to SafeWise (2015).
- Birmingham was named the 5<sup>th</sup> most successful walkable suburb in the U.S. by the Wall Street Journal (2010).
- Named one of the nation's Top 10 "Coolest Suburbs Worth a Visit" by Travel + Leisure Magazine (August 2010).
- One of the top 20 "Best places for a healthy retirement" according to CNNMoney.com (2009).
- Birmingham was named one of the top 25 cities to live in by relocateamerica.com (2007).
- Received the *Promoting Active Communities Award* from the Michigan Governor's Council on Physical Fitness, Health and Sports in 2007 (Bronze Level), 2008 (Gold Level), 2009 (Gold Level), and 2010 (Gold Level - one of only six in the State).



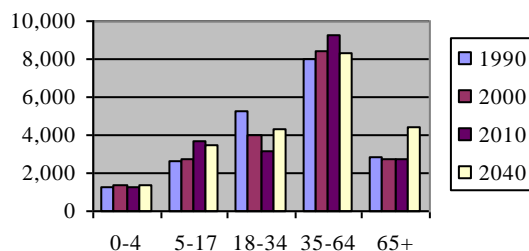
# City of Birmingham, Michigan

## Demographics

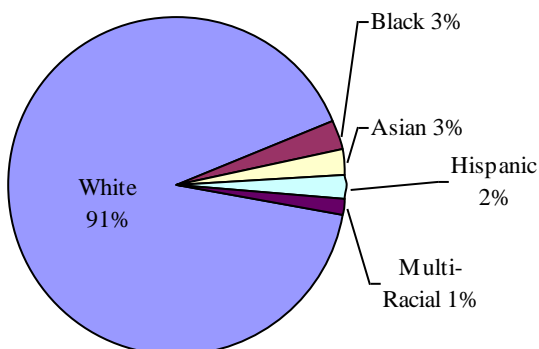
**Population and Household Projections (2)**



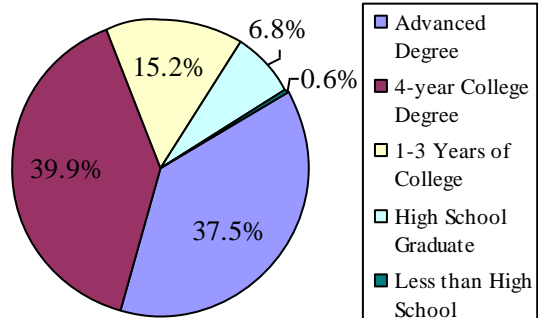
**Population by Age (2)**



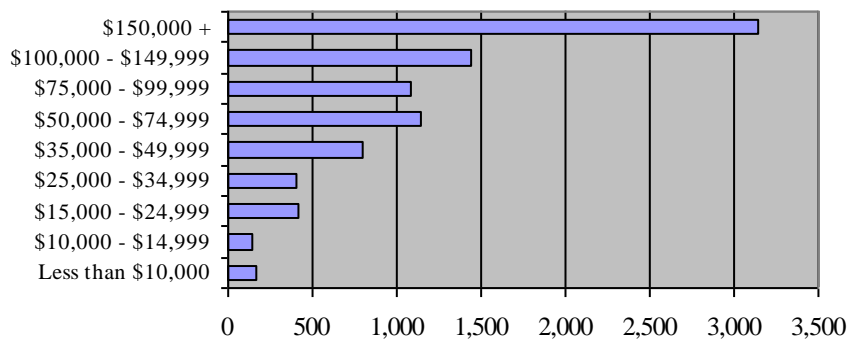
**Population by Race (1)**



**Educational Attainment of People Over 25 Years of Age (5)**



**Households by Income Range (5)**



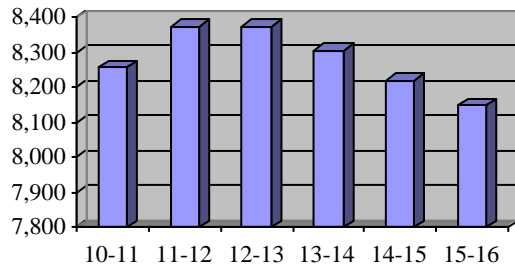
Median  
Household  
Income (5)  
\$107,161



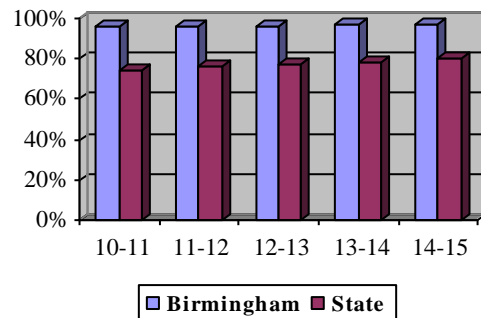
# City of Birmingham, Michigan

## Education (6)

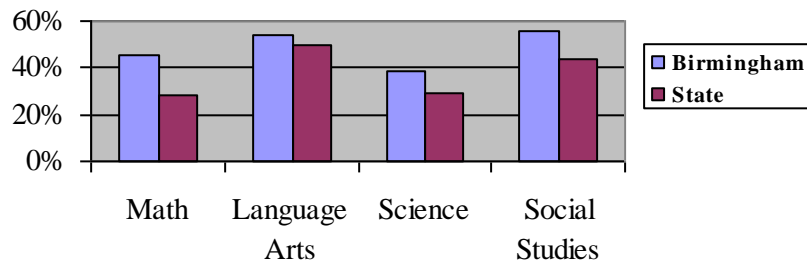
**Birmingham Public Schools  
All Students (3)**



**Birmingham Public Schools  
Graduation Rates (3)**

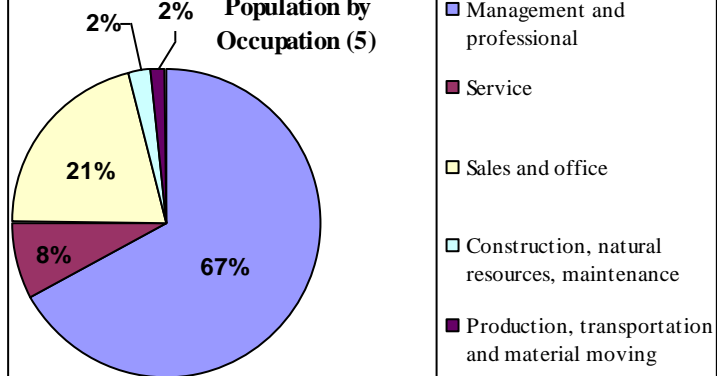


**Birmingham Public Schools 11th Grade M-STEP Results  
% of Students at Advanced or Proficient Levels  
2014-2015 (3)**

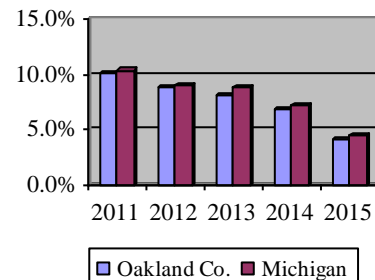


## Labor

**Population by  
Occupation (5)**



**Oakland County and State  
Unemployment Rate (4)**



Sources: (1) 2010 U.S. Census; (2) Southeast Michigan Council of Governments (SEMCOG); (3) Michigan Department of Education, Center for Educational Performance & Information; (4) Michigan Department of Technology, Management, and Budget, Office of Labor Market Information; (5) U.S. Census Bureau 2010-2014 American Community Survey; (6) Birmingham Public Schools serves students in several communities. City of Birmingham residents represent approximately 31% of the student body in 2015-2016.

## **CITIZENS' GUIDE**

The purpose of this section is to explain the format and provide an outline of the content in the 2016-2017 budget document. Hopefully this will serve as an aid for budget review.

### ***Budget Document***

The budget document consists of the following sections:

1. The "Introduction" section includes a: Community Profile; Citizens' Guide to the Budget Document; and a City Organization Chart.
2. The "Budget Overview" section includes the: City Manager's budget message; City Goals and Budget Guidelines, Budget Calendar; Fund Structure of Budget; Combined Statement of Revenue, Expenditures and Changes in Fund Balance; Combined Statement of Revenues, Expenses and Changes in Net Assets; Long-Range Planning Processes; and Financial Policies.
3. The "Personnel" section of the budget provides information pertaining to the City's work force and comparative information for the prior, current, and upcoming fiscal year, and the subsequent planned fiscal year.
4. The "General Fund" section is the first fund presented in the document. It presents the operating budgets for the departments and activities funded by the General Fund. These presentations include department organizational charts, summaries, goals and objectives, and performance measures.
5. "Special Revenue Funds" include the: Major Street Fund; Local Street Fund; Community Development Block Grant Fund; Solid-Waste Disposal Fund; and the Law and Drug Enforcement Fund.
6. The "Debt Administration" section provides an overview of the City's long-term debt obligation.
7. The "Permanent Fund" section presents the budget for the Greenwood Cemetery Perpetual Care Fund.
8. The "Enterprise Funds" section includes such activities as water and sewer utilities, the Automobile Parking System (APS) and the golf courses.
9. The "Internal Service Fund" section presents the budget for the Computer Equipment Fund.
10. The "Component Units" section presents the operating budgets for the Baldwin Public Library, Principal Shopping District (PSD), the Brownfield Redevelopment Authority Fund and the Corridor Improvement Authority.

11. The “Capital Improvements” section provides a listing of capital-improvement projects for the current year, the upcoming year and subsequent five years. The projects in this section are categorized by fund and include all projects with a cost greater than \$25,000.
12. A “Supplemental Information” section has been included to provide additional information pertaining to the City that may be of use or interest to the reader of the budget document. A glossary of financial and budget terms and an index have been provided for reference.

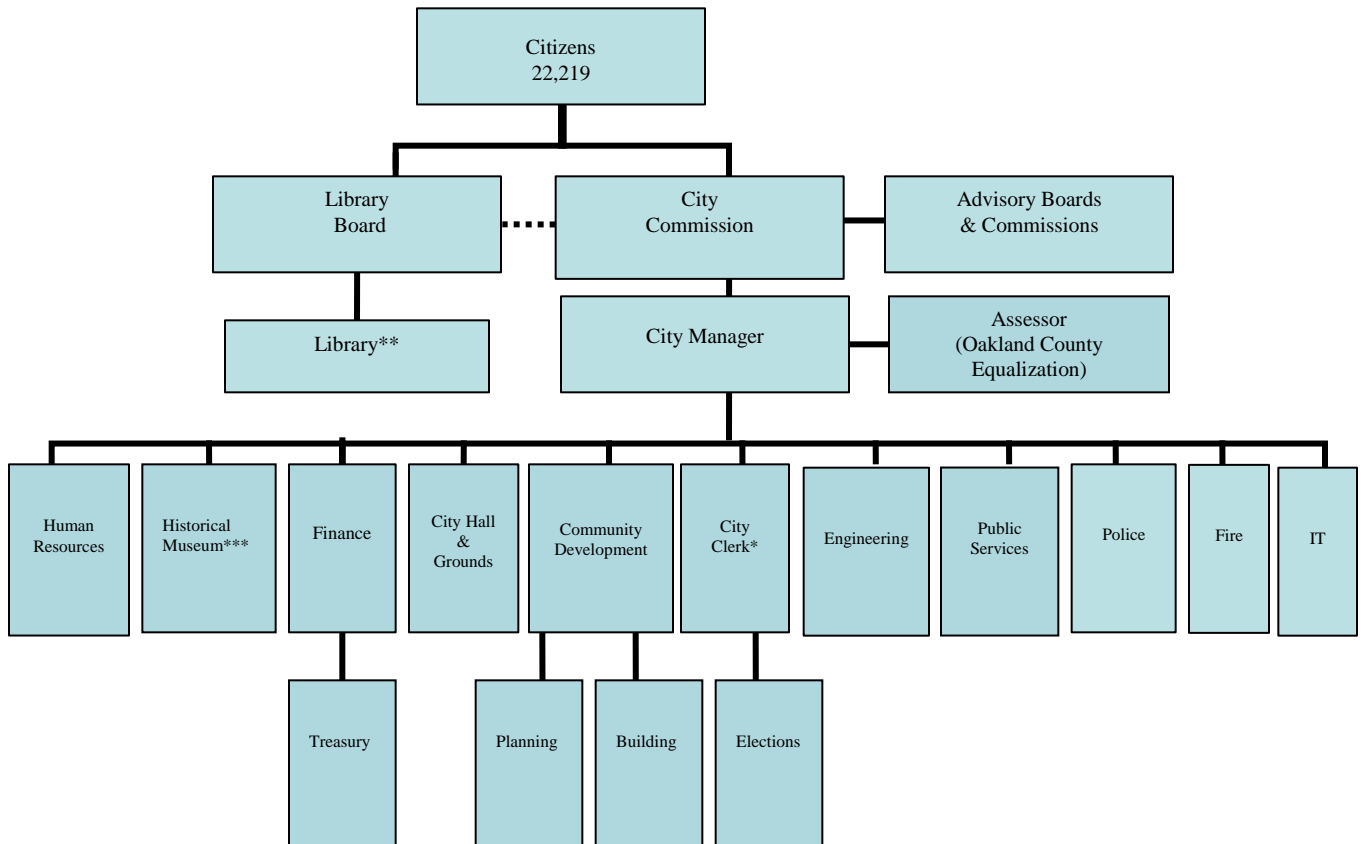
The budget document has been set up to provide information to all interested parties regarding the amount, type and nature of services provided. It specifically identifies personnel costs and the amounts of supplies, other charges and capital items that are associated with an activity’s performance of its various tasks.

In accordance with the State’s Budgeting Act, the budget contains: expenditure and revenue data for the most recently completed fiscal year, or actual information; the current year’s budgeted revenues and expenditures, along with projected revenues and expenditures for the end of the current fiscal year; and requested and recommended amounts required to conduct the City’s operations in the ensuing fiscal year. This format is used for the line-item budgets and many of the summaries contained throughout the document. In addition, a second budgeted year has been added for planning purposes.

The budget document is set up so that it ties into the Comprehensive Annual Financial Report of the City as closely as possible. This will enable the reader to integrate the two documents for a better understanding of the financial affairs of the City as a whole. The budget has been prepared in accordance with provisions of the State Constitution, the Uniform Budgeting & Accounting Act and the City Charter.

## *Birmingham*

### 2016-2017 Organization Chart



\* Appointed by the City Commission; reports to the City Manager.

\*\* The City shall provide a tax levy of not less than  $\frac{1}{2}$  mill and not more than  $1\frac{3}{4}$  mills.

\*\*\* Birmingham Historical Museum is a non-departmental activity that reports to the City Manager.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Birmingham  
Michigan**

For the Fiscal Year Beginning

**July 1, 2015**

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Birmingham, Michigan for its annual budget for the fiscal year beginning July 1, 2015.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



March 30, 2016

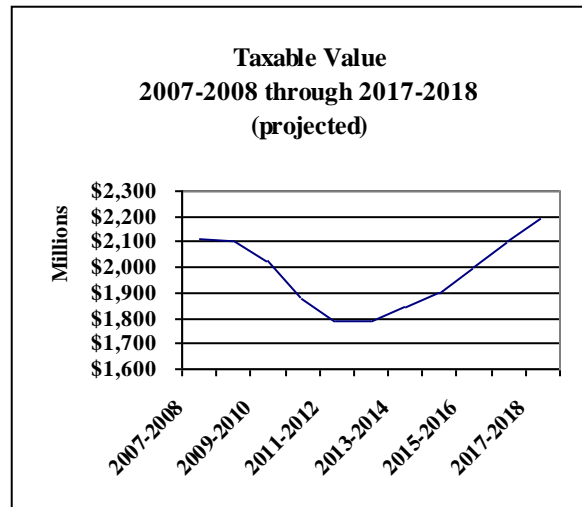
To the Honorable Mayor and City Commission Members:

With this letter, I am pleased to submit the 2016-2017 fiscal year budget for the City of Birmingham. Although the City Charter requires an annual budget to be adopted, it has been developed to not only meet legal fiscal requirements but to also provide detailed information to stakeholders and interested parties for spending in the new fiscal year, a plan for the subsequent year (2017-2018) and a six-year plan for capital expenditures. The budget is the result of many months of effort from elected officials and City staff and provides a long-term perspective and commitment to provide the best possible services to residents at the lowest cost. This budget represents a continued proactive and creative approach to allow the City to build on its past while continuing to provide for its future.

### ***FACTORS AFFECTING BUDGET***

#### ***Economy***

Beginning in 2007-2008, the severe real estate market downturn experienced by the nation and state also impacted the City. The City's taxable value peaked at \$2.1 billion in fiscal year 2007-2008. The next four years saw taxable values decline by approximately 16%. The first sign of a recovery in the City was in 2013-2014 when the City's taxable value grew 2.81%. From there it grew 2.71% in 2014-2015, and 5.6% in 2015-2016. The recommended budget for 2016-2017 anticipates another 5% increase in taxable values. This places the estimated 2016-2017 taxable value just shy of where it was in 2007-2008. Property tax revenue is the City's single largest revenue source and accounts for 68% of the City's General Fund revenues and 43% of all revenues.



The future for the state and our local economy is looking brighter. The automotive industry, which was severely hurt by the financial crisis, has rebounded significantly. U.S. auto sales broke a record in 2015, surpassing the record held in 2000. Auto sales were up over 5% from 2014. The state's unemployment rate has decreased from a high of 14.2% in 2009 to 4.5% in 2015, while Oakland County's rate has decreased from 14.8% to 4.2%. As a result of low interest rates and low unemployment, building permits are projected to increase over 50% from three years ago. In fiscal year 2012-2013 there were approximately 3,300 building permits issued. In fiscal year 2015-2016, the City is projecting over 4,800 building permits. The increase in building permit activity is a good sign that our taxable value will continue to increase in the future.

### Legislative

Somewhat offsetting improvements in real taxable value is the phased-in reduction in personal property tax (PPT). The Michigan legislature, in December 2012, approved the phase-out and eventual elimination of industrial and commercial PPT. The first phase of the PPT plan took effect on December 31, 2013 with businesses with a combined total taxable value for personal property of less than \$40,000 being exempt from the tax. Eligible manufacturing PPT will eventually be eliminated through 2023. A state-wide vote in August 2014 provided replacement funding for taxes lost for the debt levy, taxes that should have been captured from tax incremental financing properties, and the City's operating millage. The City has received funding for tax years 2014 and 2015 from the State in fiscal year 2015-2016.

### Legacy Costs

Pension costs for 2016-2017 are projected to decrease approximately \$80,000 for fiscal year 2016-2017 and \$124,400 in 2017-2018. Retiree health care costs are projected to decrease approximately \$120,400 in fiscal year 2016-2017 and then increase slightly by \$38,000 in 2017-2018. The estimated increase in retiree health-care costs for 2017-2018 is based on budgeted eligible members at the time the budget was prepared. Future retirements of individuals in 2016-2017 may reduce costs below the 2016-2017 levels. The City has managed these costs by closing both systems and providing new employees with defined contribution retirement and retiree health care plans.

### Personnel

The City, through proactive management, has moved swiftly to address the fiscal stresses facing it. During the economic downturn, the City reduced full-time staffing levels by 32%. As the economy has improved, the City has maintained a policy of only replacing those positions which need to be replaced. As a result, 12 full-time positions have been added since fiscal year 2012-2013. The 2016-2017 recommended budget proposes to increase the number of full-time employees by three. This brings the total number of full-time staff to 146 (excluding the Baldwin Public Library) which is 76% of the full-time staff the City employed in fiscal year 1999-2000. The budget recommends the following changes: add a sworn police officer and a dispatcher to the police department, create a deputy fire marshal position to replace a fire inspector in the fire department to eventually replace the current part-time fire marshal, add an assistant building official and clerical position to the building department, and eliminate the billing manager position in the treasury department.

### Capital Improvements

The City has maintained a policy to make regular capital improvements to the City, even during the lean years. The plan for this policy is in the Capital Improvements section of this budget. It includes a six year plan for capital improvements. The recommended budget for 2016-2017 includes a total of \$16.9 million in capital improvements. The real budget challenge is to ensure that not only funds are available for current improvement needs, but that funding will also be available for future projects as well.

### ***Budget Goals***

As a result of proactive management, the City has been able to weather the impacts of the fiscal turmoil of the past several years. To date the City has successfully balanced its budget while mindful of the following budgetary goals:

- Avoid increasing taxes and fees which burden City residents and businesses
- Provide high quality, dependable public services that residents and businesses expect in order to enjoy a City that is safe and clean. This includes effective fire and police protection, advanced life-support services, safe and efficient water and sewer systems and refuse pickup including curbside recycling and composting
- Retain stable and essential services while minimizing involuntary employee separations
- Employ a combination of cost reductions, prudent use of reserves and revenue enhancements to balance the budget
- Evaluate fees and charges to responsibly recover the cost of providing services
- Continue to invest in technology that results in productivity improvements
- Increase collaboration and service sharing to eliminate duplications in service delivery and reduce cost
- Support social, cultural, and recreational programs and services that enhance the lives of our residents
- Work with our business community to collectively meet the needs of and provide assistance to new and existing businesses in the community

### ***BUDGET OVERVIEW***

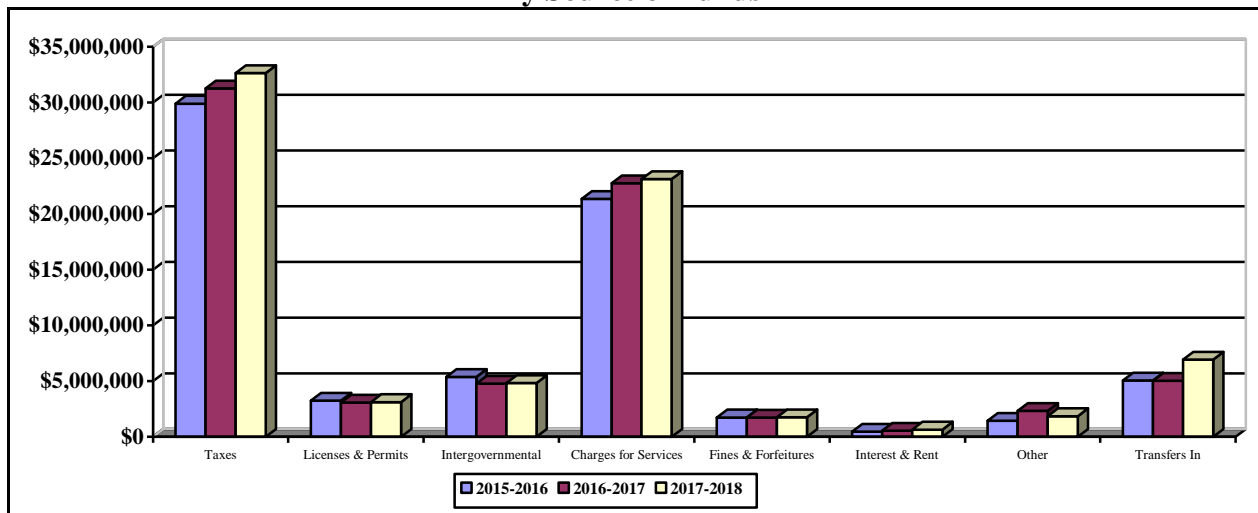
The total recommended budget for fiscal year 2016-2017 for all funds, including component units, is \$77,919,010. Overall this represents a \$4,057,150, or 5.5%, increase from the prior year's amended budget as explained further in this letter:



	Amended <u>2015-2016 Budget</u>	Recommended <u>2016-2017 Budget</u>	Planned <u>2017-2018 Budget</u>
General Fund	\$ 30,130,905	\$ 31,554,470	\$ 32,691,640
Special Revenue Funds	11,293,993	10,065,340	7,172,830
Debt Service Fund	1,571,490	1,627,600	1,778,600
Capital Projects Fund	1,329,009	3,367,420	1,301,000
Permanent Fund	-	-	-
Enterprise Fund	24,049,750	25,438,410	22,697,620
Internal Service Fund	918,981	1,113,730	908,340
Component Units	4,567,732	4,752,040	5,034,020
Citywide Total	<u>\$ 73,861,860</u>	<u>\$ 77,919,010</u>	<u>\$ 71,584,050</u>

### ***Revenue Comparisons:***

#### **WHERE CITY FUNDS COME FROM By Source of Funds**



### **Largest Sources of Revenue (excluding fund transfers):**

#### Property Taxes

Property taxes comprise 47% of all 2016-2017 budgeted revenue, excluding transfers. Property taxes are budgeted in the General Fund, Solid Waste Fund, Water Fund, Sewer Fund, Baldwin Library Fund, Brownfield Fund, and the Corridor Improvement Authority Fund. Property taxes are used for the general operations of the city and library and for the payment of city debt. Property taxes are proposed to increase from 2015-2016 by approximately 4.5% as a result of an increase in taxable value. For the 2016-2017 recommended budget, Oakland County Assessing Department estimated a preliminary increase of 4.5% in taxable value for the City. The final taxable value will be determined in April after the March Board of Review has concluded.

### Charges for Services

**Sewage Disposal Fees** – Charges for services in the Sewer Fund comprise 12% of the total 2016-2017 budgeted revenue, excluding transfers. Sewage disposal fees include charges for the disposal of sewage and connection and inspection fees. Charges for services in the fund are proposed to increase by approximately 4% from the previous year. The increase is mainly the result of an increase in sanitary and storm water disposal charges. Sewage disposal rates are estimated based on the net total cost of the system divided by the number of estimated units of water sold. The number of units of water sold is based on a five year historical average. The average units of water sold is expected to decrease by approximately 2% from the previous year. See page 309 for more detail.

**Automobile Parking Fees** – Charges for services in the Automobile Parking System comprise 8% of the total 2016-2017 budgeted revenue, excluding transfers. These fees include monthly permits, transient parking fees, on-street meter collections, and parking-related charges. Parking fees for 2016-2017 are estimated based on the current year revenue projections. Parking fee revenue is projected to increase approximately 23% since the 2013-2014 fiscal year as parking demand in the downtown area of the City continues to grow and increases in monthly permit fees occur.

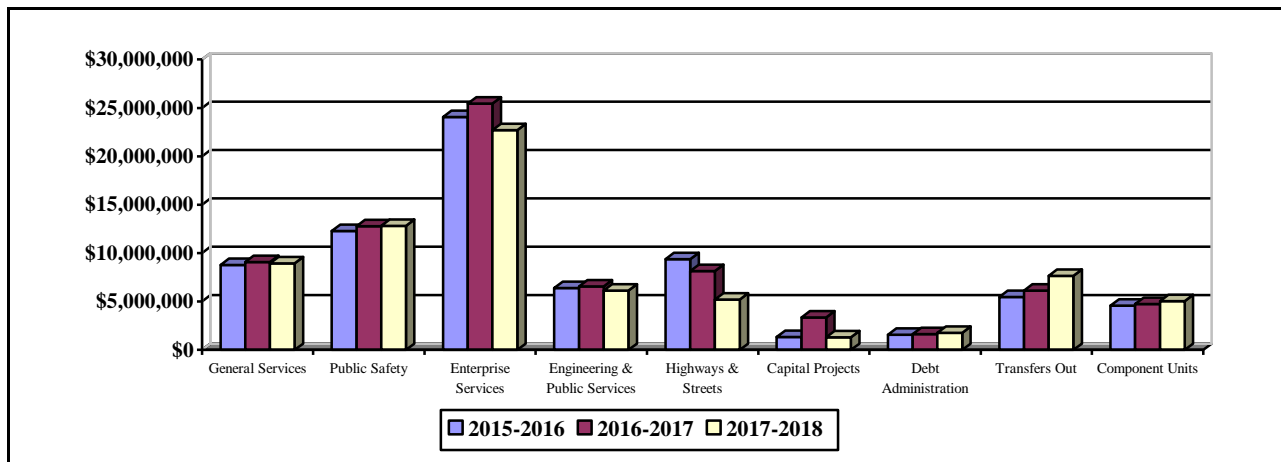
**Water Fees** – Charges for services in the Water Fund comprise 7% of the total 2016-2017 budgeted revenue, excluding transfers. Water fees include water use charge, meter repair and base charge, and connection and inspection fees. These fees are proposed to increase 2% in 2016-2017. Water use rates are estimated based on the net cost of the system divided by the number of estimated units of water sold. The number of units of water sold is based on a five year historical average. The average units of water sold is expected to decrease by approximately 2% from the previous year. See page 299 for more detail.

### Licenses and Permits

**Building Permits** – Building permit revenues comprise 4% of the total 2016-2017 budgeted revenue, excluding transfers. Building permit revenues are proposed to decrease approximately 6% from the 2015-2016 budget. As shown on page 69, the number of permits issued has increased significantly over the past 4 years. Building permits are predicted to remain high, but are climbing at a slower rate. The biggest factor contributing to this increase has been the improvement in the economy in the Metro Detroit area as a result of the success of the automotive industry. Another factor has been the low interest rates which has made the housing market in the City very active with the average sale price of a residential property increasing 20% from last year. This has led to an increase in the number of homes being purchased and either renovated or demolished and rebuilt.

### *Expenditure Comparisons:*

#### **WHERE CITY FUNDS ARE SPENT By Type of Expenditures**



The two largest areas of expenditures in the 2016-2017 recommended budget are Enterprise Services and Public Safety. These two areas together represent approximately 50% of the total budget. Overall, total expenditures increased from the 2015-2016 amended budget of \$73.9 million to the 2016-2017 recommended budget of \$77.9 million, or \$4 million. Significant changes from 2015-2016 amended budget and 2016-2017 recommended budget include: 1) \$2 million increase in expenditures in the Capital Projects Fund for the new Chesterfield Fire Station; 2) \$1.4 million increase in Enterprise Services as a result of a increase in capital outlay in the Sewer Fund (\$.3 million) and the Water Fund (\$.7); and 3) \$.8 million increase in Transfers Out primarily for road projects.

### **BUDGET HIGHLIGHTS**

#### ***Capital Investment***

Total capital outlay for all budgeted funds totals \$16.9 million, excluding component units. The proposed capital improvements represent the City's continued commitment of investment in the community and support of its future. Included in the proposed capital outlay expenditures for 2016-2017 are the following:

- \*Sewer improvements and repairs totaling \$3.3 million
- \*\$1.7 million in water-main improvements and repairs
- \*\$6 million of improvements to the City's streets and sidewalks
- \*Automobile Parking System improvements totaling \$1.8 million
- \*Demolition and rebuild of the Chesterfield Fire Station \$2.8 million

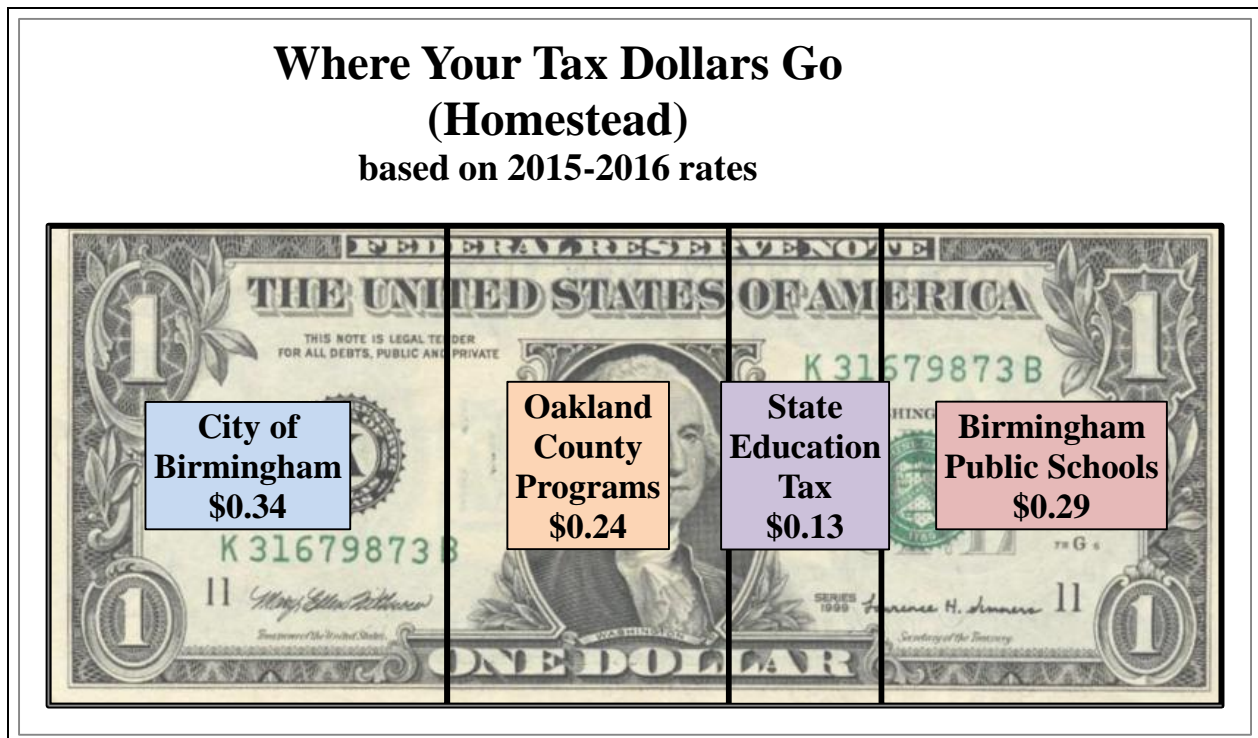
Also, \$1.1 million in vehicle and equipment replacement is planned as well as continued implementation of the Downtown Birmingham 2016 Plan and Triangle District Urban Design Plan.

### ***Property Taxes***

As indicated below, the City's operating levy is proposed to remain the same as the prior year's levy of 11.4943 mills. Included in the City's operating levy for 2016-2017 are .5365 mills to fund Combined Sewer Overflow (CSO) debt requirements; .0885 mills for the North Arm Drain; .1939 mills for the George W. Kuhn Drain debt requirements; .3586 mills for the Water Fund; and 2.0080 mills for street improvements. The refuse and debt service levy have decreased slightly as a result of higher taxable values. The levy for the library, 1.10000 mills, is proposed to remain the same as the prior year's levy to cover operating expenses. The City's total proposed levy of 14.7708 mills represents a decrease from the prior year's levy of 14.8269 mills.

	2011-2012 <u>Actual</u>	2012-2013 <u>Actual</u>	2013-2014 <u>Actual</u>	2014-2015 <u>Actual</u>	2015-2016 <u>Actual</u>	2016-2017 <u>Recommended</u>	2017-2018 <u>Planned</u>
City Operating Levy	11.6883	11.6883	11.6883	11.6883	11.4943	11.4943	11.4943
Library Levy	1.3200	1.1000	1.1000	1.1000	1.1000	1.1000	1.1000
Refuse Levy	0.8434	0.8798	0.9253	0.9585	0.9170	0.8725	0.8364
Debt Levy	<u>1.7488</u>	<u>1.7960</u>	<u>1.3599</u>	<u>1.3394</u>	<u>1.3156</u>	<u>1.3040</u>	<u>1.2916</u>
Total	<u>15.6005</u>	<u>15.4641</u>	<u>15.0735</u>	<u>15.0862</u>	<u>14.8269</u>	<u>14.7708</u>	<u>14.7223</u>

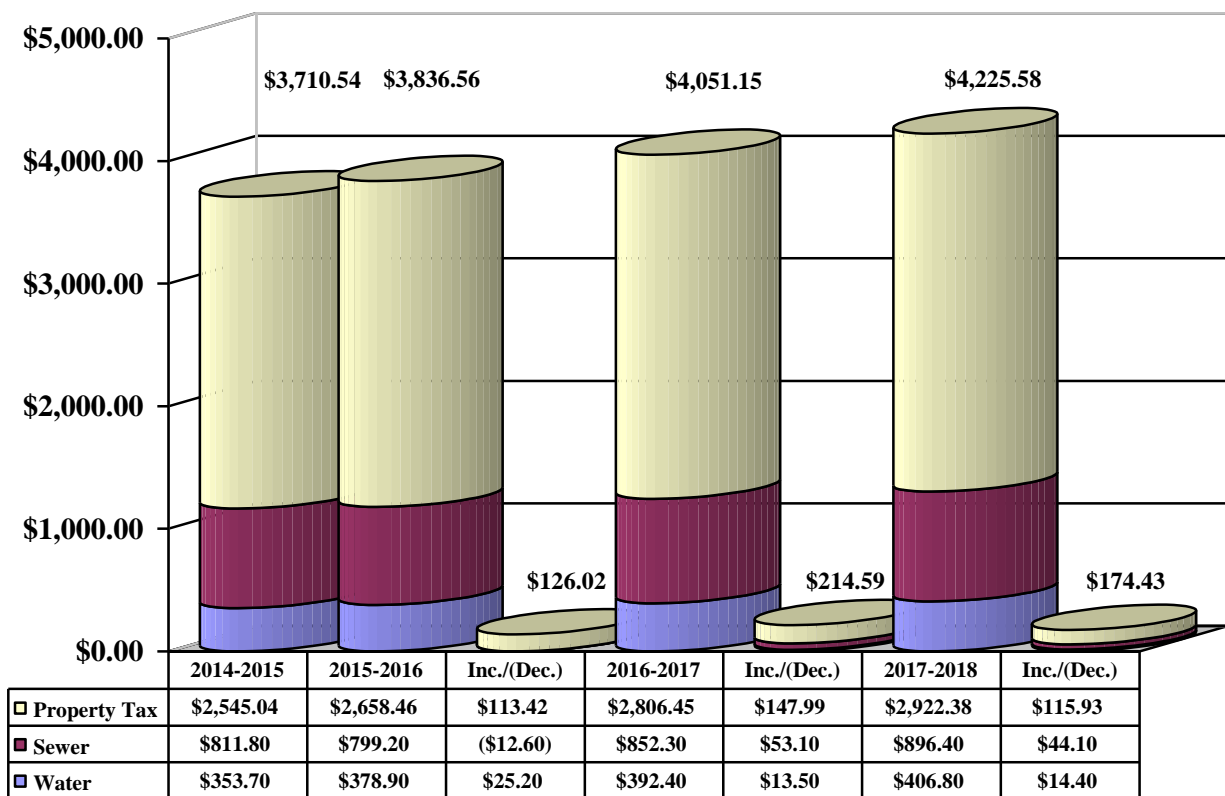
The City collects taxes for many governmental entities. As indicated below, the City retains approximately 34 cents of every property tax dollar paid by taxpayers:



### ***Water and Sewer Rates***

Combined water and sewer rates are proposed to increase from \$13.09 to \$13.83, or 5.7%. Water rates are proposed to increase 4% as a result of a 2% increase in the cost of water from Southeastern Oakland County Water Authority (SOCWA), a 4% increase in maintenance costs, and a 2% decrease in water consumption. Sewer rates are proposed to increase 7% as a result of higher sanitary sewage disposal costs of 4%, a 7% increase in storm water costs, and a 2% decrease in water consumption. For more detail, please see the Water Fund and Sewer Fund summaries located in the Enterprise Funds section of this document.

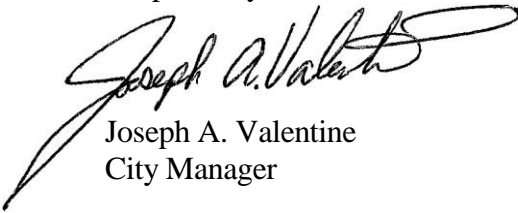
### **Average Cost to Residential Homeowner Combined Property Tax and Water and Sewer Bills 2016-2017 and 2017-2018**



Assumes an average taxable value (TV) of \$168,700 for 2014-2015, \$179,300 for 2015-2016, \$190,000 for 2016-2017 and \$198,500 for 2017-2018. Water and sewer based upon average consumption of 90,000 gallons.

**Conclusion:** The budget is more than just a fiscal plan. It is a blueprint and conveys the vision for the City's future. The City employs policies and practices designed to ensure its continuing ability to provide quality services despite economic or budgetary challenges. This year's budget addresses both current and future community needs while balancing service demands with conservative financial management. I look forward to working with the City Commission and staff in the implementation of this year's budget. Each and every individual who contributed to the process and production of this document has my deepest appreciation.

Respectfully submitted,

A handwritten signature in black ink, reading "Joseph A. Valentine". The signature is fluid and cursive, with a large, sweeping initial "J" and a stylized "V".

Joseph A. Valentine  
City Manager



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **CITY GOALS AND BUDGET GUIDELINES**

### **Long Term: Overall Municipal Goals**

The City Commission held goal-setting sessions with administrative staff and a facilitator in January and February 2016. The resulting five primary goals are deemed essential to implementing the Commission's vision for the community. The five goals are designed to have broad application. The goals are achieved through measurable objectives with a focus on accomplishment and end product developed by each department. Departmental goals and measurable objectives tie into and support the following five primary goals for the City:



1. Provide sound leadership and responsible governance to maintain financial stability.
  - a. Continue to utilize public resources in an effective, efficient manner adapting to current and future economic trends and conditions.
  - b. Balance community needs and desires with available resources.
2. Be innovative and responsive in how services are provided to the community.
  - a. Seek new and collaborative approaches to improve the effectiveness and efficiency of service delivery within an environment of competing community interests.
  - b. Continue to provide the highest levels of customer service in an economically sustainable manner.
3. Support the vitality of both the residential and business communities that depend upon each other for success.
  - a. Continue to encourage and recognize citizen involvement for the common good.
  - b. Support continued private investment throughout the City.
4. Cultivate a safe, healthy, and dynamic City.
  - a. Foster an innovative and inclusive environment that attracts all people to live, work, shop and play.
  - b. Maintain a vibrant and walkable community.
5. Continue to be proactive with infrastructure maintenance programs and reinvestment in cost-effective improvements to roads, sewers, water mains, parking, parks and public facilities.



### **Short Term Factors and Budget Guidelines**

The objectives of this budget are to preserve the current level of services with little or no growth in revenues while making progress towards and implementing the City's long-range plans. Other significant assumptions include:

- ***Conservative, but realistic, projection of revenues and expenditures.*** Conservative projections help ensure that adequate resources will be available to meet budgeted obligations. There is a built-in conservative emphasis.
- ***Low inflation.*** General price levels are expected to increase by approximately 2%. However, because the five-year financial forecast projected growth in revenues, excluding property tax revenue, of approximately 1.5% for fiscal year 2016-2017 and forward, departments were requested to maintain expenditures at prior funding levels or attempt to reduce their operating costs where possible.
- ***Increase in property tax revenues.*** An increase in taxable value of 5% and 4.5% has been assumed for the two years, respectively. In addition, debt-service for the City's share of the three CSO's will decline in 2016-2017 which is the last year for this debt. This has resulted in an increase in operating property tax revenues for fiscal year 2016-2017 of approximately \$431,000, and for fiscal year 2017-2018 of approximately \$1,122,000, excluding debt-service payments for other drain projects and water fund capital improvements.
- ***Maintain target fund balances to preserve financial integrity.*** This budget maintains the City's targeted fund balance position. Unassigned fund balance in the General Fund for fiscal years 2016-2017 and 2017-2018 are projected to be 38.5% and 41.2%, of operating expenditures respectively. This is at the upper range of the targeted 17 percent to 40 percent of the operating budget established by the City Commission. This is prudent given recent economic uncertainty, and state legislative action, which has negatively impacted City revenues sources.
- ***Annual review of all significant fees.*** Major fees are reviewed annually and adjusted as needed. Frequent, but moderate, increases are preferable to infrequent, but large, rate increases.
- ***Wage adjustments.*** Wages have been budgeted to remain the same as the prior year except for adjustments included in settled union contacts for both fiscal year 2016-2017 and 2017-2018. The budget will be amended later for the effects of negotiated contracts or adjustments approved by the City Commission.
- ***Employee benefits.*** The cost of employee benefits is projected to increase in 2016-2017 by approximately \$279,000, or 3%. The primary reason for the increase is an increase in hospitalization costs. Hospitalization costs are budgeted to increase \$300,000 as a result of an increase of 7% in rates, 3 additional full-time employees, and an increase in the number of employees selecting family coverage. Defined benefit pension contributions are projected to decrease by approximately \$80,000, or 4%, and retiree health care contributions by \$120,500, or 3%. These reductions were almost completely offset by an increase in defined contribution retirement and retiree health care contributions of \$122,000 and \$26,000, respectively, as new employees are hired into the these plans. Employee benefits are projected to increase slightly in 2017-2018 as health care contributions are expected to rise 6%. Pension contributions will offset some of that increase as they are expected to decrease 6%. Starting in 2016-2017, the City will start budgeting defined benefit retiree health care contributions related to prior service based on where the benefits were earned.

General  
assumptions  
about economic  
conditions

Currently, these contributions are budgeted based on where current members are budgeted. This change will make defined benefit retiree health care contributions consistent with how pension contributions are currently being budgeted. As a result some departments may see large differences from the prior year for retiree health care contributions budgeted.

- ***State-Shared Revenues.*** In fiscal year 2015-2016, it is projected that State-levied shared taxes will provide the City with about \$3.2 million in revenue in the form of revenue-sharing payments, gas and weight taxes, and reimbursements for personal property tax exemptions. In fiscal year 2014-2015, the State implemented the City, Village, and Township Revenue Sharing Program (CVTRS). Under the CVTRS, the City is required to meet certain criteria to be eligible to receive 78.51 percent of the 2009-2010 statutory payment. Actual revenue-sharing distributions depend on the stability of the State's budget as well as the State's economy. An inflationary increase of 1.5 percent from the 2015-2016 projected amount has been budgeted for fiscal years 2016-2017 and 2017-2018 for the constitutional portion of State-shared revenues. Gas and weight tax revenues are expected to increase by 30% in 2016-2017 as a result of a new road funding bill approved in November 2015. The road funding bill will generate revenue from an increase in gas taxes and an increase in registration fees. In later years, contributions from the State's General Fund will also be added to increase the revenue distributed to local governments. Starting in 2015-2016, the City will be receiving funding from the State from the Local Community Stabilization Authority for reimbursement of property taxes lost from personal property tax exemptions. The funding for these distributions will come from use tax and essential service assessments on personal property by the State. The amount that is projected in 2015-2016 was for the 2014 and 2015 tax years. The amount budgeted for 2016-2017 and 2017-2018 represents the estimated reimbursement based on the current levels of personal property tax exemptions.
- ***Staffing Level.*** Staffing levels have been recommended to increase by three full-time positions in fiscal year 2016-2017. The overall City personnel count is expected to remain the same for the subsequent fiscal year.
- ***Capital Improvements.*** Budgeted capital improvements are consistent with the six-year capital improvements program.

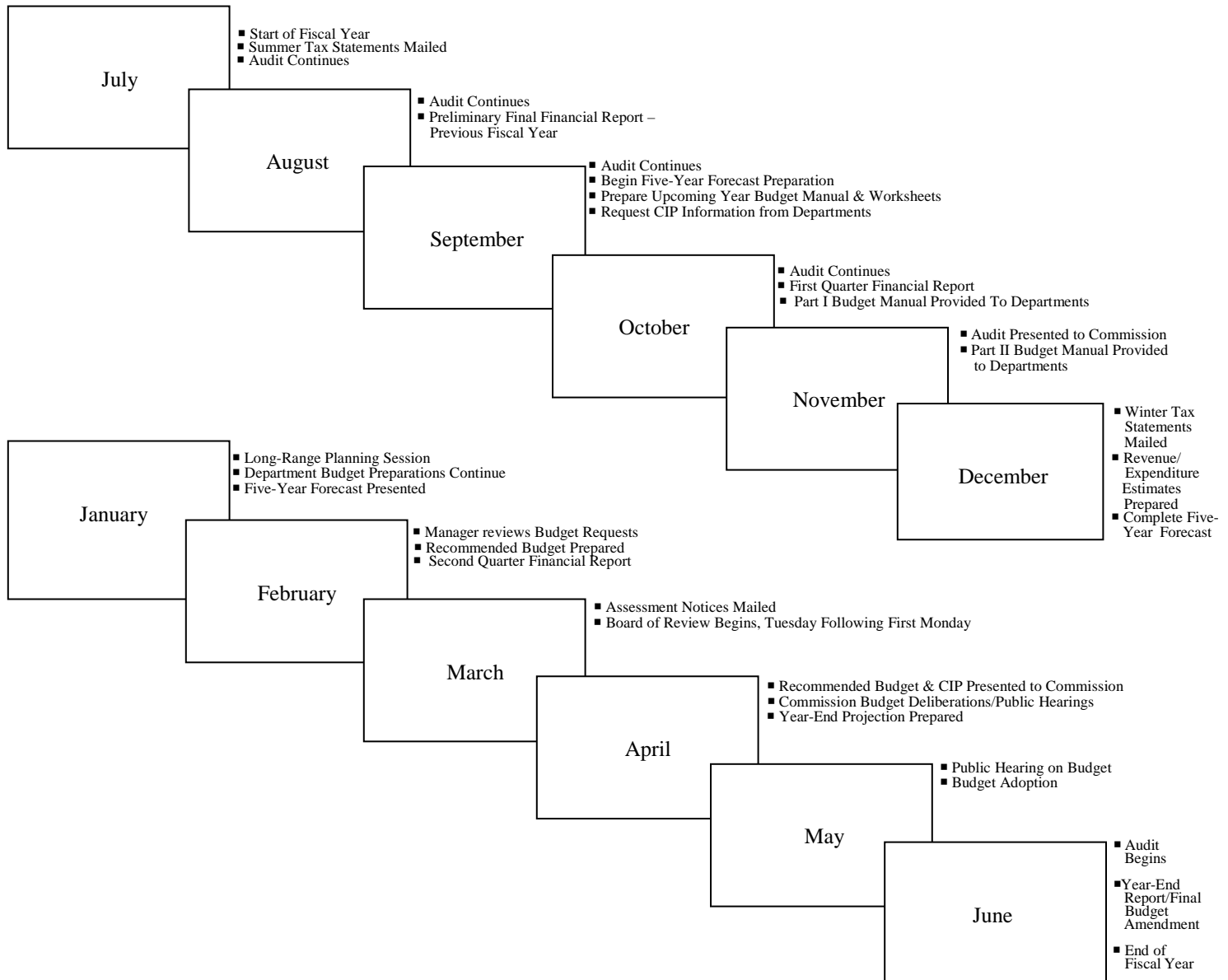
Based on the above budget assumptions and an informal needs assessment, the following is a list of priorities used for budget development:

- Maintain high service levels and quality-of-life amenities
- Provide a well-maintained community
- Continue efforts to assure Birmingham remains a community of choice to live, work and play
- Continue to encourage private sector development and investment
- Participate in regional development projects
- Provide a safe community
- Continue support of the business community
- Provide for sufficient infrastructure
- Focus on technology to improve efficiency of service delivery
- Continue implementation of City's long-range plans
- Improve cost recovery from direct user charges
- Maintain a competitive salary and benefit program

2016 and  
2017  
Priorities

# ***The Budget Process - Financial Calendar***

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## ***Budget Calendar***

On or before the first Monday in May, the City Manager presents the proposed budget to the City Commission in a public forum. The City Commission, after reviewing the proposed budget and receiving public comments, may direct staff to revise the budget. The budget and proposed capital improvements program are made available to the public at budget hearings, in the City Clerk's office and on the City's website.

On or before the second Monday in June, the City Commission adopts the budget by an affirmative vote of a majority of its seven members. Upon final adoption, the budget becomes the authority for the various agencies and departments to expend funds, subject to controls established by the City Charter and State law.

### **Budget Basis**

The budgets of general government type funds (the General, Major and Local Streets, Community Development Block Grant, Solid Waste, Law and Drug Enforcement, Debt-Service, Greenwood Cemetery Perpetual Care and Capital Projects Funds) and the component units (Library, Principal Shopping District, Brownfield Redevelopment Authority Fund and Corridor Improvement Authority) are prepared on a modified accrual basis. Briefly, this means that obligations of the City (for example, outstanding purchase orders) are budgeted as expenditures, but revenues are recognized only when they are measurable and available.

The Proprietary Funds (Water/Sewer, Golf Courses, Automobile Parking and Computer Equipment) also recognize expenditures as encumbrances when a commitment is made (e.g., through a purchase order). Revenues, on the other hand, are recognized when they are obligated to the City (for example, water user fees are recognized as revenue when service is provided).

In all cases, encumbrances lapse when goods and services are not received by year-end.

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of "generally accepted accounting principles" (GAAP). In most cases this conforms to the way the City prepares its budget. Exceptions are as follows:

- a. Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP) as opposed to being expended when paid (Budget basis).
- b. Budgetary revenues and expenditures include items classified as "other financing sources" and "other financing uses" under the GAAP bases of accounting.
- c. Capital outlays within the Proprietary Funds are recorded as assets on a GAAP basis and expended on a Budget basis.
- d. Loans between funds are recorded as assets and liabilities on a GAAP basis and as contributions and transfers out on a Budget basis.
- e. Fund balance appropriations and transfers are budgeted as either revenue or expenditure to balance the budget.

### **Budgetary Control**

The City adopts its budget for the General Fund and Special Revenue Funds by budgetary center, which is in accordance with the State's legal requirement and is the level of detail at which, by law, expenditures may not exceed appropriations. The legal level of budgetary control for the Debt-Service Funds, Permanent

Funds, Capital Projects Fund, Enterprise Fund, Equipment Fund and Component Units, is the fund level; that is, expenditures may not exceed budgeted appropriations at the fund level.

### ***Budget Amendment Process***

The budget can be amended during the fiscal year by an appropriation adjustment. Appropriations are considered with respect to total expenditures authorized for a department or activity within each fund.

The City Manager is authorized to transfer budgeted amounts within budgetary centers. This is accomplished by the use of an internal budget-adjustment form signed and approved by the requesting Department Head, reviewed and approved by the Finance Director, and then approved by the City Manager. Any revisions that alter the total expenditures of any budgetary center must be approved by the City Commission.

At any meeting after the passage of the appropriations resolution, the City Commission may amend such resolution so as to authorize the transfer of unused balances appropriated for one purpose to another. A formal budget-amendment request is prepared by the Finance Director and submitted to the City Manager for approval, prior to submission to the City Commission.

### ***Constitutional Tax Limitations***

In 1978, the voters of Michigan approved Proposal E (the Headlee Constitutional Amendment). Under the Headlee Amendment, the City cannot collect operating millage on the increase in taxable value derived from existing property which exceeds the Headlee inflation factor (.30% for 2016-2017). This limit is established by reducing the maximum authorized tax rate by the proportion by which the percentage increase in the total taxable value of existing property in any year exceeds the rate of inflation during the prior year. The Headlee amendment limitation may be waived only by a vote of the electorate and does not apply to voter-approved debt levies. For fiscal year 2016-2017, the Charter maximum has been reduced from 20 mills to 12.1361 mills, which is a reduction from last year's Headlee maximum levy of 12.3498.

Following is the Headlee tax limitation formula for the City's operating levy:

<u>\$2,001,037,050</u>	-	<u>\$15,007,778</u>	x	<u>1.003</u>	=	<u>\$1,991,987,360</u>
(2015 Taxable Value)	-	(Losses)	x	(Headlee CPI*)	=	Ceiling
<u>\$2,101,043,879</u>	-	<u>\$74,038,371</u>	=	<u>\$2,027,005,508</u>		
(2016 Taxable Value)	-	(Additions)	=	(2016 Adjusted)		
<u>\$1,991,987,360</u>	÷	<u>\$2,027,005,508</u>	=	<u>.9827</u>		
(Ceiling)	÷	(2016 Adjusted)	=	(Millage-Reduction Fraction)		
<u>12.3498</u>	x	<u>.9827</u>	=	<u>12.1361</u>		
(Headlee Maximum)	x	(Reduction Fraction)	=	(Headlee Maximum)		
2015				2016		

\*Consumer Price Index

## ***Truth in Taxation Rollback***

In February 1982, a law was approved that required certain procedures to be followed in levying property taxes. This law, referred to as the “Truth in Taxation” Act, requires that the City’s operating-millage rate actually levied in the prior year be rolled back in proportion to the current year’s average increase in the taxable value (TV), unless otherwise approved by the City Commission. The rolled-back millage rate is called the “base tax rate.” Three bills were signed into law during 1995 that changed the “Truth in Taxation” process. The required hearing can now be part of the budget hearing as long as certain requirements are met.

Following are the “Truth in Taxation” Act calculations:

1) 2015-16 mills levied for operating purposes	x	$\frac{2015 \text{ TV} - \text{losses}}{2016 \text{ TV} - \text{additions}}$	=	Base tax rate	13.5113	x	$\frac{\$2,001,037,050 - \$15,007,778 = \$1,986,029,272}{\$2,101,043,879 - \$74,038,371 = \$2,027,005,508}$	=	13.2384
2) Base tax rate	x	$\frac{2016 \text{ TV}}{1,000}$	=	Base operating revenue	13.2384	x	$\frac{\$2,101,043,879}{1,000} = \$27,814,459$		
3) Operating property tax revenue 2016-2017 budget			=	\$28,167,125					
4) Subtract base operating revenue (step 2) from 2016-2017 operating tax revenue (step 3)				\$28,167,125 <u>(27,814,459)</u>					
Estimated additional (reduced) property taxes				\$352,666					
5) <u>Additional (reduced) levy</u> (2016 TV / 1,000 )			=	$\frac{\$352,666}{\$2,101,043,879/1,000}$	=	0.1679	Increase in millage		
6) <u>Additional (reduced) millage</u> Base tax rate			=	$\frac{0.1679}{13.2384}$	=	1.27%	Percentage increase		

TV= Taxable Value

(Base tax rate includes general operating, Refuse, Library, Combined Sewer Overflow (CSO) debt levy, George W. Kuhn Drain debt levy, North Arm Drain debt levy.)

## ***Property Tax Reform***

On March 15, 1994, voters of the State of Michigan approved Proposal A. For taxes levied in 1995 and each year thereafter, assessment increases are limited to 5% or the rate of inflation, whichever is lower. This measure seriously inhibits the ability of many municipalities to recover from a downturn in the economy. While there is no limitation on downward adjustments to property-tax assessments in a weak economy, the ability to recover in better times is artificially limited. The taxable value of a parcel of property is adjusted to trace market value only at the time of sale. In addition, the Headlee calculation is no longer allowed to “roll up” to offset sub-inflationary assessment increases.



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

# **FUND STRUCTURE OF BUDGET**

The accounts of the City of Birmingham are organized on the basis of funds. Funds are established to segregate specific activities or objectives of a government in accordance with special regulations, restrictions or limitations. All funds established by a government must be classified in one of eleven “fund types” for financial reporting purposes.

## City of Birmingham Fund Structure

<u>Fund Type/Fund Sub-Type/Fund Name/Function</u>	<u>Budget Adopted</u>	<u>Fund Type/Fund Sub-Type/Fund Name/Function</u>	<u>Budget Adopted</u>
<b>GOVERNMENTAL FUNDS</b>		<b>PROPRIETARY FUNDS</b>	
GENERAL FUND *	✓	ENTERPRISE FUNDS	
General Government		Auto Parking System Fund	✓
City Commission		Finance & Treasury	
City Manager		Engineering	
Finance Department		Police	
Clerk		Parking Decks and Lots Maintenance	
Treasury		Water Fund	✓
Assessing		Finance & Treasury	
Elections		Engineering	
City Hall and Grounds		Water System Maint. & Construction	
Library Property Maintenance		Sewer Fund *	✓
Legal		Finance & Treasury	
Human Resources		Engineering	
Pension Administration		Sewer System Maint. & Construction	
General Administration		Lincoln Hills Golf Course Fund	✓
Birmingham Historical Museum		Finance & Treasury	
Public Safety		Golf Course Operations	
Police & Dispatch		Springdale Golf Course Fund	✓
Fire		Finance & Treasury	
Community Development		Golf Course Operations	
Building		INTERNAL SERVICE FUNDS	
Planning		Equipment Funds	
Engineering & Public Services		Information Technology Equip. Fund	✓
Engineering		Automobile & Vehicle Equip. Fund	
Sidewalks & Alleys		Fire Vehicle Equipment Fund	
Public Services Administration		Personnel Services Fund	
City Property Maintenance		Risk Management Fund	
Community Activities		<b>FIDUCIARY FUNDS</b>	
Weed & Snow Enforcement		TRUST FUNDS	
Parks		Pension Trust Fund	
Ice Arena		Retiree Health Care Fund	
Transfers Out		AGENCY FUND	
48th District Court		<b>COMPONENT UNITS</b>	
Transfers		Baldwin Public Library Fund	✓
<b>SPECIAL REVENUE FUNDS</b>		Principal Shopping District Fund	✓
Major Street Fund	✓	Downtown Maintenance	
Finance & Treasury		Marketing & Promotion	
Police		Brownfield Redevelopment Authority Fund	✓
Engineering		Corridor Improvement Authority Fund	✓
Street Maintenance & Construction			
Local Street Fund	✓		
Finance & Treasury			
Police			
Engineering			
Street Maintenance & Construction			
Solid Waste Fund	✓		
Refuse Collection			
Community Development Block Grant Fund	✓		
Grant Activities			
Law & Drug Enforcement Fund	✓		
Police			
<b>DEBT SERVICE FUND</b>			
Parks & Recreation Bonds Fund	✓		
<b>CAPITAL PROJECT FUND</b>	✓		
Building Improvements			
Park Improvements			
<b>PERMANENT FUND</b>			
Greenwood Cemetery Perpetual Care Fund	✓		
City Property Maintenance			

\* - Denotes Major Fund (see following definition)



Major funds represent the significant activities of the City and basically include any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget. The breakdown of the City's fund structure is as follows:

#### Major Governmental Funds

The General Fund is a major fund of the City and is used to account for the resources devoted to funding services traditionally associated with local government. It has some limited interaction with a majority of the other funds.

#### Major Proprietary Funds

Account for the acquisition, operation and maintenance of government facilities and services that are entirely self-supported by user charges and operate similarly to a private business. The Sewer Fund, which provides sewer utility services to the City's approximately 8,500 customers, is the City's only major proprietary fund.

#### Non-major Special Revenue Funds

Used to account for the proceeds of specific revenue sources (other than trusts or major capital projects) which are legally restricted to expenditures for specific purposes. These funds include: Major Street Fund, Local Street Fund, Solid Waste Fund, Community Development Block Grant Fund and Law & Drug Enforcement Fund.

#### Non-major Debt Service Fund

Used to account for the accumulation of resources for repayment of general long-term debt, interest and related costs. This fund includes the Parks & Recreation Bonds (attributable to park land and facilities acquisitions and recreational improvements).

#### Non-major Capital Projects Fund

This fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities.

#### Non-major Permanent Fund

This fund is used to account for and report resources that are restricted to the extent that only earnings, and not principal, may be used for purposes that support the City's programs – that is, for the benefit of the City or its citizenry. This fund includes the Greenwood Cemetery Perpetual Care Fund.

#### Non-major Proprietary Funds

Account for the acquisition, operation and maintenance of government facilities and services that are entirely self-supported by user charges and operate similarly to a private business. The City of Birmingham incorporates both Enterprise Funds (Automobile Parking System Fund, Water Fund, Lincoln Hills Golf Course Fund, Springdale Golf Course Fund) and an Internal Service Fund (Information Technology Fund) Fund into its budget processes.

Annual budgets are legally adopted for the General Fund and Special Revenue Funds as required by the State's Uniform Budgeting Act. In addition, although not required by law, budgets are prepared and approved for the City's Debt-Service Funds, Permanent Funds, Capital Projects Fund, Enterprise Funds, and Information Technology Internal Service Fund, and component units. These budgets are prepared for

financial-management and project-control purposes. While no budget is prepared for the Auto and Vehicle Equipment Internal Service Fund, information regarding scheduled vehicle replacements has been included in the Capital Improvements section of the budget document. Fiduciary fund types and the following Internal Service Funds have not been included in the City's budget document: Personal Services Fund, Fire Equipment Fund, and Risk Management Fund.



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

**CITY OF BIRMINGHAM, MICHIGAN**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCE/NET POSITION**  
**ALL FUND TYPES**  
**FOUR YEAR COMPARISON**

	-----TOTAL ALL FUNDS-----			
	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
<b>REVENUES</b>				
TAXES	\$ 28,779,447	\$ 29,655,580	\$ 31,269,140	\$ 32,653,410
LICENSES & PERMITS	2,888,639	2,965,840	3,070,540	3,114,100
INTERGOVERNMENTAL	4,715,008	5,656,680	4,761,210	4,833,120
CHARGES FOR SERVICES	19,658,628	21,528,100	22,764,010	23,130,360
FINES & FORFEITURES	1,772,838	1,592,570	1,723,560	1,741,570
INTEREST & RENT	460,827	463,820	539,690	641,240
OTHER REVENUES	1,968,845	1,496,762	2,110,190	1,557,840
CONTRIBUTIONS/OPERATING TRANSFERS IN	4,618,920	4,715,800	5,020,000	6,916,000
<b>TOTAL REVENUES</b>	<b>\$ 64,863,152</b>	<b>\$ 68,075,152</b>	<b>\$ 71,258,340</b>	<b>\$ 74,587,640</b>
<b>EXPENDITURES</b>				
GOVERNMENTAL FUNDS:				
GENERAL GOVERNMENT	\$ 5,160,702	\$ 5,030,440	\$ 5,332,820	\$ 5,349,180
PUBLIC SAFETY	12,821,345	12,233,580	12,768,840	12,832,120
COMMUNITY DEVELOPMENT	2,084,979	2,427,170	2,596,980	2,645,260
ENGINEERING & PUBLIC SERVICES	5,542,260	6,190,950	6,577,080	6,142,930
HIGHWAYS & STREETS	7,870,630	8,352,830	8,162,750	5,204,640
COMMUNITY DEVELOPMENT BLOCK GRANT	17,053	72,910	31,340	31,340
CONTINGENCY	-	-	-	-
OPERATING TRANSFERS OUT	5,497,751	6,353,560	6,150,000	7,659,000
CAPITAL PROJECTS	1,414,877	968,210	3,367,420	1,301,000
DEBT SERVICE:	-	-	-	-
PRINCIPAL	955,000	1,055,000	1,155,000	1,355,000
INTEREST & FEES	555,421	516,490	472,600	423,600
COMPONENT UNITS:				
PRINCIPAL SHOPPING DISTRICT	1,168,058	1,122,931	1,119,510	1,137,330
BROWNFIELD REDEVELOPMENT AUTHORITY	805,857	116,360	263,230	410,980
CORRIDOR IMPROVEMENT AUTHORITY	14,345	11,750	20,000	20,000
BALDWIN PUBLIC LIBRARY	3,043,346	3,336,460	3,349,300	3,465,710
ENTERPRISE FUNDS:				
AUTOMOBILE PARKING SYSTEM	4,696,140	4,998,810	5,660,350	4,756,700
WATER-SUPPLY SYSTEM	5,851,224	4,955,720	6,230,090	5,463,430
SEWAGE DISPOSAL	11,136,954	12,235,270	12,476,450	11,419,270
GOLF COURSES	900,080	1,028,730	1,071,520	1,058,220
INTERNAL SERVICE FUND:				
INFORMATION TECHNOLOGY	752,168	990,360	1,113,730	908,340
<b>TOTAL EXPENDITURES</b>	<b>\$ 70,288,190</b>	<b>\$ 71,997,531</b>	<b>\$ 77,919,010</b>	<b>\$ 71,584,050</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$ (5,425,038)</b>	<b>\$ (3,922,379)</b>	<b>\$ (6,660,670)</b>	<b>\$ 3,003,590</b>
RECLASSIFICATION OF CAPITAL OUTLAY	\$ 5,801,064	\$ 5,150,700	\$ 7,264,980	\$ 4,055,900
<b>INCREASE (DECREASE) IN FUND BALANCE / NET POSITION</b>	<b>\$ 376,026</b>	<b>\$ 1,228,321</b>	<b>\$ 604,310</b>	<b>\$ 7,059,490</b>
<b>FUND BALANCE / NET POSITION, BEGINNING OF YEAR</b>	<b>\$ 115,538,661</b>	<b>\$ 115,914,687</b>	<b>\$ 117,143,008</b>	<b>\$ 117,747,318</b>
<b>FUND BALANCE / NET POSITION, END OF YEAR</b>	<b>\$ 115,914,687</b>	<b>\$ 117,143,008</b>	<b>\$ 117,747,318</b>	<b>\$ 124,806,808</b>

**NOTE:**

- Special assessments revenue is included in Other Revenues.

**CITY OF BIRMINGHAM, MICHIGAN  
COMBINED STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
ALL GOVERNMENTAL FUND TYPES  
FOUR YEAR COMPARISON**

	-----GENERAL FUND-----				-----SPECIAL REVENUE FUNDS-----				-----DEBT SERVICE FUND-----			
	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
<b>REVENUES</b>												
TAXES	\$ 19,797,130	\$ 20,282,230	\$ 21,627,610	\$ 23,788,920	\$ 1,803,535	\$ 1,820,000	\$ 1,820,000	\$ 1,820,000	\$ 1,527,387	\$ 1,568,010	\$ 1,626,220	\$ 1,776,700
LICENSES & PERMITS	2,888,639	2,965,840	3,070,540	3,114,100	-	-	-	-	-	-	-	-
INTERGOVERNMENTAL	1,893,681	2,105,710	2,078,000	2,096,310	1,827,177	2,532,600	1,670,060	1,716,400	-	4,020	4,000	4,000
CHARGES FOR SERVICES	2,886,995	2,807,760	2,800,400	2,806,140	21,883	22,400	22,400	22,400	-	-	-	-
FINES & FORFEITURES	1,703,518	1,553,200	1,686,060	1,704,070	69,320	39,370	37,500	37,500	-	-	-	-
INTEREST & RENT	200,201	219,860	275,810	335,280	59,410	40,480	33,350	39,760	1,463	1,840	2,380	2,900
OTHER REVENUES	461,410	241,390	240,740	145,410	236,844	156,030	759,670	286,670	-	-	-	-
CONTRIBUTIONS/TRANSFERS IN	-	-	-	-	3,200,000	3,830,000	4,200,000	4,800,000	-	-	-	-
<b>TOTAL REVENUES</b>	\$ 29,831,574	\$ 30,175,990	\$ 31,779,160	\$ 33,990,230	\$ 7,218,169	\$ 8,440,880	\$ 8,542,980	\$ 8,722,730	\$ 1,528,850	\$ 1,573,870	\$ 1,632,600	\$ 1,783,600
<b>EXPENDITURES</b>												
GENERAL GOVERNMENT	\$ 5,160,702	\$ 5,030,440	\$ 5,332,820	\$ 5,349,180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PUBLIC SAFETY	12,616,994	12,224,780	12,760,340	12,832,120	204,351	8,800	8,500	-	-	-	-	-
COMMUNITY DEVELOPMENT	2,084,979	2,427,170	2,596,980	2,645,260	-	-	-	-	-	-	-	-
ENGINEERING & PUBLIC SERVICES	3,860,930	4,439,430	4,714,330	4,206,080	1,681,330	1,751,520	1,862,750	1,936,850	-	-	-	-
HIGHWAYS & STREETS	-	-	-	-	7,870,630	8,352,830	8,162,750	5,204,640	-	-	-	-
COMMUNITY DEVELOPMENT BLOCK GRANT	-	-	-	-	17,053	72,910	31,340	31,340	-	-	-	-
CONTINGENCY	-	-	-	-	-	-	-	-	-	-	-	-
OPERATING TRANSFERS OUT	5,497,751	6,353,560	6,150,000	7,659,000	-	-	-	-	-	-	-	-
CAPITAL PROJECTS	-	-	-	-	-	-	-	-	-	-	-	-
DEBT SERVICE:												
PRINCIPAL	-	-	-	-	-	-	-	-	955,000	1,055,000	1,155,000	1,355,000
INTEREST & FEES	-	-	-	-	-	-	-	-	555,421	516,490	472,600	423,600
<b>TOTAL EXPENDITURES</b>	\$ 29,221,356	\$ 30,475,380	\$ 31,554,470	\$ 32,691,640	\$ 9,773,364	\$ 10,186,060	\$ 10,065,340	\$ 7,172,830	\$ 1,510,421	\$ 1,571,490	\$ 1,627,600	\$ 1,778,600
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	\$ 610,218	\$ (299,390)	\$ 224,690	\$ 1,298,590	\$ (2,555,195)	\$ (1,745,180)	\$ (1,522,360)	\$ 1,549,900	\$ 18,429	\$ 2,380	\$ 5,000	\$ 5,000
<b>FUND BALANCE, BEGINNING OF YEAR</b>	\$ 12,547,707	\$ 13,157,925	\$ 12,858,535	\$ 13,083,225	\$ 7,443,536	\$ 4,888,341	\$ 3,143,161	\$ 1,620,801	\$ 17,962	\$ 36,391	\$ 38,771	\$ 43,771
<b>FUND BALANCE, END OF YEAR</b>	\$ 13,157,925	\$ 12,858,535	\$ 13,083,225	\$ 14,381,815	\$ 4,888,341	\$ 3,143,161	\$ 1,620,801	\$ 3,170,701	\$ 36,391	\$ 38,771	\$ 43,771	\$ 48,771

**NOTES:**

- Special assessments revenue is included in Other Revenues.

CITY OF BIRMINGHAM, MICHIGAN  
COMBINED STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
ALL GOVERNMENTAL FUND TYPES  
FOUR YEAR COMPARISON

-----CAPITAL PROJECTS FUND-----				-----PERMANENT FUND-----				-----TOTAL GOVERNMENTAL FUNDS-----			
ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,128,052	\$ 23,670,240	\$ 25,073,830	\$ 27,385,620
-	-	-	-	-	-	-	-	2,888,639	2,965,840	3,070,540	3,114,100
16,757	-	16,500	16,500	-	-	-	-	3,737,615	4,642,330	3,768,560	3,833,210
-	-	-	-	34,313	325,000	360,000	360,000	2,943,191	3,155,160	3,182,800	3,188,540
-	-	-	-	-	-	-	-	1,772,838	1,592,570	1,723,560	1,741,570
33,345	35,770	28,070	19,280	27	960	2,720	4,000	294,446	298,910	342,330	401,220
54,461	29,080	18,580	14,560	-	-	-	-	752,715	426,500	1,018,990	446,640
643,920	371,900	320,000	766,000	-	-	-	-	3,843,920	4,201,900	4,520,000	5,566,000
\$ 748,483	\$ 436,750	\$ 383,150	\$ 816,340	\$ 34,340	\$ 325,960	\$ 362,720	\$ 364,000	\$ 39,361,416	\$ 40,953,450	\$ 42,700,610	\$ 45,676,900
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,160,702	\$ 5,030,440	\$ 5,332,820	\$ 5,349,180
-	-	-	-	-	-	-	-	12,821,345	12,233,580	12,768,840	12,832,120
-	-	-	-	-	-	-	-	2,084,979	2,427,170	2,596,980	2,645,260
-	-	-	-	-	-	-	-	5,542,260	6,190,950	6,577,080	6,142,930
-	-	-	-	-	-	-	-	7,870,630	8,352,830	8,162,750	5,204,640
-	-	-	-	-	-	-	-	17,053	72,910	31,340	31,340
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	5,497,751	6,353,560	6,150,000	7,659,000
1,414,877	968,210	3,367,420	1,301,000	-	-	-	-	1,414,877	968,210	3,367,420	1,301,000
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	955,000	1,055,000	1,155,000	1,355,000
-	-	-	-	-	-	-	-	555,421	516,490	472,600	423,600
\$ 1,414,877	\$ 968,210	\$ 3,367,420	\$ 1,301,000	\$ -	\$ -	\$ -	\$ -	\$ 41,920,018	\$ 43,201,140	\$ 46,614,830	\$ 42,944,070
\$ (666,394)	\$ (531,460)	\$ (2,984,270)	\$ (484,660)	\$ 34,340	\$ 325,960	\$ 362,720	\$ 364,000	\$ (2,558,602)	\$ (2,247,690)	\$ (3,914,220)	\$ 2,732,830
\$ 4,982,894	\$ 4,316,500	\$ 3,785,040	\$ 800,770	\$ -	\$ 34,340	\$ 360,300	\$ 723,020	\$ 24,992,099	\$ 22,433,497	\$ 20,185,807	\$ 16,271,587
\$ 4,316,500	\$ 3,785,040	\$ 800,770	\$ 316,110	\$ 34,340	\$ 360,300	\$ 723,020	\$ 1,087,020	\$ 22,433,497	\$ 20,185,807	\$ 16,271,587	\$ 19,004,417

**CITY OF BIRMINGHAM, MICHIGAN  
COMBINED STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
COMPONENT UNIT FUNDS  
FOUR YEAR COMPARISON**

	-----PRINCIPAL SHOPPING DISTRICT-----				---BROWNFIELD REDEVELOPMENT AUTHORITY---			
	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
<b>REVENUES:</b>								
TAXES	\$ -	\$ -	\$ -	\$ -	\$ 225,224	\$ 109,190	\$ 243,230	\$ 390,980
INTERGOVERNMENTAL	-	-	-	-	-	-	-	-
CHARGES FOR SERVICES	-	-	-	-	3,000	3,000	3,000	1,500
INTEREST & RENT	6,473	6,270	8,020	9,800	4,051	1,170	1,500	1,870
OTHER REVENUES	1,070,013	1,035,430	1,067,800	1,087,800	44,696	20,000	20,000	20,000
CONTRIBUTIONS	-	-	-	-	25,000	13,900	-	-
<b>TOTAL REVENUES</b>	<b>\$ 1,076,486</b>	<b>\$ 1,041,700</b>	<b>\$ 1,075,820</b>	<b>\$ 1,097,600</b>	<b>\$ 301,971</b>	<b>\$ 147,260</b>	<b>\$ 267,730</b>	<b>\$ 414,350</b>
<b>EXPENDITURES:</b>								
PERSONNEL SERVICES	\$ 465,794	\$ 435,660	\$ 404,520	\$ 407,330	\$ -	\$ -	\$ -	\$ -
SUPPLIES	8,416	6,500	6,500	6,500	-	-	-	-
OTHER CHARGES	693,848	680,771	708,490	723,500	778,304	88,800	235,670	383,420
CAPITAL OUTLAY	-	-	-	-	-	-	-	-
DEBT SERVICE	-	-	-	-	27,553	27,560	27,560	27,560
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,168,058</b>	<b>\$ 1,122,931</b>	<b>\$ 1,119,510</b>	<b>\$ 1,137,330</b>	<b>\$ 805,857</b>	<b>\$ 116,360</b>	<b>\$ 263,230</b>	<b>\$ 410,980</b>
<b>INCREASE (DECREASE) IN FUND BALANCE</b>	<b>\$ (91,572)</b>	<b>\$ (81,231)</b>	<b>\$ (43,690)</b>	<b>\$ (39,730)</b>	<b>\$ (503,886)</b>	<b>\$ 30,900</b>	<b>\$ 4,500</b>	<b>\$ 3,370</b>
<b>FUND BALANCE, BEGINNING OF YEAR</b>	<b>\$ 918,623</b>	<b>\$ 827,051</b>	<b>\$ 745,820</b>	<b>\$ 702,130</b>	<b>\$ 539,188</b>	<b>\$ 35,302</b>	<b>\$ 66,202</b>	<b>\$ 70,702</b>
<b>FUND BALANCE, END OF YEAR</b>	<b>\$ 827,051</b>	<b>\$ 745,820</b>	<b>\$ 702,130</b>	<b>\$ 662,400</b>	<b>\$ 35,302</b>	<b>\$ 66,202</b>	<b>\$ 70,702</b>	<b>\$ 74,072</b>

**NOTES:**

- The Baldwin Public Library fund balance does not include reserves in the library expendable trust fund.
- Special assessments revenue is included in Other Revenues.

**CITY OF BIRMINGHAM, MICHIGAN  
COMBINED STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
COMPONENT UNIT FUNDS  
FOUR YEAR COMPARISON**

---CORRIDOR IMPROVEMENT AUTHORITY---				-----BALDWIN PUBLIC LIBRARY-----				----TOTAL COMPONENT UNIT FUNDS----			
ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
\$ -	\$ -	\$ 90,000	\$ 93,600	\$2,069,811	\$ 2,177,590	\$ 2,285,750	\$2,385,100	\$ 2,295,035	\$ 2,286,780	\$ 2,618,980	\$ 2,869,680
-	-	-	-	950,882	934,510	950,810	966,570	950,882	934,510	950,810	966,570
-	-	-	-	103,294	97,540	96,240	95,040	106,294	100,540	99,240	96,540
316	250	520	1,100	14,850	15,000	16,500	19,000	25,690	22,690	26,540	31,770
-	-	-	-	-	-	-	-	1,114,709	1,055,430	1,087,800	1,107,800
-	-	-	-	-	-	-	-	25,000	13,900	-	-
\$ 316	\$ 250	\$ 90,520	\$ 94,700	\$3,138,837	\$ 3,224,640	\$ 3,349,300	\$3,465,710	\$ 4,517,610	\$ 4,413,850	\$ 4,783,370	\$ 5,072,360
\$ -	\$ -	\$ -	\$ -	\$1,919,284	\$ 2,006,580	\$ 2,013,980	\$2,089,300	\$ 2,385,078	\$ 2,442,240	\$ 2,418,500	\$ 2,496,630
-	-	-	-	59,209	74,300	83,500	85,000	67,625	80,800	90,000	91,500
14,345	11,750	20,000	20,000	448,060	639,730	561,370	572,860	1,934,557	1,421,051	1,525,530	1,699,780
-	-	-	-	616,793	615,850	690,450	718,550	616,793	615,850	690,450	718,550
-	-	-	-	-	-	-	-	27,553	27,560	27,560	27,560
\$ 14,345	\$ 11,750	\$ 20,000	\$ 20,000	\$3,043,346	\$ 3,336,460	\$ 3,349,300	\$3,465,710	\$ 5,031,606	\$ 4,587,501	\$ 4,752,040	\$ 5,034,020
\$ (14,029)	\$ (11,500)	\$ 70,520	\$ 74,700	\$ 95,491	\$ (111,820)	\$ -	\$ -	\$ (513,996)	\$ (173,651)	\$ 31,330	\$ 38,340
\$ 48,198	\$ 34,169	\$ 22,669	\$ 93,189	\$1,377,251	\$ 1,472,742	\$ 1,360,922	\$1,360,922	\$ 2,883,260	\$ 2,369,264	\$ 2,195,613	\$ 2,226,943
\$ 34,169	\$ 22,669	\$ 93,189	\$ 167,889	\$1,472,742	\$ 1,360,922	\$ 1,360,922	\$1,360,922	\$ 2,369,264	\$ 2,195,613	\$ 2,226,943	\$ 2,265,283



**CITY OF BIRMINGHAM, MICHIGAN**  
**COMBINED STATEMENT OF REVENUES, EXPENSES**  
**AND CHANGES IN NET POSITION**  
**ENTERPRISE FUNDS**  
**FOUR YEAR COMPARISON**

	-----AUTOMOBILE PARKING SYSTEM FUND-----				----WATER-SUPPLY SYSTEM FUND-----			
	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
<b>REVENUES</b>								
TAXES	\$ -	\$ -	\$ -	\$ -	\$ (9)	\$ 500,000	\$ 750,000	\$ 750,000
INTERGOVERNMENTAL	-	-	-	-	1,114	-	-	-
CHARGES FOR SERVICES	4,738,538	5,072,030	5,322,690	5,317,600	3,650,091	4,242,450	4,473,030	4,546,370
INTEREST & RENT	44,410	56,670	76,430	100,490	150	4,720	12,060	22,060
OTHER REVENUES	-	11,150	-	-	23,030	-	-	-
CONTRIBUTIONS	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 4,782,948</b>	<b>\$ 5,139,850</b>	<b>\$ 5,399,120</b>	<b>\$ 5,418,090</b>	<b>\$ 3,674,376</b>	<b>\$ 4,747,170</b>	<b>\$ 5,235,090</b>	<b>\$ 5,318,430</b>
<b>EXPENSES</b>								
PERSONNEL SERVICES	\$ 429,387	\$ 402,360	\$ 505,800	\$ 511,960	\$ 1,037,810	\$ 930,000	\$ 1,069,270	\$ 1,081,560
SUPPLIES	39,519	44,500	44,880	45,790	164,332	116,000	191,000	191,000
DEPRECIATION	842,613	963,130	1,120,030	1,170,530	768,351	782,600	810,580	845,450
OTHER CHARGES	1,904,293	2,022,730	2,187,640	2,088,420	2,028,274	2,248,750	2,414,240	2,450,420
CAPITAL OUTLAY	1,480,328	1,566,090	1,802,000	940,000	1,852,457	878,370	1,745,000	895,000
DEBT SERVICE	-	-	-	-	-	-	-	-
CONTINGENCY	-	-	-	-	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 4,696,140</b>	<b>\$ 4,998,810</b>	<b>\$ 5,660,350</b>	<b>\$ 4,756,700</b>	<b>\$ 5,851,224</b>	<b>\$ 4,955,720</b>	<b>\$ 6,230,090</b>	<b>\$ 5,463,430</b>
<b>INCOME (LOSS) BEFORE OPERATING TRANSFERS</b>	<b>\$ 86,808</b>	<b>\$ 141,040</b>	<b>\$ (261,230)</b>	<b>\$ 661,390</b>	<b>\$ (2,176,848)</b>	<b>\$ (208,550)</b>	<b>\$ (995,000)</b>	<b>\$ (145,000)</b>
OPERATING TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ 500,000	\$ 500,000	\$ 500,000
OPERATING TRANSFERS OUT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>INCREASE (DECREASE) IN NET POSITION AFTER TRANSFERS</b>	<b>\$ 86,808</b>	<b>\$ 141,040</b>	<b>\$ (261,230)</b>	<b>\$ 661,390</b>	<b>\$ (1,426,848)</b>	<b>\$ 291,450</b>	<b>\$ (495,000)</b>	<b>\$ 355,000</b>
RECLASSIFICATION OF CAPITAL OUTLAY	\$ 1,443,676	\$ 1,566,090	\$ 1,802,000	\$ 940,000	\$ 1,852,457	\$ 878,370	\$ 1,745,000	\$ 895,000
<b>INCREASE (DECREASE) IN NET POSITION</b>	<b>\$ 1,530,484</b>	<b>\$ 1,707,130</b>	<b>\$ 1,540,770</b>	<b>\$ 1,601,390</b>	<b>\$ 425,609</b>	<b>\$ 1,169,820</b>	<b>\$ 1,250,000</b>	<b>\$ 1,250,000</b>
<b>NET POSITION - BEGINNING OF YEAR</b>	<b>\$ 25,010,067</b>	<b>\$ 26,540,551</b>	<b>\$ 28,247,681</b>	<b>\$ 29,788,451</b>	<b>\$ 20,722,566</b>	<b>\$ 21,148,175</b>	<b>\$ 22,317,995</b>	<b>\$ 23,567,995</b>
<b>NET POSITION - END OF YEAR</b>	<b>\$ 26,540,551</b>	<b>\$ 28,247,681</b>	<b>\$ 29,788,451</b>	<b>\$ 31,389,841</b>	<b>\$ 21,148,175</b>	<b>\$ 22,317,995</b>	<b>\$ 23,567,995</b>	<b>\$ 24,817,995</b>

**NOTE:**  
- Capital outlays within the Proprietary Funds are recorded as assets on a GAAP basis and expended on a Budget basis.

**CITY OF BIRMINGHAM, MICHIGAN  
COMBINED STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN NET POSITION  
ENTERPRISE FUNDS  
FOUR YEAR COMPARISON**

-----SEWAGE DISPOSAL FUND-----				-----GOLF COURSES FUND-----				-----TOTAL ENTERPRISE FUNDS-----			
ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
\$ 3,356,369	\$ 3,198,560	\$ 2,826,330	\$ 1,648,110	\$ -	\$ -	\$ -	\$ -	\$ 3,356,360	\$ 3,698,560	\$ 3,576,330	\$ 2,398,110
-	7,820	7,820	7,820	1,997	-	-	-	3,111	7,820	7,820	7,820
6,585,996	7,297,200	8,009,610	8,287,670	1,076,500	1,105,680	1,121,600	1,138,600	16,051,125	17,717,360	18,926,930	19,290,240
56,196	39,050	32,130	26,260	31,946	33,130	39,130	45,960	132,702	133,570	159,750	194,770
74,421	-	-	-	757	500	400	400	98,208	11,650	400	400
-	-	-	-	-	-	-	-	-	-	-	-
\$ 10,072,982	\$ 10,542,630	\$ 10,875,890	\$ 9,969,860	\$ 1,111,200	\$ 1,139,310	\$ 1,161,130	\$ 1,184,960	\$ 19,641,506	\$ 21,568,960	\$ 22,671,230	\$ 21,891,340
\$ 622,325	\$ 519,780	\$ 562,880	\$ 568,150	\$ 448,128	\$ 487,980	\$ 504,830	\$ 506,610	\$ 2,537,650	\$ 2,340,120	\$ 2,642,780	\$ 2,668,280
54,637	50,000	50,000	50,000	159,245	169,000	177,800	178,300	417,733	379,500	463,680	465,090
1,581,043	1,622,670	1,681,300	1,738,930	107,053	107,000	109,000	109,000	3,299,060	3,475,400	3,720,910	3,863,910
5,508,113	5,877,570	6,044,560	6,253,850	168,400	218,250	214,090	214,310	9,609,080	10,367,300	10,860,530	11,007,000
2,533,465	2,437,500	3,345,000	2,080,000	17,254	46,500	65,800	50,000	5,883,504	4,928,460	6,957,800	3,965,000
487,371	377,750	292,710	228,340	-	-	-	-	487,371	377,750	292,710	228,340
-	-	-	-	-	-	-	-	-	-	-	-
\$ 10,786,954	\$ 10,885,270	\$ 11,976,450	\$ 10,919,270	\$ 900,080	\$ 1,028,730	\$ 1,071,520	\$ 1,058,220	\$ 22,234,398	\$ 21,868,530	\$ 24,938,410	\$ 22,197,620
\$ (713,972)	\$ (342,640)	\$ (1,100,560)	\$ (949,410)	\$ 211,120	\$ 110,580	\$ 89,610	\$ 126,740	\$ (2,592,892)	\$ (299,570)	\$ (2,267,180)	\$ (306,280)
\$ -	\$ -	\$ -	\$ 850,000	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ 500,000	\$ 500,000	\$ 1,350,000
\$ (350,000)	\$ (1,350,000)	\$ (500,000)	\$ (500,000)	\$ -	\$ -	\$ -	\$ -	\$ (350,000)	\$ (1,350,000)	\$ (500,000)	\$ (500,000)
\$ (1,063,972)	\$ (1,692,640)	\$ (1,600,560)	\$ (599,410)	\$ 211,120	\$ 110,580	\$ 89,610	\$ 126,740	\$ (2,192,892)	\$ (1,149,570)	\$ (2,267,180)	\$ 543,720
\$ 2,459,819	\$ 2,437,500	\$ 3,345,000	\$ 2,080,000	\$ 12,046	\$ 46,500	\$ 65,800	\$ 50,000	\$ 5,767,998	\$ 4,928,460	\$ 6,957,800	\$ 3,965,000
\$ 1,395,847	\$ 744,860	\$ 1,744,440	\$ 1,480,590	\$ 223,166	\$ 157,080	\$ 155,410	\$ 176,740	\$ 3,575,106	\$ 3,778,890	\$ 4,690,620	\$ 4,508,720
\$ 37,373,157	\$ 38,769,004	\$ 39,513,864	\$ 41,258,304	\$ 2,728,340	\$ 2,951,506	\$ 3,108,586	\$ 3,263,996	\$ 85,834,130	\$ 89,409,236	\$ 93,188,126	\$ 97,878,746
\$ 38,769,004	\$ 39,513,864	\$ 41,258,304	\$ 42,738,894	\$ 2,951,506	\$ 3,108,586	\$ 3,263,996	\$ 3,440,736	\$ 89,409,236	\$ 93,188,126	\$ 97,878,746	\$ 102,387,466

**CITY OF BIRMINGHAM, MICHIGAN  
COMBINED STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN NET POSITION  
INTERNAL SERVICE FUND  
FOUR YEAR COMPARISON**

	-----COMPUTER EQUIPMENT FUND-----				-----TOTAL INTERNAL SERVICE FUND-----			
	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018	ACTUAL 2014-2015	PROJECTED 2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
<b>REVENUES</b>								
INTERGOVERNMENTAL REVENUE	\$ 23,400	\$ 72,020	\$ 34,020	\$ 25,520	\$ 23,400	\$ 72,020	\$ 34,020	\$ 25,520
CHARGES FOR SERVICES	558,018	555,040	555,040	555,040	558,018	555,040	555,040	555,040
INTEREST & RENT	7,989	8,650	11,070	13,480	7,989	8,650	11,070	13,480
OTHER REVENUES	3,213	3,182	3,000	3,000	3,213	3,182	3,000	3,000
CONTRIBUTIONS	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 592,620</b>	<b>\$ 638,892</b>	<b>\$ 603,130</b>	<b>\$ 597,040</b>	<b>\$ 592,620</b>	<b>\$ 638,892</b>	<b>\$ 603,130</b>	<b>\$ 597,040</b>
<b>EXPENSE</b>								
PERSONNEL SERVICES	\$ 321,866	\$ 299,250	\$ 298,330	\$ 299,560	\$ 321,866	\$ 299,250	\$ 298,330	\$ 299,560
SUPPLIES	11,134	19,700	68,840	61,140	11,134	19,700	68,840	61,140
DEPRECIATION	208,111	251,950	251,400	256,680	208,111	251,950	251,400	256,680
OTHER CHARGES	166,880	197,220	187,980	200,060	166,880	197,220	187,980	200,060
CAPITAL OUTLAY	44,177	222,240	307,180	90,900	44,177	222,240	307,180	90,900
<b>TOTAL EXPENSES</b>	<b>\$ 752,168</b>	<b>\$ 990,360</b>	<b>\$ 1,113,730</b>	<b>\$ 908,340</b>	<b>\$ 752,168</b>	<b>\$ 990,360</b>	<b>\$ 1,113,730</b>	<b>\$ 908,340</b>
<b>INCOME (LOSS) BEFORE OPERATING TRANSFERS</b>	<b>\$ (159,548)</b>	<b>\$ (351,468)</b>	<b>\$ (510,600)</b>	<b>\$ (311,300)</b>	<b>\$ (159,548)</b>	<b>\$ (351,468)</b>	<b>\$ (510,600)</b>	<b>\$ (311,300)</b>
<b>INCREASE (DECREASE) IN NET POSITION AFTER TRANSFERS</b>	<b>\$ (159,548)</b>	<b>\$ (351,468)</b>	<b>\$ (510,600)</b>	<b>\$ (311,300)</b>	<b>\$ (159,548)</b>	<b>\$ (351,468)</b>	<b>\$ (510,600)</b>	<b>\$ (311,300)</b>
RECLASSIFICATION OF CAPITAL OUTLAY	\$ 33,066	\$ 222,240	\$ 307,180	\$ 90,900	\$ 33,066	\$ 222,240	\$ 307,180	\$ 90,900
<b>INCREASE (DECREASE) IN NET POSITION</b>	<b>\$ (126,482)</b>	<b>\$ (129,228)</b>	<b>\$ (203,420)</b>	<b>\$ (220,400)</b>	<b>\$ (126,482)</b>	<b>\$ (129,228)</b>	<b>\$ (203,420)</b>	<b>\$ (220,400)</b>
<b>NET POSITION, BEGINNING OF YEAR</b>	<b>\$ 1,829,172</b>	<b>\$ 1,702,690</b>	<b>\$ 1,573,462</b>	<b>\$ 1,370,042</b>	<b>\$ 1,829,172</b>	<b>\$ 1,702,690</b>	<b>\$ 1,573,462</b>	<b>\$ 1,370,042</b>
<b>NET POSITION, END OF YEAR</b>	<b>\$ 1,702,690</b>	<b>\$ 1,573,462</b>	<b>\$ 1,370,042</b>	<b>\$ 1,149,642</b>	<b>\$ 1,702,690</b>	<b>\$ 1,573,462</b>	<b>\$ 1,370,042</b>	<b>\$ 1,149,642</b>

**NOTE:**  
Capital outlays within the Proprietary Funds are recorded as assets on a GAAP basis and expended on a Budget basis.

## **Long-Range Planning Processes**

Following is a summary of long-range planning processes developed and used by the City to match financial resources with long-term objectives and service delivery:

	<b>Type of planning process</b>	<b>Description of process</b>	<b>Budget impacts</b>
Five-Year Forecast	Long-range (current budget plus four years) operating plan to facilitate financial planning	Finance Department staff working with consultant to determine key forecast assumptions to project major revenue sources and expenditures. Funds included are General Fund and Major and Local Street Funds. Forecast also includes water and sewer rate projections. Presented to public and City Commission at long-range planning session in January.	Provides financial framework to evaluate financial condition of City and rational bases for devising fiscal strategy. Provides for budget stability, planning, direction and decision making. (Long-Term Municipal Goal 1)
Capital Projects Plan	Six-year plan includes project listing by plan year	Departments submit to City Manager for consideration/ revision. Manager submits to City Commission for approval.	Provides for predictable funding level from year to year to allow adequate planning for funding, debt-service requirements, and impact of operating costs. See Capital Improvements section of budget document for operational impacts. (Long-Term Municipal Goals 1 and 5)
Building Maintenance	Six-year plan by facility and maintenance activity or project	Building Maintenance Supervisor prioritizes other departments' or activities' requests for projects along with known maintenance requirements and submits to City Manager. Manager submits recommendation to City Commission for approval.	Provides for a stable annual level of expenditure to ensure continued maintenance of City facilities. Integrates with various departmental budgets and six-year capital improvements program. (Long-Term Municipal Goals 1a,1b and 5)

	<b>Type of planning process</b>	<b>Description of process</b>	<b>Budget impacts</b>
Parks & Recreation Master Plan	Five-year master plan that guides future parks and recreation development	Overall review/assessment of parks and recreation facilities and inventory within the community. Public process including hosting workshop, public hearing and Parks Board review prior to submittal to City Commission and adoption.	Master plan used by staff and Commission for planning, budgeting purposes and decision making. Meets state requirements for use in securing grant funds. (Long-Term Municipal Goals 1a,1b,3a,4a and 4b)
2016 Plan	20-year master plan for downtown Birmingham that guides future development of both public spaces and private property	Overall review of existing conditions conducted. Extensive involvement by City staff and public in charrettes and public meetings. Continued implementation over last decade with full implementation by 2016.	2016 master plan used by staff and Commission for planning, decision making and budget purposes. Meets state requirements for use in securing grant funds. (Long-Term Municipal Goals 3a,3b,4a and 4b)
Vehicle/ Equipment Replacement	Three- to five-year plan to replace certain vehicles, fire department and contractor-type equipment	Public Services and Fire Department provide requests to City Manager. Manager submits to City Commission for approval of purchases.	Allows for the funding of replacements annually to insure that the condition of the fleet and equipment is at an optimum level, reducing fleet maintenance and operational costs. See Vehicle Replacement Plan in the Capital Improvement section of the budget document. (Long-Term Municipal Goal 1a)

	<b>Type of planning process</b>	<b>Description of process</b>	<b>Budget impacts</b>
Information Systems Plan	Multi-year plan to purchase or replace certain computer and attendant equipment	Finance and Information Technology Department (Computers/Copiers) maintain inventory and recommend replacements/maintenance that comply with established criteria. Subject to Commission approval.	Allows for the funding of replacements, maintenance, help desk support and network infrastructure replacement annually. Replacement decisions are determined considering changing software technology, economic issues, maintenance costs and downtime. Identifies cost of technology by employee. (Long-Term Municipal Goals 1a and 2a)
Street Improvement Program	Internal five-year plan to maintain and improve City street system	Engineering Department develops a street maintenance and improvement program based on priorities and established criteria.	Long-term planning for street infrastructure needs that integrates with six-year capital planning process.(Long-Term Municipal Goals 1a,1b and 5)
Water Improvement Program	Ongoing program for water-main replacement and improvements	Based on completed reliability and water loss study, continued improvements to the system are planned.	Long-term planning for water-main replacement and improvements. Integrates with six-year capital planning process. (Long-Term Municipal Goals 1a, 1b and 5)
Sewer Improvement Program	Ongoing program for sewer improvements coupled with street projects	Engineering Department develops program based on existing condition and capacity needs. Continued improvements to the system are planned coupled with street projects.	Provides for planning and more efficient use of funds in coordinating sewer improvements with street projects. Integrates with six-year capital improvements program. (Long-Term Municipal Goals 1a,1b and 5)

	<b>Type of planning process</b>	<b>Description of process</b>	<b>Budget impacts</b>
Backyard Sewer and Water System Plan	Eight-year capital improvement program	Based on input from Ad Hoc Committee, Engineering Department and engineering consultant. Development of report and recommendation to City Commission.	Multi-year plan to abandon or rehabilitate all public sewers and water mains located in backyards by 2018. Integrates with six-year capital improvement program. (Long-Term Municipal Goals 1a,1b and 5)
Eton Road Corridor Plan	Twenty-year master plan for former industrial area at the east end of Birmingham that guides future development of both public spaces and private property	Overall review of existing conditions conducted, extensive public involvement, design workshops. Continued implementation over the last decade, with full implementation to be complete by 2018.	Master plan used by staff and Commission for planning, decision making and budgeting purposes. Plan meets state requirements to secure grant funds. (Long-Term Municipal Goals 2a,3a,3b,4a and 4b)
Triangle District Urban Design Plan	Twenty-year master plan for former underutilized commercial area immediately east of downtown Birmingham that guides future development of both public spaces and private property	Overall review of existing conditions conducted, extensive public meetings, design workshops, three-day charrette. Implementation commenced immediately. Corridor Improvement Authority was established to provide funding for public parking to spur development.	Master plan used by staff and Commission for planning, decision making and budgeting purposes. Plan meets state requirements to secure grant funds. (Long-Term Municipal Goals 2a, 3a, 3b,4a and 4b)

## **FINANCIAL POLICIES**

The City of Birmingham's financial policies, compiled below, set forth basic tenets for overall fiscal management of the City. Operating independently of changing circumstances and conditions, these policies provide a fiscal framework for the decision-making process of the City and the Administration.

These policies provide guidelines for evaluating both current activities and proposals for future programs. Most of the policies represent long-standing principles, traditions and practices which have guided the City in the past and have maintained its fiscal stability.

### ***Operating Budget Policies***

- The City will maintain a budgetary control system to ensure adherence to the budget; will prepare monthly reports comparing actual revenues and expenditures to budgeted amounts; and amend the budget from time to time throughout the year as required by State law.
- The City will monitor departmental expenditures monthly.
- The City will integrate performance-measurement and productivity indicators into the budget.
- The City will continue its efforts to reduce major cost factors, such as costs for hospitalization and other insurance coverage.
- The City will avoid, except in an extreme emergency, budgetary practices or procedures that balance current-period expenditures at the expense of future years' revenues.
- The City will budget for adequate levels of funding for the retirement system and retirees' medical insurance.
- The City will develop and maintain accounting and budgetary control systems to safeguard the assets held in public trust.
- The City shall adopt a balanced budget as required by State law in which total estimated expenditures/expenses, including an accrued deficit in the budget, shall not exceed the total estimated revenues, including an available unappropriated surplus.

### ***Revenue Policies***

- The City will make every attempt to maintain a diversified and stable revenue base to shelter it from short- or long-term fluctuations in any one revenue source.
- The City will project its annual revenues by an objective and thorough analytical process.



- The City will maintain sound property-appraisal procedures and practices to reflect current values.
- The City will avoid the use of one-time revenues to fund ongoing expenditures.
- The City will not rely on the use or collection of any major revenue source it considers unpredictable or unlikely to be collected.
- The City will follow a policy of collecting all revenues due the City.
- The City will review and establish fees and charges to keep pace with the cost of providing services.

#### ***Fund Balance Policy***

- The City will maintain the unassigned fund balance of the General Fund at an amount not less than two months (17%) of the general fund operating expenditures and not more than the equivalent of (40%) of the general operating budget.

#### ***Accounting, Auditing and Financial Reporting Policies***

- An independent audit will be performed annually.
- The City will produce comprehensive annual financial reports in accordance with Generally Accepted Accounting Principles (GAAP) as outlined by the publication “Governmental Auditing, Accounting and Financial Reporting” (GAAFR).

#### ***Investment Policies***

- The City will make a cash-flow analysis of all funds regularly. Disbursement, collection and deposit of all funds will be scheduled to ensure maximum investment capabilities.
- When permitted by law, the City will pool cash from several different funds for investment purposes to maximize potential earnings.
- The City will analyze market conditions and potential investments to maximize its yield, while maintaining the integrity and safety of its principal.
- The City’s accounting system will provide regular information concerning its cash position and investment performance.

### ***Debt Policies***

- The City will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues and, where the issuance of long-term debt is required, it will pay back the bonds within a period not to exceed the expected useful life of the projects.
- The City will keep the average maturity of general-obligation bonds at or below twenty years, i.e., below the expected useful life of most capital improvements.
- When possible, the City will use special-assessment or other self-supporting bonds.
- The City will not incur long-term debt to support current-fiscal-year expenditures.
- The City will maintain a sound relationship with all bond-rating agencies, and will keep them informed about its current financial condition. The City will continue the practice of full disclosure as it pertains to all financial reports and bond prospectuses.

### ***Capital Improvement Budget Policies***

- The City will make all capital improvements in accordance with an adopted capital-improvements program.
- The City will maintain a six-year plan for capital improvements, with proposed funding sources, updated annually.
- The City will coordinate the development of the capital-improvements program with the annual operating budget. Future operating costs associated with new capital improvements will be projected and included in the operating-budget forecasts.
- The City will use intergovernmental assistance to finance only those capital improvements consistent with the adopted capital-improvements plan and City priorities, and for which operating and maintenance costs have been included in operating-budget forecasts.
- The City will attempt to maintain all its assets at a level adequate to protect the City's capital investments and to minimize future maintenance and replacement costs.
- Capital investments will be made to foster Birmingham's goal of investing in the City's infrastructure to support urban living.



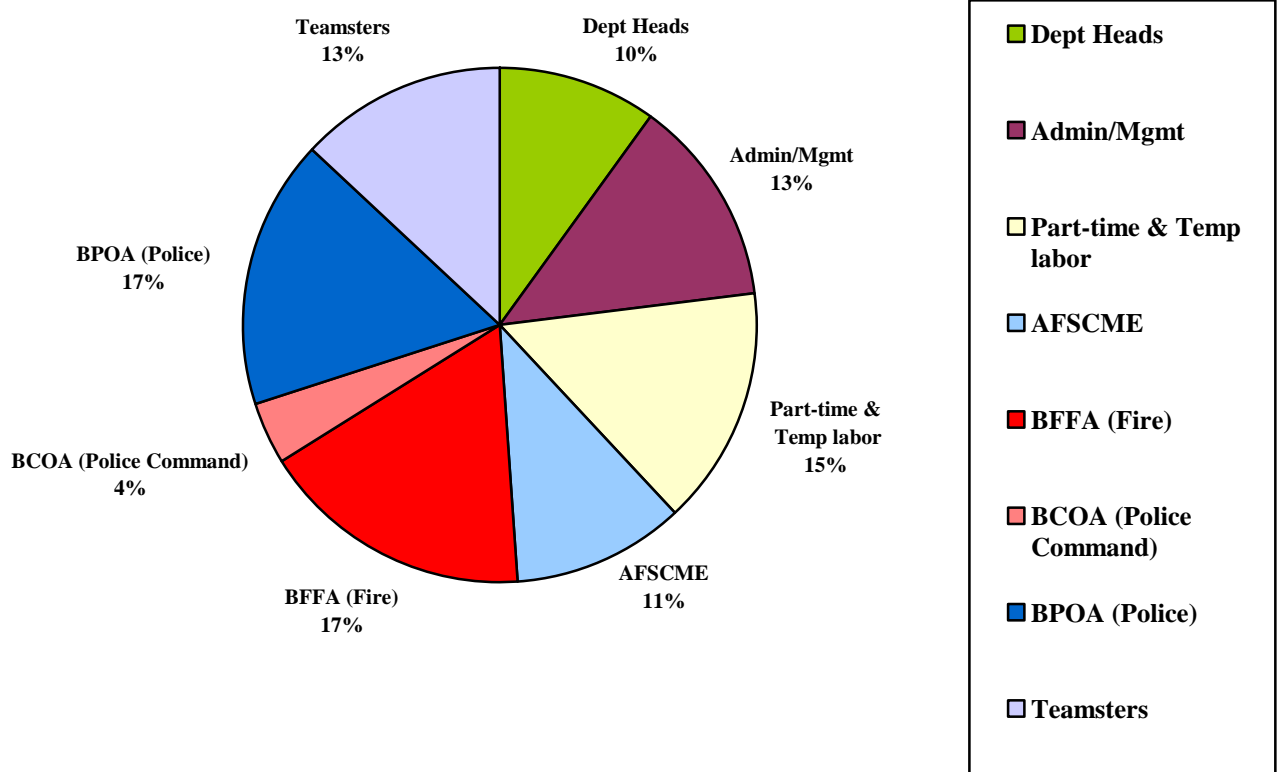
*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## PERSONNEL

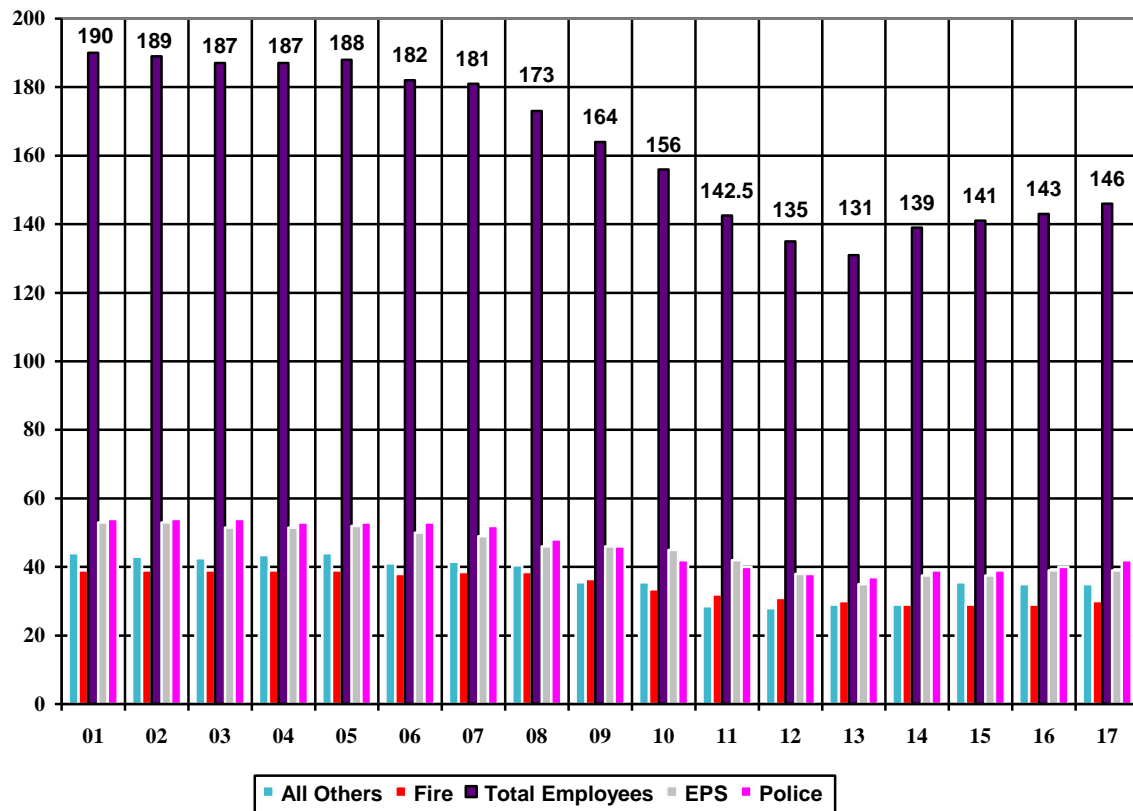
For fiscal year 2016-2017 and 2017-2018 budgets, the City Manager has recommended 146 full-time staff positions and 108 part-time employees (107 part-time in 2017-2018). Of the full-time positions, 139 are budgeted within the General Fund, 4 in the Equipment Funds, 1 in the Principal Shopping District Fund, and 2 in the Golf Course Funds. In addition, there are 16 full-time positions and 56 part-time positions at the Baldwin Public Library.

Below is a chart outlining the percentage of wages by unit (not including the Library):

### Percentage of Wages by Unit



## City of Birmingham Full -Time Employees\*



\*Does not include Baldwin Public Library

## **Full-Time Employees: History**

The City has reduced staffing levels by 46 full-time positions, or 24%, since fiscal year 1999-2000. The 2016-2017 recommended budget includes the addition of three full-time positions. This will bring the total of full-time positions to 146 (excluding the Library).

Over a seven year period beginning in fiscal year 2010-2011, staffing changes included the following (not including the Library):

In fiscal year 2010-2011, two full-time clerical positions, which were shared between the Finance, Fire Department, and Clerk's office, were eliminated. In the City Maintenance Department, a full-time position was transferred to the Department of Public Services due to the discontinuance of the maintenance contract between the City and the Baldwin Public Library. The Historical Museum staffing was reduced from one full-time director's position to one half-time director's position and from three part-time positions to one part-time position. In the Police Department, one vacant commander's position was removed, one sergeant's position was added, and two vacant police officer positions were eliminated. In the Fire Department, three vacant lieutenant positions were eliminated and two firefighter positions were added. Under the Community Development Building and Planning Departments, a vacant building inspector's position was eliminated and two full-time planner positions were replaced with two part-time planner positions. A full-time secretarial position was eliminated in the Engineering Department. One vacant project coordinator's position was eliminated in the Department of Public Services (DPS). DPS operator positions increased by three as a result of one position transfer from the City Maintenance Department and two position transfers from the Water Meter Shop. In the Equipment Funds, a full-time GIS Coordinator's position was eliminated in the Information Technology Department and a vacant foreman position was eliminated in the DPS-Garage Division. Two golf course positions, the golf manager and golf superintendant, were eliminated and one full-time golf operations manager was added. These staffing changes resulted in 142.5 full-time and 83 part-time positions for fiscal year 2010-2011, which was a decrease of 13.5 full-time positions from the prior fiscal year.

Changes in fiscal year 2011-2012 resulted in the half-time museum director's position being replaced with a part-time museum director's position. The Manager's Office and Human Resources Department shared part-time management specialist position was eliminated. A part-time zoning officer's position was added to the Building Department. In the Public Safety area, one police officer's position was added and three corporal positions were eliminated in the Police Department. The Assistant Fire Chief Prevention Officer's position was eliminated in the Fire Department. In the Engineering Department, the engineering tech senior position was replaced with an engineering inspector's position. The Department of Public Services (DPS) reduced two assistant foreman's positions in the parks and forestry area and added a parks and recreation manager. Additionally, an assistant foreman's position in the streets, water, and sewer area was eliminated and the full-time assistant director of public services position

replaced with a part-time assistant director's position. Also, a full-time secretary's position was removed. These changes result in 135 full-time and 88 part-time employees for fiscal year 2011-2012, which was a decrease of 7.5 full-time positions from the prior fiscal year.

In fiscal year 2012-2013, one vacant full-time police dispatcher position was reduced and four part-time dispatcher positions added to the Police Department. In the Fire Department, a part-time fire marshal's position was added and a one full-time vacant firefighter position removed. The Building Department added a part-time building inspector's position, three temporary substitute inspectors, a full-time clerical position formerly a part-time position, and a part-time clerical position transferred from the Engineering Department. The Engineering Department, along with the reduction of their part-time clerical position, eliminated the vacant full-time engineering inspector's position and added an additional part-time inspector. In addition, a junior planning intern position was added to the Planning Department. In the Department of Public Services area, the full-time foreman streets/water/sewer position was replaced by a full-time public works manager and the full-time parks and property maintenance coordinator and full-time operator streets/water/sewer position was eliminated along with a part-time meter maintenance and a part-time intern position. A part-time golf manager for clubhouse operations was added. These changes resulted in 131 full-time and 106 part-time employees for the 2012-2013 fiscal year, which was a decrease of four full-time positions from the prior fiscal year.

For fiscal year 2013-2014, the Human Resources Department added a full-time human resources generalist position and eliminated the part-time management intern and part-time clerical position. In the Finance Department, the 35 hours per week finance assistant's position was approved to be replaced with a full-time finance assistant/accountant position. Additionally, a part-time purchasing assistant position was added and the part-time finance intern position eliminated. In the Police Department, a police officer position, a full-time dispatcher position, two part-time dispatcher positions, and two crossing guard positions were added and one vacant part-time clerical position was eliminated. The Fire Department eliminated a vacant firefighter's position. The Building Department added a part-time clerical position and a full-time building inspector's position and eliminated a part-time inspector's position. In the Planning Department, a full-time senior planner position and a part-time clerical position were added and two part-time intern positions eliminated. The Engineering Department added a full-time engineering field coordinator's position. A part-time clerical position changed to a full-time public relations specialist position shared between the Department of Public Services and the Principal Shopping District. The Department of Public Services eliminated a vacant full-time forestry coordinator's position and a vacant full-time parks and forestry technician position and added two full-time operator positions in the parks and forestry division. Additionally, a full-time DPS laborer position changed to a full-time operator streets, sewer, and water position. In the Golf Course Funds, the part-time golf operations clubhouse manager position became a full-time position and the golf course maintenance manager position changed to a grounds superintendent position along with the addition of a part-time golf teaching pro-instructor position. The Information

Technology Department added a full-time IT technician position and eliminated the full-time IT assistant position. The Museum also added a part-time assistant position. These changes resulted in 139 full-time and 106 part-time employees for the 2013-2014 fiscal year, which was an increase of eight full-time positions from the prior fiscal year.

For fiscal year 2014-2015, the Finance and Treasury Department converted a part-time senior clerk/cashier position into a full-time position and eliminated a part-time clerical position. In the Building Department, a part-time building inspector's position and a full-time code enforcement officer position was added. Also, the Principal Shopping District eliminated a vacant part-time coordinator's position. These changes resulted in 141 full-time and 104 part-time positions for the 2014-2015 fiscal year, which was an increase of two full-time positions from the prior fiscal year.

For fiscal year 2015-2016, the Human Resources Department removed both the full-time human resources director and human resources generalist position and replaced them with a full-time human resources manager, a full-time human resources coordinator position, as well as, a part-time human resources consultant position, and a part-time human resources intern position. The Finance Department eliminated one vacant part-time accounts payable clerk position. The Museum added two part-time seasonal positions. The Police Department reduced one full-time police lieutenant position, added one full-time police commander position and one full-time police officer position, and one part-time police service aide position. The Fire Department added three full-time lieutenant positions and eliminated three vacant firefighter positions. In the Community Development area, the Building Department added one part-time building inspector position and the Planning Department added one part-time planning intern position. The Engineering Department added one full-time public works inspector position. The Department of Public Services converted a part-time assistant director position to a full-time position, added a full-time superintendent for streets, water & sewer and a full-time superintendent for parks, forestry & arena, and added a full-time parks & forestry coordinator position. Their overall employee count remains the same as the new full-time positions will be occupied by existing staff. The full-time public relations position shared between the Principal Shopping District and the Department of Public Services was converted to a part-time position. The Information Technology Department eliminated one vacant part-time technician assistant position and one vacant part-time intern position and replaced them with two part-time assistant positions. These changes result in 143 full-time positions and 110 part-time positions for the 2015-2016 fiscal year, which is an increase of two full-time positions and six part-time positions from the prior fiscal year.

For fiscal year 2016-2017, the Finance and Treasury Department eliminated a vacant full-time billing manager position and added a part-time clerical position. The Police Department removed a full-time deputy chief position, add a full-time commander position, a full-time lieutenant position, a full-time sergeant position, and eliminated one police officer position. They also added one full-time police dispatcher position and eliminated two part-time dispatcher positions. The Fire Department added one full-time deputy fire marshall position. The Building Department added a full-time assistant



building official position, removed a vacant full-time code enforcement officer position, removed a part-time building inspector position, added a part-time code enforcement officer position, and added a full-time clerical position. The Department of Public Services eliminated an assistant director position, added a public works manager position, added an operator position in the parks & forestry division, and eliminated a specialist position in the streets, sewer, water division. The Principal Shopping District eliminated a part-time coordinator position, an intern position, and added a part-time special event assistant position. These changes result in 146 full-time positions and 108 part-time positions for the 2016-2017 fiscal year, which is an increase of three full-time positions and a decrease of two part-time positions from the prior fiscal year.

The 2017-2018 full-time staffing level is planned to remain the same as fiscal year 2016-2017. The part-time staffing level is planned to be reduced by one part-time fire marshall position. This will result in 146 full-time positions and 107 part-time positions for the 2017-2018 fiscal year.

# PERSONNEL SUMMARY

2016-2017 BUDGETED POSITION PAY	ACTIVITY/POSITION	APPROVED 2013-2014		APPROVED 2014-2015		APPROVED 2015-2016		RECOMMEND 2016-2017		PLANNED 2017-2018	
		FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME
\$122,408 \$24,992	<b>MANAGER'S OFFICE</b>										
	City Manager	1		1		1		1		1	
	Assistant to City Manager (shared with Human Resources)	.5		.5		.5		.5		.5	
		1.5	0	1.5	0	1.5	0	1.5	0	1.5	0
	<b>CLERK</b>										
\$88,342	City Clerk	1		1		1		1		1	
\$56,306	Deputy Clerk	1		1		1		1		1	
\$0	Clerical		1		1		1		0		0
\$8,715	Clerical Assistant		2		2		2		3		3
		2	3	2	3	2	3	2	3	2	3
	<b>HUMAN RESOURCES DEPARTMENT</b>										
\$80,290	Human Resources Manager					1		1		1	
\$52,500	Human Resources Coordinator					1		1		1	
\$0	Human Resources Director/Assistant City Manager	1		1		0		0		0	
\$54,995	Human Resources Generalist	1		1		0		0		0	
\$24,992	Assistant to City Manager (shared with Manager's office)	.5		.5		.5		.5		.5	
\$25,822	Human Resources Consultant						1		1		1
\$24,960	Human Resources Intern					1		1		1	
		2.5	0	2.5	0	2.5	2	2.5	2	2.5	2
	<b>FINANCE AND TREASURY DEPARTMENT</b>										
\$105,976	Director of Finance/Treasurer	1		1		1		1		1	
\$75,000	Assistant Finance Director	1		1		1		1		1	
\$65,624	Deputy Treasurer	1		1		1		1		1	
\$0	Billing Manager	1		1		1		0		0	
\$73,029	Senior Accountant	1		1		1		1		1	
\$57,950	Finance Assistant/Accountant	1		1		1		1		1	
\$55,000	Finance Assistant Administrative/Accounting Administrator	1		1		1		1		1	
\$56,654	Payroll Coordinator/Part-time Accounts Payable	1		1		1		1		1	
\$22,289	Part-time Purchasing Assistant/Accounts Payable Clerk		2		2		1		1		1
\$0	Finance Intern		0		0		0		0		0
\$56,668	Utility Billing Designee/Part-time Accounts Payable	1		1		1		1		1	
\$48,351	Senior Clerk/Cashier	1		1		1		1		1	
\$45,063	Clerk Typist B		1	1	0	1	0	1	0	1	0
\$48,351	Secretary	1		1		1		1		1	
\$12,480	Treasury Clerical		1		0		0		1		1
\$27,659	Treasury Consultant		1		1		1		1		1
		11	5	12	3	12	2	11	3	11	3

# PERSONNEL SUMMARY

2016-2017 BUDGETED POSITION PAY	ACTIVITY/POSITION	APPROVED 2013-2014		APPROVED 2014-2015		APPROVED 2015-2016		RECOMMEND 2016-2017		PLANNED 2017-2018	
		FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME
\$69,949 \$53,634	<b>CITY HALL &amp; GROUNDS</b>										
	Building Maintenance Supervisor	1		1		1		1		1	
	Building Maintenance	1		1		1		1		1	
		2	0	2	0	2	0	2	0	2	0
	<b>HISTORICAL MUSEUM</b>										
\$40,695	Museum Director		1		1		1		1		1
\$12,830	Museum Assistant		2		2		2		3		3
\$1,920	Museum Seasonal Staff						2		1		1
		0	3	0	3	0	5	0	5	0	5
	<b>POLICE</b>										
\$108,519	Police Chief	1		1		1		1		1	
\$0	Deputy Chief	1		1		1		0		0	
\$85,860	Commander	1		1		2		3		3	
\$82,399	Lieutenant	4		4		3		4		4	
\$72,165	Sergeants	6		6		6		7		7	
\$65,891	Police Officer	17		17		18		17		17	
\$48,691	Police Dispatcher	6		6		6		7		7	
\$32,087	Part-time Police Dispatcher		6		6		6		4		4
\$75,338	Staff & Services Coordinator	1		1		1		1		1	
\$39,780	Parking Meter Maintenance		2		2		2		2		2
\$33,119	Parking Enforcement Assistant	1	4	1	4	1	4	1	4	1	4
\$37,698	Clerk Typist	1	3	1	3	1	3	1	3	1	3
\$0	Part-time Clerical		0		0		0		0		0
\$18,200	Part-time Police Service Aide						1		1		1
\$6,783	Crossing Guard		11		11		11		12		12
		39	26	39	26	40	27	42	26	42	26
	<b>FIRE</b>										
\$106,026	Fire Chief	1		1		1		1		1	
\$90,834	Assistant Fire Chief	1		1		1		1		1	
\$23,593	Fire Marshall		1		1		1		1		0
\$67,995	Deputy Fire Marshall										
\$78,058	Fire Captain	3		3		3		3		3	
\$73,306	Fire Lieutenant	3		3		6		6		6	
\$65,940	Firefighter/AEMT	21		21		18		18		18	
		29	1	29	1	29	1	30	1	30	0

# PERSONNEL SUMMARY

2016-2017 BUDGETED POSITION PAY	ACTIVITY/POSITION	APPROVED 2013-2014		APPROVED 2014-2015		APPROVED 2015-2016		RECOMMEND 2016-2017		PLANNED 2017-2018	
		FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME
	<b><u>COMMUNITY DEVELOPMENT</u></b>										
	<b>BUILDING INSPECTION</b>										
\$102,230	Building Official	1		1		1		1		1	
\$75,234	Assistant Building Official	1		1		1		2		2	
\$67,766	Building Inspector	2	0	2	1	2	1	2	0	2	0
\$67,766	Plumbing/Heating Inspector	1		1		1		1		1	
\$67,766	Electrical Inspector	1		1		1		1		1	
\$31,200	Part-time Building Inspector						1		1		1
\$6,000	Substitute Inspectors		3		3		3		2		2
\$27,269	Code Enforcement Officer		2	1	2	1	2	0	3	0	3
\$53,689	Development Coordinator	1		1		1		1		1	
\$52,283	Office Coordinator	1		1		1		1		1	
\$46,697	Clerical	1		1		1		2		2	
\$14,706	Part-time Clerical		2		2		2		2		2
		9	7	10	8	10	9	11	8	11	8
	<b>PLANNING</b>										
\$103,605	Planning Director	1		1		1		1		1	
\$78,686	Senior Planner	1		1		1		1		1	
\$21,840	City Planner		2		2		2		2		2
\$19,760	Planning Intern		0		0		1		1		1
\$22,485	Planning Clerical		2		2		2		2		2
		2	4	2	4	2	5	2	5	2	5
	<b>ENGINEERING</b>										
\$103,605	City Engineer	1		1		1		1		1	
\$85,197	Assistant City Engineer	1		1		1		1		1	
\$75,733	Engineering Field Coordinator	1		1		1		1		1	
\$54,163	Public Works Inspector					1		1		1	
\$40,560	Public Works Inspector - Part-time		3		3		3		3		3
\$12,480	Engineering Intern		1		1		1		1		1
		3	4	3	4	4	4	4	4	4	4

# PERSONNEL SUMMARY

2016-2017 BUDGETED POSITION PAY	ACTIVITY/POSITION	APPROVED 2013-2014		APPROVED 2014-2015		APPROVED 2015-2016		RECOMMEND 2016-2017		PLANNED 2017-2018	
		FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME
	<b>DEPARTMENT OF PUBLIC SERVICES</b>										
\$100,651	Director of Public Services	1		1		1		1		1	
\$0	Assistant Director of Public Services		1		1	1	0	0	0	0	0
\$67,933	Public Works Manager	1		1		0		1		1	
\$67,933	Parks & Recreation Manager	1		1		1		1		1	
\$56,668	Recreation Coordinator	1		1		1		1		1	
\$48,351	Secretary	1		1		1		1		1	
\$15,600	Part-time Clerical		3		3		3		3		3
\$18,000	DPS Intern		1		1		1		1		1
\$24,625	Public Relations Specialist (shared with Principal Shopping District)	.5		.5		.5		.5		.5	
\$63,000	Foreman-Streets/Water/Sewer					1		1		1	
\$63,000	Foreman-Parks/Forestry/Arena					1		1		1	
\$59,829	Assistant Foreman-Parks/Forestry/Arena	1		1		1		1		1	
\$59,829	Assistant Foreman-Streets/Water/Sewer	2		2		2		2		2	
\$55,183	Parks & Forestry Coordinator	0		0		1		1		1	
\$53,634	Specialist-Streets/Water/Sewer	3		3		3		2		2	
\$55,501	Specialist-Parks/Forestry/Arena	1		1		1		1		1	
\$52,520	Technician-Streets/Water/Sewer	4		4		4		4		4	
\$52,743	Technician-Parks/Forestry/Arena	1		1		1		1		1	
\$50,029	Operator-Streets/Water/Sewer	7		7		7		7		7	
\$49,234	Operator-Parks/Forestry/Arena	5		5		3		4		4	
\$53,636	Traffic Sign Maintenance	1		1		1		1		1	
\$16,250	Temporary Laborer		16		16		16		16		16
		30.5	21	30	21.5	31	20.5	31	20.5	31	20.5
	<b>GENERAL FUND TOTAL</b>	<u>131.5</u>	<u>74</u>	<u>133.0</u>	<u>74</u>	<u>136.0</u>	<u>79</u>	<u>139.0</u>	<u>78</u>	<u>139.0</u>	<u>77</u>
	<b>INFORMATION TECHNOLOGY</b>										
\$95,951	IT Manager	1		1		1		1		1	
\$54,517	IT Technician	1		1		1		1		1	
\$18,023	IT Technician Assistant	0		0			2		2		2
\$0	IT Technician Assistant Part-time		1		1		0		0		0
\$0	IT Intern		1		1		0		0		0
		2	2	2	2	2	2	2	2	2	2
	<b>DPS-GARAGE</b>										
\$54,440	Fleet Mechanics - State Certified	2		2		2		2		2	
		2	0	2	0	2	0	2	0	2	0
	<b>EQUIPMENT FUND TOTAL</b>	<u>4</u>	<u>2</u>	<u>4</u>	<u>2</u>	<u>4</u>	<u>2</u>	<u>4</u>	<u>2</u>	<u>4</u>	<u>2</u>

**PERSONNEL SUMMARY**

2016-2017 BUDGETED POSITION PAY	ACTIVITY/POSITION	APPROVED 2013-2014		APPROVED 2014-2015		APPROVED 2015-2016		RECOMMEND 2016-2017		PLANNED 2017-2018	
		FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME
	<b>PRINCIPAL SHOPPING DISTRICT</b>										
\$100,630	PSD Administrator	1		1		1		1		1	
\$0	PSD Coordinator		2		1		1		0		0
\$36,385	PSD Special Event Specialist		1		1		1		1		1
\$32,003	PSD Office Specialist		1		1		1		1		1
\$24,625	Public Relations Specialist (shared with Dept of Public Services)	.5			.5		.5		.5		.5
\$14,560	PSD Special Event Assistant		0		0		0		1		1
\$3,200	PSD Intern		1		1		1		0		0
	<b>PRINCIPAL SHOPPING DISTRICT FUND TOTAL</b>	1.5	5	1	4.5	1	4.5	1	3.5	1	3.5
	<b>GOLF COURSES</b>										
\$67,933	Golf Manager	1		1		1		1		1	
\$57,200	Grounds Superintendent	1		1		1		1		1	
\$24,476	Golf Teaching Pro Instructor Part-time		1		1		1		1		1
\$9,167	Temporary Labor Golf Courses		24		24		24		24		24
	<b>GOLF COURSES TOTAL</b>	2	25	2	25	2	25	2	25	2	25
	<b>GRAND TOTAL (NOT INCLUDING LIBRARY)</b>	139	106	140	105	143	110	146	108	146	107
	<b>LIBRARY</b>										
\$90,376	Library Director	1		1		1		1		1	
\$61,685	Library Associate Director	1		1		1		1		1	
\$52,116	Library Department Head/Coordinator	3		4		5		5		5	
\$48,152	Technology Trainer	1		1		1		1		1	
\$23,340	Librarian/Administrative Assistant	1			1		1		1		1
\$44,221	Bookkeeper	1		1		1		1		1	
\$30,203	Paraprofessional		4		4		5		1	3	3
\$36,180	Librarian	5	7	4	7	3	9	5	4	5	4
\$25,406	Library Assistant II/III	1	3	1	2	1	2	1	2	1	2
\$9,855	Library Assistant I		11		11		11		15		15
\$6,356	Library Page		10		10		11		8		8
\$3,780	Substitute Librarian		16		20		21		20		20
\$11,865	Library Maintenance Assistant		2		2		3		3		3
	<b>LIBRARY FUND TOTAL</b>	14	53	13	57	13	63	16	56	16	56
	<b>GRAND TOTAL CITY</b>	153	159	153	162	156	173	162	164	162	163



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **GENERAL FUND**

The General Fund is the City's major operating fund. All revenues which, by law or for administrative control, are not in separate funds are deposited in the General Fund. The General Fund is used to provide: police and fire services; planning, engineering and building inspection; recreation and leisure programs; and overall City administration, including management, finance and treasury, clerk's office, human resources, and property maintenance.

This section presents budget results and financial comparisons for the General Fund. This includes:

1. General Fund Overview – Includes a summary of Revenues, Expenditures and Changes in Fund Balance, a comparison of recommended budget fund balance to the 5 year forecast, and a comparison of recommended budget fund balance to the City's fund balance policy.
2. General Fund Revenues – Includes an overview, assumptions for major revenue sources, and revenue comparisons.
3. General Fund Expenditures – Includes an overview and summary and detail expenditure comparisons. Detail expenditure explanations can be found in the individual department budgets following this section.

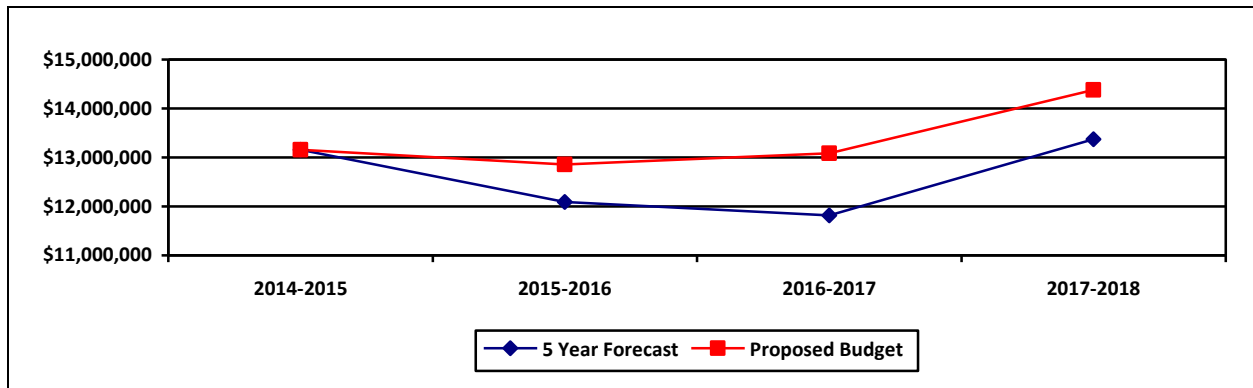
### **General Fund Overview**

Below is an overview of the budget for the General Fund. Details and assumptions concerning revenue and expenditures can be found on pages 67 and 77, respectively.

<b>City of Birmingham, Michigan</b>					
<b>Statement of Revenues, Expenditures and Changes in Fund Balance</b>					
<b>General Fund</b>					
<b><u>Description</u></b>	<b><u>Actual 2014-2015</u></b>	<b><u>Budget 2015-2016</u></b>	<b><u>Projected 2015-2016</u></b>	<b><u>Recommended 2016-2017</u></b>	<b><u>Planned 2017-2018</u></b>
Revenues	\$ 29,831,574	\$ 30,285,910	\$ 30,175,990	\$ 31,779,160	\$ 33,990,230
Expenditures	<u>(29,221,356)</u>	<u>(30,130,905)</u>	<u>(30,475,380)</u>	<u>(31,554,470)</u>	<u>(32,691,640)</u>
Revenues over (under)					
Expenditures	610,218	155,005	(299,390)	224,690	1,298,590
Beginning Fund Balance	<u>12,547,709</u>	<u>13,157,927</u>	<u>13,157,927</u>	<u>12,858,537</u>	<u>13,083,227</u>
Ending Fund Balance	<u>\$ 13,157,927</u>	<u>\$ 13,312,932</u>	<u>\$ 12,858,537</u>	<u>\$ 13,083,227</u>	<u>\$ 14,381,817</u>

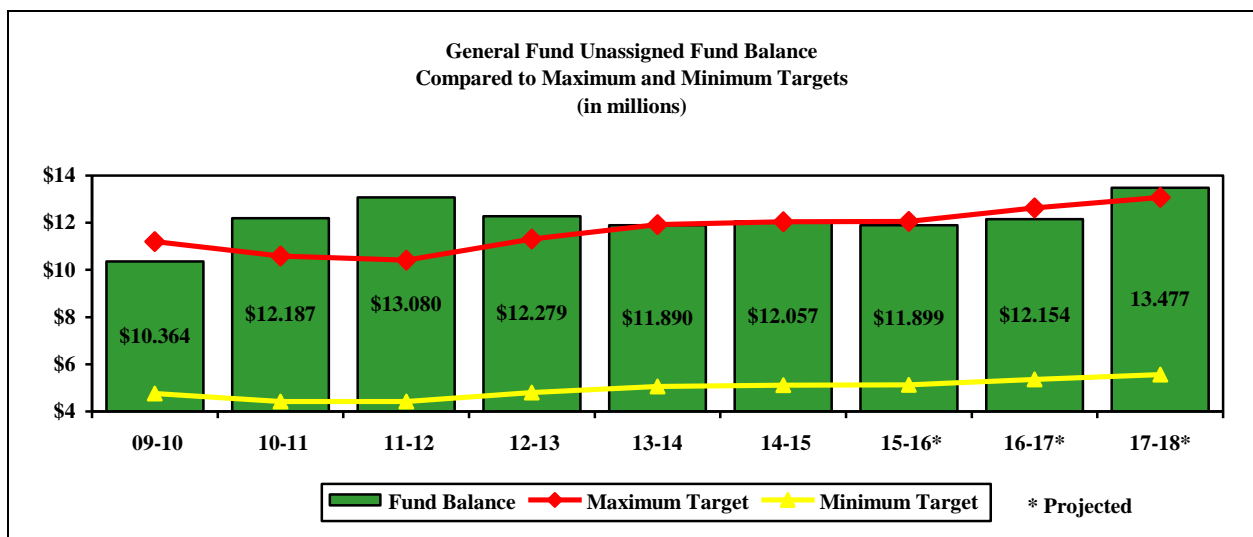


The recommended budget increases fund balance by \$224,690, or 1.7% from the projected 2015-2016 projected fund balance. Below is a comparison of the recommended budget ending fund balance as compared to the 5 year forecast as presented at the Long Range Planning Meeting in January 2016:



The recommended budget's fund balance is greater than the 5 year forecast model by approximately \$1,267,500 in 2016-2017 and \$1,008,700 2017-2018. Significant changes to the forecast for 2016-2017 include: higher building permit revenue (\$176,000), higher investment earnings and special assessment revenue (\$159,000), an increase in building and planning department expenditures (\$396,000), and lower transfers to the Capital Projects Fund (\$1,070,000). Significant changes for 2017-2018 include: higher building permit revenue (\$308,000), higher building and planning department expenditures (\$425,000), and higher transfers to the Capital Projects Fund (\$105,000).

The City's fund balance policy states that unassigned fund balance should be maintained between 17% and 40% of the total General Fund expenditure budget. Unassigned fund balance is different than total fund balance (above) because total fund balance includes funds which are restricted or assigned and cannot be used for general operating purposes. The recommended 2016-2017 budget maintains unassigned balance at 39% which is within the City's fund balance policy as shown below.



## General Fund Revenues

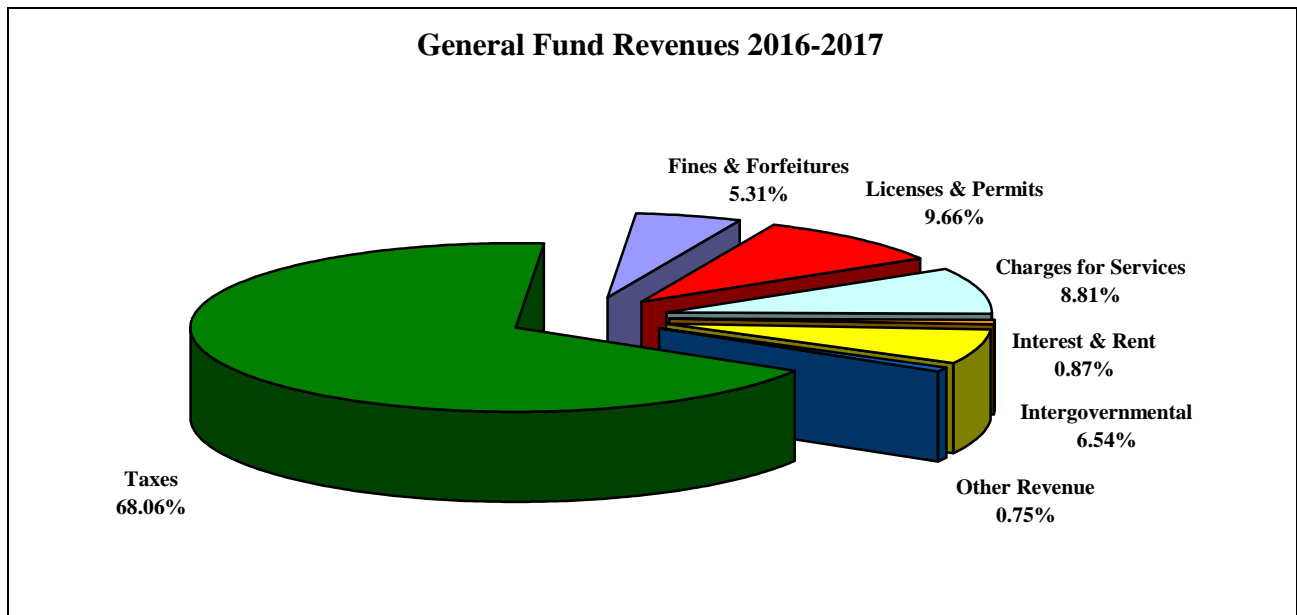
### Revenue Overview

General Fund revenues include all City operations, with the exception of City water, sewer, solid-waste disposal, golf course operations, parking system, street construction and maintenance programs directly funded from grants, debt administration, component units such as the Library and Principal Shopping District, and internal service programs such as computer and automobile equipment management.

Total 2016-2017 General Fund revenue is recommended to increase by \$1,493,250, or 4.9%, over 2015-2016 (less Draw from Fund Balance). Approximately 90% of the increase is the result of higher property tax revenue.

Description	Actual 2014-2015	Budget 2015-2016	Projected 2015-2016	Recommended 2016-2017	Planned 2017-2018
Draw Fund Balance	\$0	\$632,945	\$0	\$0	\$0
Taxes	19,797,130	20,281,450	20,282,230	21,627,610	23,788,920
Licenses and Permits	2,888,639	3,240,750	2,965,840	3,070,540	3,114,100
Intergovernmental	1,893,681	1,931,160	2,105,710	2,078,000	2,096,310
Charges for Services	2,886,995	2,848,820	2,807,760	2,800,400	2,806,140
Fines and Forfeitures	1,703,518	1,697,650	1,553,200	1,686,060	1,704,070
Interest and Rent	200,201	204,480	219,860	275,810	335,280
Other Revenue	461,410	81,600	241,390	240,740	145,410
<b>General Fund Total</b>	<b>\$29,831,574</b>	<b>\$30,918,855</b>	<b>\$30,175,990</b>	<b>\$31,779,160</b>	<b>\$33,990,230</b>

The chart below represents the different revenue categories and percentage allocation in the General Fund:



## **Revenue Definitions and Assumptions:**

### **TAXES**

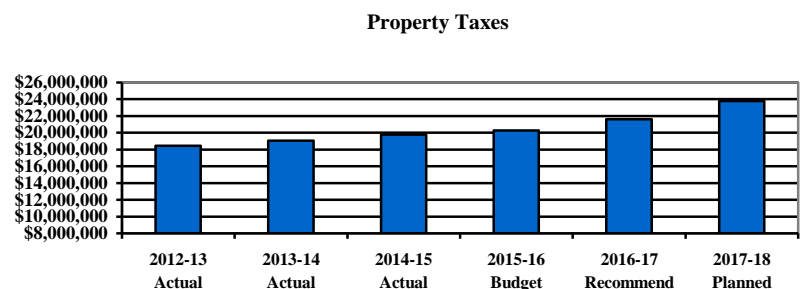
This revenue source is based on taxable valuation of industrial, commercial, and residential real and personal property. Taxes are collected by the City Treasurer and are due on August 31, with the final collection date of March 1, before they are added to the county tax rolls.

For fiscal year 2016-2017, the City's property tax revenue represents 68.06% of General Fund revenues. Property tax revenues are projected to increase by approximately 6.64% from the prior fiscal year's budget. The City's recommended operating millage of 11.4943 mills, excluding refuse, library, and debt allocation for the Debt-Service Fund, is recommended to remain the same as the prior year's operating millage. The operating millage provides funding for General Fund City operations, debt-service payments for the Combined Sewer Overflow (CSO) projects, the George W. Kuhn Drain, the North Arm Drain, and a significant contribution to the street funds.

Personal property tax revenue is expected to decline as a result of recent legislation: small taxpayers with total personal property valued at less than \$80,000 will be able to sign a tax exemption for personal property; additionally, recent legislation will phase out the industrial portion of personal property tax over a nine-year period beginning in 2016. It is expected that the City will lose about 5.1 million or 0.3 percent in taxable value as a result of these changes.

The 2016 taxable value is proposed to be greater than the prior year based on the Headlee inflationary adjustment and improvement in the housing market. In 2008, the depressed housing market led to a first-time decrease in taxable value of 0.56%. This decrease was followed by additional declines in taxable value of 3.63% in 2009, 7.21% in 2010 and 4.87% in 2011. In 2014 and 2015, there was an increase of 2.71% and 5.76%, respectively, in taxable value. For fiscal years 2016-2017 and 2017-2018, taxable values are expected to increase by 5.00% and 4.49%, respectively, as a result of improvement in the housing market. This will result in increases in property tax revenue of 6.6% and 9.9%, respectively.

Property Taxes			
Fiscal Year		Taxes	Percentage Change
2012-13	Actual	\$ 18,446,934	0.8%
2013-14	Actual	19,062,025	3.3%
2014-15	Actual	19,797,130	3.9%
2015-16	Budget	20,281,450	2.5%
2016-17	Recommend	21,627,610	6.6%
2017-18	Planned	23,788,920	9.9%



### **LICENSES AND PERMITS**

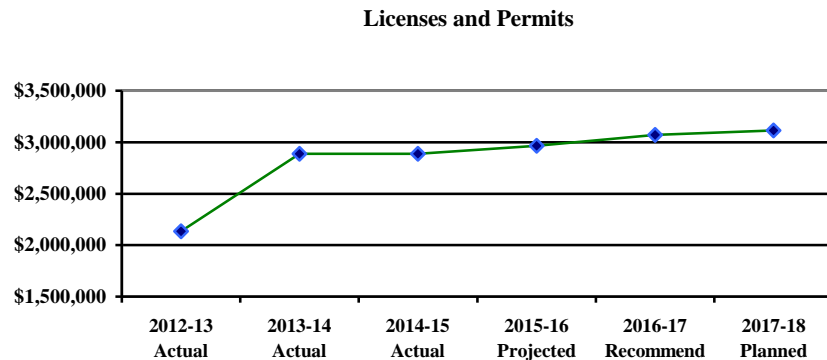
Licenses and Permits include rental housing fees, telecommunications permit, cable franchise fees, and fees received primarily for new construction and building improvements to property.

These fees represent electrical, building and plumbing permits, in addition to landlord licenses, board review fees, and associated inspection fees. This revenue category represents 9.66% of total budgeted General Fund revenues for fiscal year 2016-2017.

Revenues generated from licenses and permits are projected to increase by \$104,700, or 3.53%, from the prior fiscal year's updated projected numbers. This is primarily attributable to an anticipated increase in building permit revenue of \$110,270, or 5.00%, as reinvestment in the City continues.

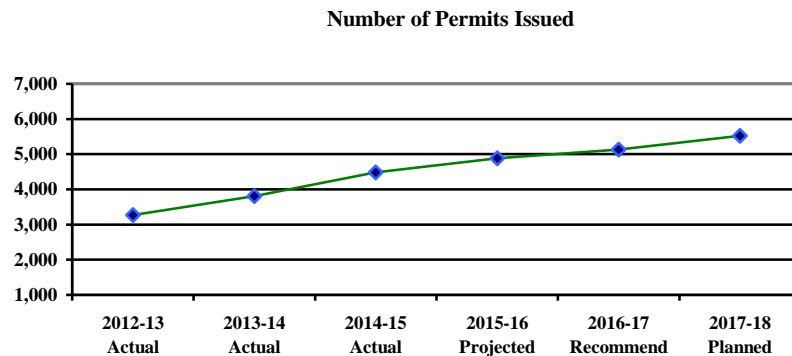
#### Licenses and Permits

<u>Fiscal Year</u>	<u>Amount</u>	<u>Change</u>
2012-13 Actual	\$ 2,134,523	6.9%
2013-14 Actual	2,886,951	35.3%
2014-15 Actual	2,888,639	0.1%
2015-16 Projected	2,965,840	2.7%
2016-17 Recommend	3,070,540	3.5%
2017-18 Planned	3,114,100	1.4%



#### Number of Permits Issued

<u>Fiscal Year</u>	<u>Amount</u>	<u>Change</u>
2012-13 Actual	3,267	-12.6%
2013-14 Actual	3,805	16.5%
2014-15 Actual	4,484	17.8%
2015-16 Budget	4,883	8.9%
2016-17 Recommend	5,127	5.0%
2017-18 Planned	5,525	7.8%



## INTERGOVERNMENTAL REVENUE

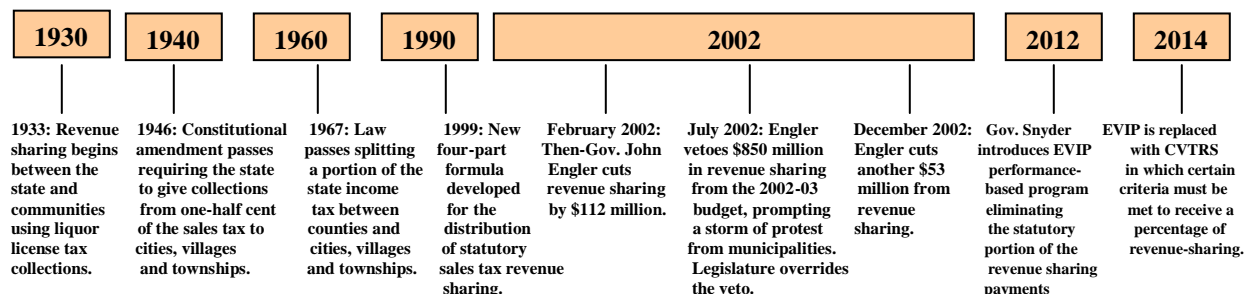
This source of revenue represents grants and shared revenues received from federal, state or county governments and represents 6.54% of General Fund revenues for fiscal year 2016-2017. This source also includes state sales tax, Liquor Control Commission payments, police liaison revenue, and Public Act 302 police-training funds. Federal grant funding is received from the Emergency Management Assistance Program. State-shared revenue is the largest category within intergovernmental revenues.

Intergovernmental revenues received from federal, state and county governments are projected to increase by \$146,840, or 7.6%, from the prior fiscal year's budget due to improvement in the

state's economy and the establishment of the local community stabilization authority act for lost personal property tax revenue.

## Revenue Sharing Time Line

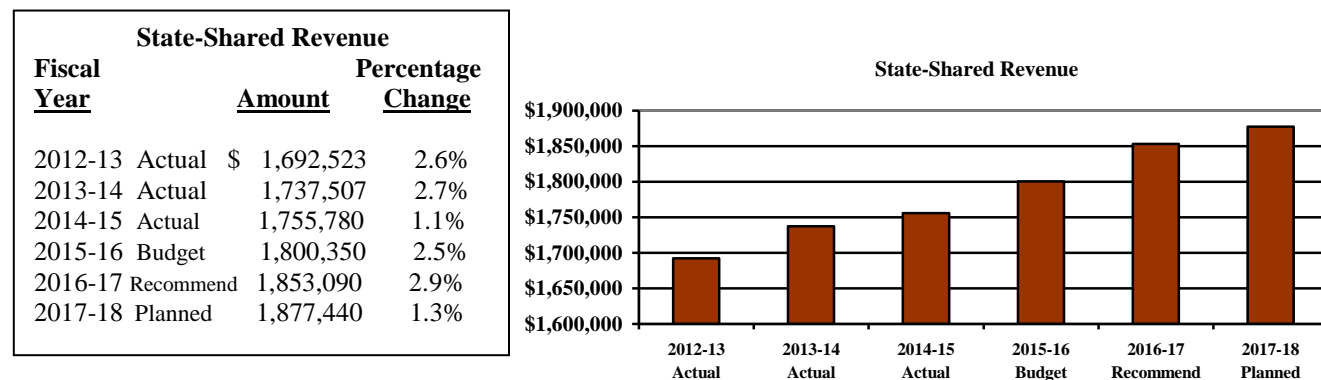
Revenue sharing has a long history in Michigan and constitutes a hefty percentage of many municipal budgets.



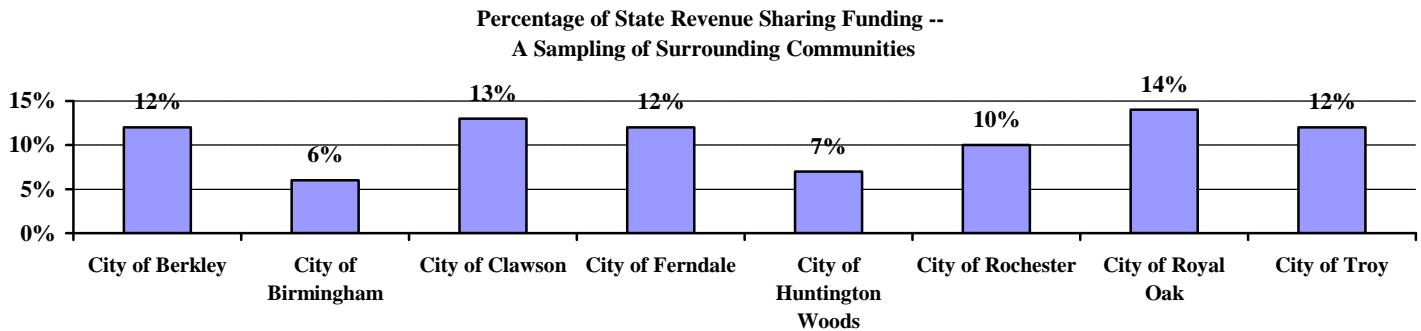
Source: Detroit Free Press dated 3/03/03 and then updated annually by City staff

The state-shared sales and liquor tax revenues represent 89% of the intergovernmental revenue source for the City of Birmingham. Revenue-sharing projections for fiscal year 2016-2017 are based upon estimates available from the Michigan Department of Treasury Office of Revenue and Tax Analysis and reflect the impact of recent legislation.

The State Revenue Sharing program distributes sales tax collected by the State of Michigan to local governments as unrestricted revenues authorized by the State Revenue Sharing Act, Public Act 140 of 1971. Funding consists of two major components: "constitutional" state sales tax and a program called "City, Village, and Township Revenue Sharing" (CVTRS). The "constitutional" sales tax depends on the level of state sales tax collections and is distributed on a per capita basis. The CVTRS payment is distributed based on meeting certain criteria established by the State. The City anticipates meeting all of the criteria. Therefore, the City's budget includes the CVTRS payment in its revenue sharing projections. The state-shared revenue portion of the intergovernmental revenue category is shown in the following charts:



The following chart is a representative sampling of surrounding Oakland County communities and the percent of their general operations funded by state revenue sharing in comparison to the City of Birmingham.

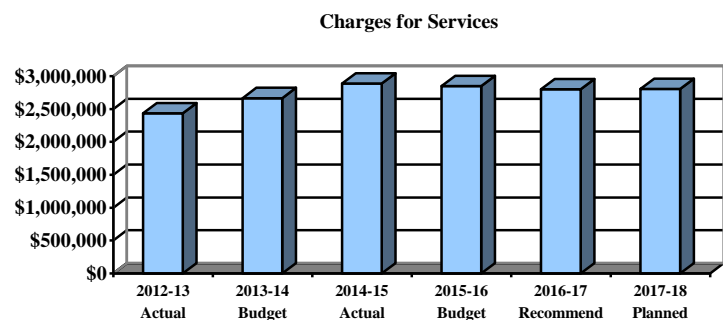


## **CHARGES FOR SERVICES**

This revenue category accounts for the various fees charged for City services and recreational programs. This source represents 8.81% of General Fund revenues.

In 2016-2017, charges for services are expected to decrease overall by 1.7%, or \$48,420, from the prior fiscal year's budget. A portion of this decrease is due to lower ice arena revenue in regards to admissions, concession sales, and skate fees. Additionally, there is an estimated decrease in interdepartmental service charges as personnel changes result in lower charge-out rates leading to a decrease in labor cost from the Major Street Fund, the Local Street Fund, and the Automobile Parking System Fund.

<b>Charges for Services</b>			
<b><u>Fiscal Year</u></b>		<b><u>Amount</u></b>	<b><u>Percentage Change</u></b>
2012-13 Actual		\$ 2,435,994	19.9%
2013-14 Actual		2,666,924	9.4%
2014-15 Actual		2,886,995	8.3%
2015-16 Budget		2,848,820	-1.3%
2016-17 Recommend		2,800,400	-1.7%
2017-18 Planned		2,806,140	0.2%

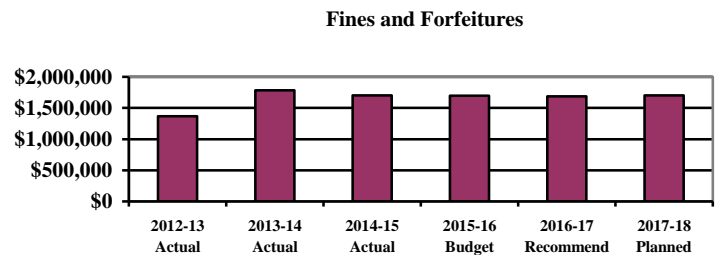


## **FINES AND FORFEITURES**

This revenue source represents 5.31% of General Fund revenues and is primarily the City's share of fines and fees collected by the 48<sup>th</sup> District Court. In addition, fines received from parking violations and false alarm charges are recorded under this category. For 2016-2017, total fines and

forfeitures are estimated to decrease by \$11,590, or 0.7%, from the 2015-2016 fiscal year budget as a result of an expected decrease in Court revenue.

<b>Fines and Forfeitures</b>			
<b>Fiscal Year</b>		<b>Amount</b>	<b>Percentage Change</b>
2012-13	Actual	\$ 1,369,078	13.9%
2013-14	Actual	1,784,431	30.3%
2014-15	Actual	1,703,518	-4.5%
2015-16	Budget	1,697,650	-0.3%
2016-17	Recommend	1,686,060	-0.7%
2017-18	Planned	1,704,070	1.1%

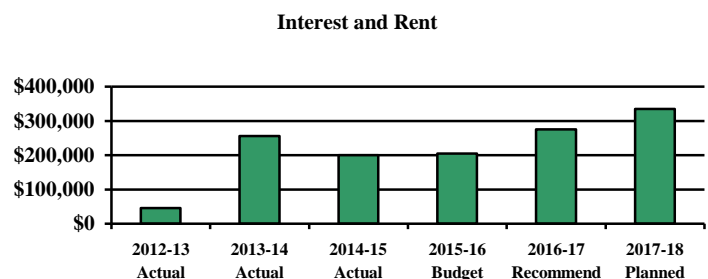


## **INTEREST AND RENT**

The majority of this revenue source represents investment income generated from the City's general-investment portfolio allocated to the General Fund. Interest and rent represents 0.87% of General Fund revenues.

For 2016-2017, total interest and rent is estimated to increase by \$71,330, or 34.88%, from the 2015-2016 fiscal year budget due to a greater allocation of interest expected to be received by the General Fund. In 2017-2018, interest and rent is expected to increase as the rate of return on investments improves.

<b>Interest and Rent</b>			
<b>Fiscal Year</b>		<b>Amount</b>	<b>Percentage Change</b>
2012-13	Actual	\$ 45,755	-80.8%
2013-14	Actual	255,655	458.8%
2014-15	Actual	200,201	-21.7%
2015-16	Budget	204,480	2.1%
2016-17	Recommend	275,810	34.9%
2017-18	Planned	335,280	21.6%



## **OTHER REVENUE**

This category represents 0.75% of General Fund revenues and includes revenue which cannot be classified in other categories. Examples of such revenues include special assessment revenue, fireworks donations, City auction revenue, police miscellaneous fees, penalties on invoices, and

one-time revenue sources. Other revenue is estimated to increase by \$159,140, or 195%, from the prior fiscal year's budget due to increased sidewalk special assessment revenue.

### **DRAW FROM FUND BALANCE**

The City, under state law, is required to adopt a balanced budget, in which total estimated expenditures including any accrued deficit will not exceed estimated revenues including a draw from fund balance. The draw from fund balance represents the available prior year's ending fund balance needed to balance the budget when expenditures exceed revenues. For fiscal year 2016-2017, the City's budgeted expenditures do not exceed budgeted revenues and therefore, a draw from fund balance is not necessary. For fiscal year 2017-2018, there is no planned use of fund balance.



**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**GENERAL FUND REVENUE SUMMARY**  
**BY ACCOUNT**

ACCT.		2014-2015 ACTUAL		2015-2016 BUDGET		2016-2017 RECOMMEND		2017-2018 PLANNED	
NUM.	DESCRIPTION	\$	%	\$	%	\$	%	\$	%
USE OF FUND BALANCE									
400.0000	APPROP FUND BAL/RET EARN	0	0.00%	632,945	2.05%	0	0.00%	0	0.00%
	USE OF FUND BALANCE	0	0.00%	632,945	2.05%	0	0.00%	0	0.00%
TAXES									
402.0001	PROPERTY TAXES	19,742,553	66.18%	20,232,450	65.44%	21,578,610	67.90%	23,739,920	69.84%
402.0002	FEE IN LIEU OF TAXES	19,659	0.07%	19,000	0.06%	19,000	0.06%	19,000	0.06%
402.0004	PROVISION FOR TAX LOSS	(90,384)	-0.30%	(100,000)	-0.32%	(100,000)	-0.31%	(100,000)	-0.29%
402.0005	PENALTIES & INTEREST	125,302	0.42%	130,000	0.42%	130,000	0.41%	130,000	0.38%
	TAXES	19,797,130	66.36%	20,281,450	65.60%	21,627,610	68.06%	23,788,920	69.99%
LICENSES AND PERMITS									
451.0000	BUSINESS LICEN & PERMITS	61,779	0.21%	90,000	0.29%	57,220	0.18%	56,880	0.17%
452.0000	RENTAL HOUSING FEES	140,590	0.47%	146,000	0.47%	135,000	0.42%	132,000	0.39%
476.0000	BUILDING PERMITS	2,107,031	7.06%	2,470,250	7.99%	2,315,600	7.29%	2,361,950	6.95%
479.0001	PLANNING REVIEW FEES	14,175	0.05%	7,500	0.02%	4,000	0.01%	4,000	0.01%
479.0002	PLANNING BOARD REVIEW FEE	56,250	0.19%	43,000	0.14%	42,000	0.13%	42,000	0.12%
479.0003	CITY COMMISSION REVIEW FEE	50	0.00%	0	0.00%	0	0.00%	0	0.00%
479.0004	BOARD ZONING APPL/RVW FEE	10,495	0.04%	10,000	0.03%	11,020	0.03%	11,570	0.03%
479.0005	HDC REVIEW FEES	11,700	0.04%	16,000	0.05%	10,150	0.03%	10,150	0.03%
479.0008	DRB REVIEW FEE	15,150	0.05%	18,000	0.06%	15,050	0.05%	15,050	0.04%
479.0009	ADMINISTRATIVE APPROVAL	12,530	0.04%	10,000	0.03%	15,000	0.05%	15,000	0.04%
479.0010	BOARD ZONING/HOUSING/TRADES APPL	930	0.00%	500	0.00%	0	0.00%	0	0.00%
479.0011	ENGINEERING PERMITS/FEES	61,917	0.21%	45,000	0.15%	70,000	0.22%	70,000	0.21%
481.0000	CABLE FRANCHISE FEES	341,015	1.14%	320,000	1.03%	340,000	1.07%	340,000	1.00%
483.0000	DOG & CAT LICENSES	5,833	0.02%	5,500	0.02%	5,500	0.02%	5,500	0.02%
489.0000	TELECOMMUNICATIONS PERMIT	49,194	0.16%	59,000	0.19%	50,000	0.16%	50,000	0.15%
	LICENSES AND PERMITS	2,888,639	9.68%	3,240,750	10.48%	3,070,540	9.66%	3,114,100	9.16%
INTERGOVERNMENTAL									
502.0000	EMERGENCY MGMT ASSISTANCE	13,137	0.04%	17,000	0.05%	13,180	0.04%	13,180	0.04%
542.0000	STATE ACT 302 GRANT	5,857	0.02%	5,700	0.02%	6,390	0.02%	6,390	0.02%
549.0000	STATE SHARED LIQUOR TAX	34,344	0.12%	43,000	0.14%	40,000	0.13%	40,000	0.12%
558.0000	ELECTION REIMBURSEMENT	0	0.00%	0	0.00%	11,000	0.03%	0	0.00%
568.0000	ACT 32 DISPATCH TRAINING	10,505	0.04%	5,000	0.02%	11,000	0.03%	11,000	0.03%
569.0000	LOCAL COMMUNITY STABILIZATION AID	0	0.00%	0	0.00%	67,000	0.21%	67,000	0.20%
574.0001	CONSTITUTIONAL SALES TAX	1,531,712	5.13%	1,573,250	5.09%	1,623,370	5.11%	1,647,720	4.85%
574.0002	STATUTORY SALES TAX	189,724	0.64%	184,100	0.60%	189,720	0.60%	189,720	0.56%
581.0004	DNA AND SEX OFFENDER REGISTRATIC	278	0.00%	50	0.00%	100	0.00%	100	0.00%
581.0007	CLEMIS REPORT SHARED REVENUE	6,325	0.02%	6,100	0.02%	6,100	0.02%	6,100	0.02%
583.0001	POLICE LIAISON	98,495	0.33%	96,960	0.31%	110,140	0.35%	115,100	0.34%
588.0000	CABLE BOARD GRANT	3,304	0.01%	0	0.00%	0	0.00%	0	0.00%
	INTERGOVERNMENTAL	1,893,681	6.35%	1,931,160	6.25%	2,078,000	6.54%	2,096,310	6.17%
CHARGES FOR SERVICES									
607.0000	LAND ACCESS FEES	226	0.00%	0	0.00%	60	0.00%	60	0.00%
609.0000	POLICE BOND POST FEE	260	0.00%	250	0.00%	250	0.00%	250	0.00%
610.0000	PASSPORT APPLICATION FEE	22,660	0.08%	18,000	0.06%	18,000	0.06%	18,000	0.05%

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**GENERAL FUND REVENUE SUMMARY**  
**BY ACCOUNT**

ACCT.		2014-2015 ACTUAL		2015-2016 BUDGET		2016-2017 RECOMMEND		2017-2018 PLANNED	
NUM.	DESCRIPTION	\$	%	\$	%	\$	%	\$	%
614.0000	APPLICATION FEE SPEC EVNT	4,548	0.02%	4,000	0.01%	4,000	0.01%	4,000	0.01%
617.0001	BASEBALL ENTRY FEES	3,775	0.01%	3,000	0.01%	3,300	0.01%	3,300	0.01%
617.0002	LEISURE ACTIVITY PASS	22,060	0.07%	22,000	0.07%	20,000	0.06%	20,000	0.06%
618.0001	MUSEUM ENDOWMENT INCOME	38,407	0.13%	40,500	0.13%	38,000	0.12%	38,000	0.11%
618.0002	MUSEUM MISCELLAN INCOME	452	0.00%	500	0.00%	800	0.00%	1,000	0.00%
618.0003	MUSEUM ADMISSIONS	1,719	0.01%	4,800	0.02%	3,700	0.01%	4,000	0.01%
626.0003	WEED CUTTING	20,655	0.07%	16,000	0.05%	17,000	0.05%	17,000	0.05%
626.0004	SIDEWALK CONSTRUCTION	20,518	0.07%	15,000	0.05%	20,000	0.06%	15,000	0.04%
626.0005	SNOW REMOVAL ENFORCEMENT	9,332	0.03%	10,000	0.03%	5,000	0.02%	5,000	0.01%
627.0002	BEVERLY HILLS DISPATCH SERVICES	302,905	1.02%	335,850	1.09%	336,200	1.06%	337,980	0.99%
629.0001	POLICE PBT CHARGE	23,050	0.08%	20,750	0.07%	22,420	0.07%	23,330	0.07%
629.0002	POLICE COST RECOVERY - FILMS	0	0.00%	560	0.00%	0	0.00%	0	0.00%
629.0003	BACKGROUND INVESTIGATION-LIQUOR	12,000	0.04%	6,000	0.02%	3,000	0.01%	3,000	0.01%
631.0001	FIRE DEPT EMS TRANSPORTS	301,797	1.01%	300,000	0.97%	305,000	0.96%	305,000	0.90%
634.0002	EPS SPECIAL EVENT FEES	59,147	0.20%	50,000	0.16%	50,000	0.16%	50,000	0.15%
634.0003	POLICE SPECIAL EVENT FEES	24,986	0.08%	28,000	0.09%	25,000	0.08%	25,000	0.07%
634.0004	FIRE SPECIAL EVENT FEES	5,220	0.02%	3,100	0.01%	3,000	0.01%	3,000	0.01%
634.0005	COMM DEV SPECIAL EVENT	5,600	0.02%	7,000	0.02%	5,000	0.02%	5,000	0.01%
639.0001	CLASSES	86,918	0.29%	87,000	0.28%	90,000	0.28%	90,000	0.26%
641.0202	CHARGES TO MAJOR STREET	208,459	0.70%	175,760	0.57%	168,710	0.53%	169,660	0.50%
641.0203	CHARGES TO LOCAL STREETS	175,630	0.59%	189,610	0.61%	181,260	0.57%	182,350	0.54%
641.0271	CHARGES TO BALDWIN PUBLIC LIBRAR	104,890	0.35%	104,890	0.34%	104,890	0.33%	104,890	0.31%
641.0401	CHARGES TO CAPITAL PROJECTS FUND	9,513	0.03%	0	0.00%	0	0.00%	0	0.00%
641.0584	CHARGES TO SPRINGDALE GOLF COUR	19,860	0.07%	17,160	0.06%	17,690	0.06%	17,730	0.05%
641.0585	CHARGES TO AUTO PARKING SYSTEM	100,226	0.34%	87,400	0.28%	85,740	0.27%	86,180	0.25%
641.0590	CHARGES TO SEWAGE DISPOSAL SYSTE	376,495	1.26%	353,280	1.14%	353,290	1.11%	354,600	1.04%
641.0591	CHARGES TO WATER SUPPLY SYSTEM	281,027	0.94%	277,250	0.90%	278,350	0.88%	279,350	0.82%
641.0597	CHARGES TO LINCOLN HILL GOLF COU	19,860	0.07%	17,160	0.06%	17,690	0.06%	17,730	0.05%
645.0001	MUSEUM - GIFT SHOP	38	0.00%	100	0.00%	150	0.00%	200	0.00%
646.0001	ADULT OPEN SKATE FEES	15,947	0.05%	18,000	0.06%	14,000	0.04%	14,000	0.04%
646.0002	CHILDREN OPEN SKATE FEES	16,951	0.06%	16,000	0.05%	13,000	0.04%	13,000	0.04%
646.0003	MAIN ARENA RENTAL	374,322	1.25%	400,000	1.29%	400,000	1.26%	400,000	1.18%
646.0004	STUDIO ARENA RENTAL	16,864	0.06%	19,000	0.06%	16,000	0.05%	16,000	0.05%
646.0005	SHOW & ADMISSIONS	36,460	0.12%	37,000	0.12%	27,000	0.08%	29,000	0.09%
646.0006	SKATE RENTAL	9,379	0.03%	7,000	0.02%	8,500	0.03%	8,500	0.03%
646.0007	CONCESSION SALES	46,124	0.15%	48,000	0.16%	38,000	0.12%	38,000	0.11%
646.0008	COIN LOCKERS	379	0.00%	400	0.00%	400	0.00%	400	0.00%
646.0010	VENDING	4,142	0.01%	4,500	0.01%	1,500	0.00%	1,500	0.00%
646.0011	ADVERTISING	4,823	0.02%	4,500	0.01%	4,500	0.01%	4,500	0.01%
654.0001	TENNIS CLUB RENTAL	61,778	0.21%	62,500	0.20%	63,000	0.20%	63,630	0.19%
654.0004	IN THE PARK CONCERT DONAT	8,828	0.03%	9,000	0.03%	9,000	0.03%	9,000	0.03%
654.0005	SHELTER RENTAL	5,010	0.02%	4,700	0.02%	4,700	0.01%	4,700	0.01%
654.0006	FIELD/PARK USE FEES	5,855	0.02%	7,500	0.02%	7,500	0.02%	7,500	0.02%
654.0016	DOG PARK PASS	17,430	0.06%	15,000	0.05%	15,000	0.05%	15,000	0.04%
654.0017	SHAIN PARK RENTAL	470	0.00%	800	0.00%	800	0.00%	800	0.00%
CHARGES FOR SERVICES		2,886,995	9.68%	2,848,820	9.21%	2,800,400	8.81%	2,806,140	8.26%

FINES AND FORFEITURES

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**GENERAL FUND REVENUE SUMMARY**  
**BY ACCOUNT**

ACCT.		2014-2015 ACTUAL		2015-2016 BUDGET		2016-2017 RECOMMEND		2017-2018 PLANNED	
NUM.	DESCRIPTION	\$	%	\$	%	\$	%	\$	%
656.0000	PARKING FINES	453,340	1.52%	425,000	1.37%	425,000	1.34%	425,000	1.25%
657.0000	48TH DISTRICT COURT	1,204,800	4.04%	1,223,050	3.96%	1,200,560	3.78%	1,218,570	3.59%
658.0000	CIVIL REIMBURSEMENT - RESTITUTION	26,365	0.09%	28,750	0.09%	32,500	0.10%	32,500	0.10%
659.0000	FALSE ALARM CHARGES	12,238	0.04%	14,350	0.05%	21,500	0.07%	21,500	0.06%
661.0000	IMPOUND FEES	6,775	0.02%	6,500	0.02%	6,500	0.02%	6,500	0.02%
	FINES AND FORFEITURES	1,703,518	5.71%	1,697,650	5.49%	1,686,060	5.31%	1,704,070	5.01%
INTEREST AND RENT									
664.0000	INVESTMENT INCOME	139,966	0.47%	146,880	0.48%	216,210	0.68%	275,680	0.81%
666.0001	SPECIAL ASSESSMENT INTEREST	2,424	0.01%	2,100	0.01%	2,100	0.01%	2,100	0.01%
667.0000	LEASE PAYMENTS	56,311	0.19%	54,000	0.17%	56,000	0.18%	56,000	0.16%
669.0000	PISTOL RANGE RENT INCOME	1,500	0.01%	1,500	0.00%	1,500	0.00%	1,500	0.00%
	INTEREST AND RENT	200,201	0.67%	204,480	0.66%	275,810	0.87%	335,280	0.99%
OTHER REVENUE									
672.0101	FUTURE SPECIAL ASSESSMENT REVENUE	0	0.00%	0	0.00%	108,450	0.34%	28,120	0.08%
672.0804	WILLITS ALLEY	1,604	0.01%	350	0.00%	340	0.00%	340	0.00%
672.0809	REAR YARD SIDEWALK NORTH OLD WC	0	0.00%	260	0.00%	260	0.00%	260	0.00%
672.0829	S. ETON - EAST SIDE SIDEWALK	717	0.00%	720	0.00%	0	0.00%	0	0.00%
672.0843	RAIL DISTRICT SIDEWALKS	6,218	0.02%	6,250	0.02%	6,250	0.02%	6,250	0.02%
672.0846	GRAEFIELD RD. SIDEWALK ASSESSMENT	92	0.00%	90	0.00%	90	0.00%	90	0.00%
672.0849	PIERCE & MERRILL SIDEWALK ASSESSMENT	0	0.00%	0	0.00%	13,000	0.04%	13,000	0.04%
672.0862	STANLEY. SIDEWALKS	1,254	0.00%	130	0.00%	0	0.00%	0	0.00%
672.0864	HAMILTON PAVING - N.OLD WDWRD TC	0	0.00%	0	0.00%	25,000	0.08%	25,000	0.07%
674.0001	CITIZEN DONATIONS FIREWORKS	16,435	0.06%	15,000	0.05%	15,000	0.05%	15,000	0.04%
676.0000	TREASURER'S CERTIFICATE	50	0.00%	0	0.00%	50	0.00%	50	0.00%
677.0001	SUNDRY & MISCELLANEOUS	15,364	0.05%	25,000	0.08%	16,000	0.05%	16,000	0.05%
677.0002	EPS MISCELLANEOUS	15,456	0.05%	15,000	0.05%	15,000	0.05%	15,000	0.04%
677.0003	POLICE MISCELLANEOUS	26,238	0.09%	17,500	0.06%	40,000	0.13%	25,000	0.07%
677.0004	FIRE MISCELLANEOUS	(36)	0.00%	0	0.00%	0	0.00%	0	0.00%
678.0000	CABLE BOARD SURPLUS	375,100	1.26%	0	0.00%	0	0.00%	0	0.00%
679.0001	DPS VENDING/COFFEE	238	0.00%	300	0.00%	300	0.00%	300	0.00%
681.0000	BUILDING DEPARTMENT	525	0.00%	1,000	0.00%	1,000	0.00%	1,000	0.00%
682.0000	PENALTIES ON INVOICE	2,155	0.01%	0	0.00%	0	0.00%	0	0.00%
	OTHER REVENUE	461,410	1.55%	81,600	0.26%	240,740	0.76%	145,410	0.43%
GENERAL FUND TOTAL									
		29,831,574	100.00%	30,918,855	100.00%	31,779,160	100.00%	33,990,230	100.00%

## General Fund Expenditures

### **Expenditure Overview**

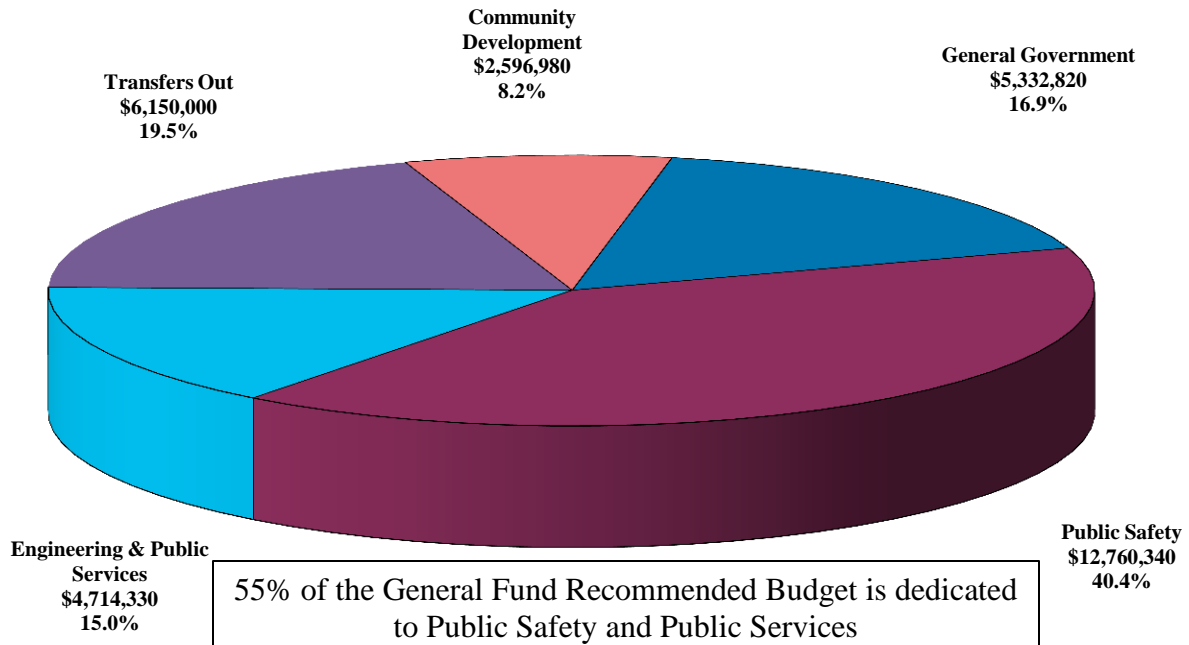
General Fund expenditures are budgeted on a budgetary center basis (or functional basis). The different budgetary centers include: General Government which includes the City's administrative services such as city commission, city manager, accounting and treasury functions, legal, human resources, assessing, city clerk, city hall maintenance, and the museum; Public Safety which includes police, dispatch and fire departments; Community Development which includes planning and building departments; Engineering and Public Services which includes engineering, public service administration, parks, ice arena, city property maintenance, and community activities; and Transfers out which include transfers to other funds and expenditures related to the City's share of the 48<sup>th</sup> District Court.

Below is a summary of those costs for the recommended budget:

General Fund Expenditures by Budgetary Center					
	Actual	Budget	Projected	Manager	
	<u>2014-2015</u>	<u>2015-2016</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
General Government	\$ 5,160,702	\$ 5,406,405	\$ 5,030,440	\$ 5,332,820	\$ 5,349,180
Public Safety	12,616,994	12,276,976	12,224,780	12,760,340	12,832,120
Engineering & Public Services	3,860,930	4,563,984	4,439,430	4,714,330	4,206,080
Community Development	2,084,979	2,395,930	2,427,170	2,596,980	2,645,260
Transfers Out	<u>5,497,751</u>	<u>5,487,610</u>	<u>6,353,560</u>	<u>6,150,000</u>	<u>7,659,000</u>
Total	<u>\$ 29,221,356</u>	<u>\$ 30,130,905</u>	<u>\$ 30,475,380</u>	<u>\$ 31,554,470</u>	<u>\$ 32,691,640</u>

The recommended budget is proposed to increase \$1,423,565, or 4.7%, from the 2015-2016 amended budget. The increase is mainly attributable to an increase in costs for Public Safety (\$483,364) and Transfers Out (\$662,390). The increase in Public Safety is the result of an increase in hospitalization costs as more employees have family coverage, an increase retiree health care costs as a result of a change in allocation of prior service costs, an increase in defined contribution retirement benefits as new employees are hired, and an increase in equipment costs to replace the 911 system. Transfers Out increased as a result of an increase in transfers to the Local Street Fund of \$400,000 to fund road projects and a transfer to the Risk Management Fund of \$480,000 to reimburse this fund for litigation costs. These details will be discussed in depth in the individual departmental budgets.

**2016-2017 General Fund Expenditures**  
**Total Recommended Budget: \$31,554,470**



Another way to look at expenditures is by object which includes: Personnel Services, Supplies, Other Charges, Capital Outlay, and Transfers Out. Below is a summary of the recommended budget by object:

**General Fund Expenditures by Object**

	Actual	Budget	Projected	Manager	
	<u>2014-2015</u>	<u>2015-2016</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Personnel Services	\$ 18,399,358	\$ 18,103,310	\$ 17,875,200	\$ 18,662,340	\$ 18,953,500
Supplies	618,912	657,384	694,700	669,110	664,940
Other Charges	4,329,825	4,944,729	4,770,740	5,176,080	5,061,200
Capital Outlay	375,510	937,872	781,180	896,940	353,000
Transfers Out	<u>5,497,751</u>	<u>5,487,610</u>	<u>6,353,560</u>	<u>6,150,000</u>	<u>7,659,000</u>
Total	<u>\$ 29,221,356</u>	<u>\$ 30,130,905</u>	<u>\$ 30,475,380</u>	<u>\$ 31,554,470</u>	<u>\$ 32,691,640</u>

Personnel Services is recommended to increase \$559,030, or 3.1%, as a result of scheduled and anticipated wage increases, an increase in hospitalization costs as a result of a 7% increase in rates and an increase in the number of employees selecting family and two-person coverage, and an increase in defined contribution retirement benefits for employees enrolled in the 401a plan.

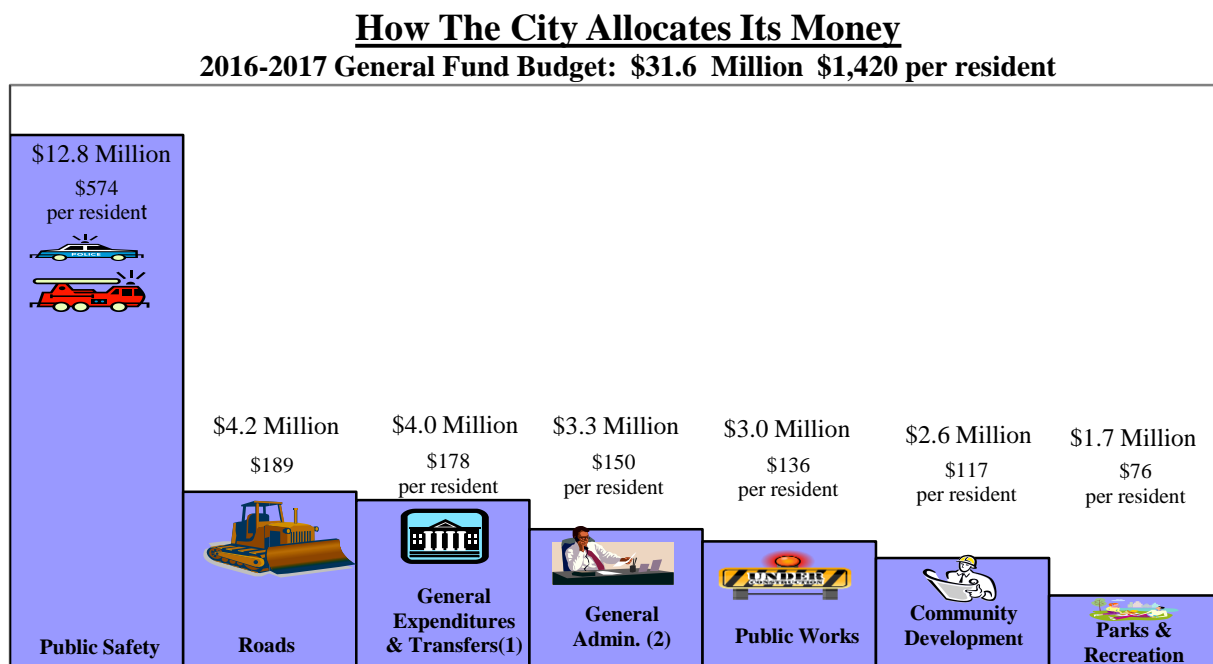
Supplies are recommended to increase \$11,726, or 1.8%, mostly as a result of anticipated costs associated with a change in the City logo.

Other Charges is recommended to increase \$231,351, or 4.7%, as a result of contractual building inspection and plan review costs to assist with an increase in building activity, park design costs, and costs associated with development of a new City logo.

Capital Outlay is recommended to decrease \$40,932, or 4.4%, primarily from a decrease in sidewalk and alley improvements in 2016-2017.

Transfers Out is recommended to increase \$662,390, or 12.1%, which is attributable to an increase in transfers to the Local Street Fund of \$400,000 and a transfer to the Risk Management Fund of \$480,000 to reimburse the fund for litigation costs.

Below is a graph of how the General Fund is allocated on a per resident basis:



(1) Includes maintenance of City Hall/Library, operations of Birmingham Historical Museum, General Administration expenditures such as property and liability insurance and City streetlights, 48<sup>th</sup> District Court expenditures, transfers to other funds excluding roads. (2) Includes expenditures for City Commission, City Manager, Elections, Legal, Assessing, Clerk, Human Resources, Finance and Treasury.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
GENERAL FUND  
EXPENDITURES BY BUDGETARY CENTER

DEPT.		ACTIVITY	BUDGET	MANAGER	
NUMBER	DESCRIPTION			RECOMMEND	PLANNED
		2014-2015	2015-2016	2016-2017	2017-2018
<u>GENERAL GOVERNMENT</u>					
101.000	COMMISSION	53,044	63,860	59,100	59,300
170.000	MANAGER'S OFFICE	315,107	308,340	304,980	305,440
191.000	FINANCE	863,698	822,725	809,450	810,610
215.000	CLERK	338,966	347,230	343,190	349,780
253.000	TREASURY	801,159	795,710	656,360	658,220
257.000	ASSESSING	200,365	200,970	201,020	201,020
262.000	ELECTIONS	40,483	32,900	65,820	15,930
265.001	CITY HALL AND GROUNDS	538,384	602,120	508,190	510,580
265.002	CITY PROP MAINT - LIBRARY	91,569	128,350	35,200	40,200
266.000	LEGAL	434,040	479,000	485,000	485,000
270.000	HUMAN RESOURCES	301,086	380,470	405,430	406,530
274.000	PENSION ADMINISTRATION	194	0	0	0
299.000	GENERAL ADMINISTRATION	1,038,929	1,058,520	1,268,450	1,348,020
804.001	HUNTER HOUSE	10,337	31,750	14,200	14,200
804.002	ALLEN HOUSE	133,341	154,460	176,430	144,350
	GENERAL GOVERNMENT TOTAL	5,160,702	5,406,405	5,332,820	5,349,180
<u>PUBLIC SAFETY</u>					
301.000	POLICE	6,349,443	6,147,734	6,304,870	6,430,710
301.001	DISPATCH	983,075	959,880	1,026,050	962,710
336.000	FIRE	5,279,689	5,159,712	5,420,020	5,429,300
337.000	EMERGENCY PREPAREDNESS	4,787	9,650	9,400	9,400
	PUBLIC SAFETY TOTAL	12,616,994	12,276,976	12,760,340	12,832,120
<u>ENGINEERING AND PUBLIC SERVICES</u>					
441.001	ENGINEERING	673,157	769,880	809,140	812,620
441.002	PUBLIC SERVICES - GENERAL	256,627	267,560	276,480	290,480
441.003	PROPERTY MAINTENANCE	847,601	703,840	870,070	886,640
441.004	COMMUNITY ACTIVITIES	254,571	280,900	293,660	296,460
441.007	WEED/SNOW ENFORCEMENT	38,758	35,270	32,150	32,590
444.001	SIDEWALKS	203,599	532,493	711,460	229,810
444.002	ALLEYS	38,418	268,507	25,000	25,000
751.000	PARKS	895,747	1,065,524	1,021,080	964,380
752.000	ICE SPORTS ARENA	652,452	640,010	675,290	668,100
	ENGINEERING AND PUBLIC SERVICES TOTAL	3,860,930	4,563,984	4,714,330	4,206,080
<u>COMMUNITY DEVELOPMENT</u>					
371.000	BUILDING	1,627,359	1,781,610	1,977,230	2,017,820
721.000	PLANNING	457,620	614,320	619,750	627,440
	COMMUNITY DEVELOPMENT TOTAL	2,084,979	2,395,930	2,596,980	2,645,260

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
GENERAL FUND  
EXPENDITURES BY BUDGETARY CENTER

DEPT.		ACTIVITY	BUDGET	MANAGER	
NUMBER	DESCRIPTION			RECOMMEND	PLANNED
		2014-2015	2015-2016	2016-2017	2017-2018
<u>TRANSFER OUT</u>					
136.000	48TH DISTRICT COURT	1,228,831	1,255,710	1,150,000	1,173,000
999.000	TRANSFERS OUT	4,268,920	4,231,900	5,000,000	6,486,000
	TRANSFER OUT TOTAL	5,497,751	5,487,610	6,150,000	7,659,000
GENERAL FUND TOTAL		29,221,356	30,130,905	31,554,470	32,691,640



CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
GENERAL FUND  
EXPENDITURES BY BUDGETARY CENTER AND OBJECT

DESCRIPTION	ACTIVITY	BUDGET	MANAGER	
	2014-2015	2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
<u>GENERAL GOVERNMENT</u>				
PERSONNEL SERVICES	2,852,792	2,844,800	2,829,170	2,941,030
SUPPLIES	103,884	115,214	123,780	111,680
OTHER CHARGES	2,119,225	2,312,191	2,326,870	2,288,470
CAPITAL OUTLAY	84,801	134,200	53,000	8,000
GENERAL GOVERNMENT TOTAL	5,160,702	5,406,405	5,332,820	5,349,180
<u>PUBLIC SAFETY</u>				
PERSONNEL SERVICES	11,534,348	11,175,200	11,532,970	11,672,110
SUPPLIES	257,255	261,680	277,230	294,210
OTHER CHARGES	795,674	811,114	848,700	849,800
CAPITAL OUTLAY	29,717	28,982	101,440	16,000
PUBLIC SAFETY TOTAL	12,616,994	12,276,976	12,760,340	12,832,120
<u>ENGINEERING AND PUBLIC SERVICES</u>				
PERSONNEL SERVICES	2,225,666	2,222,110	2,375,700	2,400,630
SUPPLIES	248,186	240,890	243,550	247,450
OTHER CHARGES	1,142,167	1,328,894	1,388,080	1,329,000
CAPITAL OUTLAY	244,911	772,090	707,000	229,000
ENGINEERING AND PUBLIC SERVICES TOTAL	3,860,930	4,563,984	4,714,330	4,206,080
<u>COMMUNITY DEVELOPMENT</u>				
PERSONNEL SERVICES	1,786,552	1,861,200	1,924,500	1,939,730
SUPPLIES	9,587	39,600	24,550	11,600
OTHER CHARGES	272,759	492,530	612,430	593,930
CAPITAL OUTLAY	16,081	2,600	35,500	100,000
COMMUNITY DEVELOPMENT TOTAL	2,084,979	2,395,930	2,596,980	2,645,260
<u>TRANSFER OUT</u>				
TRANSFERS OUT	5,497,751	5,487,610	6,150,000	7,659,000
TRANSFER OUT TOTAL	5,497,751	5,487,610	6,150,000	7,659,000
<u>TOTAL EXPENDITURES BY OBJECT</u>				
PERSONNEL SERVICES	18,399,358	18,103,310	18,662,340	18,953,500
SUPPLIES	618,912	657,384	669,110	664,940
OTHER CHARGES	4,329,825	4,944,729	5,176,080	5,061,200
CAPITAL OUTLAY	375,510	937,872	896,940	353,000
TRANSFERS OUT	5,497,751	5,487,610	6,150,000	7,659,000
	29,221,356	30,130,905	31,554,470	32,691,640

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**GENERAL FUND EXPENDITURE SUMMARY**  
**BY ACCOUNT**

ACCT.		2014-2015 ACTUAL		2015-2016 BUDGET		2016-2017 RECOMMEND		2017-2018 PLANNED	
NUM.	DESCRIPTION	\$	%	\$	%	\$	%	\$	%
<b>PERSONNEL SERVICES</b>									
702.00	SALARIES & WAGES DIRECT	9,733,240	33.31%	10,131,380	33.62%	10,293,940	32.62%	10,403,060	31.82%
703.00	ADMINSTRATION COST	117,260	0.40%	137,750	0.46%	117,420	0.37%	118,400	0.36%
706.00	LABOR BURDEN	8,548,852	29.26%	7,834,180	26.00%	8,083,760	25.62%	8,160,800	24.96%
709.00	WAGE ADJUSTMENT EXPENSE	0	0.00%	0	0.00%	167,220	0.53%	271,240	0.83%
	<b>PERSONNEL SERVICES</b>	<b>18,399,352</b>	<b>62.97%</b>	<b>18,103,310</b>	<b>60.08%</b>	<b>18,662,340</b>	<b>59.14%</b>	<b>18,953,500</b>	<b>57.98%</b>
<b>SUPPLIES</b>									
727.00	POSTAGE	50,687	0.17%	45,100	0.15%	51,150	0.16%	50,250	0.15%
728.00	PUBLICATIONS	4,636	0.02%	35,480	0.12%	18,710	0.06%	5,710	0.02%
729.00	OPERATING SUPPLIES	344,230	1.18%	351,674	1.17%	350,620	1.11%	347,310	1.06%
730.00	PRISONER ROOM & BOARD	8,262	0.03%	8,870	0.03%	8,870	0.03%	8,870	0.03%
731.00	LEIN/CLEMIS EXPENSE	38,458	0.13%	36,480	0.12%	40,150	0.13%	41,550	0.13%
732.00	TOWING SERVICES	445	0.00%	1,000	0.00%	1,000	0.00%	1,000	0.00%
733.00	PHOTOGRAPHIC EXPENSES	634	0.00%	500	0.00%	500	0.00%	500	0.00%
734.00	AMMUNITION	16,828	0.06%	17,320	0.06%	20,780	0.07%	20,780	0.06%
735.00	BUILDING SUPPLIES	8,322	0.03%	8,500	0.03%	8,500	0.03%	8,670	0.03%
736.00	APPARATUS SUPPLIES	5,150	0.02%	7,000	0.02%	6,000	0.02%	6,120	0.02%
738.00	PUBLIC FIRE EDUCATION	3,865	0.01%	4,000	0.01%	4,000	0.01%	4,080	0.01%
740.00	FOOD & BEVERAGE	32,194	0.11%	35,000	0.12%	35,000	0.11%	35,000	0.11%
741.00	MEDICAL SUPPLIES	19,194	0.07%	19,000	0.06%	19,000	0.06%	19,380	0.06%
743.00	UNIFORM ALLOWANCE	49,438	0.17%	48,180	0.16%	61,180	0.19%	73,570	0.23%
744.00	CLEANING ALLOWANCE	13,525	0.05%	13,700	0.05%	14,200	0.05%	14,200	0.04%
745.00	FOOD ALLOWANCE	20,825	0.07%	22,280	0.07%	22,950	0.07%	22,950	0.07%
752.00	COLLECTION CARE SUPPLIES	2,217	0.01%	3,300	0.01%	6,500	0.02%	5,000	0.02%
	<b>SUPPLIES</b>	<b>618,910</b>	<b>2.12%</b>	<b>657,384</b>	<b>2.18%</b>	<b>669,110</b>	<b>2.12%</b>	<b>664,940</b>	<b>2.03%</b>
<b>OTHER CHARGES</b>									
801.01	ATTORNEY RETAINER	142,910	0.49%	154,000	0.51%	160,000	0.51%	160,000	0.49%
801.02	OTHER LEGAL	298,546	1.02%	353,000	1.17%	353,000	1.12%	353,000	1.08%
802.01	AUDIT	29,294	0.10%	30,330	0.10%	30,500	0.10%	31,110	0.10%
802.02	INVESTMENT MANAGEMENT	501,649	1.72%	530,000	1.76%	508,280	1.61%	538,780	1.65%
802.03	INVESTMENT CUSTODIAL	53,976	0.18%	55,500	0.18%	53,650	0.17%	56,870	0.17%
802.04	ACTUARY	37,725	0.13%	30,730	0.10%	36,000	0.11%	36,500	0.11%
802.05	INVESTMENT PERFORMANCE	21,000	0.07%	21,500	0.07%	24,000	0.08%	24,000	0.07%
802.06	INVESTMENT CONSULTANT	71,120	0.24%	72,320	0.24%	71,280	0.23%	75,550	0.23%
802.07	GFOA REVIEW FEES	930	0.00%	900	0.00%	990	0.00%	990	0.00%
804.01	ENGINEERING CONSULTANTS	0	0.00%	1,000	0.00%	1,000	0.00%	1,000	0.00%
811.00	OTHER CONTRACTUAL SERVICE	684,192	2.34%	1,035,615	3.44%	1,234,670	3.91%	1,046,390	3.20%
812.00	CONTRACT LABOR SVC BUREAU	0	0.00%	486	0.00%	0	0.00%	0	0.00%
815.01	ELECTION WORKERS	23,324	0.08%	18,600	0.06%	18,600	0.06%	7,500	0.02%
815.02	CODIFICATION	2,901	0.01%	7,000	0.02%	7,000	0.02%	7,000	0.02%
816.01	JANITORIAL CONTRACT	26,818	0.09%	32,820	0.11%	32,820	0.10%	32,820	0.10%
816.02	WINDOW CONTRACT	5,100	0.02%	4,100	0.01%	4,100	0.01%	4,100	0.01%
818.01	INSTRUCTORS	49,341	0.17%	48,500	0.16%	48,000	0.15%	48,000	0.15%
818.03	IN THE PARK PROGRAM	21,770	0.07%	20,000	0.07%	24,000	0.08%	24,000	0.07%
819.00	TREE TRIMMING CONTRACT	18,981	0.06%	27,000	0.09%	12,500	0.04%	12,500	0.04%
820.01	BOARD OF REVIEW	3,182	0.01%	3,800	0.01%	3,800	0.01%	3,800	0.01%
820.02	OAKLAND COUNTY CONTRACT	207,667	0.71%	208,370	0.69%	208,400	0.66%	208,400	0.64%
821.01	PHYSICAL EXAMINATIONS	11,787	0.04%	14,300	0.05%	12,830	0.04%	12,830	0.04%
821.02	RECRUITMENT TESTING & EXM	11,691	0.04%	3,500	0.01%	3,500	0.01%	3,500	0.01%

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**GENERAL FUND EXPENDITURE SUMMARY**  
**BY ACCOUNT**

ACCT.		2014-2015 ACTUAL		2015-2016 BUDGET		2016-2017 RECOMMEND		2017-2018 PLANNED	
NUM.	DESCRIPTION	\$	%	\$	%	\$	%	\$	%
824.01	COLLECTION AGENCY FEES	5,208	0.02%	4,000	0.01%	6,000	0.02%	6,000	0.02%
825.01	DOWNTOWN ACTION PLAN	0	0.00%	25,000	0.08%	20,000	0.06%	110,000	0.34%
851.00	TELEPHONE	58,689	0.20%	62,310	0.21%	59,620	0.19%	59,710	0.18%
861.00	TRANSPORTATION	2,444	0.01%	2,950	0.01%	3,000	0.01%	3,000	0.01%
901.00	PRINTING & PUBLISHING	113,208	0.39%	101,750	0.34%	98,900	0.31%	94,350	0.29%
905.01	CELEBRATE BIRMINGHAM	8,735	0.03%	9,500	0.03%	9,500	0.03%	9,500	0.03%
905.02	SISTER CITY PROGRAM	125	0.00%	200	0.00%	200	0.00%	200	0.00%
905.03	MEMORIAL DAY CELEBRATION	95	0.00%	400	0.00%	400	0.00%	400	0.00%
920.00	ELECTRIC UTILITY	243,068	0.83%	269,900	0.90%	261,900	0.83%	261,900	0.80%
921.00	GAS UTILITY CHARGES	103,277	0.35%	103,100	0.34%	106,100	0.34%	106,100	0.32%
922.00	WATER UTILITY	115,976	0.40%	136,450	0.45%	116,450	0.37%	116,450	0.36%
923.00	STREET LIGHTING UTILITY	490,247	1.68%	504,000	1.67%	516,600	1.64%	516,600	1.58%
930.02	ELEVATOR MAINTENANCE	6,006	0.02%	7,000	0.02%	7,000	0.02%	7,000	0.02%
930.03	ICE SHOW EXPENSE/ICE ARENA MAINTENANCE	52,156	0.18%	46,000	0.15%	46,000	0.15%	46,000	0.14%
930.04	HVAC MAINTENANCE	6,100	0.02%	19,975	0.07%	14,500	0.05%	14,500	0.04%
930.05	BUILDING MAINTENANCE	7,014	0.02%	12,325	0.04%	14,000	0.04%	14,000	0.04%
930.06	GENERATOR MAINTENANCE	2,324	0.01%	2,500	0.01%	2,500	0.01%	2,500	0.01%
933.01	FIRE APPARATUS MAINTENANCE	6,808	0.02%	13,000	0.04%	14,000	0.04%	14,280	0.04%
933.02	EQUIPMENT MAINTENANCE	98,420	0.34%	89,130	0.30%	94,970	0.30%	96,120	0.29%
933.04	RADIO & VEHICLE MAINT.	27,708	0.09%	50,644	0.17%	56,060	0.18%	58,200	0.18%
933.08	PISTOL RANGE BUILDING MAINTENANCE	17,255	0.06%	14,000	0.05%	14,000	0.04%	14,000	0.04%
935.01	PROPERTY MAINT/VIOLATIONS	219	0.00%	2,000	0.01%	2,000	0.01%	2,000	0.01%
935.03	QUARTON LAKE MAINTENANCE	58,669	0.20%	94,654	0.31%	75,000	0.24%	75,000	0.23%
940.00	COPIER RENTAL	1,995	0.01%	0	0.00%	1,600	0.01%	1,600	0.00%
941.00	EQUIPMENT RENTAL OR LEASE	629,359	2.15%	636,650	2.11%	645,910	2.05%	645,350	1.97%
942.00	COMPUTER EQUIPMENT RENTAL	543,958	1.86%	538,070	1.79%	538,070	1.71%	538,070	1.65%
955.01	TRAINING	32,841	0.11%	44,200	0.15%	51,510	0.16%	48,920	0.15%
955.02	EDUC/TRAINING ACT 302	5,650	0.02%	5,700	0.02%	6,930	0.02%	6,930	0.02%
955.03	MEMBERSHIP & DUES	38,453	0.13%	43,110	0.14%	43,150	0.14%	42,550	0.13%
955.04	CONFERENCES & WORKSHOPS	39,389	0.13%	48,110	0.16%	55,090	0.17%	55,120	0.17%
955.05	DISPATCH TRAINING ACT 32	9,057	0.03%	3,000	0.01%	14,340	0.05%	14,340	0.04%
956.01	EMPLOYEE ACTIVITY	2,187	0.01%	3,000	0.01%	3,000	0.01%	3,000	0.01%
956.02	EMPLOYEE PARKING	38,180	0.13%	38,400	0.13%	40,800	0.13%	40,800	0.12%
957.02	OTHER CASUALTY INSURANCE	11,650	0.04%	11,650	0.04%	12,360	0.04%	12,730	0.04%
957.04	LIAB INSURANCE PREMIUMS	289,280	0.99%	289,280	0.96%	289,280	0.92%	289,280	0.88%
962.00	MISCELLANEOUS	730	0.00%	3,300	0.01%	430	0.00%	430	0.00%
964.00	RETIREMENT EXPENSE CREDIT	(801,046)	-2.74%	(830,260)	-2.76%	(795,850)	-2.52%	(835,400)	-2.56%
965.00	DIRECT CREDIT	(159,514)	-0.55%	(133,640)	-0.44%	(118,160)	-0.37%	(118,970)	-0.36%
OTHER CHARGES		4,329,824	14.82%	4,944,729	16.41%	5,176,080	16.40%	5,061,200	15.48%
CAPITAL OUTLAY									
971.01	MACHINERY & EQUIPMENT	33,659	0.12%	32,982	0.11%	134,440	0.43%	16,000	0.05%
972.00	FURNITURE	18,984	0.06%	2,600	0.01%	35,500	0.11%	108,000	0.33%
977.00	BUILDINGS	88,280	0.30%	145,550	0.48%	30,000	0.10%	14,000	0.04%
981.01	PUBLIC IMPROVEMENTS	212,113	0.73%	513,661	1.70%	697,000	2.21%	215,000	0.66%
985.64	GRAEFIELD RD. SIDEWALKS-W. SIDE	0	0.00%	2,294	0.01%	0	0.00%	0	0.00%
985.71	HAMILTON ALLEY	22,473	0.08%	240,785	0.80%	0	0.00%	0	0.00%
CAPITAL OUTLAY		375,509	1.29%	937,872	3.11%	896,940	2.84%	353,000	1.08%
TRANSFERS OUT									
999.02	TRANSFER TO MAJOR STREETS	1,200,000	4.11%	1,580,000	5.24%	1,550,000	4.91%	2,100,000	6.42%

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
GENERAL FUND EXPENDITURE SUMMARY  
BY ACCOUNT

ACCT.		2014-2015 ACTUAL		2015-2016 BUDGET		2016-2017 RECOMMEND		2017-2018 PLANNED	
NUM.	DESCRIPTION	\$	%	\$	%	\$	%	\$	%
999.05	TRANSFER TO SEWAGE DISPOSAL	400,000	1.37%	0	0.00%	0	0.00%	850,000	2.60%
999.20	TRANSFER TO LOCAL STREETS	2,000,000	6.84%	2,250,000	7.47%	2,650,000	8.40%	2,700,000	8.26%
999.24	TRANSFER TO BROWNFIELD REDEVELOPMENT	25,000	0.09%	25,000	0.08%	0	0.00%	0	0.00%
999.40	TRANSFER TO CAPITAL PROJECTS	643,920	2.20%	376,900	1.25%	320,000	1.01%	766,000	2.34%
999.67	TRANSFER TO RISK MANAGEMENT	0	0.00%	0	0.00%	480,000	1.52%	70,000	0.21%
999.99	48TH DISTRICT COURT	1,228,831	4.21%	1,255,710	4.17%	1,150,000	3.64%	1,173,000	3.59%
	TRANSFERS OUT	5,497,751	18.81%	5,487,610	18.21%	6,150,000	19.49%	7,659,000	23.43%
GENERAL FUND TOTAL		29,221,346	100.00%	30,130,905	100.00%	31,554,470	100.00%	32,691,640	100.00%



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **DEPARTMENT SUMMARY**

### **City Commission**

The City Commission serves as the City's legislative body, consisting of seven Commissioners, one of whom serves as Mayor. The Commissioners represent the citizens of Birmingham and formulate and enable policy as the legislative and policy-making body of the municipal government. They are elected at large for four-year terms at non-partisan elections held in November of each odd-numbered year. The Mayor and Mayor Pro-Tem are elected from among their fellow Commissioners for a one-year term. The City Commission operates as a Home Rule Charter City, with a Council-Manager form of government.

As the City's legislative body, the City Commission is empowered to pass ordinances and adopt resolutions as it deems necessary to carry out the responsibilities of the City, consistent with the City Charter and state law. The City Commission also acts on recommendations from the various City boards and commissions.

The City Commission appoints the City Manager, who is responsible to the City Commission for carrying out the day-to-day operations of the City, consistent with policy set by the City Commission. The City Commission also appoints the City Clerk; however, the City Clerk reports to, and takes direction from, the City Manager.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**COMMISSION**

101-101.000-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	1,070	1,400	1,400	1,400	1,400	1,400
706.00	LABOR BURDEN	83	220	220	220	220	220
	PERSONNEL SERVICES	1,153	1,620	1,620	1,620	1,620	1,620
SUPPLIES							
729.00	OPERATING SUPPLIES	842	1,500	1,500	1,500	1,500	1,500
	SUPPLIES	842	1,500	1,500	1,500	1,500	1,500
OTHER CHARGES							
861.00	TRANSPORTATION	0	100	100	100	100	100
901.00	PRINTING & PUBLISHING	14,942	15,000	14,750	15,000	15,000	15,000
933.02	EQUIPMENT MAINTENANCE	0	750	750	750	750	750
942.00	COMPUTER EQUIPMENT RENTAL	18,190	18,190	18,190	18,190	18,190	18,190
955.03	MEMBERSHIP & DUES	14,640	14,700	14,810	14,810	14,810	15,010
955.04	CONFERENCES & WORKSHOPS	2,547	9,000	7,000	7,000	7,000	7,000
962.00	MISCELLANEOUS	730	3,000	2,630	130	130	130
	OTHER CHARGES	51,049	60,740	58,230	55,980	55,980	56,180
COMMISSION TOTAL		53,044	63,860	61,350	59,100	59,100	59,300

## ***Performance Goals, Objectives and Measures***

**GOAL:** To represent the citizens of Birmingham and formulate and enact policy as the legislative and policy-making body of the municipal government. (*Long-Term Municipal Goals 1, 2, 4*)

**OBJECTIVE:** To formulate policy in response to current and anticipated needs within political, administrative and fiscal constraints.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
City Commission meetings	24	26	24	24
Strategic planning sessions and workshops	4	5	4	4
Ordinances adopted	25	25	25	25

**GOAL:** To exercise fiscal stewardship. (*Long-Term Municipal Goals 1a, 1b, 2b*)

**OBJECTIVE:** To maintain the City's strong financial position.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Years meeting General Fund balance policy	33	34	35	36
Years earning AAA bond rating	13	14	15	16



## *Performance Goals, Objectives and Measures*

**GOAL:** To continue traditional citizen involvement in governance. (*Long-Term Municipal Goals 3a, 3b*)

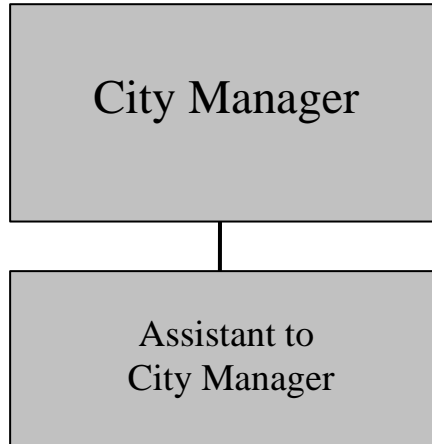
**OBJECTIVE:** To encourage citizen interest and participation on City boards and committees.

### **MEASURES**

	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Number of advisory boards and committees	30	28	28	28
Number of appointed board and committee members serving	179	177	177	177

## **DEPARTMENT SUMMARY**

### **City Manager**



The City Manager is the Chief Administrative Officer of the City, appointed by the City Commission. The Manager is responsible for directing the administration of the City government. The Manager's Office coordinates the activities of all City departments. The Manager appoints all department heads, with the exception of the City Clerk. The Manager is responsible for the preparation of the annual budget and a long-range capital-improvements program. The Manager is responsible for implementing the policies adopted by the City Commission and is responsible for the City's public-relations program. The Assistant to the City Manager position is shared with the Human Resources Department.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**MANAGER'S OFFICE**

101-170,000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	142,092	147,500	146,030	148,700	148,700	148,700
706.00	LABOR BURDEN	158,355	143,490	144,950	138,890	138,890	139,350
	PERSONNEL SERVICES	300,447	290,990	290,980	287,590	287,590	288,050
SUPPLIES							
728.00	PUBLICATIONS	0	0	40	40	40	40
729.00	OPERATING SUPPLIES	1,266	1,200	1,200	1,200	1,200	1,200
	SUPPLIES	1,266	1,200	1,240	1,240	1,240	1,240
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	546	0	0	0	0	0
851.00	TELEPHONE	602	700	700	700	700	700
861.00	TRANSPORTATION	50	1,000	1,000	1,000	1,000	1,000
942.00	COMPUTER EQUIPMENT RENTAL	9,950	9,950	9,950	9,950	9,950	9,950
955.03	MEMBERSHIP & DUES	1,264	1,500	1,500	1,500	1,500	1,500
955.04	CONFERENCES & WORKSHOPS	650	3,000	3,000	3,000	3,000	3,000
	OTHER CHARGES	13,062	16,150	16,150	16,150	16,150	16,150
CAPITAL OUTLAY							
971.01	MACHINERY & EQUIPMENT	333	0	200	0	0	0
	CAPITAL OUTLAY	333	0	200	0	0	0
MANAGER'S OFFICE TOTAL		315,108	308,340	308,570	304,980	304,980	305,440

***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

- 1. 706.00 Labor Burden** – The decrease of \$4,600, or 3.2%, is primarily a result of a decrease in retiree health-care contributions (\$17,260) as recommended by the City's actuary. Offsetting the decrease is an increase in hospitalization costs (\$9,730) and an increase in retirement and defined 401a contributions (\$2,260).

***Significant Notes to 2017-2018 Planned Amounts***

- 1. 706.00 Labor Burden** – An increase of \$460, or 0.3%, reflects an increase in hospitalization costs (\$2,240) and an increase in retiree health-care contributions (\$550). This is partially offset by a decrease in pension costs (\$2,330).

## ***Performance Goals, Objectives and Measures***

**GOAL:** To implement City Commission policies and priorities effectively. (*Long-Term Municipal Goals 1b, 2, 3b, 4, 5*)

**OBJECTIVE:** To strengthen service delivery to City residents and assure reliable methods of communicating with and responding to the community.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
City Commission meetings, strategic planning sessions and workshops	27	27	27	27
Newsletters published	3 + calendar	3 + calendar	3 + calendar	3 + calendar
e-Newsletters published	12	12	12	12
e-Newsletter subscriber count	1,300	1,422	1,700	1,700
Twitter Followers	725	1,725	2,400	2,900
Twitter Tweets	1,100	1,761	2,000	2,400

**GOAL:** To provide effective management and leadership to the operating departments to ensure the achievement of City goals efficiently and responsibly. (*Long-Term Municipal Goals 1, 2a, 3b*)

**OBJECTIVE:** To assure that services are provided in the most efficient, cost-effective and timely manner during the year.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Staff meetings held	38	38	38	38

## *Performance Goals, Objectives and Measures*

**GOAL:** To maintain a strong fiscal position for the City through efficient use of public funds. (*Long-Term Municipal Goals 1a, 1b, 2b*)

**OBJECTIVES:** To 1) exercise stewardship; and 2) establish excellence as the standard for delivery of services.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Years meeting General Fund balance policy	33	34	35	36
Years earning AAA bond rating	13	14	15	16

**GOAL:** To maintain effective communication among the City and Federal, State, County, School District and other local governments. (*Long-Term Municipal Goals 1b, 2a, 3b*)

**OBJECTIVE:** To preserve the City's existing revenue base and local authority through regular meetings with appropriate parties.

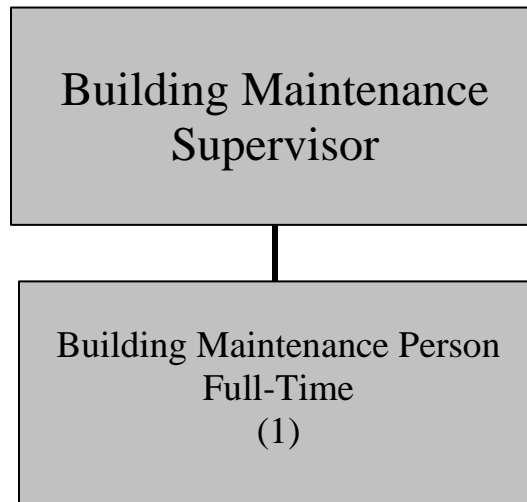
<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Meetings with Federal & State legislators	3	3	3	3
Meetings with other local government officials regarding regional issues	12	12	12	12
Contacts with Michigan Municipal League (MML) legislative staff regarding proposed legislation	8	8	8	8



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **DEPARTMENT SUMMARY**

### **City Hall and Grounds**



The City Hall and Grounds activity provides for the maintenance of City Hall. Under the direction of the City Manager's Office, a Building Maintenance Supervisor supervises daily operations that include the services of a maintenance person assigned to City Hall.

This activity is responsible for the maintenance of the building's physical plant and infrastructure, and repairs at City Hall. This activity also accounts for various contractual services, including: janitorial maintenance; window cleaning; elevator maintenance; heating, ventilation and air-conditioning; and various building repairs and facilities management.

The Building Maintenance Supervisor is responsible for: maintenance activities; the operation of the computerized system controlling the building's environmental systems; responding to building complaints and repairs; setups for meetings; delivery and courier assignments; copy work; shipping and mailing; recycling management; business-hours custodial work; and preparation of departmental bids and purchasing.



**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**CITY HALL AND GROUNDS**

101-265.001-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	130,267	128,250	128,250	127,940	127,940	129,010
706.00	LABOR BURDEN	163,640	142,950	147,570	123,180	123,180	125,500
	PERSONNEL SERVICES	293,907	271,200	275,820	251,120	251,120	254,510
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	20,541	22,775	19,000	19,000	19,000	19,000
743.00	UNIFORM ALLOWANCE	709	800	800	1,000	1,000	1,000
	SUPPLIES	21,250	23,575	19,800	20,000	20,000	20,000
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	57,181	88,245	69,000	59,000	59,000	58,000
816.01	JANITORIAL CONTRACT	25,618	31,320	31,300	31,320	31,320	31,320
816.02	WINDOW CONTRACT	5,100	4,100	4,100	4,100	4,100	4,100
851.00	TELEPHONE	1,895	1,980	2,000	2,000	2,000	2,000
920.00	ELECTRIC UTILITY	77,453	79,000	79,000	79,000	79,000	79,000
921.00	GAS UTILITY CHARGES	12,102	13,000	13,000	13,000	13,000	13,000
922.00	WATER UTILITY	12,620	11,000	11,000	11,000	11,000	11,000
930.02	ELEVATOR MAINTENANCE	2,422	3,000	3,000	3,000	3,000	3,000
930.04	HVAC MAINTENANCE	4,200	9,050	8,000	8,000	8,000	8,000
930.05	BUILDING MAINTENANCE	3,144	4,000	4,000	4,000	4,000	4,000
930.06	GENERATOR MAINTENANCE	2,324	2,500	3,500	2,500	2,500	2,500
933.02	EQUIPMENT MAINTENANCE	3,132	4,000	4,000	4,000	4,000	4,000
941.00	EQUIPMENT RENTAL OR LEASE	6,000	6,000	6,000	6,000	6,000	6,000
942.00	COMPUTER EQUIPMENT RENTAL	9,950	9,950	9,950	9,950	9,950	9,950
955.03	MEMBERSHIP & DUES	88	100	100	100	100	100
955.04	CONFERENCES & WORKSHOPS	0	100	100	100	100	100
	OTHER CHARGES	223,229	267,345	248,050	237,070	237,070	236,070
<b>CAPITAL OUTLAY</b>							
977.00	BUILDINGS	0	40,000	15,000	0	0	0
	CAPITAL OUTLAY	0	40,000	15,000	0	0	0
<b>CITY HALL AND GROUNDS TOTAL</b>							
		538,386	602,120	558,670	508,190	508,190	510,580

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **706.00 Labor Burden** – The decrease of \$19,770, or 13.8%, is mainly the result of a decrease in retiree health-care contributions (\$30,530) as recommended by the City's actuary. The decrease was partially offset by an increase in hospitalization costs (\$2,610), retirement contributions (\$440), and deferred compensation (\$7,800).
2. **729.00 Operating Supplies** – The original budget for this account in 2015-2016 was \$19,000. It was increased to \$22,775 as a result of an encumbrance from 2014-2015.
3. **811.00 Other Contractual Service** – The original budget for this account in 2015-2016 was \$69,000. It was increased to \$88,245 as a result of an encumbrance from 2014-2015. The decrease of \$10,000, or 14.5%, from the prior year's original budget is the result of maintenance projects completed in 2015-2016.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **706.00 Labor Burden** – The increase of \$2,320, or 1.9%, reflects an increase in hospitalization costs (\$2,400) and an increase in retiree health-care contributions (\$660) as recommended by the City's actuary. These costs were offset by a decrease in pension contributions (\$870).

## *Performance Goals, Objectives and Measures*

**GOAL:** To continue maintenance programs for the inspection and repair of the existing HVAC systems, fire alarms, fire sprinkler systems and elevator equipment. (*Long-Term Municipal Goals 1a, 5*)

**OBJECTIVE:** To minimize unscheduled downtime, costlier repairs and comply with state regulations.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Number of compliance inspections and planned maintenance service calls for HVAC Systems	5	5	5	5
Number of compliance inspections and planned maintenance service calls for fire alarm and sprinkler systems	3	3	3	3
Number of compliance inspection and planned maintenance service calls for elevator equipment	12	12	12	12

## ***Performance Goals, Objectives and Measures***

**GOAL:** To expand the City's recycling programs. (*Long-Term Municipal Goal 1a*)

**OBJECTIVE:** To 1) educate staff on sustainable alternatives; and 2) increase participation.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Percentage of purchased paper, cardboard, and plastic bottles recycled	90%	92%	92%	92%

**GOAL:** Improving the energy efficiency of the Municipal Building.  
(*Long-Term Municipal Goals 1a, 5*)

**OBJECTIVE:** To reduce consumption and costs associated with electricity, natural gas, and water/sewer utilities.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Percentage of the Municipal Building with energy-efficient components installed	95%	96%	96%	96%
Electricity used at Municipal Building (kWh per degree day)*	80.00	80.00	81.00	81.00
Natural gas used at Municipal Building (Mcf per degree day)*	.1750	.1780	.1720	.1780
Cost savings from alternative purchasing program for natural gas	\$14,000	\$14,000	\$ 15,000	TBD

\*Degree day is a quantitative index demonstrated to reflect demand for energy to heat or cool houses and businesses. A mean daily temperature (average of the daily maximum and minimum temperatures) of 65 degrees Fahrenheit is the base for both heating and cooling degree computations. Heating degree days are summations of negative differences between the mean daily temperature and the 65 degrees Fahrenheit base; cooling degree days are summations of positive differences from the same base. (Source: National Weather Service [www.cpc.ncep.noaa.gov](http://www.cpc.ncep.noaa.gov))

## *Performance Goals, Objectives and Measures*

**GOAL:** Improve the energy efficiency of City facilities.  
(*Long-Term Municipal Goals 1a, 5*)

**OBJECTIVE:** To use knowledge of energy efficiency best practices to assist other City facilities in reducing consumption and costs associated with utilities.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Number of energy efficiency projects completed	2	2	2	2
Estimated energy savings resulting from energy efficiency projects	14,000 kwh	15,000 kwh	25,000 kwh	25,000 kwh
Energy efficiency grants/rebates received	\$4,323	\$ 4,790.00	\$37,125.00	TBD

## **DEPARTMENT SUMMARY**

### **City Property Maintenance - Library**

The Library Maintenance activity provides for the annual maintenance of the Library's heating, ventilation and air-conditioning systems. Structural repairs and improvements are provided for under the provisions of the Birmingham City Charter.

The Baldwin Library consists of the original (1930s) building of approximately 14,000 square feet, an addition (1960s) of approximately 4,000 square feet, and an addition (1981) of approximately 19,000 square feet, for a total gross area of approximately 37,000 square feet.

Input with respect to infrastructure improvements, mechanical improvements and preventative-maintenance needs is received from the Library's staff, City Hall maintenance and contractors.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
CITY PROPERTY MAINTENANCE - LIBRARY

101-265.002-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
SUPPLIES							
729.00	OPERATING SUPPLIES	2,664	3,000	3,000	3,000	3,000	3,000
	SUPPLIES	2,664	3,000	3,000	3,000	3,000	3,000
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	10,309	25,200	15,000	15,000	15,000	20,000
930.02	ELEVATOR MAINTENANCE	3,172	3,200	3,200	3,200	3,200	3,200
930.04	HVAC MAINTENANCE	1,551	10,425	12,000	6,000	6,000	6,000
930.05	BUILDING MAINTENANCE	3,870	8,325	8,400	6,000	6,000	6,000
933.02	EQUIPMENT MAINTENANCE	3,003	2,000	2,000	2,000	2,000	2,000
	OTHER CHARGES	21,905	49,150	40,600	32,200	32,200	37,200
CAPITAL OUTLAY							
977.00	BUILDINGS	67,000	76,200	69,600	0	0	0
	CAPITAL OUTLAY	67,000	76,200	69,600	0	0	0
CITY PROP MAINT - LIBRARY TOTAL		91,569	128,350	113,200	35,200	35,200	40,200

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **811.00 Other Contractual Service** – The original budget for this account in 2015-2016 was \$19,000. It was increased to \$25,200 as a result of an encumbrance from 2014-2015. In 2016-2017, the \$15,000 budgeted amount reflects annual service work.
2. **930.04 HVAC Maintenance** – The original budget for this account in 2015-2016 was \$6,000. It was increased to \$10,425 as a result of an encumbrance from 2014-2015.
3. **930.05 Building Maintenance** – The original budget for this account in 2015-2016 was \$6,000. It was increased to \$8,325 as a result of an encumbrance from 2014-2015.
4. **977.00 Buildings** – The \$76,200 budgeted in 2015-2016 is for repairs to the freight elevator.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **811.00 Other Contractual Service** – The increase of \$5,000, or 33%, is for roof inspection and repair of slate shingles.



## *Performance Goals, Objectives and Measures*

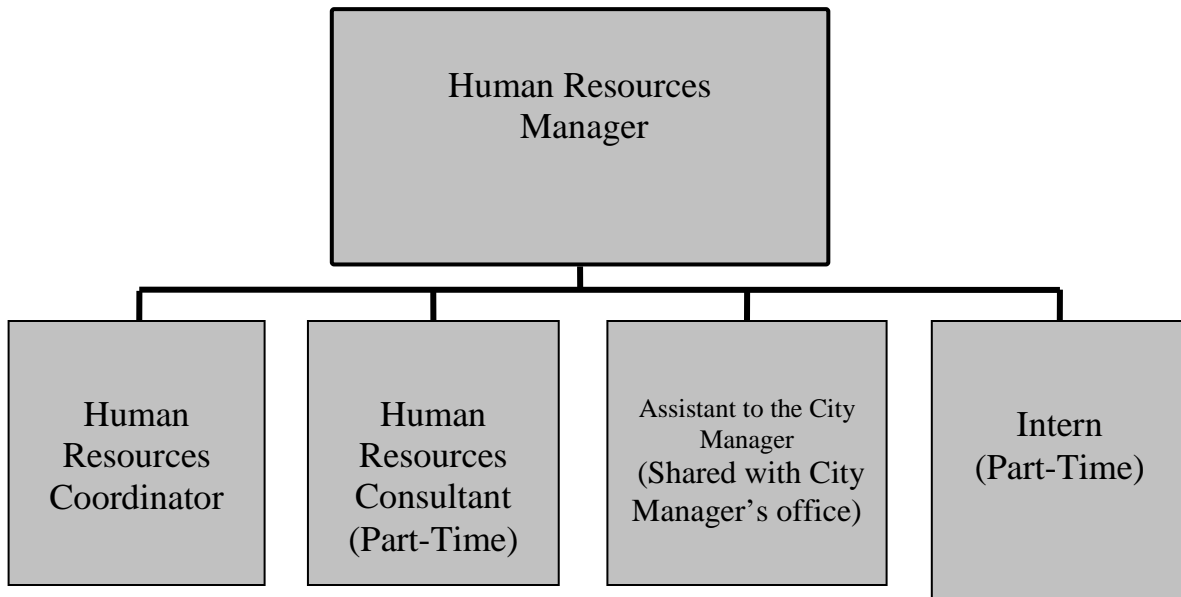
**GOAL:** To continue maintenance programs for the inspection and repair of the existing HVAC systems, fire alarms, fire sprinkler systems and elevator equipment. (*Long-Term Municipal Goals 1a, 5*)

**OBJECTIVE:** To minimize unscheduled downtime, costlier repairs and comply with state regulations.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Number of compliance inspections and planned maintenance service calls for HVAC systems	3	4	4	4
Number of compliance inspections and planned maintenance service calls for fire alarm and sprinkler systems	3	3	3	3
Number of compliance inspections and planned maintenance service calls for elevator equipment	12	12	12	12

## **DEPARTMENT SUMMARY**

### **Human Resources**



The Human Resources Department is responsible for a variety of employment and labor related functions and provides centralized services covering all City departments and employees. These centralized functions include: Employee Recruitment and Selection; Negotiation and Administration of Collective Bargaining Agreements; Labor Relations and Employment Law Compliance; Wage and Salary Administration; Group Benefits Administration for Active and Retiree Populations; Maintenance of Personnel Files and Employee Records; Employee Recognition and Engagement; and Performance Management.

The City has five labor unions and a management employee group that comprises over 300 full-time and part-time employees along with a variety of temporary and seasonal positions. In addition, the Human Resources Department provides personnel services and support for employees working for the Baldwin Public Library.

The HR Manager directs staff activities and oversees the HR related activities for the City, and is assigned special projects by the City Manager.

The HR Consultant assists the department with matters related to collective bargaining.

The Assistant to the City Manager is shared with the City Manager's Office.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**HUMAN RESOURCES**

101-270,000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	147,953	203,740	168,120	203,770	203,770	203,770
706.00	LABOR BURDEN	46,119	65,650	68,880	90,830	90,830	91,930
	PERSONNEL SERVICES	194,072	269,390	237,000	294,600	294,600	295,700
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	3,104	3,300	3,300	3,300	3,300	3,300
	SUPPLIES	3,104	3,300	3,300	3,300	3,300	3,300
<b>OTHER CHARGES</b>							
801.01	ATTORNEY RETAINER	4,910	10,000	10,000	10,000	10,000	10,000
801.02	OTHER LEGAL	1,831	15,000	15,000	15,000	15,000	15,000
811.00	OTHER CONTRACTUAL SERVICE	6,894	10,560	10,560	10,560	10,560	10,560
821.01	PHYSICAL EXAMINATIONS	11,787	12,000	12,000	12,000	12,000	12,000
821.02	RECRUITMENT TESTING & EXM	11,691	3,500	3,500	3,500	3,500	3,500
861.00	TRANSPORTATION	379	300	300	300	300	300
901.00	PRINTING & PUBLISHING	33,257	19,000	19,000	19,000	19,000	19,000
933.02	EQUIPMENT MAINTENANCE	0	60	60	60	60	60
942.00	COMPUTER EQUIPMENT RENTAL	20,630	20,630	20,630	20,630	20,630	20,630
955.01	TRAINING	10,445	14,000	14,000	14,000	14,000	14,000
955.03	MEMBERSHIP & DUES	275	1,530	1,280	1,280	1,280	1,280
955.04	CONFERENCES & WORKSHOPS	1,144	1,200	1,200	1,200	1,200	1,200
	OTHER CHARGES	103,243	107,780	107,530	107,530	107,530	107,530
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	666	0	0	0	0	0
	CAPITAL OUTLAY	666	0	0	0	0	0
<b>HUMAN RESOURCES TOTAL</b>		301,085	380,470	347,830	405,430	405,430	406,530

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

- 1. 706.00 Labor Burden** – The increase of \$25,180, or 38.4%, is primarily the result of an increase in hospitalization costs (\$9,690), an increase in retiree health-care contributions (\$7,800) as recommended by the City's actuary, and an increase in defined 401a contributions (\$6,380) and retiree health savings contributions (\$1,300).

### ***Significant Notes to 2017-2018 Planned Amounts***

- 1. 706.00 Labor Burden** – The increase of \$1,100, or 1.2%, reflects an increase in hospitalization costs (\$2,210). These costs were partially offset by a decrease in pension contributions (\$1,110).

## *Performance Goals, Objectives and Measures*

**GOAL:** To achieve cordial labor relations with responsible economics. (*Long-Term Municipal Goals 1a, 2b*)

**OBJECTIVE:** To negotiate fiscally responsible collective bargaining agreements.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Number of settled collective bargaining agreements	4	2	4	4

**GOAL:** To achieve cordial labor relations with responsible economics. (*Long-Term Municipal Goals 1a, 2b*)

**OBJECTIVE:** To negotiate collective bargaining agreements.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Police (BPOA)	Agreement in place	Contract expires 6/30/16. Begin negotiations	Agreement in place	Agreement in place
Fire (BFFA)	Agreement in place	Agreement in place	Contract expires 6/30/17. Begin negotiations	Agreement in place
Police Command (BCOA)	Agreement in place	Contract expires 6/30/16. Begin negotiations	Agreement in place	Agreement in place
Teamsters Local 214	Contract expires 6/30/15. Begin negotiations	Agreement in place	Agreement in place	Contract expires 6/30/18. Begin negotiations
AFSCME Local 988	Agreement in place	Contract expires 6/30/16. Begin negotiations	Agreement in place	Agreement in place

<p align="center"><b><i>Performance Goals, Objectives and Measures</i></b></p>
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**GOAL:** To enhance the skill sets of city employees. *(Long-Term Municipal Goal 2b)*

**OBJECTIVE:** To promote continuing education through the City's Education Assistance program.

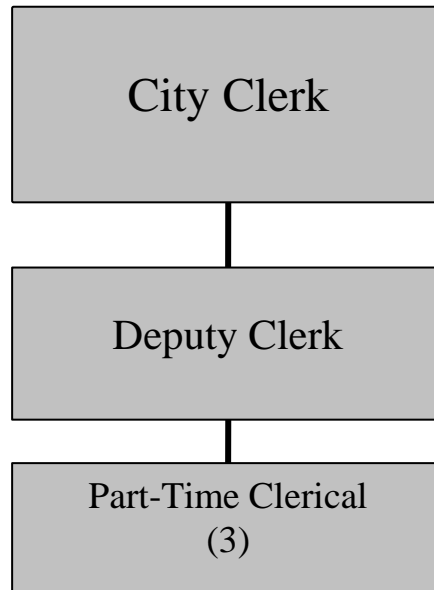
<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Percentage of employees who successfully completed enrolled courses	100%	100%	100%	100%
Number of employees participating in Educational Assistance Program	7	8	8	9



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **DEPARTMENT SUMMARY**

### **City Clerk**



The City Clerk provides administrative support to the City Commission, Museum Board, Cemetery Board, and the Board of Ethics. All board and commission membership lists are maintained by the City Clerk.

Agenda preparation and recording of meeting minutes are the primary duties of the City Clerk. The City Clerk is also responsible for legal notices, and is charged with the management of the City Code.

The Clerk's Office maintains legal files (contracts, agreements, deeds, etc.) and the records of the Greenwood Cemetery. The Clerk's office is also responsible for providing information to the public and distributing mail.

All special-event applications are coordinated through the Clerk's office. The City Clerk is a member of the Celebrate Birmingham Committee and organizes the events associated with this annual event.

The Clerk's office issues several different types of licenses and permits.

The Clerk's office is a Passport Acceptance Agency. Passport applications are accepted and pictures are available at the Clerk's office.



**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**CLERK**

101-215,000-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	175,925	187,100	182,840	183,340	183,340	181,840
706.00	LABOR BURDEN	118,690	114,720	114,400	111,010	111,010	111,100
	PERSONNEL SERVICES	294,615	301,820	297,240	294,350	294,350	292,940
SUPPLIES							
729.00	OPERATING SUPPLIES	1,813	2,000	2,000	2,000	2,000	2,000
	SUPPLIES	1,813	2,000	2,000	2,000	2,000	2,000
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	2,370	2,400	2,400	2,400	2,400	2,400
815.02	CODIFICATION	2,901	7,000	7,000	7,000	7,000	7,000
861.00	TRANSPORTATION	135	300	300	300	300	300
901.00	PRINTING & PUBLISHING	4,757	5,000	5,000	5,000	5,000	5,000
933.02	EQUIPMENT MAINTENANCE	5,063	4,200	7,500	7,500	7,500	7,500
942.00	COMPUTER EQUIPMENT RENTAL	21,870	21,870	21,870	21,870	21,870	21,870
955.01	TRAINING	344	500	560	600	600	600
955.03	MEMBERSHIP & DUES	600	540	570	570	570	570
955.04	CONFERENCES & WORKSHOPS	1,594	1,600	1,600	1,600	1,600	1,600
	OTHER CHARGES	39,634	43,410	46,800	46,840	46,840	46,840
CAPITAL OUTLAY							
971.01	MACHINERY & EQUIPMENT	0	0	1,700	0	0	0
972.00	FURNITURE	2,904	0	0	0	0	8,000
	CAPITAL OUTLAY	2,904	0	1,700	0	0	8,000
CLERK TOTAL							
		338,966	347,230	347,740	343,190	343,190	349,780

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **702.00 Salaries and Wages Direct** – The decrease of \$3,760, or 2.0%, reflects a reduction in part-time clerical hours.
2. **706.00 Labor Burden** – The decrease of \$3,710, or 3.2%, primarily reflects a decrease in retiree health-care contributions (\$7,120) as recommended by the City's actuary. These costs were primarily offset by an increase in hospitalization costs (\$1,600) and an increase in retirement pension contributions, defined 401a contributions, and retiree health savings contributions (\$1,960).
3. **933.02 Equipment Maintenance** – The increase of \$3,300, or 78.6%, reflects printing commission agendas in color.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The decrease of \$1,500, or 0.8%, reflects a decrease in overtime pay related to elections.
2. **706.00 Labor Burden** – The increase of \$90, or .1%, reflects an increase in hospitalization costs (\$1,460) and an increase in retiree health-care contributions (\$410) as recommended by the City's actuary. These costs were primarily offset by a decrease in pension contributions (\$1,610).
3. **972.00 Furniture** – The \$8,000 budget represents the rearrangement of the main office, two new desks, and labor.

## ***Performance Goals, Objectives and Measures***

**GOAL:** To support the Birmingham City Commission in the achievement of its goals and objectives. (*Long-Term Municipal Goal 2*)

**OBJECTIVE:** To continue to provide resources, information, and administrative support on a daily basis.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Number of requests from City Commission responded to	24	24	24	24
Number of agendas prepared	31	27	28	28

**GOAL:** To maintain an educated and informed staff to respond accurately and efficiently to citizen and commission demands. (*Long-Term Municipal Goals 1a, 2*)

**OBJECTIVE:** To pursue all practical and available educational opportunities.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
County, state and national training sessions attended	4	4	4	4
Number of training sessions provided for Clerk and Deputy Clerk to achieve Master Municipal Clerk	2	2	2	2

## **DEPARTMENT SUMMARY**

### **Elections**

The Clerk's office is responsible for all election activity, including maintenance of voter registration records and administration of elections. Election reform continues to be a high priority at both federal and state levels. Therefore, it is necessary for the Clerk's office to be aware of election laws that are continually being changed. To this end, the Clerk's office will continue to participate in the Michigan Association of Municipal Clerks legislative activities and educational opportunities.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**ELECTIONS**

101-262,000-

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT. REQUEST	MANAGER RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
SUPPLIES							
729.00	OPERATING SUPPLIES	5,160	10,000	9,800	10,000	10,000	5,500
	SUPPLIES	5,160	10,000	9,800	10,000	10,000	5,500
OTHER CHARGES							
815.01	ELECTION WORKERS	23,324	18,600	16,000	18,600	18,600	7,500
861.00	TRANSPORTATION	595	200	200	200	200	200
901.00	PRINTING & PUBLISHING	1,057	900	900	1,100	1,100	450
921.00	GAS UTILITY CHARGES	303	0	0	0	0	0
933.02	EQUIPMENT MAINTENANCE	1,296	2,000	1,640	1,640	1,640	1,640
941.00	EQUIPMENT RENTAL OR LEASE	1,504	1,200	1,280	1,280	1,280	640
	OTHER CHARGES	28,079	22,900	20,020	22,820	22,820	10,430
CAPITAL OUTLAY							
971.01	MACHINERY & EQUIPMENT	7,244	0	0	33,000	33,000	0
	CAPITAL OUTLAY	7,244	0	0	33,000	33,000	0
ELECTIONS TOTAL		40,483	32,900	29,820	65,820	65,820	15,930

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **971.01 Machinery & Equipment** – The \$33,000 represents the City's portion of the cost to replace the voting system per State requirements. It is anticipated HAVA (Help America Vote Act) funding will cover part of the cost.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **729.00 Supplies** – The decrease of \$4,500, or 45%, reflects the decrease in the number of elections from the prior year.
1. **815.01 Election Workers** – The decrease of \$11,100, or 59.7%, reflects the decrease in the number of elections from the prior year.
2. **901.00 Printing & Publishing** – The decrease of \$650, or 59.1%, reflects the decrease in printing expense due to the decrease in the number of elections from the prior year.
3. **941.00 Equipment Rental or Lease** – The decrease of \$640, or 50% reflects the decrease in truck rental due to the decrease in the number of elections from the prior year.

## *Performance Goals, Objectives and Measures*

**GOAL:** To ensure all processes with regard to polling places, voting equipment, and all other administrative duties are properly performed so that voters receive an equal, efficient and accurate voting experience. (*Long-Term Municipal Goals 2a,2b*)

**OBJECTIVE:** To continue training and research to be aware of all changes in election laws and directives administered by the State of Michigan.

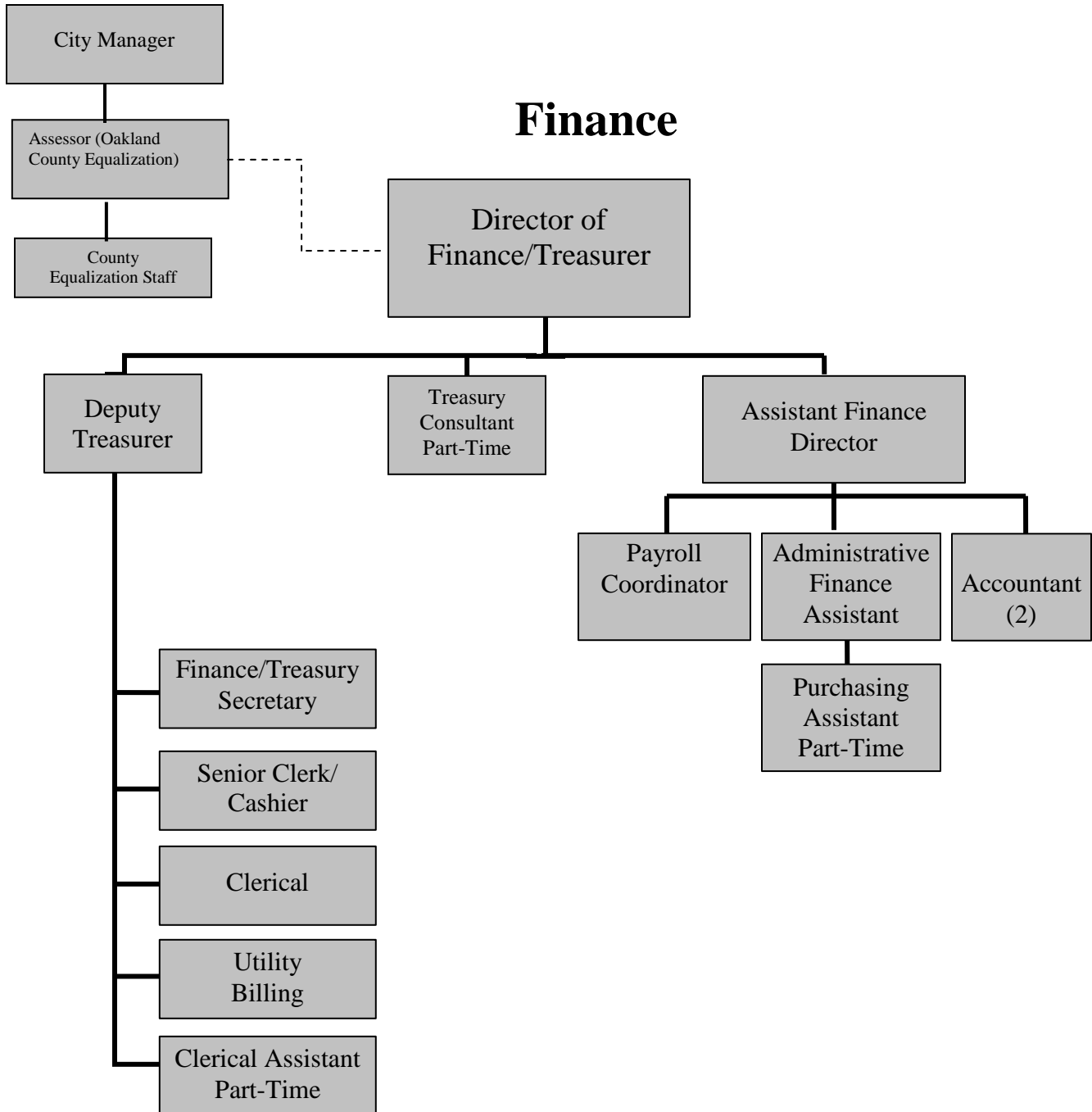
<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Number of training classes for Clerk's office staff through the Bureau of Elections	4	4	4	4
Elections conducted	3	2	2	1
Percent of voter turnout	21%, 53%, 30%	23%, 25%	30%, 80%	20%

**GOAL:** To increase the effectiveness of the state-mandated Electronic Poll Book in all precincts. (*Long-Term Municipal Goals 2a,2b*)

**OBJECTIVE:** To continue staff and election inspector training and educate the public on the use of the Electronic Poll Book.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Number of training classes for election inspectors	18	12	16	6
Number of public service announcements through the website, quarterly, or cable TV	9	6	6	3

## DEPARTMENT SUMMARY





The primary responsibility of the Finance Department is to maintain the City's financial records in accordance with the City Charter, state law and generally accepted accounting principles (GAAP). This Department includes the activities of finance and treasury. These activities are responsible for: accounting; budgeting; cash management and investments; billing and collection; debt and pension system administration; and purchasing.

The Finance Department coordinates City-wide preparation of the budget and creates the annual budget document from information submitted by the departments. Throughout the year, departmental expenditures are monitored and adjustments are made as needed. Additionally, a five year forecast is prepared annually. The Finance Department is also responsible for City debt administration and purchasing activities.

As part of the accounting function, accounting systems are established for new funds, grants, projects, or other needs. Detailed records of all property and equipment are kept and reconciled with an annual physical inventory. Periodic financial and budget status reports are prepared and submitted to the City Commission. Approximately 150 support schedules for account analysis are prepared in conjunction with the City's annual audit. A comprehensive annual financial report is also prepared each year in conjunction with the annual audit. Finance also processes payroll for all City employees, creates purchase orders and prepares invoices for payment.

Treasury oversees collections of City, county, school and state education taxes; processes parking-violation notices, payments and collections; oversees investment activities; prepares delinquent tax rolls; collects City receivables; conducts daily banking and is responsible for the billing of snow, weed and miscellaneous City invoices, as well as utility billing. In addition, the Treasurer serves as Secretary and Treasurer to the Retirement Board and the Retiree Health Care Fund Investment Committee. This office is responsible for the administration of the Birmingham Employees' Retirement System for 126 members, including the Baldwin Library employees, 7 former employees who have left their accumulated contributions in the system in order to qualify for reciprocal benefits, 10 former members who have left their accumulated contributions in the system in order to qualify for deferred retirement benefits, and 216 retirees and beneficiaries who are receiving retirement benefits.

Through consolidation of services with Oakland County, assessing and appraisal functions were assumed by the Oakland County Equalization Department in 2007. City staff retains responsibility for: preparation of all special assessment rolls and billings; notification and forms for property transfer affidavits; maintenance of property identification and sidwell numbers for the City's system and internal use; and providing the county with the building permit, name, address and legal description information on all real and personal-property parcels for file maintenance purposes by Oakland County. Additionally, this activity provides assistance to residents reviewing their property data on-line from terminals that have been provided.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**FINANCE**

101-191.000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	440,765	450,430	404,520	450,430	450,430	450,430
706.00	LABOR BURDEN	404,427	344,550	294,890	321,820	321,820	323,180
	PERSONNEL SERVICES	845,192	794,980	699,410	772,250	772,250	773,610
SUPPLIES							
728.00	PUBLICATIONS	793	1,200	800	810	810	810
729.00	OPERATING SUPPLIES	3,538	7,129	7,130	4,000	4,000	3,800
	SUPPLIES	4,331	8,329	7,930	4,810	4,810	4,610
OTHER CHARGES							
802.07	GFOA REVIEW FEES	930	900	990	990	990	990
811.00	OTHER CONTRACTUAL SERVICE	344	2,500	2,150	2,150	2,150	2,150
812.00	CONTRACT LABOR SVC BUREAU	0	486	0	0	0	0
851.00	TELEPHONE	273	720	0	0	0	0
861.00	TRANSPORTATION	664	550	550	550	550	550
901.00	PRINTING & PUBLISHING	4,752	4,800	5,100	5,100	5,100	5,100
933.02	EQUIPMENT MAINTENANCE	218	50	0	0	0	0
942.00	COMPUTER EQUIPMENT RENTAL	50,700	50,700	50,700	50,700	50,700	50,700
955.01	TRAINING	224	200	200	200	200	200
955.03	MEMBERSHIP & DUES	800	900	840	1,100	1,100	1,100
955.04	CONFERENCES & WORKSHOPS	99	500	500	600	600	600
965.00	DIRECT CREDIT	(44,830)	(42,890)	(42,890)	(29,000)	(29,000)	(29,000)
	OTHER CHARGES	14,174	19,416	18,140	32,390	32,390	32,390
FINANCE TOTAL							
		863,697	822,725	725,480	809,450	809,450	810,610

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **706.00 Labor Burden** – The decrease of \$22,730, or 6.6%, reflects a decrease in retiree health-care contributions (\$28,720) as recommended by the City's actuary. Offsetting the decrease is an increase in hospitalization costs (\$3,600), and an increase in retirement contributions (\$2,390).
2. **729.00 Operating Supplies** – The original budget for this account in 2015-2016 was \$3,800. It was increased to \$7,129 as a result of an encumbrance from 2014-2015. The 2016-2017 budget includes the \$3,800 normal usage and \$200 for a concrete pad for a new payment dropbox location.
3. **811.00 Other Contractual Service** – Services for shredding and microfilming documents are budgeted in this account.
4. **965.00 Direct Credit** – This account represents the portion of the Treasurer's salary charged to the retirement system.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **706.00 Labor Burden** – An increase of \$1,360, or .4%, is due to an increase in hospitalization costs (\$4,790) and an increase in retiree health-care contributions (\$1,050). This is partially offset by a decrease in pension contributions (\$4,480).

## ***Performance Goals, Objectives and Measures***

**GOAL:** To develop and maintain automated accounting and financial-reporting systems, procedures and practices that utilize up-to-date technology and enhance performance and operating efficiency. (*Long-Term Municipal Goals 1a,2a*)

**OBJECTIVE:** To: 1) provide a high level of service to both internal and external users; 2) streamline processes to eliminate duplication of efforts and redundancy; 3) maintain adequate internal controls; 4 ) improve access to mission critical information.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Financial reports available on City website	15	17	18	19
Implement automated emails of monthly financial statements to department heads.	0%	25%	100%	100%

## ***Performance Goals, Objectives and Measures***

**GOAL:** To safeguard the expenditure of public funds, adhering to federal, state and City regulations. (*Long-Term Municipal Goal 1a*)

**OBJECTIVE:** To: 1) ensure the timely and accurate issuance of vendor and payroll disbursements; 2) maintain adequate internal controls; and 3) comply with procurement requirements and all state and federal withholding requirements.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Percent of purchase orders approved electronically	100%	100%	100%	100%
Number of purchase orders, including blanket purchase orders, issued	391	285	285	285
Number of 1099's issued	102	102	100	100
Accounts payable checks issued	7,466	7,200	7,200	7,200
Percent of A/P checks issued without error	99%	99%	99%	99%
Number of payroll checks/direct deposit notices issued	7,719	8,000	8,000	8,000
Percentage of Direct Deposits issued	73%	75%	75%	75%
Payroll accuracy rate (percentage without error)	99%	99%	99%	99%

## *Performance Goals, Objectives and Measures*

**GOAL:** To maintain the City's strong financial condition and provide quality financial-management services within generally accepted accounting principles. (*Long-Term Municipal Goals 1a,1b*)

**OBJECTIVE:** To: 1) provide accurate and timely reports and information for decision making; 2) improve, enhance and refine the budget document and process; 3) comply with new reporting standards; and 4) improve access to information and operating efficiency.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Avg. days to compile monthly financial statements	17	17	15	15
Avg. days to prepare audit schedules and year-end journal entries	47	47	45	45
Avg. days to compile CAFR	30	20	30	30
Bank statements reconciled-monthly	24	29	31	31
Financial statement correcting entries by auditors	1	4	0	0
Years received GFOA CAFR Award	26	27	28	29
Years received GFOA Budget Award	26	27	28	29
Years received AAA bond rating	13	14	15	16

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**TREASURY**

101-253,000-

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	369,468	372,170	298,660	311,810	311,810	312,010
706.00	LABOR BURDEN	377,970	363,480	294,370	279,550	279,550	281,840
	<b>PERSONNEL SERVICES</b>	<b>747,438</b>	<b>735,650</b>	<b>593,030</b>	<b>591,360</b>	<b>591,360</b>	<b>593,850</b>
<b>SUPPLIES</b>							
728.00	PUBLICATIONS	506	510	510	510	510	510
729.00	OPERATING SUPPLIES	1,250	2,700	2,700	2,700	2,700	2,700
	<b>SUPPLIES</b>	<b>1,756</b>	<b>3,210</b>	<b>3,210</b>	<b>3,210</b>	<b>3,210</b>	<b>3,210</b>
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	49,371	54,000	54,000	54,000	54,000	54,000
820.02	OAKLAND COUNTY CONTRACT	10,762	11,500	11,500	11,500	11,500	11,500
824.01	COLLECTION AGENCY FEES	5,208	4,000	6,000	6,000	6,000	6,000
861.00	TRANSPORTATION	186	350	400	400	400	400
901.00	PRINTING & PUBLISHING	3,357	3,500	3,000	3,000	3,000	3,000
933.02	EQUIPMENT MAINTENANCE	925	2,300	1,000	1,000	1,000	1,000
942.00	COMPUTER EQUIPMENT RENTAL	36,000	36,000	36,000	36,000	36,000	36,000
955.01	TRAINING	300	550	600	600	600	600
955.03	MEMBERSHIP & DUES	345	400	550	550	550	550
965.00	DIRECT CREDIT	(54,490)	(55,750)	(55,750)	(51,260)	(51,260)	(51,890)
	<b>OTHER CHARGES</b>	<b>51,964</b>	<b>56,850</b>	<b>57,300</b>	<b>61,790</b>	<b>61,790</b>	<b>61,160</b>
<b>TREASURY TOTAL</b>							
		<b>801,158</b>	<b>795,710</b>	<b>653,540</b>	<b>656,360</b>	<b>656,360</b>	<b>658,220</b>

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **702.00 Salaries and Wages Direct** – The decrease of \$60,360, or 16.2%, reflects the elimination of the vacant full-time billing manager position and the addition of a part-time clerical position.
2. **706.00 Labor Burden** – The decrease of \$83,930, or 23.1%, is primarily a result of a decrease in benefits associated with the eliminated position and a decrease in retiree health-care contributions (\$11,747) as recommended by the City's actuary.
3. **965.00 Direct Credit** – This amount represents the portion of the Treasury secretary and Treasury consultant's salary charged to the retirement system.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **706.00 Labor Burden** – The increase of \$2,290, or 0.8%, is the result of an increase in hospitalization costs (\$5,020) and retiree health-care costs (\$1,010). This was partially offset by a decrease in retirement costs (\$3,750).



## ***Performance Goals, Objectives and Measures***

**GOAL:** To provide for the efficient billing, receipt, custody and investment of City funds promptly and courteously through sound and prudent policies that comply with all local, state and federal requirements. (*Long-Term Municipal Goal 1a, 2a*)

**OBJECTIVE:** To: 1) provide staff training as required; 2) enhance department communications; and 3) review and amend existing policies, procedures, ordinances and programs related to all Treasury functions in order to provide better service and to increase efficiency.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Tax bills issued	20,500	20,500	20,500	20,500
Utility bills issued	33,700	33,750	33,750	33,750
Special assessments/misc. invoices billed	1,100	1,200	1,200	1,200
Parking violation payments processed	29,100	30,000	30,000	30,000
General Investment Portfolio-average	\$63,657,000	\$63,700,000	\$63,700,000	\$63,700,000
Average rate of return on investments	.7%	.8%	.8%	.8%
Rewrite procedure manual for each major function or task for new financial system	50%	75%	100%	100%
Number of staff meetings held	12	12	12	12

## ***Performance Goals, Objectives and Measures***

**GOAL:** To increase the efficiency of the cash-receipting process. (*Long-Term Municipal Goals 1a,2a*)

**OBJECTIVE:** To: 1) continue implementation of automatic payments of utility bills and taxes through electronic transfers from authorized accounts; 2) enable residents/customers to pay taxes, utility bills and parking tickets by credit or debit card or electronic check; and 3) reduce the number of payments made over the counter.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Number of utility customers	8,640	8,650	8,650	8,650
Customers using automatic bill payments	900	900	900	900
Customers using credit card	1,400	1,900	1,900	1,900
Number of taxpayers	10,250	10,250	10,250	10,250
Taxpayers using credit cards	680	800	800	800
Parking ticket payments processed in house	21,000	22,000	22,000	22,000
Tickets paid using credit card	8,100	8,500	8,500	8,500

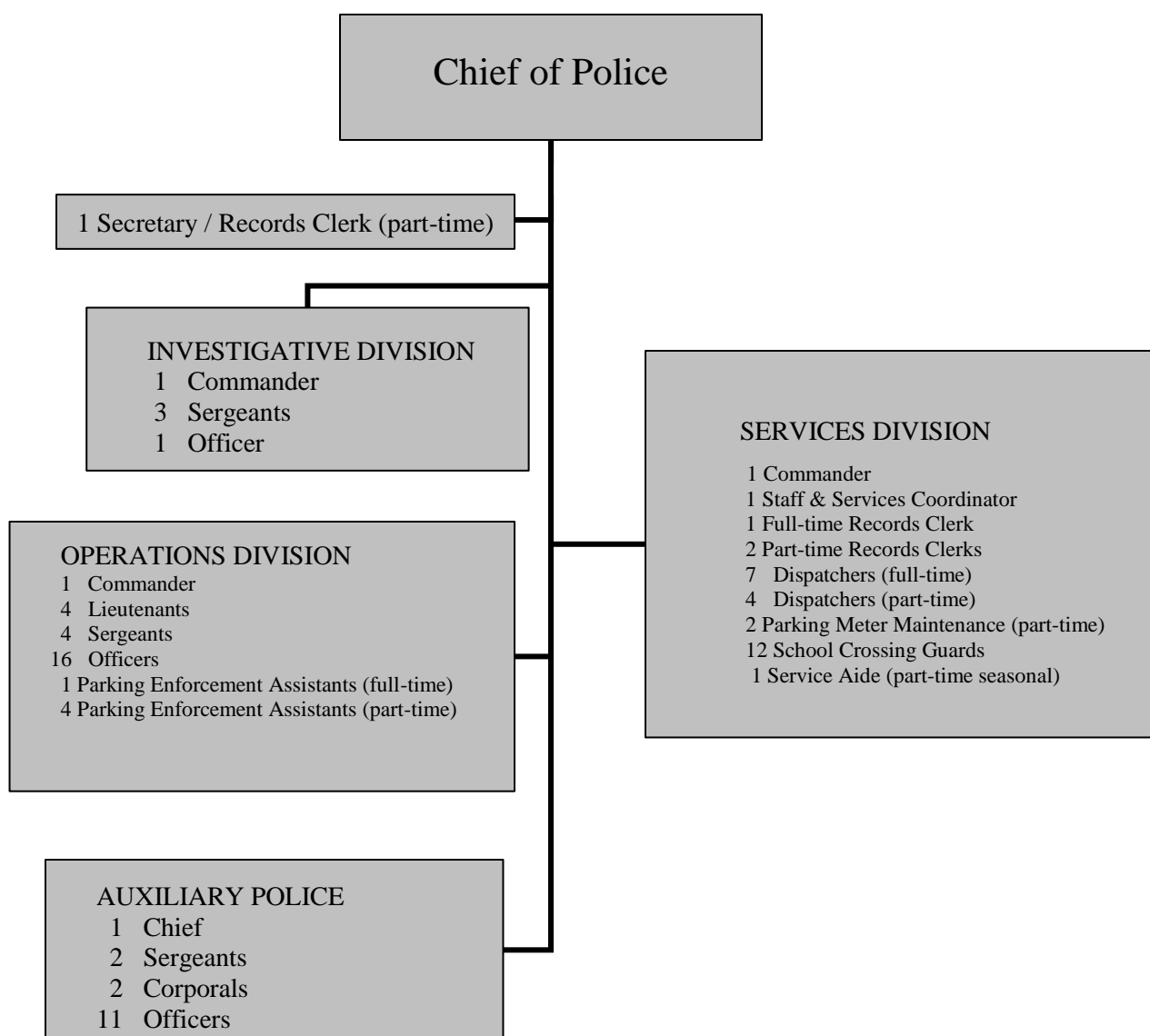
CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
ASSESSING

101-257,000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
706.00	LABOR BURDEN	208	250	250	250	250	250
	PERSONNEL SERVICES	208	250	250	250	250	250
SUPPLIES							
729.00	OPERATING SUPPLIES	70	50	90	70	70	70
	SUPPLIES	70	50	90	70	70	70
OTHER CHARGES							
820.01	BOARD OF REVIEW	3,182	3,800	3,800	3,800	3,800	3,800
820.02	OAKLAND COUNTY CONTRACT	196,905	196,870	196,900	196,900	196,900	196,900
	OTHER CHARGES	200,087	200,670	200,700	200,700	200,700	200,700
ASSESSING TOTAL							
		200,365	200,970	201,040	201,020	201,020	201,020

## DEPARTMENT SUMMARY

### Police



The primary goal of the Department is protection of life and property, prevention of crime and apprehension of criminal perpetrators. The Department strives to provide a safe and secure environment for the residents of the City and to those who work, travel and shop here. The mission statement of the Department is:

**The Birmingham Police Department is committed to fairness, compassion, and excellence in providing services sensitive to the priorities and needs of the community: the protection of life and property, the apprehension of criminal perpetrators, and the prevention of crime in accordance with the law.**

The Police Department 2016-17 and 2017-18 budgets contain three major operational changes from previous years - a new command structure, twelve hour shifts and the addition of one new police officer.

The Department will now be divided into three separate divisions - Operations, Investigative, and Services, each headed by a commander. Each commander will report directly to the chief who is responsible for the operation of the department. This flattens the organizational structure of the police department which should lead to better communication and the delegation of specific work responsibilities within each division. The position of deputy chief has been eliminated with the corresponding responsibilities distributed amongst the three commanders.

For the first time in over thirty years, the Department is going to try a new work schedule for the Operations Division - twelve hour shifts. The new work schedule, in theory, has several distinct advantages over the Department's current scheduling format including the following:

1. The average number of officers working on any given day should be higher.
2. A supervisor (either a lieutenant or a sergeant) should be working at all times.
3. Sick time should be reduced.
4. Overtime is expected to be reduced by as much as 25%.
5. Monthly schedules will be eliminated and administrative scheduling should improve as training, schools and conferences will be easier to plan and implement.

The third component of the 2016-17 and 2017-18 budgets reflects the addition of a police officer which will increase the number of sworn personnel to 32. With the recent rise in fraud crimes, especially in the area of identity theft, this new officer will significantly improve the department's investigative ability to address this trending crime area and allow for enhanced information gathering and subsequent prosecution of offenders (Note that 32 sworn officers compares to authorized levels of 33 in 2009 and 38 in 1986).

The department is divided into three divisions. The Operations Division is headed by a commander who oversees all four patrol platoons (two day shifts and two night shifts) and parking enforcement. Each platoon is supervised by a lieutenant and a sergeant. Staff allocation in the Operations Division consists of five officers in each platoon on days and six officers on each platoon on the night shift. The operations commander also serves as the police representative to the Multi-Modal Transportation Board.

In order to increase our effectiveness and to develop closer relations between the community and the department, officers are frequently assigned to patrol on foot, bicycles and motorcycles. Patrol officers speak to citizen groups, businesses and school children about traffic matters, drug abuse, baby-sitter safety, crime prevention and other topics. Patrol officers frequently make appearances at block parties and other neighborhood activities to meet the community. Our adopt-a-senior program consists of officers and dispatchers who volunteer time to assist resident seniors with a variety of services including lawn mowing, snow shoveling, shopping, and errands.

The Investigative Division is headed by a commander who oversees all criminal and narcotics investigations and liquor violations. All liquor license applications, employee background checks, educational seminars and decoy operations to promote awareness and compliance regarding alcohol and tobacco laws are assigned to this division.

The Services Division is led by a commander and is responsible for preparation and administration of the Department's budget, purchasing, record-keeping, equipment maintenance, traffic counts, new technology and fixed assets. The police/fire/emergency-medical-service dispatch operations, property and evidence management, parking-meter maintenance and school-crossing guards also fall within its responsibilities.

We will continue our cooperative efforts by assigning one officer to a multijurisdictional special investigative unit. This group is comprised of investigators from the Troy, Royal Oak, Auburn Hills, Bloomfield Township and Birmingham Police Departments. The unit will concentrate on serial crimes that cross jurisdictional boundaries such as burglary, larceny from auto, credit card frauds, armed robbery and assault. This will add to our existing inter-local agreements which include Oakland County Narcotics Enforcement (NET), Major Case Assistance Team (MCAT), Oakland County Law Enforcement – Tactical Response Coordinating Group (OakTAC) and our combined 9-1-1 Public Safety Answering Point (PSAP) with Beverly Hills for police / fire / EMS dispatch. These cooperative efforts are significant in increasing efficiency and providing fiscally responsible delivery of services.

The Birmingham Police Department is supported by a volunteer police auxiliary unit. Auxiliary police officers serve at high school athletic events and at special events such as the Birmingham Cruise Event, Village Fair and parades. Auxiliary officers also ride with regular officers on patrol.

The police chaplain program continues to provide services to both the public and staff members. The Department currently has two volunteers serving as police chaplains. These individuals are ministers who receive non-denominational training specific to police-related matters.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**POLICE**

101-301.000-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	2,942,034	3,087,740	3,102,600	3,078,350	3,078,350	3,162,100
706.00	LABOR BURDEN	2,877,378	2,524,070	2,506,430	2,655,980	2,655,980	2,684,570
	PERSONNEL SERVICES	5,819,412	5,611,810	5,609,030	5,734,330	5,734,330	5,846,670
<b>SUPPLIES</b>							
728.00	PUBLICATIONS	91	650	650	650	650	650
729.00	OPERATING SUPPLIES	40,378	40,100	40,100	41,700	41,700	43,370
730.00	PRISONER ROOM & BOARD	8,262	8,870	8,870	8,870	8,870	8,870
731.00	LEIN/CLEMIS EXPENSE	3,105	1,000	3,500	3,500	3,500	3,500
732.00	TOWING SERVICES	445	1,000	750	1,000	1,000	1,000
733.00	PHOTOGRAPHIC EXPENSES	634	500	500	500	500	500
734.00	AMMUNITION	16,828	17,320	17,320	20,780	20,780	20,780
743.00	UNIFORM ALLOWANCE	29,399	25,000	43,540	31,300	31,300	43,690
744.00	CLEANING ALLOWANCE	6,475	6,500	6,800	7,000	7,000	7,000
	SUPPLIES	105,617	100,940	122,030	115,300	115,300	129,360
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	41,405	41,900	41,900	40,900	40,900	40,900
851.00	TELEPHONE	5,382	6,000	7,850	7,850	7,850	7,850
861.00	TRANSPORTATION	404	50	100	50	50	50
901.00	PRINTING & PUBLISHING	9,651	7,100	6,250	9,650	9,650	6,250
920.00	ELECTRIC UTILITY	2,299	2,100	2,100	2,100	2,100	2,100
921.00	GAS UTILITY CHARGES	1,621	1,900	1,900	1,900	1,900	1,900
922.00	WATER UTILITY	110	150	150	150	150	150
933.02	EQUIPMENT MAINTENANCE	17,729	14,580	17,500	17,500	17,500	18,200
933.04	RADIO & VEHICLE MAINT.	27,708	48,144	51,500	53,560	53,560	55,700
933.08	PISTOL RANGE BUILDING MAINTENANC	17,255	14,000	14,000	14,000	14,000	14,000
941.00	EQUIPMENT RENTAL OR LEASE	186,350	186,350	186,350	186,350	186,350	186,350
942.00	COMPUTER EQUIPMENT RENTAL	89,840	89,840	89,840	89,840	89,840	89,840
955.01	TRAINING	2,378	4,570	4,570	5,350	5,350	5,350
955.02	EDUC/TRAINING ACT 302	5,650	5,700	6,500	6,930	6,930	6,930
955.03	MEMBERSHIP & DUES	2,453	2,600	2,600	2,600	2,600	2,600
955.04	CONFERENCES & WORKSHOPS	14,178	10,000	10,400	16,510	16,510	16,510
	OTHER CHARGES	424,413	434,984	443,510	455,240	455,240	454,680
Totals for dept 301.000-POLICE		6,349,442	6,147,734	6,174,570	6,304,870	6,304,870	6,430,710

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **702.00 Salaries and Wages Direct** – The decrease of \$9,390, or .3%, reflects the decrease in overtime pay due to the transition to twelve hour shifts. The addition of the new commander, lieutenant, and sergeant positions were offset by the elimination of the deputy chief and one police officer position. Overall, the total number of sworn officers increased by one position.
2. **706.00 Labor Burden** – The increase of \$131,910, or 5.2%, is primarily the result of an increase in hospitalization costs (\$111,550), an increase in defined 401a contributions (\$21,290), and an increase in retiree health savings contributions (\$2,840).
3. **743.00 Uniform Allowance** – The increase of \$6,300, or 25.2%, reflects uniforms for new hires.
4. **901.00 Printing & Publishing** – The increase of \$2,550, or 35.9%, reflects the every other year purchase of residential parking permits.
5. **933.02 Equipment Maintenance** – The increase of \$2,920, or 20%, is for expected higher maintenance costs of police equipment.
6. **933.04 Radio & Vehicle Maintenance** – The increase of \$5,416, or 11.2%, is for radio repair and changeovers to new interceptor utility vehicles.
7. **955.04 Conferences & Workshops** – The increase of \$6,510, or 65.1%, is training for command staff promotions, new officer hires, and auxiliary police.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$83,750, or 2.7%, reflects scheduled step increases for union employees.
2. **706.00 Labor Burden** – The increase of \$28,590, or 1.1%, primarily reflects an increase in hospitalization costs (\$40,670), an increase in retiree health-care contributions (\$10,560) as recommended by the City's actuary, an increase in defined 401a contributions (\$7,470), and retiree-health savings contributions (\$1,200). These costs were partially offset by a decrease in pension contributions (\$36,520) as recommended by the City's actuary.
3. **743.00 Uniform Allowance** – The increase of \$12,390, or 39.6%, reflects replacement of body armor for auxiliary police officers and additional uniform funding for an auxiliary officer.



**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**DISPATCH**

101-301.001-

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	518,834	537,110	516,280	519,260	519,260	529,790
706.00	LABOR BURDEN	365,950	325,190	333,690	308,610	308,610	315,180
	PERSONNEL SERVICES	884,784	862,300	849,970	827,870	827,870	844,970
<b>SUPPLIES</b>							
728.00	PUBLICATIONS	1,154	1,670	850	850	850	850
729.00	OPERATING SUPPLIES	3,853	2,080	3,500	3,650	3,650	3,800
731.00	LEIN/CLEMIS EXPENSE	30,918	30,680	35,880	31,850	31,850	33,150
743.00	UNIFORM ALLOWANCE	1,564	3,400	3,400	3,400	3,400	3,400
744.00	CLEANING ALLOWANCE	1,200	1,200	1,200	1,200	1,200	1,200
	SUPPLIES	38,689	39,030	44,830	40,950	40,950	42,400
<b>OTHER CHARGES</b>							
851.00	TELEPHONE	2,169	4,000	4,000	4,000	4,000	4,000
901.00	PRINTING & PUBLISHING	0	300	300	300	300	300
933.02	EQUIPMENT MAINTENANCE	27,517	29,690	35,330	33,620	33,620	33,670
933.04	RADIO & VEHICLE MAINT.	0	2,500	2,500	2,500	2,500	2,500
942.00	COMPUTER EQUIPMENT RENTAL	15,850	15,850	15,850	15,850	15,850	15,850
955.03	MEMBERSHIP & DUES	237	250	350	350	350	350
955.04	CONFERENCES & WORKSHOPS	4,771	2,960	2,960	4,330	4,330	4,330
955.05	DISPATCH TRAINING ACT 32	9,057	3,000	4,500	14,340	14,340	14,340
	OTHER CHARGES	59,601	58,550	65,790	75,290	75,290	75,340
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	0	0	0	81,940	81,940	0
	CAPITAL OUTLAY	0	0	0	81,940	81,940	0
<b>DISPATCH TOTAL</b>		983,074	959,880	960,590	1,026,050	1,026,050	962,710

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **702.00 Salaries and Wages Direct** – The decrease of \$17,850, or 3.3%, reflects the elimination of two part-time dispatch positions (\$63,863), the addition of a full-time dispatcher (\$47,010), and a reduction in overtime.
2. **706.00 Labor Burden** – The decrease of \$16,580, or 5.1%, is primarily the result of a decrease in retiree health-care contributions (\$36,750) and a decrease in pension contributions (\$5,150) as recommended by the City's actuary. These costs were offset by an increase in hospitalization costs (\$11,970), and an increase in defined 401a contributions (\$12,130) and retiree-health savings plan contributions (\$2,020).
3. **729.00 Operating Supplies** – The increase of \$1,570, or 75.5%, is to provide funding for supplies and equipment required for new CAD system.
4. **933.02 Equipment Maintenance** – The increase of \$3,930, or 13.2%, is to provide funding for other equipment maintenance and repairs such as video recorders and the 911 system.
5. **955.05 Dispatch Training Act 32** – The increase of \$11,340, or 378%, reflects increased funding from the State of Michigan for dispatcher state mandated training requirements.
6. **971.01 Machinery & Equipment** – The \$81,940 is for replacement of the 911 system.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$10,530, or 2%, reflects scheduled step increases for dispatchers who complete levels of training.
2. **706.00 Labor Burden** – The increase of \$6,570, or 2.1%, primarily reflects an increase in hospitalization costs (\$6,600) and an increase in retiree health-care contributions (\$750) as recommended by the City's actuary, and an increase in contributions to the defined 401a contribution (\$560) and health savings plans (\$90). These costs were offset by a decrease in pension contributions (\$2,380).

## *Performance Goals, Objectives and Measures*

**GOAL:** Consistent with the long-term municipal goals of supporting the vitality of both the residential and business communities as well as cultivating a safe, healthy and dynamic City, we will provide police presence through community-policing efforts. (*Long-Term Municipal Goals 1a, 1b, 2a, 2b, 3a, 3b, 4a, 4b*)

**OBJECTIVES:** To: 1) provide bike and motorcycle patrols throughout the City; 2) provide foot patrols in the Central Business District and in parks; 3) provide speakers to schools, churches and civic groups; 4) provide for high school and college students to “ride along” with patrol units.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Hours spent on bike patrols, residential	24	30	30	30
Hours spent on bike patrols, Central Business District	50	50	60	60
Hours spent on foot patrols	530	600	600	600
Number of speaking assignments	20	20	20	20
Number of student ride-along assignments	15	15	15	15
Hours spent on motorcycle patrol	130	200	200	200

<p align="center"><b><i>Performance Goals, Objectives and Measures</i></b></p>
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**GOAL:** To continue to be innovative in how services are provided to the community, we will further develop and increase officer competence in firearms use in both lethal and non-lethal weapons and tactics. (*Long-Term Municipal Goals 1a, 5*)

**OBJECTIVE:** To: 1) ensure that all officers qualify with their weapons at least once per calendar year; 2) continue to provide dynamic and comprehensive training in firearms proficiency and present additional non-lethal tactical instruction.

**MEASURES**

	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Number of hours spent in lethal and non-lethal weapons and tactics training	860	928	956	956

## ***Performance Goals, Objectives and Measures***

**GOAL:** To provide services that cultivate a safe and healthy City, we will continue to conduct operations to decrease juvenile use of tobacco and alcohol products through enforcement and education; also to continue to monitor all licensed businesses through inspections and decoy operations. *(Long-Term Municipal Goals 1a, 1b, 2a, 4a, 4b)*

**OBJECTIVE:** To: 1) assist schools with educational programming to combat juvenile tobacco and alcohol use; 2) conduct decoy operations at establishments selling alcohol; 3) conduct periodic inspections of all- licensed businesses to ensure that merchants are in compliance with state and local laws.

### **MEASURES**

	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Conduct inspections and decoy operations at establishments with liquor licenses to promote compliance with state and local liquor laws	58	80	84	88

## ***Performance Goals, Objectives and Measures***

**GOAL:** To promote safe driving through traffic-calming and enforcement strategies.  
(Long-Term Municipal Goals 1a, 1b, 2a, 2b, 3a, 4a, 4b)

**OBJECTIVE:** To: 1) meet with parent/teacher/student groups from elementary schools to develop and implement safety programs; 2) participate with Multi-Modal; 3) conduct (80) traffic counts on two lane local streets.

### **MEASURES**

	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Conduct meetings with school groups	7	10	10	10
Attend Multi-Modal Board meetings	8	12	12	12
Conduct (2) traffic counts per week as weather permits	7	50	80	80

## ***Performance Goals, Objectives and Measures***

**GOAL:** To be innovative and responsive in how services are provided to the community by conducting timely and thorough investigations of criminal activity. (*Long-Term Municipal Goals 1a, 1b, 2a, 2b, 3b, 4a, 4b*)

**OBJECTIVE:** To: 1) contact victims in all criminal cases for follow up/further investigation; 2) provide victims with information and strategies to reduce further victimization; 3) network with surrounding police agencies to share information regarding criminal activity and suspects, 4) continue participation with Crimedar and weekly press briefings; 5) to continue to utilize social media as a resource tool for public communications.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Percentage of victims contacted in criminal complaints for follow up to further investigation or provide information	100%	100%	100%	100%
Attend meetings with local law enforcement agencies to share information regarding crime	12	24	24	24
Crimedar and press briefings	52	52	52	52
Administer and update Police Department's Facebook page	0	52	52	52

## *Performance Goals, Objectives and Measures*

**GOAL:** To cultivate a healthy and safe City by promoting “Operation Medicine Cabinet” as an environmentally-friendly initiative as well as a deterrent to adolescent prescription drug abuse. (*Long-Term Municipal Goals 1a, 1b, 3a, 4a*)

**OBJECTIVE:** To: 1) Promote “Operation Medicine Cabinet” during school and community based speaking engagements; 2) allow residents to discard unused or expired medications in a responsible and eco-friendly manner.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Promote Operation Medicine Cabinet program to schools and community organizations	12	6	6	6
Number of collections and disposals of medications	67	80	80	80

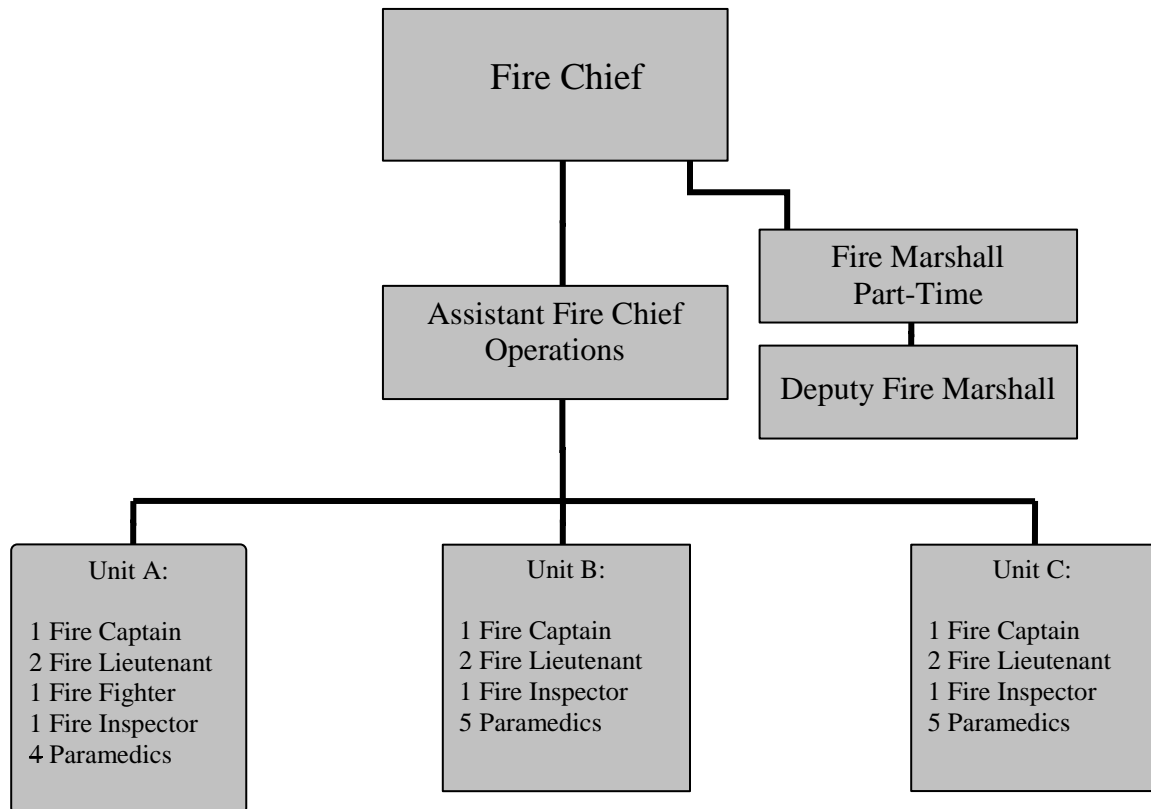




*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **DEPARTMENT SUMMARY**

### **Fire**



The Fire Department will respond to an estimated 2,000 emergencies throughout the City in the fiscal year 2016 – 2017. These emergencies include fires, emergency-medical-service (EMS) calls, rescues, motor-vehicle accidents, hazardous-materials spills and citizen assists. The Fire Department is also responsible for fire prevention, public education, fire-hydrant maintenance, fire-apparatus maintenance, training and building maintenance.

The Fire Prevention Bureau inspects all business, commercial and industrial occupancies, schools and multifamily dwellings. Building plans for new construction or additions to commercial buildings are reviewed by the Fire Marshal for fire code compliance. In 2014, a new fire code was adopted by the City and is now the International Fire Code (IFC) 2012 edition. All new commercial buildings and remodeled buildings are inspected for compliance with the International Fire Code. The Bureau conducts public fire-education classes for schools, civic clubs and businesses. The

Bureau taught fire safety to over 1,700 people in the schools and civic groups in 2014. The Fire Prevention Bureau also organizes the Fire Department Open House every October where hundreds of people visit the Adams station to explore their Fire Department and the services we provide as well as learning about fire safety in some fun and exciting ways.

The Fire Department also provides Advanced Life Support (ALS) emergency medical services to Birmingham's citizens and visitors. Firefighter/Paramedics continuously train to meet State, Oakland County and Base Hospital requirements. In November of 2012, the Fire Department began transporting EMS patients to local hospitals in lieu of using a private ambulance company. This new service enhances the level of patient care that we provide by keeping our paramedics with the patient from the response location all the way to the hospital. It also generates a revenue stream for the City that previously was paid to a private ambulance company. Since inception, EMS transport has brought in over \$916,299 to the City's general fund. The billing aspect of this new service is handled by an outside billing and collection vendor and is seamless to the patient.

Other services we offer include cardiopulmonary resuscitation (CPR) training for Family and Friends each month. The more in-depth American Heart Association Heart Saver Card course is taught on a quarterly basis. Schedules for both CPR classes are listed in the annual City calendar. Advanced registration for these classes is necessary and can be accomplished by calling the Adams Fire Station at (248) 530-1906. We provide free blood-pressure checks Monday through Saturday from 1:00 p.m. to 3:00 p.m. By appointment, the Department teaches proper infant car seat installation to Birmingham residents. Our paramedics also administer flu shots for City employees, along with tuberculosis (TB) testing for Fire Department personnel.

The Department spends many hours annually checking fire hydrants to ensure their proper operation during an emergency. The Department water-flow tests one-third of the City's hydrants each year. This ensures that the amount of water available to a hydrant has not changed and the hydrant functions properly when needed. Crews also check each hydrant several times throughout the winter months in search of leaking and possibly frozen hydrants. This means that we total approximately 5,000 visits every year to the fire hydrants in Birmingham.

The City currently has a rating of 3 with the Insurance Service Organization (ISO). This rating is used by the insurance providers to determine the rate charged for fire coverage (the lower the number on the scale of 1 to 10, the better the fire protection offered). Other factors taken into consideration for the ISO rating include emergency dispatch and the City's water supply system.

The Department maintains ten pieces of fire apparatus. This includes three pumpers – two in service and one reserve, one aerial truck, two ambulances – one in service and one in reserve, two staff cars, and two utility vehicles – one at each station. In 2012 the Department took delivery of a new pumper and a new ambulance. A second new pumper was delivered in the spring of 2013. All equipment is maintained and checked daily, including such specialty equipment as the "jaws of life," heart monitors and defibrillators, K-12 saw, combustible-gas detectors, carbon monoxide detectors, positive-pressure fans, ropes, self-contained breathing apparatus (SCBA) and much more. The Fire Service has continually broadened its scope of responsibility. Fire suppression has always been our primary responsibility and the Fire Department continues to train in suppression and rescue. However, through the years we have continued to evolve into a more efficient and

comprehensive emergency service provider. The Department added EMS in 1979, the Hazardous-Materials Response Team in 1986 and Technical Rescue capabilities in 1999, which includes very specialized training. Much of the Department's special team training is a cooperative effort and a shared expense with our seven mutual aid communities. Grant opportunities are continually researched and often acquired to help fund this specialized training. The training at the Fire Department continues to be more intensive and multifaceted than ever before.

The Fire Department maintains two fire stations: the Adams Fire Station and the Chesterfield Fire Station. The Adams Fire Station was rebuilt in the mid-1990s and reoccupied in June of 1997. The Chesterfield Station is the original from 1955 and is currently budgeted to be replaced with a new station in fiscal year 2016-2017.

The Birmingham Fire Department is part of the Oakway MABAS (Mutual Aid Box Alarm System) Interlocal Agreement, which includes Bloomfield Township, Ferndale, Madison Heights, Royal Oak, Southfield, Waterford Township and West Bloomfield Township. This agreement is used for day-to-day assistance with larger fires, multiple simultaneous EMS responses, hazardous materials and technical rescue calls. Combined department training sessions are conducted on a regular basis with costs and expertise being shared by all.

The Department's programs will continue to be modified, as needed, in order to maintain the most cost-effective operation for the community. We will endeavor to minimize the effect of these changes on our ability to provide the broad range of services that we deliver.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**FIRE**

101-336,000-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	2,491,071	2,510,350	2,528,760	2,554,380	2,554,380	2,560,790
706.00	LABOR BURDEN	2,339,079	2,190,740	2,100,690	2,416,390	2,416,390	2,419,680
	<b>PERSONNEL SERVICES</b>	<b>4,830,150</b>	<b>4,701,090</b>	<b>4,629,450</b>	<b>4,970,770</b>	<b>4,970,770</b>	<b>4,980,470</b>
<b>SUPPLIES</b>							
728.00	PUBLICATIONS	120	500	100	100	100	100
729.00	OPERATING SUPPLIES	31,038	31,000	31,000	31,000	31,000	31,620
731.00	LEIN/CLEMIS EXPENSE	4,435	4,800	4,800	4,800	4,800	4,900
735.00	BUILDING SUPPLIES	8,322	8,500	8,500	8,500	8,500	8,670
736.00	APPARATUS SUPPLIES	5,150	7,000	6,500	6,000	6,000	6,120
738.00	PUBLIC FIRE EDUCATION	3,865	4,000	4,000	4,000	4,000	4,080
741.00	MEDICAL SUPPLIES	19,194	19,000	19,000	19,000	19,000	19,380
743.00	UNIFORM ALLOWANCE	13,475	13,480	13,480	13,480	13,480	13,480
744.00	CLEANING ALLOWANCE	5,850	6,000	6,000	6,000	6,000	6,000
745.00	FOOD ALLOWANCE	20,825	22,280	22,280	22,950	22,950	22,950
	<b>SUPPLIES</b>	<b>112,274</b>	<b>116,560</b>	<b>115,660</b>	<b>115,830</b>	<b>115,830</b>	<b>117,300</b>
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	6,454	5,000	5,500	5,700	5,700	6,400
821.01	PHYSICAL EXAMINATIONS	0	2,300	0	830	830	830
851.00	TELEPHONE	5,396	4,300	4,300	4,300	4,300	4,390
901.00	PRINTING & PUBLISHING	140	500	500	500	500	500
920.00	ELECTRIC UTILITY	23,998	25,500	25,500	25,500	25,500	25,500
921.00	GAS UTILITY CHARGES	13,622	18,000	12,000	16,000	16,000	16,000
922.00	WATER UTILITY	5,588	6,500	6,500	6,500	6,500	6,500
930.05	BUILDING MAINTENANCE	0	0	0	4,000	4,000	4,000
933.01	FIRE APPARATUS MAINTENANC	6,808	13,000	15,000	14,000	14,000	14,280
933.02	EQUIPMENT MAINTENANCE	32,008	20,200	20,200	20,200	20,200	20,600
941.00	EQUIPMENT RENTAL OR LEASE	154,000	154,000	154,000	154,000	154,000	154,000
942.00	COMPUTER EQUIPMENT RENTAL	40,750	40,750	40,750	40,750	40,750	40,750
955.01	TRAINING	12,635	14,500	14,500	14,750	14,750	14,750
955.03	MEMBERSHIP & DUES	5,462	6,030	6,030	5,640	5,640	5,750
955.04	CONFERENCES & WORKSHOPS	687	2,500	1,250	1,250	1,250	1,280
	<b>OTHER CHARGES</b>	<b>307,548</b>	<b>313,080</b>	<b>306,030</b>	<b>313,920</b>	<b>313,920</b>	<b>315,530</b>
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	23,466	28,982	28,980	19,500	19,500	16,000
977.00	BUILDINGS	6,251	0	0	0	0	0
	<b>CAPITAL OUTLAY</b>	<b>29,717</b>	<b>28,982</b>	<b>28,980</b>	<b>19,500</b>	<b>19,500</b>	<b>16,000</b>
<b>FIRE TOTAL</b>		<b>5,279,689</b>	<b>5,159,712</b>	<b>5,080,120</b>	<b>5,420,020</b>	<b>5,420,020</b>	<b>5,429,300</b>

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **702.00 Salaries and Wages Direct** – The increase of \$44,030, or 1.8%, reflects the addition of a full-time deputy fire marshal position and a reduction in longevity payments as newly hired firefighters replace retired employees.
2. **706.00 Labor Burden** – The increase of \$225,650, or 10.3%, is primarily the result of an increase in retiree health-care contributions (\$147,950) as recommended by the City's actuary, an increase in hospitalization costs (\$76,200) and an increase in contributions to the defined 401a contribution (\$33,830) and retiree health savings plan (\$3,900). These increases were partially offset by a decrease in retirement pension contributions (\$41,650).
3. **811.00 Other Contractual Service** – The increase of \$700, or 14%, represents preventative maintenance for the generator at Adams Fire Station.
4. **930.05 Building Maintenance** – This account was added to track routine building maintenance costs.
5. **955.04 Conferences & Workshops** – The decrease of \$1,250, or 50%, represents a decrease in staff attending conferences.
6. **971.01 Machinery & Equipment** – The \$19,500 is for firefighter turnout gear, replacement of hoses, nozzles and couplings, apparatus speakers, and various technical rescue equipment.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$6,410, or .3% reflects scheduled step increases and an increase in longevity payments.
2. **706.00 Labor Burden** – The increase of \$3,290, or .1%, primarily reflects an increase in hospitalization costs (\$33,770), an increase in retiree health-care contributions (\$6,780) as recommended by the City's actuary, and an increase in defined 401a contributions (\$2,890). This was partially offset by a decrease in retirement contributions (\$41,280) as recommended by the City's actuary.
3. **811.00 Other Contractual Service** – The increase of \$700, or 12.3%, represents preventative maintenance for the generator at Chesterfield Fire Station.
4. **971.01 Machinery & Equipment** – The \$16,000 is for firefighter turn-out gear, and the replacement of hoses, nozzles and couplings, and various technical rescue equipment.

## *Performance Goals, Objectives and Measures*

**GOAL:** To ensure all fire hydrants perform as expected. Report any deficient areas to the Department of Public Services (DPS). (*Long-Term Municipal Goals 1a,5*)

**OBJECTIVE:** To inspect each hydrant annually. Conduct winter checks. Flow test one-third of all the hydrants each year. Update any changes in the existing flow records.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Number of hydrants maintained	864	860	850	840
Number of hydrants flow tested	287	287	287	287
Number of hydrants reported to DPS for repair	31	35	35	35
Percent repaired	100%	100%	100%	100%

## *Performance Goals, Objectives and Measures*

**GOAL:** To provide appropriate fire training that meets or exceeds Michigan State Firefighters Training Council (MSFTC) or National Fire Protection Association (NFPA) standards. To enhance live video conferencing with other agencies and keep training at a high level while reducing overtime expenses. (*Long-Term Municipal Goals 1b, 2a*)

**OBJECTIVE:** To maintain all fire training, certificates and standards for fire personnel during the year.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Number of personnel participating in monthly training sessions	24	27	27	27
Number of personnel participating in apparatus-driver training	24	27	27	27
Number of personnel participating in hazardous-material training	24	27	27	27
Number of personnel participating in incident-command training	26	29	29	29
Number of personnel participating in mandated Michigan Occupational Safety and Health Act (MIOSHA) training	26	29	29	29
Percentage of employees participating in training during the year	100%	100%	100%	100%



### ***Performance Goals, Objectives and Measures***

**GOAL:** To maintain standards set forth by the Oakland County Medical Control Board for optimal medical response. (*Long-Term Municipal Goals 1b, 2a,2b*)

**OBJECTIVE:** To provide medical response times not to exceed four minutes from receipt of call to time on scene for 90% of emergency medical calls for the year.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Average response time	2:84	3:00	3:00	3:00
Percent of EMS call responses at two minutes or less	62%	70%	70%	70%

**GOAL:** To provide CPR training to the general public that meets the American Heart Association course requirements of Family and Friends and Heart-saver Standards and the Oakland County Medical Control Board Letter of Compliance. (*Long-Term Municipal Goals 1a,1b,2b*)

**OBJECTIVE:** To maintain the number of individuals trained by the Birmingham Fire Department paramedics in CPR.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
CPR students	62	90	90	90
Percentage of students completing CPR training	100%	100%	100%	100%

## *Performance Goals, Objectives and Measures*

**GOAL:** To assist City of Birmingham residents in monitoring their blood pressure through regular screening at the Birmingham Fire Department. *(Long-Term Municipal Goals 1a, 1b, 2b)*

**OBJECTIVE:** To: 1) increase the number of free blood-pressure screenings for City residents at the fire department; and 2) provide blood-pressure screening to the general public, Monday through Friday from 1:00 p.m. to 3:00 p.m.

### **MEASURES**

	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Blood-pressure readings	92	120	120	120
Percentage change from prior year	28%	0%	0%	0%

## *Performance Goals, Objectives and Measures*

**GOAL:** To protect the lives and property of residents and visitors to the City. Reduce the severity and occurrence of fires within the City. (*Long-Term Municipal Goals 2b,3b,4a*)

**OBJECTIVE:** To: 1) provide fire inspections on all industrial buildings, business occupancies, multi-family dwellings and schools; 2) perform pre-incident surveys on sites that include high-occupancy, tactical challenges and hazardous-material concerns.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Fire inspections conducted in all buildings except single and duplex residential occupancies	1382	1340	1407	1450
Pre-planning inspections of locations with hazardous materials	3	10	10	10
Percentage of occupancies that complied with information required under "Right To Know" laws	88%	100%	100%	100%
Percent of commercial buildings inspected	19%	25%	30%	33%

## **DEPARTMENT SUMMARY**

### **Emergency Preparedness**

The Emergency Preparedness Division coordinates the City's Emergency Operations Plan and works closely with the Michigan State Police Emergency Management Division to prepare for potential emergency/disaster operations. The Division provides for the activation, organization, and operation of the City of Birmingham's Emergency Operations Center (EOC). An EOC is established to organize, coordinate and direct the actions of the City of Birmingham's disaster relief forces in the event of a disaster.

The Emergency Action Guides (EAGs) and basic plan are under the supervision of the Fire Chief, who acts as the Emergency Management Coordinator, and the Assistant Fire Chief, who acts as Assistant Coordinator.

The Emergency Preparedness Division is the coordinating point for operations during any natural or other disasters where coordination of multiple agencies is necessary. These agencies may include other City departments, state and federal agencies, and/or representatives from other emergency-response agencies. The Division conducts annual exercises consisting of topics such as natural disasters, technological disasters, and terrorist events.

The Emergency Preparedness Division also handles the Homeland Security Grants and purchases specialized machinery and equipment to improve the City's overall preparedness.

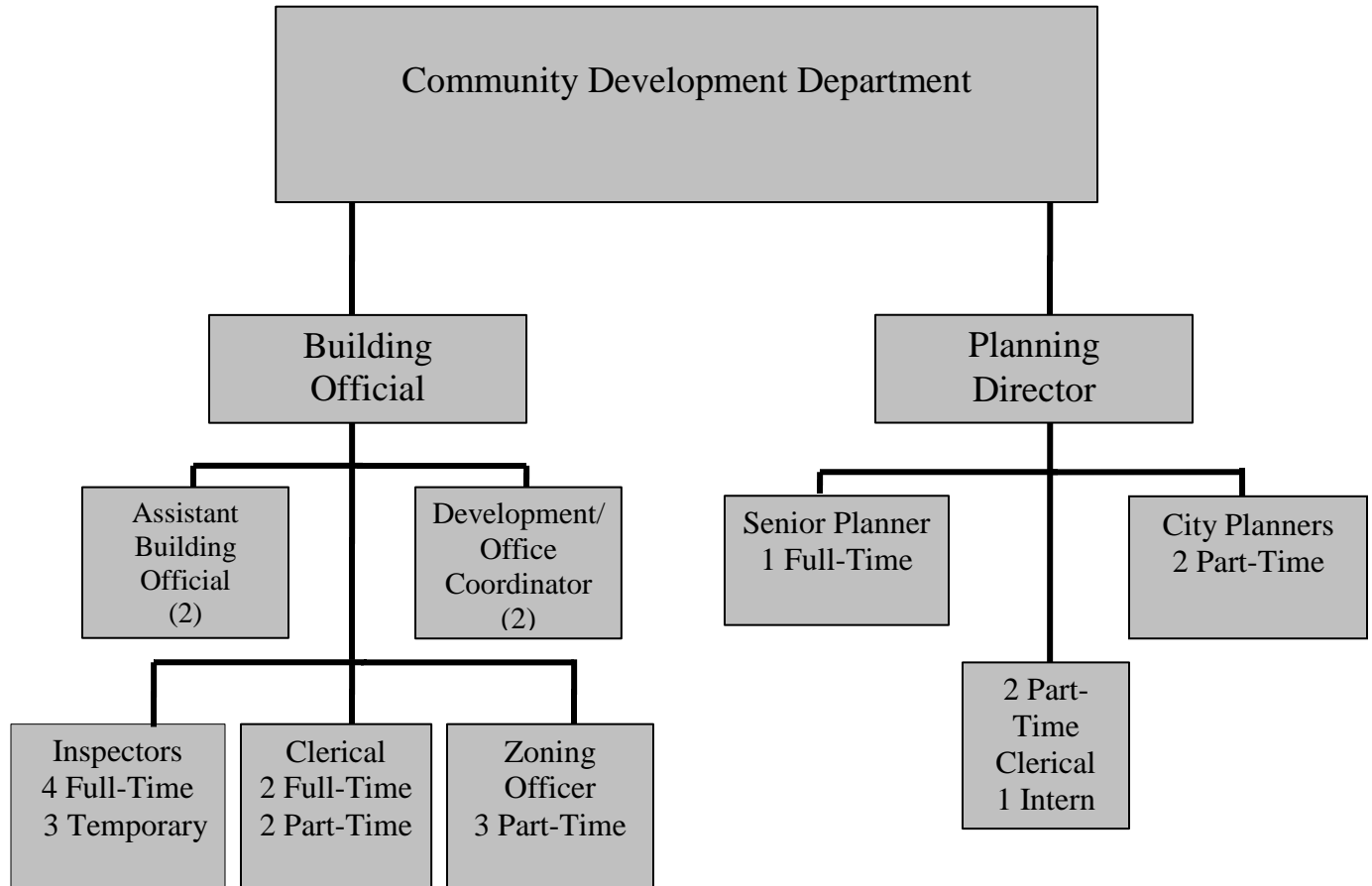
CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
EMERGENCY PREPAREDNESS

101-337.000-

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT. REQUEST	MANAGER RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
SUPPLIES							
728.00	PUBLICATIONS	0	150	150	150	150	150
729.00	OPERATING SUPPLIES	675	5,000	5,000	5,000	5,000	5,000
	SUPPLIES	675	5,150	5,150	5,150	5,150	5,150
OTHER CHARGES							
851.00	TELEPHONE	662	1,000	750	750	750	750
955.01	TRAINING	450	500	600	500	500	500
955.03	MEMBERSHIP & DUES	3,000	3,000	3,000	3,000	3,000	3,000
	OTHER CHARGES	4,112	4,500	4,350	4,250	4,250	4,250
EMERGENCY PREPAREDNESS TOTAL		4,787	9,650	9,500	9,400	9,400	9,400

## DEPARTMENT SUMMARY

### Community Development



The Community Development Department is responsible for the issuance of all construction permits and related inspections and provides professional advice regarding planning, zoning and community-development issues. Staff members meet with developers, architects, builders and property owners to discuss potential new construction, as well as renovation of existing commercial buildings and historic and non-historic residences.

The Community Development Department also functions as a clearinghouse to answer questions concerning future development in and around the Central Business District and the City as a whole. The Community Development Department carries out studies and formulates reports relating to: zoning; land use; subdivision of land; population; housing; parking; history; urban design; and other information pertinent to City-wide development concerns.

The Community Development Department is responsible for administering the State Construction Code, Birmingham Zoning Ordinance, the Downtown Birmingham 2016 Plan, The Birmingham Master Plan, the Eton Road Corridor Plan, the Triangle District Urban Design Plan, the Multi-Modal Master Plan and the official Zoning Map. Additionally the Community Development Department is responsible for revisions to the Zoning Ordinance, Sign Ordinance, and Historic District and Sites Ordinances when deemed necessary by the City Commission.

The Community Development Department reviews all plans submitted regarding the development of property located within the City of Birmingham. The Department assists applicants through the entire application process for rezoning, site plans, subdivision plats, lot splits and combinations, historic preservation, special land use permits (SLUP's), temporary and permanent signage plan review, permitting, and final inspection and occupancy.

The Department is also responsible for certain aspects of the Nuisance Ordinance; conducting inspections pertaining to initial merchant licenses; rental housing and water and sewer cross-connections; public safety on construction sites; and the inspection of day-care facilities and swimming pools.

The Community Development Department also provides staff assistance to the: City Commission; Planning Board; Historic District Commission; Historic District Study Commission; Design Review Board; Brownfield Redevelopment Authority; Corridor Improvement Authority; Board of Zoning Appeals; Multi Modal Transportation Board; Public Arts Board; Building Trades Board of Appeal; and Housing Board of Appeal. Responsible for both commercial and residential building and planning, the Community Development Department drafts policies designed to guide the future development of the City of Birmingham. The Planning Department is also responsible for representing Birmingham in regional planning efforts with neighboring municipalities and regional partners.

The Building Official coordinates development/redevelopment activities across City departments. In this capacity, the Building Official will ensure that City departments operate seamlessly with regard to development activities.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**PLANNING**

101-721.000-

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	250,360	284,000	266,100	330,280	291,800	292,000
706.00	LABOR BURDEN	162,765	153,370	151,340	164,490	137,060	139,500
	PERSONNEL SERVICES	413,125	437,370	417,440	494,770	428,860	431,500
<b>SUPPLIES</b>							
728.00	PUBLICATIONS	445	500	820	500	500	500
729.00	OPERATING SUPPLIES	1,992	1,500	1,500	1,550	1,550	1,600
	SUPPLIES	2,437	2,000	2,320	2,050	2,050	2,100
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	8,397	113,500	28,000	58,000	133,000	48,000
825.01	DOWNTOWN ACTION PLAN	0	25,000	25,000	110,000	20,000	110,000
851.00	TELEPHONE	2,600	2,500	2,750	2,500	2,500	2,500
901.00	PRINTING & PUBLISHING	4,388	5,400	4,500	5,000	5,000	5,000
933.02	EQUIPMENT MAINTENANCE	1,605	1,500	1,140	1,500	1,500	1,500
942.00	COMPUTER EQUIPMENT RENTAL	20,020	20,020	20,020	20,020	20,020	20,020
955.01	TRAINING	0	1,620	1,000	1,920	1,920	1,920
955.03	MEMBERSHIP & DUES	2,273	2,210	2,200	2,500	2,500	2,500
955.04	CONFERENCES & WORKSHOPS	1,237	1,600	1,650	2,400	2,400	2,400
	OTHER CHARGES	40,520	173,350	86,260	203,840	188,840	193,840
<b>CAPITAL OUTLAY</b>							
972.00	FURNITURE	1,537	1,600	1,550	1,000	0	0
	CAPITAL OUTLAY	1,537	1,600	1,550	1,000	0	0
<b>PLANNING TOTAL</b>		457,619	614,320	507,570	701,660	619,750	627,440



## Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget

1. **702.00 Salaries and Wages Direct** – The increase of \$46,280, or 16.3%, reflects the addition of a full-time GIS technician/city planner position.
2. **706.00 Labor Burden** – The increase of \$11,120, or 7.3%, is the result of an increase in hospitalization costs (\$18,280), pension contributions (\$620), defined 401a contributions (\$8,720), retiree health savings contributions (\$2,340), and other associated benefit increases associated with the additional position. Offsetting the increases is a decrease in retiree health-care contributions (\$24,610) as recommended by the City's actuary.
3. **811.00 Other Contractual Service** – The \$58,000 is for a Rail District linear park plan (\$5,000), traffic consulting services (\$10,000), document imaging services (\$10,000), and a bike-pedestrian count at twelve locations (\$8,000), neighborhood wayfinding signs (\$10,000) and bike racks (\$15,000).
4. **825.01 Downtown Action Plan** – The \$110,000 is for a downtown master plan (\$90,000) and wayfinding post mounted via signs (\$20,000).
5. **972.00 Furniture** – The \$1,000 is for the replacement of three office chairs.

## Manager Adjustment to Department-Requested Amounts

<u>Account Number</u>	<u>Description</u>	<u>Amounts</u>
702.00	Salaries and Wages Direct – Eliminate full-time GIS technician/city planner position and add part-time planner position.	(\$38,480)
706.00	Labor Burden – Eliminate full-time GIS technician/city planner position and add part-time planner position.	(\$27,430)
811.00	Other Contractual Service – Move master plan update to 2016-2017	\$80,000
	Reduce amount for wayfinding signs	(\$5,000)
825.01	Downtown Action plan – Move downtown master plan to 2017-2018	(90,000)
972.00	Furniture – Remove office chairs	(1,000)
Total adjustments		<u>(\$ 81,910)</u>

### *Significant Notes to 2017-2018 Planned Amounts*

1. **706.00 Labor Burden** – The increase of \$2,440, or 1.8%, reflects an increase in hospitalization costs (\$2,990) and an increase in retiree health-care contributions (\$480) as recommended by the City’s actuary. These costs were partially offset by a decrease in pension contributions (\$1,050).
2. **811.00 Other Contractual Service** – The \$48,000 is for neighborhood wayfinding signs (\$5,000), a bike-pedestrian count at twelve locations (\$8,000), bike racks (\$15,000) document imaging services (\$10,000), and traffic engineering services (\$10,000).
3. **825.01 Downtown Action Plan** – The \$110,000 is for the downtown master plan update (\$90,000) and wayfinding post mounted via signs (\$20,000).

## ***Performance Goals, Objectives and Measures***

**GOAL:** To facilitate citizen involvement in the development process and to implement City policies and regulations effectively. (*Long-Term Municipal Goals 1,2,4*)

**OBJECTIVE:** To provide professional guidance and technical assistance to the City Manager, City Commission, City Boards/Commissions, neighborhoods, property owners and residents.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Planning Board meetings	21	20	20	20
Joint Planning Board/City Commission meetings	2	2	2	2
City Commission Meetings	24	24	24	24
Board of Zoning Appeals meetings	10	8	7	7
Design Review Board meetings	10	10	10	10
Historic District Commission meetings	10	10	10	10
Historic District Study Committee meetings	0	0	1	0
Brownfield Redevelopment Authority meetings	3	4	3	3
Manager Staff meetings	45	45	45	45
Public design workshops/charrettes	3	1	1	1
Public educational seminars	2	1	1	1
Ordinance amendments	8	60	8	5
Rail District Sign Ordinance mtgs	0	0	0	0
Corridor Improvement Authority	2	1	3	3
Utilize website to communicate City projects and events with the public	Yes	Yes	Yes	Yes
Utilize e-notify to communicate with public regarding board activities	Yes	Yes	Yes	Yes
Provide CityMapping services online	Yes	Yes	Yes	Yes
Production filming info online	Yes	Yes	Yes	Yes

## ***Performance Goals, Objectives and Measures***

**GOAL:** To improve the character of the built environment by preserving and enhancing the architectural, cultural and historic character of Birmingham.  
(*Long-Term Municipal Goals 3,4,5*)

**OBJECTIVE:** To review and implement public and private initiatives to ensure the overall enhancement of the aesthetic environment of the City.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
New outdoor dining establishments	3	2	3	2
Wayfinding and signage program	4	1	1	1
Newsrack program (Total installed)	14	13	10	10
New Historic markers (Total installed)	0	2	2	2
Bike Racks Downtown	4	10	10	10
Civic space improvements	2	2	2	2
Right-of-way landscaping enhancements	0	1	1	1
Streetscape plans	3	3	2	2
Rail District Committee meetings	0	3	5	0
Approved alley and sign ordinances and plans	Yes	Yes	Yes	Yes
Implementation of the 2016 Plan	Yes	Yes	Yes	Yes
Implementation of the Eton Road Corridor Plan	Yes	Yes	Yes	Yes
Implementation of the Triangle Plan	Yes	Yes	Yes	Yes
Implementation of Alleys and Passages Plan	Yes	Yes	Yes	Yes
Implementation of Multi-Modal Plan	N/A	Yes	Yes	Yes

## ***Performance Goals, Objectives and Measures***

**GOAL:** To verify through plan review and permit processes that plans, specifications and engineering calculations meet the requirements of the City's adopted building codes, Zoning Ordinance and other adopted regulations. (*Long-Term Municipal Goals 2,3,4*)

**OBJECTIVE:** To process applications, in conjunction with the Engineering, Public Services, Fire and Police departments.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Community impact studies reviewed	4	6	3	3
Lot divisions reviewed	3	3	2	2
Site plans reviewed	40	42	35	35
Sign plans reviewed – Non-historic	38	35	33	33
Sign plans reviewed – Historic	21	20	19	19
Special Land Use Permit (SLUP) plans reviewed	18	12	12	12
Design plans reviewed – Non-historic	13	12	10	10
Historic design plans reviewed	12	10	10	10
Pre-Application Discussions	4	3	2	2
Regulated uses reviewed	0	1	1	1
Temporary use permits reviewed	7	2	2	2
Rezoning applications reviewed	3	5	1	1
Administrative approvals	142	120	120	120
Production film permits reviewed	13	9	9	9
Zoning Compliance Letters	6	10	8	8
Conduct regular staff meetings	12	30	25	25

## ***Performance Goals, Objectives and Measures***

**GOAL:** To encourage a diverse and viable community by recognizing the common interests of the business and residential communities. (*Long-Term Municipal Goals 1,3,4,5*)

**OBJECTIVE:** To promote and plan for sustainable and responsible development throughout the City to ensure property values remain strong.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Green Committee meetings	0	1	1	1
Green initiatives	0	1	1	1
Coordination meetings (CDD, Eng, DPS, GIS & PSD)	50	45	45	45
Bistros	1	1	2	2
Speaking engagements	5	5	5	5
Conference exhibits	1	1	1	1
Broker roundtable sessions	0	1	1	1
Promotional materials	0	1	1	1
Expansion of GIS system	0 new layers	6 new layers	3 new layers	1 new layer
Eton Road sidewalk plan	Portion of Phase 3	Portion of Phase 3	Remainder of Phase 3	Completed
Pedestrian enhancements	Yes	Yes	Yes	Yes
Address public parking needs in the Triangle District	Draft TIF Plan	Adopt TIF Plan	Yes	Yes
Establish Birmingham/Troy Transit Center	N/A	Completed	Completed	Completed
Encourage best practices for sustainable development	Yes	Yes	Yes	Yes
Data integrity and management	Yes	Yes	Yes	Yes

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**BUILDING**

101-371.000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	760,654	823,000	866,950	924,980	924,980	925,180
706.00	LABOR BURDEN	612,773	600,830	634,030	570,660	570,660	583,050
	PERSONNEL SERVICES	1,373,427	1,423,830	1,500,980	1,495,640	1,495,640	1,508,230
SUPPLIES							
728.00	PUBLICATIONS	1,442	30,100	30,100	15,000	15,000	2,000
729.00	OPERATING SUPPLIES	5,708	7,500	7,500	7,500	7,500	7,500
	SUPPLIES	7,150	37,600	37,600	22,500	22,500	9,500
OTHER CHARGES							
804.01	ENGINEERING CONSULTANTS	0	1,000	1,000	1,000	1,000	1,000
811.00	OTHER CONTRACTUAL SERVICE	126,866	210,000	264,580	310,000	310,000	290,000
851.00	TELEPHONE	8,253	9,500	9,500	9,500	9,500	9,500
861.00	TRANSPORTATION	31	100	100	100	100	100
901.00	PRINTING & PUBLISHING	5,486	5,000	5,000	5,500	5,500	5,500
933.02	EQUIPMENT MAINTENANCE	1,787	2,000	2,000	2,000	2,000	2,000
935.01	PROPERTY MAINT/VIOLATIONS	219	2,000	2,000	2,000	2,000	2,000
941.00	EQUIPMENT RENTAL OR LEASE	18,000	21,000	21,000	21,000	21,000	21,000
942.00	COMPUTER EQUIPMENT RENTAL	63,488	57,600	57,600	57,600	57,600	57,600
955.01	TRAINING	1,888	3,260	5,690	7,090	7,090	4,500
955.03	MEMBERSHIP & DUES	1,602	3,220	3,550	2,900	2,900	1,990
955.04	CONFERENCES & WORKSHOPS	4,619	4,500	4,500	4,900	4,900	4,900
	OTHER CHARGES	232,239	319,180	376,520	423,590	423,590	400,090
CAPITAL OUTLAY							
972.00	FURNITURE	14,544	1,000	4,500	35,500	35,500	100,000
	CAPITAL OUTLAY	14,544	1,000	4,500	35,500	35,500	100,000
BUILDING TOTAL							
		1,627,360	1,781,610	1,919,600	1,977,230	1,977,230	2,017,820

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **702.00 Salaries and Wages Direct** – The increase of \$101,980 or 12.4%, reflects an increase in overtime costs, the addition of a full-time assistant building official position and a full-time clerical position which was eliminating a full-time code enforcement officer position.
2. **706.00 Labor Burden** – The decrease of \$30,170, or 5%, is primarily the result of a decrease in retiree health-care contributions (\$90,650) and a decrease in pension contributions (\$9,370) as recommended by the City's actuary. These decreases were offset by an increase in hospitalization costs (\$52,860), an increase in defined 401a contributions (\$5,400) and retiree health savings contributions (\$1,300).
3. **728.00 Publications** – The decrease of \$15,100, or 50.2%, reflects the purchase of a large portion of the essential reference of code standards as directed by the state construction code commission in fiscal year 2015-2016.
4. **811.00 Other Contractual Service** – The increase of \$100,000, or 47.6%, is for additional inspection services and continuing software implementation of online inspections.
5. **972.00 Furniture** – The \$35,500 is for the copier workstation upgrade, the replacement of chairs in meeting rooms, additional storage cabinets, development of furniture layout master plan including public counter redesign, and a touchscreen computer for the conference room.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **706.00 Labor Burden** – The increase of \$12,390, or 2.2%, reflects an increase in hospitalization costs (\$13,740) and an increase in retiree health-care contributions (\$1,770) which were offset by a decrease in pension contributions (\$3,150).
2. **728.00 Publications** – The decrease of \$13,000, or 86.7%, reflects the completion of a purchase of code standard reference material in 2015-2016 and 2016-2017.
3. **811.00 Other Contractual Service** – The decrease of \$20,000, or 6.5%, reflects the software implementation of online inspections completed in the 2016-2017 fiscal year.
4. **972.00 Furniture** – The \$100,000 is for public counter upgrades and furniture for support staff.



## ***Performance Goals, Objectives and Measures***

**GOAL:** To ensure the public health, safety, and welfare for persons who live, work, or engage in recreation within the City in a fair and consistent manner while providing the highest level of customer service. (*Long-Term Municipal Goals 1a, 1b,2b, 3b*)

**OBJECTIVE:** To: 1) promote the strength of our neighborhoods and business districts by assisting the public in all aspects of the construction permit process; 2) provide accurate plan reviews; 3) provide thorough building, electrical, mechanical, and plumbing inspections.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
<i>Permits:</i>				
Total permits issued	4,484	4,884	5,126	5,526
Building permits issued	1,387	1,444	1,516	1,554
Mechanical permits issued	1,284	1,451	1,523	1,562
Plumbing permits issued	805	910	955	979
Electrical permits issued	1,008	1,079	1,132	1,161
<i>Plan Reviews:</i>				
Plan reviews performed	1,114	1,170	1,228	1,290
Residential plans reviewed	961	987	1,027	1,086
Commercial plans reviewed	153	183	201	204
<i>Inspections:</i>				
Total inspections performed	12,559	14,142	15,132	15,889
Building inspections	6,085	6,682	7,149	7,507
Mechanical inspections	2,242	2,533	2,711	2,846
Plumbing inspections	1,734	1,942	2,078	2,182
Electrical inspections	2,498	2,985	3,194	3,354
<i>Ordinance:</i>				
Board of Zoning Appeals applications	33	36	40	41
Lot rearrangement applications	12	14	17	20
Special event reviews and inspections	199	215	225	230
Business license reviews and inspections	297	305	315	320

## *Performance Goals, Objectives and Measures*

**GOAL:** To ensure and maintain the aesthetic charm and characteristics of our neighborhoods and business districts; and encourage continued reinvestment in the City by promoting compliance with the International Property Maintenance Code. (*Long-Term Municipal Goals 1a, 1b, 2a, 2b, 3a, 3b, 4a, 4b*)

**OBJECTIVE:** To: 1) support the success and growth of the community by fostering a collaborative approach between staff, citizens and business owners; 2) perform thorough inspections of dwelling unit rental properties; regular inspections of vacant properties and construction sites; conduct general patrols of both residential and commercial districts; and to respond to citizen complaints.

### MEASURES

	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
<i>Code Enforcement:</i>				
Total Enforcement Cases	1,766	1,920	2,223	2,334
Property maintenance:				
Commercial	230	266	293	308
Residential	164	194	214	224
Construction site maintenance	595	735	918	964
Illegal sign cases	286	225	248	260
Miscellaneous cases	491	500	550	578
<i>Rental Program:</i>				
Rental inspections	1,277	1,450	1,480	1,435
Biennial rental inspections	1,009	1,075	1,055	1,035
Rental re-inspections	268	375	425	400
Rental licenses issued	809	800	825	830
Licensed rental units	1,851	1,845	1,860	1,865

## ***Performance Goals, Objectives and Measures***

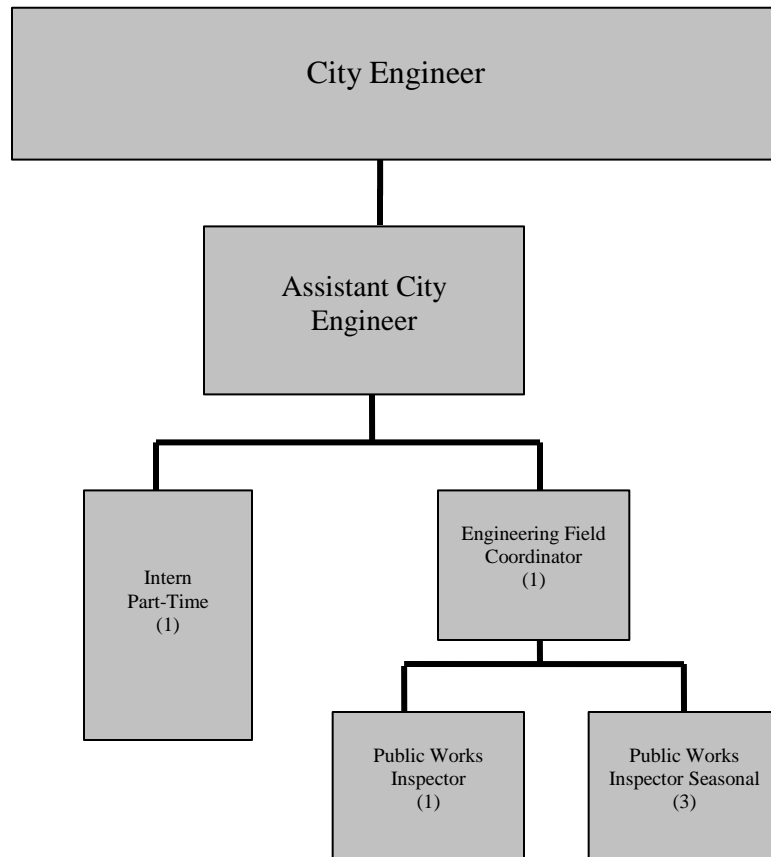
**GOAL:** Utilize the strength of our resources to help insure the economic success of the City by developing innovative methods of service delivery. (*Long-Term Municipal Goals 1a, 2a, 2b*)

**OBJECTIVE:** To help maximize development potential within the City by increasing accountability, transparency and communication with developers, permit applicants and holders, residents, business owners and other City departments.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Streamline inspection request process by Implementation of online inspection scheduling module	5%	75%	90%	100%
Develop “quick enforcements” in code enforcement module to simplify complaint processing	5%	25%	75%	100%
Increase plan review efficiency with computerized quick-text checklists with automated result reports	--	50%	75%	100%
Increase inspection accuracy, accountability, and efficiency with computerized quick-text checklists with result text notifications to customers	--	50%	90%	100%

## **DEPARTMENT SUMMARY**

### **Engineering**



Through most of its history, the Engineering Department has acted as a separate department. Taking advantage of attrition, the department moved from operating with five full-time positions in 1996 to two in 2011. With demands for continued infrastructure improvements as well as the need to oversee increasing private development, the City reinstated the Field Coordinator position to full-time status in 2013. To encourage retention of field staff, as well as keep up with recordkeeping, one full time inspector position was reinstated in 2015. Due to fluctuating needs, individual project inspection is being conducted cost efficiently by hiring seasonal employees who work during the construction season only. The full-time field positions are assisting with winter time field activities as well as maintaining records during the months of December through March.

The Engineering Department is responsible for numerous activities which include:

- Planning, designing, estimating costs of, writing specifications for, supervising, inspecting and controlling street, sewer, water, sidewalk, parking and miscellaneous construction projects.
- Keeping and maintaining City maps and miscellaneous records pertaining to streets, sewers and the water system.
- Issuing permits for and inspecting sidewalks, drive approaches, curb cuts, soil erosion control, special treatments, street obstructions and storm-water runoff. The Engineering Department is also responsible for issuing permits to utility companies for construction in public rights-of-way.
- Supervising the parking-system management company's operation of the City's attended parking facilities. The Department is responsible for working with the Advisory Parking Committee, including the preparation of studies, reports, meeting minutes, etc. The Engineering Department also oversees the issuance and use of monthly parking-structure permits as well as permits for Parking Lot No. 6. New this past year, the department is overseeing the progress of the Ad Hoc Parking Development Committee, charged with studying and recommending two large scale projects on parking properties on the Pierce St. and N. Old Woodward Ave. Parking Structure properties.
- Assisting the Planning and Police Depts. with the operation of the Multi-Modal Transportation Board, which reviews and provides direction on all upcoming City street projects and transportation related special projects.

The City Engineer is designated as Water Superintendent. As such, the City Engineer has a number of responsibilities under Chapter 114 of the City Code. The Engineer is the City's representative on the Board of Directors for the Southeastern Oakland County Water Authority.

The City Engineer is currently designated as the medium-sized communities' representative for the Oakland County Federal Aid Committee. The Engineering Department endeavors each year to secure federal funding for road repairs and reconstruction as they become available.

Engineering is responsible for construction and analysis of the City sewer system and administered the City's Combined Sewer Overflow (CSO) projects, which were completed and placed in operation in 1998. The City Engineer takes an active role in overseeing the Oakland County Water Resource Commissioner's staff activities as it pertains to its impact on Birmingham's sewer system and Sewer Fund.

The Department has well-established programs to comply with rules issued by the Michigan Department of Environmental Quality (MDEQ) and Federal Court with the goal of reducing pollution by controlling pollution discharges and enhancing storm-water quality. The City is in full compliance with MDEQ's National Pollution Discharge Elimination System (NPDES) requirements and has taken the initiative to go beyond these requirements. In addition, the City initially entered into a voluntary "General Permit" encouraged by MDEQ and Federal Court. Since

March 2003, Birmingham and surrounding communities are required to meet the provisions of the mandated “Phase II Storm Water Permit.” The Engineering Department is taking the lead, with the support of City residents, to improve the water quality of the Rouge River and Quarton Lake. This is being accomplished with funding assistance from the Rouge Program Office (RPO) and in conjunction with a watershed cooperative effort with the Oakland County Water Resources Commissioner’s office and fourteen other communities tributary to the Rouge.

The Engineer is also designated as Street Administrator and, as such, is responsible for supervising activities of the City’s highway funds and reporting them to the Michigan Department of Transportation.

The Engineering Department reports street light outages to DTE Energy. The Department also handles requests from citizens for the installation of street lights. Scheduled upgrades and updates to the City’s street lighting system are also overseen.

The Engineering Department also is responsible for other activities, such as dealing with floodplain matters and soil erosion control.

The Engineering Department has supported the Community Development Department in providing technical advice on drainage review of building plans and a downtown action plan which will enhance the functionality and beauty of the downtown.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**ENGINEERING**

101-441.001-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	471,482	522,300	534,110	542,500	542,500	542,500
706.00	LABOR BURDEN	209,318	228,900	220,760	250,950	250,950	254,610
	PERSONNEL SERVICES	680,800	751,200	754,870	793,450	793,450	797,110
SUPPLIES							
729.00	OPERATING SUPPLIES	1,269	2,000	1,700	1,700	1,700	1,700
	SUPPLIES	1,269	2,000	1,700	1,700	1,700	1,700
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	182	0	0	0	0	0
851.00	TELEPHONE	4,208	3,000	4,210	4,210	4,210	4,210
901.00	PRINTING & PUBLISHING	351	300	350	350	350	350
933.02	EQUIPMENT MAINTENANCE	1,605	3,300	2,000	2,000	2,000	2,000
941.00	EQUIPMENT RENTAL OR LEASE	15,233	15,200	15,500	15,500	15,500	15,500
942.00	COMPUTER EQUIPMENT RENTAL	28,830	28,830	28,830	28,830	28,830	28,830
955.01	TRAINING	460	500	500	500	500	500
955.03	MEMBERSHIP & DUES	413	500	500	500	500	500
955.04	CONFERENCES & WORKSHOPS	0	50	0	0	0	0
965.00	DIRECT CREDIT	(60,194)	(35,000)	(35,000)	(37,900)	(37,900)	(38,080)
	OTHER CHARGES	(8,912)	16,680	16,890	13,990	13,990	13,810
Totals for dept 441.001-ENGINEERING							
		673,157	769,880	773,460	809,140	809,140	812,620

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **702.00 Salaries and Wages Direct** – The increase of \$20,200, or 3.9%, reflects additional overtime requested.
2. **706.00 Labor Burden** – The increase of \$22,050, or 9.6%, is the result of an increase in costs associated with the changes above, defined 401a contributions (\$3,410), retiree health savings contributions (\$520), pension contributions (\$350) and retiree health-care contributions (\$38,480) as recommended by the City's actuary. Offsetting these increases is a decrease in hospitalization costs (\$22,500) due to a change in employee status.
3. **965.00 Direct Credit** – The \$37,900 represents time spent by the engineering staff on sidewalk and alley projects. This time is charged to those respective activities in the General Fund.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **706.00 Labor Burden** – The increase of \$3,660, or 1.5%, reflects an increase in hospitalization costs (\$7,160), an increase in retiree health-care contributions (\$460), and a decrease in pension contributions (\$3,960) as recommended by the City's actuary.



## ***Performance Goals, Objectives and Measures***

**GOAL:** Continue implementation of long-term master plan to address all maintenance needs of public sewers and water mains located in back yards. *(Long-Term Municipal Goals 3,5)*

**OBJECTIVE:** Successfully work with impacted residents to realize important improvements to backyard systems by 2019.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Plan preparation and approval phase	Bid and begin construction of sewer repairs on W. Maple Rd.	Bid and begin storm sewer work in NW corner of City, Phase I.	Bid and begin storm sewer work in NW corner of City, Phase 2	Bid and begin sewer lining work, Phase 1.
Construction of improvements throughout the subject areas	Complete new storm sewer on Oak St. corridor west of Quarton Lake.	Begin storm sewer work in NW corner of City, Phase 1.	Complete construction of storm sewer in NW corner of City, Phase 1.	Begin storm sewer work in NW Corner of City, Phase 2.

**GOAL:** Continue investment and reinvestment in infrastructure. *(Long-Term Municipal Goals 1,4,5)*

**OBJECTIVE:** Replace and rehabilitate permanent pavements in sufficient quantities to maintain existing quality of system, while upgrading sewer and water system needs within the same street segments.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Mile-years of street pavement service life gained (minimum of 52.3 suggested)	67.7	69.6	83.8	53.9
Sewers replaced (feet)	5,560	2,550	1,950	6,300
Water mains replaced (feet)	6,140	4,400	4,430	7,100

## *Performance Goals, Objectives and Measures*

**GOAL:** Continue ongoing oversight of parking structures and lots to maintain investments, operating the system cost-efficiently. Also plan and implement parking structure capacity improvement projects. (*Long-Term Municipal Goals 3,4,5*)

**OBJECTIVE:** Plan and implement regularly-scheduled improvements for parking facilities that maintain appearance, usefulness, and take advantage of available technological improvements.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Parking structure maintenance, waterproofing, and concrete patching contracts	Perform restoration of Peabody St. & Chester St.	Perform painting of steel in Park St. Structure.	Perform restoration of Pierce St., Levels 4-5	Perform restoration of Pierce St., Levels 1-3
Parking system-enhancement projects	Renew elevator, Peabody St.	Finalize discussions about system expansion	Complete parking capacity improvement project.	Complete parking capacity improvement project.

**GOAL:** Provide needed oversight for private construction on City rights-of-way. (*Long-Term Municipal Goals 1,2*)

**OBJECTIVE:** Provide cost-neutral service of plan review and inspection to ensure right-of-way work completed by others is in accordance with City standards.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Right-of-way permits issued	268	270	250	250
Sidewalk/drive approach permits issued	157	160	125	125



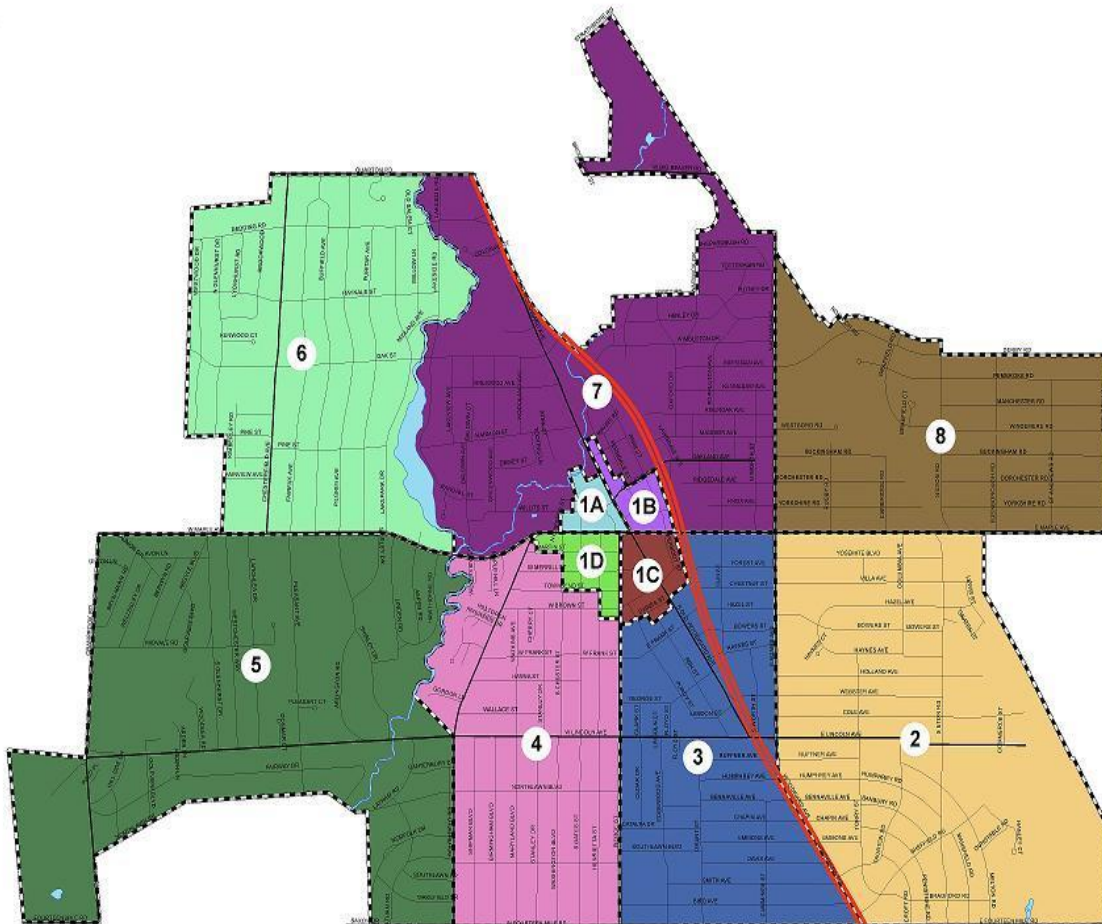
*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## DEPARTMENT SUMMARY

### Sidewalks, Construction and Replacement

The City conducts an annual sidewalk-replacement program. For each program, the Engineering Department surveys the condition of existing sidewalks in specific program areas to determine what needs replacement. Property owners are billed for their share of sidewalk replacement. The Central Business District is divided into four areas and one of those areas is included in each year's program. The rest of the City is divided into seven program areas and the programs are moved from one area to the next. It is the Engineering Department's goal to take seven years to complete a full cycle of the City.

The 2016-17 sidewalk program will include Area 7 (north of Maple Rd. between the Rouge River and Adams Rd). In the Central Business District, the northeast quadrant of the district (1B) will be included. Sidewalks will be replaced and maintained as needed.



**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**SIDEWALKS**

101-444.001-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	510	0	0	0	0	0
703.00	ADMINISTRATION COST	17,940	39,110	39,110	37,160	37,160	37,510
706.00	LABOR BURDEN	472	0	0	0	0	0
	PERSONNEL SERVICES	18,922	39,110	39,110	37,160	37,160	37,510
SUPPLIES							
729.00	OPERATING SUPPLIES	6	0	0	0	0	0
	SUPPLIES	6	0	0	0	0	0
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	0	4,500	700	700	700	700
901.00	PRINTING & PUBLISHING	1,061	150	500	500	500	500
941.00	EQUIPMENT RENTAL OR LEASE	1,146	500	1,100	1,100	1,100	1,100
	OTHER CHARGES	2,207	5,150	2,300	2,300	2,300	2,300
CAPITAL OUTLAY							
981.01	PUBLIC IMPROVEMENTS	182,463	485,939	260,000	672,000	672,000	190,000
985.64	GRAEFIELD RD. SIDEWALKS-W. SIDE	0	2,294	0	0	0	0
985.72	HAMILTON AVE SIDEWALKS	0	0	125,000	0	0	0
	CAPITAL OUTLAY	182,463	488,233	385,000	672,000	672,000	190,000
SIDEWALKS TOTAL							
		203,598	532,493	426,410	711,460	711,460	229,810

***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

- 1. 981.01 Public Improvements** – The \$672,000 reflects the annual amount for sidewalk replacement (\$190,000), and sidewalks and streetscape along Old Woodward Avenue - Willits to Brown (\$482,000) which will be special assessed.

***Significant Notes to 2017-2018 Planned Amounts***

- 2. 981.01 Public Improvements** – The \$190,000 reflects the annual amount for sidewalk replacement.



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **DEPARTMENT SUMMARY**

### **Alleys, Construction and Maintenance**

This activity is used to account for the cost of maintaining our paved alleys.



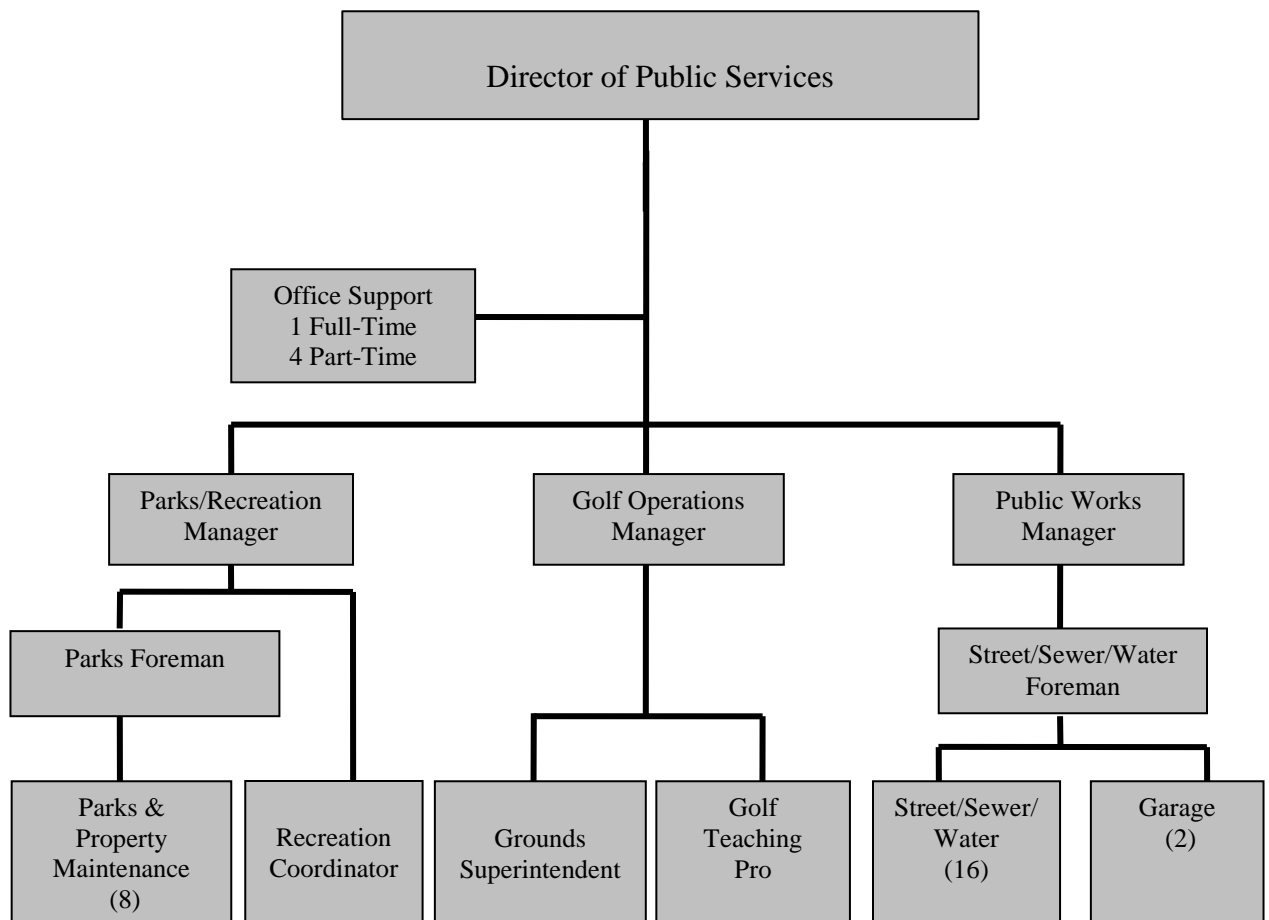
CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
ALLEYS

101-444.002-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
CAPITAL OUTLAY							
981.01	PUBLIC IMPROVEMENTS	15,945	27,722	0	25,000	25,000	25,000
985.71	HAMILTON ALLEY	22,473	240,785	250,000	0	0	0
	CAPITAL OUTLAY	38,418	268,507	250,000	25,000	25,000	25,000
ALLEYS TOTAL							
		38,418	268,507	250,000	25,000	25,000	25,000

## DEPARTMENT SUMMARY

### Public Services



The Department of Public Services (DPS) comprises several divisions: Parks & Recreation, Ice Arena, Golf Courses, Street/Sewer/Water and Fleet Maintenance.

Parks & Recreation/Ice Arena/Golf Courses – The DPS oversees the operation of the Birmingham Ice Sports Arena, two golf courses, maintenance of more than 230 acres of park land and two miles of trails along the Rouge River. In addition, the DPS is responsible for forestry items such as the removal and/or maintenance of 25,000 street and park trees. Other responsibilities include: placement of holiday decorations, maintenance of public horticulture gardens, and providing logistic support for the summer “In the Park” concert program. In addition, this department is responsible for park improvements in accordance with the Recreation Master Plan, park signage, support for special events, and various contractual services such as forestry services, park mowing, invasive vegetation removal, commercial/residential sidewalk snow removal and residential noxious weed enforcement.

Public Services obtains citizen input for various aspects of its operation through a seven-member Parks and Recreation Board and several sub-committees appointed by the Parks and Recreation Board. In addition, the City has a four-member Martha Baldwin Park Board to provide input on the design and maintenance of Martha Baldwin Park.

Street/Sewer/Water and Fleet Maintenance – The DPS is responsible for the maintenance of more than 90 miles of major and local streets, sign and traffic signal maintenance, leaf collection, solid-waste collection, disposal and recycling services. Additional responsibilities include sewer and water-main repair and maintenance, equipment-pool operation and maintenance, water-meter reading, catch-basin cleaning, downtown sidewalk power washing and the Interlocal fleet maintenance agreement with the City of Troy.

Expenses involved in maintenance of the water and sewer systems, the solid-waste disposal program, golf courses and the equipment pool are contained in the Water-Supply System Receiving Fund, the Sewer Fund, the Solid-Waste Disposal Fund, the Golf Course Enterprise Fund and the Equipment Fund respectively, and are not reflected in the General Fund budget.

Because the Public Services Department budgets in multiple funds, it can be difficult to assess the overall costs for certain expenditures. Below are summarized expenditures which are common among several departments and funds:

	2014-2015 <u>Actual</u>	2015-2016 <u>Budget</u>	2015-2016 <u>Projected</u>	2016-2017 <u>Requested</u>	2016-2017 <u>Recommended</u>	2017-2018 <u>Planned</u>
Salaries & Wages Direct	2,421,890	2,521,990	2,506,300	2,629,670	2,629,670	2,655,740
Labor Burden	2,021,884	1,949,490	1,881,870	2,025,450	2,025,450	2,059,120
Forestry Services	597,900	607,000	592,250	592,500	592,500	592,500
Lawn Maintenance	154,556	155,000	155,000	155,000	155,000	155,000
Snow and Ice Removal	414,973	589,340	321,590	577,420	577,420	580,510
Overall DPS Budget (excluding capital)	10,280,408	10,534,850	10,121,310	10,836,000	10,836,000	11,216,330

In addition to the recognition and implementation of City-wide goals, the overall departmental goals and objectives include: improving operational efficiencies by using recordkeeping and data entry to benchmark various DPS functions against other communities' public services/works functions; updating fleet-maintenance software program that uses specific data on rolling stock, formalizing a vehicle replacement program with established guidelines, parts inventory and fuel consumption; reducing the amount of salt dispensed for snow and ice control by using innovative pre-wetting solutions; and continue to implement recommendations from the Retired Engineer Technical Assistance Program (RETAP) pollution prevention, waste reduction and energy conservation report.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**PUBLIC SERVICES - GENERAL**

101-441.002-

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>SUPPLIES</b>							
727.00	POSTAGE	0	0	0	150	150	150
728.00	PUBLICATIONS	35	100	0	0	0	0
729.00	OPERATING SUPPLIES	29,555	28,000	28,000	28,000	28,000	28,000
743.00	UNIFORM ALLOWANCE	4,292	5,500	10,000	12,000	12,000	12,000
	<b>SUPPLIES</b>	<b>33,882</b>	<b>33,600</b>	<b>38,000</b>	<b>40,150</b>	<b>40,150</b>	<b>40,150</b>
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	20,851	30,000	25,000	29,570	29,570	29,570
851.00	TELEPHONE	15,205	16,000	15,800	15,800	15,800	15,800
901.00	PRINTING & PUBLISHING	4,183	4,000	1,200	2,200	2,200	2,200
920.00	ELECTRIC UTILITY	18,405	22,000	19,000	19,000	19,000	19,000
921.00	GAS UTILITY CHARGES	23,616	20,000	22,000	24,000	24,000	24,000
922.00	WATER UTILITY	3,218	5,000	3,700	4,000	4,000	4,000
940.00	COPIER RENTAL	1,995	0	1,600	1,600	1,600	1,600
941.00	EQUIPMENT RENTAL OR LEASE	21,000	21,000	21,000	21,000	21,000	21,000
942.00	COMPUTER EQUIPMENT RENTAL	101,160	101,160	101,160	101,160	101,160	101,160
955.01	TRAINING	3,718	4,000	4,000	6,000	6,000	6,000
955.03	MEMBERSHIP & DUES	4,371	5,000	5,000	5,000	5,000	5,000
955.04	CONFERENCES & WORKSHOPS	5,023	5,800	5,800	7,000	7,000	7,000
	<b>OTHER CHARGES</b>	<b>222,745</b>	<b>233,960</b>	<b>225,260</b>	<b>236,330</b>	<b>236,330</b>	<b>236,330</b>
<b>CAPITAL OUTLAY</b>							
977.00	BUILDINGS	0	0	0	0	0	14,000
	<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,000</b>
<b>PUBLIC SERVICES - GENERAL TOTAL</b>							
		<b>256,627</b>	<b>267,560</b>	<b>263,260</b>	<b>276,480</b>	<b>276,480</b>	<b>290,480</b>

***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **743.00 Uniform Allowance** – The increase of \$6,500, or 118.2%, reflects additional expense per the Teamsters contract for uniforms and seasonal t-shirts.
2. **920.00 Electric Utility** – The decrease of \$3,000, or 13.6%, reflects historical usage.
3. **921.00 Gas Utility** – The increase of \$4,000, or 20%, reflects anticipated costs.
4. **955.04 Conferences & Workshops** – The increase of \$1,200, or 20.7%, reflects additional conference costs.

***Significant Notes to 2017-2018 Planned Amounts***

1. **977.00 Buildings** – The \$14,000 is for security cameras.

## *Performance Goals, Objectives and Measures*

**GOAL:** To improve and enhance information exchange with all customers, including residents, businesses and builders/developers, to foster positive public service. (*Long-Term Municipal Goal 2*)

**OBJECTIVE:** To improve public relations through all interactive communications to maintain a positive public image.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Resident welcome packet	40	50	65	65
Recycle bin sales	354	350	350	350
Media news alerts	11	13	15	17
E-notify subscribers	2,081	2,456	2,831	3,206

**GOAL:** To continue to improve operational efficiencies with respect to DPS functions in order to effectively utilize departmental resources. (*Long-Term Municipal Goals 1,2*)

**OBJECTIVE:** To proactively administer all aspects of the operation and general safety issues in order to sustain high performance levels.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Departmental work requests	2000	2,500	3,000	3,000
Quick and complete response to inquiries	Yes	Yes	Yes	Yes

## **DEPARTMENT SUMMARY**

### **Property Maintenance**

The Department of Public Services utilizes this activity for the landscape maintenance of City-owned properties, such as: the Municipal Building; Martha Baldwin Library; Public Services' facilities; landscaped areas surrounding the parking lots and structures; and the John West Hunter Historical Park.

Also included in this activity are: snow removal from City-owned property and abutting sidewalks; sweeping and snow removal from surface parking lots and access drives; sweeping sidewalks in the Central Business District (CBD), and Hunter Park and adjacent City-owned properties.

As part of the City's beautification program, over 1,600 flats of flowers and over 23,000 tulip bulbs are planted and maintained in the bedding areas of the facilities included in this activity. The City has been expanding the planting areas in the community in order to foster aesthetic improvements. Enhancements are made each year to public areas including Birmingham gateway areas, public buildings and the Central Business District.



**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**PROPERTY MAINTENANCE**

101-441.003-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	307,388	246,760	317,920	326,920	326,920	331,260
706.00	LABOR BURDEN	300,561	209,190	284,120	307,870	307,870	313,180
	PERSONNEL SERVICES	607,949	455,950	602,040	634,790	634,790	644,440
SUPPLIES							
729.00	OPERATING SUPPLIES	79,266	56,290	56,290	59,700	59,700	63,600
	SUPPLIES	79,266	56,290	56,290	59,700	59,700	63,600
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	53,175	57,600	57,600	60,480	60,480	63,500
819.00	TREE TRIMMING CONTRACT	2,000	2,000	2,250	2,500	2,500	2,500
922.00	WATER UTILITY	24,067	42,000	31,000	31,000	31,000	31,000
941.00	EQUIPMENT RENTAL OR LEASE	72,768	81,600	81,600	81,600	81,600	81,600
	OTHER CHARGES	152,010	183,200	172,450	175,580	175,580	178,600
CAPITAL OUTLAY							
977.00	BUILDINGS	8,375	8,400	8,400	0	0	0
	CAPITAL OUTLAY	8,375	8,400	8,400	0	0	0
PROPERTY MAINTENANCE TOTAL							
		847,600	703,840	839,180	870,070	870,070	886,640

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **702.00 Salaries and Wages Direct** – The increase of \$80,160, or 32.5%, reflects increased temporary labor, scheduled union wage increases, and an increase in DPS employee wages allocated to this activity.
2. **706.00 Labor Burden** – The increase of \$98,680, or 47.2%, is the result of an increase in pension contributions (\$11,530), an increase in retiree health-care contributions (\$44,240) as recommended by the City's actuary, an increase in hospitalization costs (\$24,930), an increase in defined 401a contributions (\$5,080), retiree health savings plans (\$3,010), and an increase in other benefit costs associated with the changes above.
3. **922.00 Water Utility** – The decrease of \$11,000, or 26.2%, reflects historical usage.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$4,340, or 1.4%, reflects scheduled union wage increases.
2. **706.00 Labor Burden** – The increase of \$5,310, or 1.7%, reflects an increase in hospitalization costs (\$4,570), an increase in defined 401a contributions (\$940), and an increase in retiree health-care contributions (\$4,570) as recommended by the City's actuary. These costs were partially offset by a decrease in pension contributions (\$2,600).

## ***Performance Goals, Objectives and Measures***

**GOAL:** To enhance the overall aesthetic environment of the City, including all City property. (*Long-Term Municipal Goal 4*)

**OBJECTIVE:** To develop and improve techniques, methods and standards for property maintenance and landscape practices.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Flats of flowers planted	1,600	1,600	1,600	1,600
Acres mowed	30	30	30	30
Provide safe, clean, walkable community during all four seasons	Yes	Yes	Yes	Yes
Provide attractive/ environmentally- friendly properties	Yes	Yes	Yes	Yes

## **DEPARTMENT SUMMARY**

### **Weed/Snow Enforcement**

This activity provides for the cost of mowing grass and weeds on private property and ice and snow removal from sidewalks and walkways in the City.

City Code defines the program's regulations and publishing requirements. Chapter 118 Article IX Section 118-66 to Section 118-68 covers the grass and noxious weed control program. Property owners are required to maintain their property and ensure that weeds or grass do not exceed a height of eight inches. If a property is not maintained as required by the ordinance, steps are taken to ensure the grass and weeds are mowed or removed. In 2015, 17 properties were cut by the City's contractor. This reflects a decrease of 15 properties from 2014.

Article III Sidewalks Section 98-66 to Section 98-68 refers to sidewalks and walkways required to be cleared and maintained from snow and ice. It requires the owner or occupant of every lot and any business establishment to clear ice and snow from adjacent sidewalks.

The Department of Public Services assists with the enforcement of both Ordinance violations and follows up on all complaints regarding such property issues. A performance goal of the City continues to be to improve public awareness and reduce the amount of necessary enforcement requirements for these Ordinances.

The Ordinances for both "Grass and Noxious Weeds" and "Sidewalk Clearing" can be found on the City's website [www.bhamgov.org](http://www.bhamgov.org).

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
WEED/SNOW ENFORCEMENT

101-441.007-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	16,988	17,180	17,040	17,140	17,140	17,210
706.00	LABOR BURDEN	18,328	14,090	13,990	10,930	10,930	11,220
	PERSONNEL SERVICES	35,316	31,270	31,030	28,070	28,070	28,430
OTHER CHARGES							
941.00	EQUIPMENT RENTAL OR LEASE	3,442	4,000	4,000	4,080	4,080	4,160
	OTHER CHARGES	3,442	4,000	4,000	4,080	4,080	4,160
WEED/SNOW ENFORCEMENT TOTAL		38,758	35,270	35,030	32,150	32,150	32,590

***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

- 1. 706.00 Labor Burden** – The decrease of \$3,160, or 22.4%, is the result of a decrease in retiree health-care contributions (\$3,460) as recommended by the City's actuary. The decrease was offset by an increase in hospitalization costs (\$230).

***Significant Notes to 2017-2018 Planned Amounts***

- 1. 706.00 Labor Burden** – The increase of \$290, or 2.7%, is mostly attributable to an increase in hospitalization costs (\$220).

## Performance Goals, Objectives and Measures

**GOAL:** To improve public awareness and the maintenance of vegetation height on private property as required by the City Code where private property owners have failed to do so, at rates which cover the cost of the service. (*Long-Term Municipal Goals 3,4*)

**OBJECTIVE:** To educate the public and reduce enforcement of the weed ordinance during the grass-growing season.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Mowed properties within the City	17	20	20	20
Property owners notified of ordinance violations	Yes	Yes	Yes	Yes

**GOAL:** To improve public awareness and the maintenance of sidewalk clearance of snow and ice throughout the City as required by the City Code where private property owners have failed to do so, at rates which cover the cost of the service. (*Long-Term Municipal Goal 4*)

**OBJECTIVE:** To educate the public and reduce enforcement of the snow and ice removal ordinance during the winter season.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Cleared sidewalks within the City	84 properties	100 properties	100 properties	100 properties
Commercial and residential property owners notified of ordinance violations	Yes	Yes	Yes	Yes

## **DEPARTMENT SUMMARY**

### **Ice Sports Arena**

The City of Birmingham operates and maintains this facility, open from mid-August until late-May. The schedule includes a variety of activities that include: instructional skating program to teach both figure skating and hockey elements; youth and adult hockey; home ice to the Birmingham United High School hockey teams for all home games and open skating and club activities such as the Birmingham Figure Skating Club and Birmingham Hockey Association. In addition, the Birmingham Ice Sports Arena provides skate rentals, skate sharpening and a full service concession stand.

The budget assumes a continuation of ice use of the arena for a 35-week period, which includes the 60<sup>th</sup> annual ice show. In addition, Parks and Recreation operation is housed year round in the facility office. During the month of July, 2015, the Birmingham Ice Sports Arena hosted a Mom to Mom Sale which was very successful and will host three Mom to Mom Sales during the 2015/2016 fiscal year. In the past, off-season summer activities have included dog shows, garage sales, pickle ball and roller blading. We continue to explore opportunities to offer rentals during the summer months (June 1<sup>st</sup> – July 31<sup>st</sup>) including ways of partnering with other community groups to best utilize the Arena facility. In addition, the Arena hosts various events and hockey tournaments. For a complete listing, please go to the City's website [www.bhamgov.org](http://www.bhamgov.org).



**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**ICE SPORTS ARENA**

101-752,000-

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	187,952	159,090	183,000	192,740	192,740	193,360
706.00	LABOR BURDEN	95,723	87,920	90,600	90,550	90,550	92,740
	<b>PERSONNEL SERVICES</b>	<b>283,675</b>	<b>247,010</b>	<b>273,600</b>	<b>283,290</b>	<b>283,290</b>	<b>286,100</b>
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	29,409	30,000	30,000	16,000	16,000	16,000
740.00	FOOD & BEVERAGE	32,194	35,000	35,000	35,000	35,000	35,000
	<b>SUPPLIES</b>	<b>61,603</b>	<b>65,000</b>	<b>65,000</b>	<b>51,000</b>	<b>51,000</b>	<b>51,000</b>
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	800	1,000	1,000	16,000	16,000	16,000
818.01	INSTRUCTORS	49,341	48,500	48,000	48,000	48,000	48,000
851.00	TELEPHONE	1,378	1,550	2,000	2,000	2,000	2,000
901.00	PRINTING & PUBLISHING	4,850	5,000	5,000	5,000	5,000	5,000
920.00	ELECTRIC UTILITY	105,271	125,000	120,000	120,000	120,000	120,000
921.00	GAS UTILITY CHARGES	46,170	45,000	46,000	46,000	46,000	46,000
922.00	WATER UTILITY	18,792	20,000	19,000	19,000	19,000	19,000
930.03	ICE SHOW EXPENSE/ICE ARENA MAINTI	52,156	46,000	46,000	46,000	46,000	46,000
941.00	EQUIPMENT RENTAL OR LEASE	28,415	29,000	29,000	29,000	29,000	29,000
	<b>OTHER CHARGES</b>	<b>307,173</b>	<b>321,050</b>	<b>316,000</b>	<b>331,000</b>	<b>331,000</b>	<b>331,000</b>
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	0	4,000	0	0	0	0
977.00	BUILDINGS	0	2,950	2,950	10,000	10,000	0
	<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>6,950</b>	<b>2,950</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>
<b>ICE SPORTS ARENA TOTAL</b>							
		<b>652,451</b>	<b>640,010</b>	<b>657,550</b>	<b>675,290</b>	<b>675,290</b>	<b>668,100</b>

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **702.00 Salaries and Wages Direct** – The increase of \$33,650, or 21.2%, reflects increased temporary labor, scheduled union wage increases, and an increase in DPS employee wages allocated to this activity.
2. **706.00 Labor Burden** – The increase of \$2,630, or 3%, is the result of an increase due to the changes above, an increase in hospitalization costs (\$7,720), an increase in pension contributions (\$3,310), an increase in defined 401a contributions (\$790), and retiree health savings contributions (\$680). This was offset by a decrease in retiree health-care contributions (\$13,590) as recommended by the City's actuary.
3. **729.00 Operating Supplies** – The decrease of \$14,000, or 46.7%, reclassifies a portion of operating expense to other contractual services.
4. **811.00 Other Contractual Service** – The increase of \$15,000, or 1500%, includes electrical, plumbing, painting, cleaning, pest control, HVAC, and alarm services performed by outside sources.
5. **920.00 Electric Utility** – The decrease of \$5,000, or 4%, represents historical usage.
6. **977.00 Buildings** – The \$10,000 is for security cameras.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **706.00 Labor Burden** – The increase of \$2,190, or 2.4%, reflects an increase in hospitalization costs (\$1,860), an increase in defined 401a contributions (\$130), and an increase in retiree health-care contributions (\$500) as recommended by the City's actuary. These costs were partially offset by a decrease in pension contributions (\$370).

## ***Performance Goals, Objectives and Measures***

**GOAL:** To provide a place for those engaged in ice sports to deliver quality programming where the benefits of sports involvement are realized. Providing accessible, enjoyable community facility that contributes to the well-being of individuals and families utilizing the City of Birmingham Ice Sports Arena. (*Long-Term Municipal Goal 4*)

**OBJECTIVE:** To develop and improve recreational ice-skating programs for youth, adults and groups. To provide dry ice special events during June 1<sup>st</sup>–August 1<sup>st</sup> and to coordinate public and private recreation programs to reach the community better.

### **MEASURES**

	Actual FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
The City of Birmingham offers three series of skating lessons, FSCB (members of the figure skating club), BHA members of the (hockey Association), BU (members of the Birmingham JV/Varsity Teams), open skate participants and adult hockey league play/practices.	7,800 Participants	8,500 Participants	8,600 Participants	8,800 Participants
October Hockey Tournament (Friday/Saturday/Sunday) Based on the number of hours available for the games. Tournament can't be expanded because of the number of hours available for games. And since the arena has only one sheet.	1,200 Fri., Sat. Players/Spectators	1,200 Fri., Sat., Sun. Players/Spectators	1,200 Fri., Sat., Sun. Players/Spectators	1,200 Fri., Sat., Sun. Players/Spectators
Thanksgiving Hockey Tournament (Friday/Saturday) Based on the number of teams participating the tournament will always remain the same. The spectators could fluctuate based on teams participating.	750 Players/Spectators	750 Players/Spectators	750 Players/Spectators	750 Players/Spectators

***Performance Goals, Objectives and Measures***

**MEASURES**

	Actual FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
<p>Mom To Mom Sales (<i>Saturday Sale</i>) Based on the number of tables reserved to vendors and numbers of buyers purchasing from vendors.</p>	<p>468 Vendors/Buyers</p>	<p>468 Vendors/Buyers</p>	<p>550 Vendors/Buyers</p>	<p>550 Vendors/Buyers</p>
<p>To increase the usage of the Birmingham Ice Sports Arena by increasing club functions through the lifelong sport of skating and to offer additional dry ice functions during the month of Jun.–Aug.</p>	<p>300 Additional participants</p>	<p>400 Additional participants</p>	<p>400 Additional participants</p>	<p>500 Additional participants</p>



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **DEPARTMENT SUMMARY**

### **Community Activities**

This activity includes expenditures incurred by the Department of Public Services in connection with the Village Fair; art shows in Shain Park sponsored by the Birmingham-Bloomfield Art Center and Common Ground; placement of United States flags in the Central Business District (CBD) on seven occasions during the year; the winter holiday-decoration program; and preparatory and clean-up work involved in other civic and Chamber of Commerce and Principal Shopping District activities, including: the “Cruise Event”, “Winter Market” and “Day on the Town.” Of particular note and pride is that the department decorates over 340 trees with LED lights as part of the Holiday Lighting program.

Approximately 220 United States flags are placed on the streets in the CBD on the occasions listed below. Flags may be placed on the streets during other commemorations as directed by the City Commission.

Government Day  
Memorial Day  
Flag Day  
Fourth of July  
Citizenship Day of Constitution Week  
Veterans Day  
9/11 Day

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**COMMUNITY ACTIVITIES**

101-441.004-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	91,954	107,470	101,530	102,390	102,390	103,510
706.00	LABOR BURDEN	99,825	100,430	91,220	90,270	90,270	91,950
	PERSONNEL SERVICES	191,779	207,900	192,750	192,660	192,660	195,460
SUPPLIES							
729.00	OPERATING SUPPLIES	17,124	22,000	25,000	25,000	25,000	25,000
	SUPPLIES	17,124	22,000	25,000	25,000	25,000	25,000
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	16,696	26,000	26,000	46,000	46,000	46,000
941.00	EQUIPMENT RENTAL OR LEASE	27,021	25,000	30,000	30,000	30,000	30,000
	OTHER CHARGES	43,717	51,000	56,000	76,000	76,000	76,000
CAPITAL OUTLAY							
971.01	MACHINERY & EQUIPMENT	1,950	0	0	0	0	0
	CAPITAL OUTLAY	1,950	0	0	0	0	0
COMMUNITY ACTIVITIES TOTAL		254,570	280,900	273,750	293,660	293,660	296,460

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **702.00 Salaries and Wages Direct** – The decrease of \$5,080, or 4.7%, reflects a decrease in employee wages allocated to this activity offset by scheduled union wage increases.
2. **706.00 Labor Burden** – The decrease of \$10,160, or 10.1%, is the result of a decrease in benefit costs associated with the changes above, a decrease in retiree health-care contributions (\$8,010) and a decrease in pension contributions (\$2,150) as recommended by the City's actuary. This decrease was offset by an increase in contributions to the defined 401a plan (\$1,130) and health savings plans (\$150).
3. **729.00 Operating Supplies** – The increase of \$3,000, or 13.6%, is for the expansion of the holiday lights program.
4. **811.00 Other Contractual Service** – The increase of \$20,000, or 76.9%, is for the hanging of holiday lights and Shain Park decorations.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$1,120, or 1.1%, reflects scheduled union wage increases.
2. **706.00 Labor Burden** – The increase of \$1,680, or 1.9%, reflects an increase in benefit costs based on the change above, an increase in hospitalization costs (\$1,410) and an increase in retiree health-care contributions (\$560) as recommended by the City's actuary. These costs were partially offset by a decrease in pension contributions (\$670).



<p align="center"><b><i>Performance Goals, Objectives and Measures</i></b></p>
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**GOAL:** To provide support services and appropriate commemorative decorations for cultural activities and national holidays. (*Long-Term Municipal Goal 4*)

**OBJECTIVE:** To provide appropriate community recognition for local cultural events and commemorative decorations for national holidays.

<b><u>MEASURES</u></b>	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Trees in the Central Business District lighted during winter holidays	340 trees	340 trees	340 trees	340 trees
Sidewalks and alleys cleaned, following cultural events	30,000 ft.	30,000 ft.	30,000 ft	30,000 ft
Occasions flags are displayed	7	7	7	7
Staff support services provided	Yes	Yes	Yes	Yes

## **DEPARTMENT SUMMARY**

### **Parks and Recreation**

This activity provides for park maintenance and recreation programming of park facilities, excluding the golf courses. Maintenance is provided for over 230 acres of parks and public properties, including passive-recreation areas along the Rouge Trail, in Manor Park and at similar locations.

Recreation facilities maintained under this activity include: 16 asphalt-surfaced tennis courts; six Little League baseball diamonds; one baseball diamond and one softball diamond; a developed picnic area and shelter at Springdale Park; 22 park areas of various sizes and stages of development; a six-acre nature preserve at Manor Park; several miles of river trails; the 14-acre Quarton Lake; the winter-sports area at Lincoln Hills; a skate park located at Kenning Park; and a .85-acre dog park located at the Lincoln Hills Golf Course, which opened in November of 2010.

This activity provides funds for the maintenance of approximately 13,000 trees in City parks and on other City properties (excluding trees within the street rights-of-way, which are maintained under another fund). Tree and stump removal, tree trimming and tree planting in City parks are also included in this activity. The department utilizes both staff and outside contractors for services such as forestry, lawn care and property maintenance.

Various park developments over the past several years include: Booth Park, which features a community-built playground and sled hill; Barnum Park, which features a softball field, grand promenade, an archway from the original schoolhouse located on the property and an outdoor ice rink; Shain Park, located in the heart of the City, which features a plaza fountain, granite décor and a band shell; and the previously mentioned dog park at the Lincoln Hills Golf Course.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
PARKS

101-751.000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	217,006	272,320	231,050	234,990	234,990	237,100
706.00	LABOR BURDEN	190,215	217,350	172,820	171,290	171,290	174,480
	PERSONNEL SERVICES	407,221	489,670	403,870	406,280	406,280	411,580
SUPPLIES							
729.00	OPERATING SUPPLIES	55,036	62,000	66,000	66,000	66,000	66,000
	SUPPLIES	55,036	62,000	66,000	66,000	66,000	66,000
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	165,440	220,000	202,200	289,200	289,200	227,200
818.03	IN THE PARK PROGRAM	21,770	20,000	20,000	24,000	24,000	24,000
819.00	TREE TRIMMING CONTRACT	16,981	25,000	10,000	10,000	10,000	10,000
901.00	PRINTING & PUBLISHING	16	0	200	200	200	200
920.00	ELECTRIC UTILITY	12,094	12,200	12,200	12,200	12,200	12,200
921.00	GAS UTILITY CHARGES	1,172	1,200	1,200	1,200	1,200	1,200
922.00	WATER UTILITY	49,162	49,000	40,120	42,000	42,000	42,000
935.03	QUARTON LAKE MAINTENANCE	58,669	94,654	70,000	75,000	75,000	75,000
941.00	EQUIPMENT RENTAL OR LEASE	94,481	91,800	95,000	95,000	95,000	95,000
	OTHER CHARGES	419,785	513,854	450,920	548,800	548,800	486,800
CAPITAL OUTLAY							
981.01	PUBLIC IMPROVEMENTS	13,705	0	0	0	0	0
	CAPITAL OUTLAY	13,705	0	0	0	0	0
PARKS TOTAL							
		895,747	1,065,524	920,790	1,021,080	1,021,080	964,380

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **702.00 Salaries and Wages Direct** – The decrease of \$37,330, or 13.7%, reflects a reduction in DPS employee wages allocated to this activity offset by increased temporary labor and scheduled union wage increases.
2. **706.00 Labor Burden** – The decrease of \$46,060, or 21.2%, is the result of a decrease in hospitalization costs (\$9,660), a decrease in retiree health-care contributions (\$21,940) and a decrease in pension contributions (\$9,860) as recommended by the City's actuary, and a decrease in other fringe benefit costs associated with the re-allocation of DPS wages above. This decrease was offset by an increase in contributions to the defined contribution plan (\$1,450).
3. **811.00 Other Contractual Service** – The increase of \$69,200, or 31.5%, is primarily for the parks master plan update, Adams Park development, new city logo change on park signage, and Rouge Trail improvements.
4. **818.03 In the Park Program** – The increase of \$4,000, or 20%, is for the addition of two concerts.
5. **819.00 Tree Trimming Contract** – The decrease of \$15,000, or 60%, reflects anticipated usage.
6. **922.00 Water Utility** – The decrease of \$7,000, or 14.3%, reflects historic usage levels.
7. **935.03 Quarton Lake Maintenance** – The original budget for this account in 2015-2016 was \$85,380. It was increased to \$94,654 as a result of an encumbrance from 2014-2015. The decrease of \$10,380, or 12.2%, from the 2015-2016 original budget reflects anticipated spending levels in the future.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$2,110, or 0.9%, reflects scheduled union wage increases.
2. **706.00 Labor Burden** – The increase of \$3,190, or 1.9%, primarily reflects an increase in hospitalization costs (\$2,710), an increase in defined 401a contributions (\$460), and an increase in retiree health-care contributions (\$1,010) as recommended by the City's actuary. These costs were partially offset by a decrease in pension contributions (\$1,260).
3. **811.00 Other Contractual Services** – The decrease of \$62,000, or 21.4%, is primarily the result of the completion of the Adams Park development in the prior year.

***Performance Goals, Objectives and Measures***

**GOAL:** Develop and implement the Parks and Recreation Master Plan 2012-2016 for parks and recreation improvements using grants, private donations, and contributions from the General Fund. All improvements shall be approved and budgeted accordingly based on priority. *(Long-Term Municipal Goal 4)*

**OBJECTIVE:** To enhance park properties and provide recreation facilities consistent with community desires, including park development initiatives.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Poppleton Park Site Plan	Begin	Ongoing		
Poppleton Park Renovations			Begin	
Kenning Parking Plan	Completed			
Pembroke Park Athletic Field		Complete		
Adams Park Site Plan	Begin	Ongoing	Ongoing	
Adams Park Renovations		Begin	Ongoing	
Park Signage		Ongoing	Ongoing	
Trail System Improvements	Ongoing	Ongoing	Ongoing	
Barnum Park Athletic Field			Complete	
Kenning Park Site Plan				Begin

## **NON-DEPARTMENTAL SUMMARY**

### **General Administration**

The General Administration activity is used to budget and account for all general City expenditures to be incurred throughout the fiscal year. This activity is used for general City expenditures not directly chargeable to any one department. Expenditures accounted for include items such as: telephone service; duplication costs; municipal street lighting; City property and liability insurance; special events; and certain social services contracted for through outside agencies.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**GENERAL ADMINISTRATION**

101-299,000-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
709.00	WAGE ADJUSTMENT EXPENSE	0	0	0	167,220	167,220	271,240
	PERSONNEL SERVICES	0	0	0	167,220	167,220	271,240
SUPPLIES							
727.00	POSTAGE	50,587	45,000	50,000	50,000	50,000	50,000
729.00	OPERATING SUPPLIES	5,922	7,500	6,500	12,500	12,500	7,500
	SUPPLIES	56,509	52,500	56,500	62,500	62,500	57,500
OTHER CHARGES							
802.01	AUDIT	26,531	27,460	27,010	27,630	27,630	28,180
811.00	OTHER CONTRACTUAL SERVICE	94,210	96,010	96,010	125,010	125,010	105,010
851.00	TELEPHONE	9,584	9,960	9,960	4,810	4,810	4,810
901.00	PRINTING & PUBLISHING	20,407	25,000	20,000	20,000	20,000	20,000
905.01	CELEBRATE BIRMINGHAM	8,735	9,500	9,500	9,500	9,500	9,500
905.02	SISTER CITY PROGRAM	125	200	200	200	200	200
905.03	MEMORIAL DAY CELEBRATION	95	400	400	400	400	400
923.00	STREET LIGHTING UTILITY	490,247	504,000	492,000	516,600	516,600	516,600
933.02	EQUIPMENT MAINTENANCE	2,534	2,500	1,200	1,200	1,200	1,200
955.03	MEMBERSHIP & DUES	305	310	300	300	300	300
956.01	EMPLOYEE ACTIVITY	2,187	3,000	3,000	3,000	3,000	3,000
956.02	EMPLOYEE PARKING	38,180	38,400	40,000	40,800	40,800	40,800
957.04	LIAB INSURANCE PREMIUMS	289,280	289,280	289,280	289,280	289,280	289,280
	OTHER CHARGES	982,420	1,006,020	988,860	1,038,730	1,038,730	1,019,280
GENERAL ADMINISTRATION TOTAL							
		1,038,929	1,058,520	1,045,360	1,268,450	1,268,450	1,348,020

<b><i>Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget</i></b>
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1. **727.00 Postage** – The increase of \$5,000, or 11.1%, is based on historical spending.
2. **729.00 Operating Supplies** – The increase of \$5,000, or 67%, is based on costs associated with a new city logo.
3. **811.00 Other Contractual Service** – The \$125,010 represents costs associated with the Cityscapes program (\$1,000), the following outside agency contracts: NEXT (formerly BASCC) (\$99,810), and the Cultural Council (\$4,200), and \$20,000 for development and design services for a new city logo.
4. **851.00 Telephone** – The decrease of \$5,150, or 51.7%, is based on lower rates and planned use of a fixed price unlimited calling plan.
5. **923.00 Street Lighting Utility** – The increase of \$12,600, or 2.5%, is based on an expected rate increase from DTE for streetlights.
6. **957.04 Liability Insurance Premiums** – This account is for the General Fund's allocation of the City's property and liability insurance premiums. The total estimated cost of this insurance to the City for fiscal year 2016-2017 is \$412,020 allocated as follows:

General Fund	\$289,280
Springdale Golf Course	4,070
Lincoln Hills Golf Course	4,070
Auto Parking System	61,110
Sewer Fund	28,520
Water Fund	16,300
Library	4,570
Principal Shopping District	4,100
Total	<u>\$412,020</u>

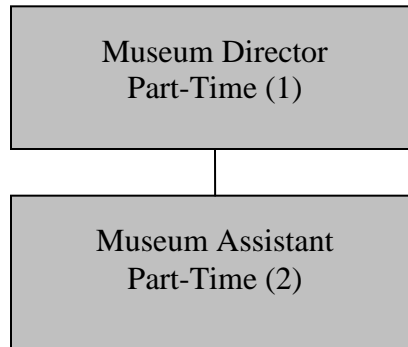




*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **NON-DEPARTMENTAL SUMMARY**

### **Birmingham Historical Museum & Park**



The Allen House is a spacious colonial home on four acres built by Harry and Marion Allen in 1928. It has been City-owned since 1969. It is a cultural and community resource, serving a diverse audience with changing exhibits, educational programs, events; and housing and preserving a collection of local history objects and archives.

The John W. Hunter house is also City-owned and is listed on the National Register of Historic Places. It is the oldest frame house in Birmingham and believed to be the oldest building in Oakland County. It is preserved as a permanent historical exhibit. John W. Hunter built the house in 1822 on the Saginaw Trail (now Old Woodward Avenue). In 1893, the house was moved to Freemont Street (now known as Brown Street). In 1970, the Hunter House was moved to its current location at 500 West Maple in the historic park. This park is part of the first land purchased in what is now Birmingham. It was purchased by Elijah Willits on December 1, 1818.

On January 1, 2000, the Allen House was converted to a historical museum. The Allen House site and the Hunter House are now known as the Birmingham Historical Museum & Park. The new museum opened on May 19, 2001 and is open to the public Wednesday through Saturday from 1:00 to 4:00 p.m. with occasional evening hours and by appointment.

The City is the museum's primary funding source. The museum generates revenue through its admissions, research/service fees, gift shop sales, special events, honorariums and other donations. In addition, the Birmingham Historical Society (also known as the Friends of the Birmingham Historical Museum & Park) established a Museum endowment fund in November 1999 with the Community Foundation for Southeastern Michigan, the sole purpose of which is to provide financial support for the operation of the museum. In July 2004, the Society established a \$1 million endowment funding target. The Society/Friends has a goal to continue to raise money for the museum's endowment fund so that annual distributions will eventually provide 50% of the museum's operational expenses. The Society/Friends also provide fund-raising support for special projects at the museum.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**ALLEN HOUSE**

101-804.002-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	69,467	73,470	70,280	81,100	81,100	81,100
706.00	LABOR BURDEN	6,973	6,790	6,790	7,450	7,450	7,270
	PERSONNEL SERVICES	76,440	80,260	77,070	88,550	88,550	88,370
SUPPLIES							
727.00	POSTAGE	100	100	0	1,000	1,000	100
729.00	OPERATING SUPPLIES	1,395	2,200	2,500	3,500	3,500	3,500
752.00	COLLECTION CARE SUPPLIES	1,348	2,000	2,000	4,000	4,000	2,500
	SUPPLIES	2,843	4,300	4,500	8,500	8,500	6,100
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	18,965	22,000	15,000	29,000	29,000	20,000
816.01	JANITORIAL CONTRACT	1,200	1,500	1,500	1,500	1,500	1,500
851.00	TELEPHONE	538	550	600	600	600	600
901.00	PRINTING & PUBLISHING	554	800	400	1,500	1,500	1,000
920.00	ELECTRIC UTILITY	3,058	3,500	3,500	3,500	3,500	3,500
921.00	GAS UTILITY CHARGES	3,573	3,000	1,800	3,000	3,000	3,000
922.00	WATER UTILITY	173	500	300	300	300	300
930.02	ELEVATOR MAINTENANCE	412	800	800	800	800	800
930.04	HVAC MAINTENANCE	349	500	500	500	500	500
942.00	COMPUTER EQUIPMENT RENTAL	16,730	16,730	16,730	16,730	16,730	16,730
955.03	MEMBERSHIP & DUES	225	220	340	350	350	350
955.04	CONFERENCES & WORKSHOPS	1,627	1,800	900	1,600	1,600	1,600
	OTHER CHARGES	47,404	51,900	42,370	59,380	59,380	49,880
CAPITAL OUTLAY							
977.00	BUILDINGS	6,654	18,000	8,000	20,000	20,000	0
	CAPITAL OUTLAY	6,654	18,000	8,000	20,000	20,000	0
ALLEN HOUSE TOTAL							
		133,341	154,460	131,940	176,430	176,430	144,350

***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

- 1. 702.00 Salaries and Wages Direct** – The increase of \$7,630, or 10.4%, reflects the addition of one part-time Museum Assistant.
- 2. 706.00 Labor Burden** – The increase of \$660, or 9.7%, reflects the costs associated with the staff changes above.
- 3. 811.00 Other Contractual Service** – The \$29,000 includes normal operating costs (\$18,000), branding/marketing and advertising costs (\$9,000), and repair of stairs (\$2,000).
- 4. 977.00 Buildings** – The \$20,000 is for new signage after re-branding.

## *Performance Goals, Objectives and Measures*

**GOAL:** To administer historic assets as a viable local cultural resource and to maintain the grounds as a historic park. (*Long-Term Municipal Goals 1a, 1b, 2a, 2b, 3a, 4a, 4b*)

**OBJECTIVE:** To: 1) establish a vital municipal museum and park serving a diverse audience; and 2) develop a comprehensive plan to create a more welcoming “campus-like” setting, and to foster a greater awareness of, and access to, civic resources including the historic park, museum buildings, and museum collection. 3) continue to study and implement 2013-2016 Birmingham Historical Museum & Park Strategic Plan.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Attendance (Allen House, Hunter House and Park)*	2,400	3,000	3,400	4,000
Public outreach figures and off-site program attendance**	500	600	700	800
Public contact figures via website, social media, online content links, cable TV	34,000	35,200	36,200	37,200
Public contact figures via print (Eccentric, Eagle, Around Town, Heritage and other online and print publications and newsletters, and press releases).	15,000	16,800	17,000	18,600
2013-2016 Strategic Plan implementation	30% complete	50% complete	70% complete	85% complete

\*Includes annual school tour programs \*\*Collaborative programs with local cultural institutions, including programs and events in which the museum acts as co-sponsor, or museum staff participate in educational presentations.

## *Performance Goals, Objectives and Measures*

**GOAL:** To establish physical and electronic access to the historical records maintained in the archives by organizing the collection within the Allen House, and continue to digitize records, in accordance with accepted standards of both the Society of American Archivists, and American Alliance for Museums. (*Long-Term Municipal Goals 1a, 1b, 2a, 2b*)

**OBJECTIVE:** To: 1) continue to catalogue, and digitize records per nationally accepted standards; 2) continue comprehensive review of existing collections and establish polices, and “best practices” per the nationally- accepted standards, making the collections more accessible to researchers; and 3) improve efficiency, accuracy, and accessibility of object records and documentation.

### **MEASURES**

	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Total number of collection items electronically catalogued, and digitized*	1,000*	2,000*	2,400*	3,000*
Total number of researchers and research inquiries utilizing the collection via walk-ins, emails, letters, phone, and online	400	500*	600*	700*

\*Baldwin Public Library assists in cataloguing museum research library books using its circulating reference library database. This will allow library patrons to see and use museum collection materials via the Baldwin Public Library online catalogues. The Bloomfield Township Library is undertaking a project to digitize microfilm records of the Eccentric newspapers in the museum collection. The museum’s goal is to develop additional online content for enhanced public access. The Oakland County Historical Resources Library is an online consortium that provides digitized content to the public, including a portion of the museum’s image collection.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
HUNTER HOUSE

101-804.001-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
SUPPLIES							
729.00	OPERATING SUPPLIES	1,357	800	800	1,000	1,000	1,000
752.00	COLLECTION CARE SUPPLIES	870	1,300	1,300	2,500	2,500	2,500
	SUPPLIES	2,227	2,100	2,100	3,500	3,500	3,500
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	3,733	25,200	15,000	6,000	6,000	6,000
851.00	TELEPHONE	546	550	600	600	600	600
920.00	ELECTRIC UTILITY	490	600	600	600	600	600
921.00	GAS UTILITY CHARGES	1,097	1,000	800	1,000	1,000	1,000
922.00	WATER UTILITY	2,244	2,300	2,500	2,500	2,500	2,500
	OTHER CHARGES	8,110	29,650	19,500	10,700	10,700	10,700
CAPITAL OUTLAY							
977.00	BUILDINGS	0	0	5,300	0	0	0
	CAPITAL OUTLAY	0	0	5,300	0	0	0
HUNTER HOUSE TOTAL		10,337	31,750	26,900	14,200	14,200	14,200

***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

- 1. 811.00 Other Contractual Service** – The \$6,000 budget reflects normal contractual service costs. The budget for 2015-2016 includes \$20,000 for exterior repair and painting.





*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **NON-DEPARTMENTAL SUMMARY**

### **Transfers Out**

This activity accounts for General Fund transfers to other City funds and organizations. In the recommended 2016-2017 fiscal year, it accounts for the following:

- 1. Contribution to 48th District Court** – The recommended expenditure for the 48<sup>th</sup> District Court of \$1,150,000 is offset by projected court revenue of \$1,200,560.
- 2. Transfer to Street Funds** – The General Fund makes up the difference between revenues received primarily from the state and expenditures required from the Major and Local Street Funds.
- 3. Transfers to Capital Projects** – This account is used to record appropriations to the Capital Projects Fund from the General Fund.
- 4. Transfers to Risk Management** – This account is used to record cost reimbursement to the Risk Management Fund from the General Fund.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**TRANSFERS OUT**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT. REQUEST	MANAGER RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
48TH DISTRICT COURT							
999.99	48TH DISTRICT COURT	1,228,831	1,255,710	1,121,660	1,150,000	1,150,000	1,173,000
	48TH DISTRICT COURT TOTAL	1,228,831	1,255,710	1,121,660	1,150,000	1,150,000	1,173,000
TRANSFERS OUT							
999.02	TRANSFER TO MAJOR STREETS	1,200,000	1,580,000	1,580,000	1,550,000	1,550,000	2,100,000
999.05	TRANSFER TO SEWAGE DISPOSAL	400,000	0	0	0	0	850,000
999.20	TRANSFER TO LOCAL STREETS	2,000,000	2,250,000	2,250,000	2,650,000	2,650,000	2,700,000
999.24	TRANSFER TO BROWNFIELD REDEV	25,000	25,000	25,000	0	0	0
999.40	TRANSFER TO CAPITAL PROJECTS	643,920	376,900	376,900	320,000	320,000	766,000
999.67	TRANSFER TO RISK MANAGEMENT	0	0	1,000,000	480,000	480,000	70,000
	TRANSFERS OUT TOTAL	4,268,920	4,231,900	5,231,900	5,000,000	5,000,000	6,486,000
	TRANSFERS OUT TOTAL	5,497,751	5,487,610	6,353,560	6,150,000	6,150,000	7,659,000

## **NON-DEPARTMENT SUMMARY**

### **Legal**

The firm of Beier Howlett provides general counsel to the City. This activity provides for routine legal work, including: drafting ordinances; legal advice; preparing or reviewing contracts; attendance at City Commission meetings; and representation in District and other Courts.

Legal fees have also been budgeted in other activities as follows:

<b><u>Fund</u></b>	<b><u>Account Number</u></b>	<b><u>Amount</u></b>
General Fund		
Human Resources	101-270.000-801.01	\$10,000
	101-270.000-801.02	15,000
Pension Administration	101-274.000-801.02	<u>3,000</u>
	Total	<u>\$28,000</u>

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
LEGAL

101-266,000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
OTHER CHARGES							
801.01	ATTORNEY RETAINER	138,000	144,000	144,000	150,000	150,000	150,000
801.02	OTHER LEGAL	296,040	335,000	335,000	335,000	335,000	335,000
	OTHER CHARGES	434,040	479,000	479,000	485,000	485,000	485,000
LEGAL TOTAL		434,040	479,000	479,000	485,000	485,000	485,000

## **NON-DEPARTMENTAL SUMMARY**

### **Pension Administration**

The retirement system was established to provide retirement allowances and benefits for the employees of the City and their dependents. The Treasurer, in conjunction with an eight-member Retirement Board, is responsible for administering, managing and operating the employees' retirement system. The eight-member Retirement Board consists of a citizen member, the City Manager, a general City member, a Fire Department member, a Police Department member, the Mayor, another Commission member, and a non-voting retiree member. The City Treasurer is the Secretary-Treasurer to the Retirement Board. According to the City Charter, the Retirement Board must meet at least once each quarter. Currently, the Board meets on the second Friday of the month in March, June, September and December.

The expense fund for the Retirement System is called Pension Administration. Chapter 2, Article VI, Section 2.240 of the City Code states:

The expense fund shall be the fund to which shall be credited all money provided by the City to pay the administrative expense of the Retirement System and from which shall be paid all expenses necessary in connection with the administration of the retirement system. The board shall annually certify to the appropriating authorities of the City, on or before April 1 according to legal budget procedure, the amount of appropriation necessary to administer the retirement system during the next fiscal year and the City may appropriate such amount to the credit of the expense fund. In the event the City fails to appropriate such amount to the credit of the expense fund, the Board shall transfer a portion of the income from the reserve for employer contributions into the expense fund to defray the expenses for the administration of the retirement system. Provided that in the event there is not sufficient income from the reserve for employer contributions to defray all of the expenses of the retirement system the City shall appropriate a sufficient amount to defray the portion of such expenses not covered by the income from the reserve for employer contributions.

Comerica Bank serves as the custodian for the fund. The Birmingham Retirement System currently employs the following investment managers to diversify the investment of fund assets:

<u>Investment Manager</u>	<u>Management Style</u>	<u>Asset Allocation at 1/31/16</u>	<u>% of Fund</u>
Bradford & Marzec	Fixed-income	\$13,344,002	14.2%
C.S. McKee	Fixed-income	\$ 6,529,125	6.9%
Gabelli Asset Management	Small-cap value equity	\$ 8,226,429	8.7%
Lazard Asset Management	International equity	\$10,994,377	11.7%
Lazard	Emerging Market	\$ 4,194,253	4.5%
Systematic Financial	Mid-cap value	\$ 6,303,007	6.7%
Abbey Capital	Managed Future Fund	\$ 5,975,058	6.4%

Apex Capital Management	Managed Futures	\$ 7,020,325	7.5%
Westwood Holdings	Large-cap value	\$11,608,568	12.4%
Bahl Gaynor	Large-cap growth	\$16,108,754	17.2%
Goldman Sachs	Alternative	<u>\$ 3,542,133</u>	<u>3.8%</u>
Total Fund		\$93,846,031	100.0%

Comerica Bank's Performance Consulting Group prepares periodic reports to provide the investment returns and relative performance of the various investment managers and the total plan.

As of January 31, 2016, there were 117 total members in the Retirement System. The number of total members includes 98 active members, 13 former employees who have left their accumulated contributions in the system in order to qualify for deferred benefits and 6 former members who have left their accumulated contributions in the system in order to qualify for reciprocal benefits. At January 31, 2016 there were 218 retirees and beneficiaries who are receiving benefits.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**PENSION ADMINISTRATION**

101-274.000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
PERSONNEL SERVICES							
703.00	ADMINISTRATION COST	99,320	98,640	98,640	80,260	80,260	80,890
	PERSONNEL SERVICES	99,320	98,640	98,640	80,260	80,260	80,890
SUPPLIES							
728.00	PUBLICATIONS	49	100	100	100	100	100
729.00	OPERATING SUPPLIES	0	50	50	50	50	50
	SUPPLIES	49	150	150	150	150	150
OTHER CHARGES							
801.02	OTHER LEGAL	675	3,000	1,500	3,000	3,000	3,000
802.01	AUDIT	2,763	2,870	2,800	2,870	2,870	2,930
802.02	INVESTMENT MANAGEMENT	501,649	530,000	483,990	508,280	508,280	538,780
802.03	INVESTMENT CUSTODIAL	53,976	55,500	51,100	53,650	53,650	56,870
802.04	ACTUARY	37,725	30,730	34,500	36,000	36,000	36,500
802.05	INVESTMENT PERFORMANCE	21,000	21,500	24,000	24,000	24,000	24,000
802.06	INVESTMENT CONSULTANT	71,120	72,320	69,100	71,280	71,280	75,550
955.03	MEMBERSHIP & DUES	100	100	100	100	100	100
955.04	CONFERENCES & WORKSHOPS	1,213	3,500	2,400	3,600	3,600	3,600
957.02	OTHER CASUALTY INSURANCE	11,650	11,650	12,000	12,360	12,360	12,730
962.00	MISCELLANEOUS	0	300	150	300	300	300
964.00	RETIREMENT EXPENSE CREDIT	(801,046)	(830,260)	(780,430)	(795,850)	(795,850)	(835,400)
	OTHER CHARGES	(99,175)	(98,790)	(98,790)	(80,410)	(80,410)	(81,040)
PENSION ADMINISTRATION TOTAL							
		194	0	0	0	0	0



### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **703.00 Administration Cost** – The decrease of \$18,380, or 18.6%, reflects a reduction in costs associated with the Treasurer and Treasury Secretary benefit costs.
2. **802.02 Investment Management** – The decrease of \$21,720, or 4.1%, reflects reduced fees paid to investment managers as a result of renegotiated fees and a lower market value.
3. **802.03 Investment Custodial** – The decrease of \$1,850, or 3.3%, is based on the projected market value of the assets managed.
4. **802.04 Actuary** – The increase of \$5,270, or 17.1%, is based on increased actuarial work due to changes in GASB standards for pension reporting.
5. **802.06 Investment Consultant** – The decrease of \$1,040, or 1.4%, is based on the projected value of assets managed.

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **802.02 Investment Management** – The increase of \$30,500, or 6%, reflects fees paid to investment managers adjusted for anticipated growth in the portfolio of assets managed.
2. **802.03 Investment Custodial** – The increase of \$3,220, or 6%, is based on the anticipated growth in the portfolio of assets managed.
3. **802.06 Investment Consultant** – The increase of \$4,270, or 6%, is based on the anticipated growth in assets managed.

## *Performance Goals, Objectives and Measures*

**GOAL:** To administer, manage and operate the retirement system properly to protect the assets of the retirement system from both market-value and inflationary erosion and provide growth to fund future costs. (*Long-Term Municipal Goals 1a, 2*)

**OBJECTIVE:** To formulate administrative and investment policies to meet current needs within administrative, fiscal and legal constraints.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Retirement Board meetings	4	4	4	4
Retirement Board Investment Committee	4	4	4	4
Number of active employees in retirement system	101	93	87	81
Number of retirees	220	220	220	220
Benefit estimates prepared	13	20	20	20
Retirement benefits processed	13	8	6	6
Investment return on portfolio	2.1%	-4.0%	4.0%	5.0%



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **SPECIAL REVENUE FUNDS**

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specific purposes.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
SPECIAL REVENUE FUNDS  
REVENUES BY SOURCE

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	
	2014-2015	2015-2016	2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
<u>MAJOR STREETS FUND</u>					
USE OF FUND BALANCE	0	1,595,820	0	926,200	0
INTERGOVERNMENTAL	1,390,083	1,978,610	2,022,200	1,153,830	1,197,230
INTEREST AND RENT	24,304	25,500	12,290	7,540	12,760
OTHER REVENUE	13,791	2,940	4,360	401,360	156,160
TRANSFERS IN	1,200,000	1,580,000	1,580,000	1,550,000	2,100,000
TOTAL	2,628,178	5,182,870	3,618,850	4,038,930	3,466,150
<u>LOCAL STREETS FUND</u>					
USE OF FUND BALANCE	0	1,405,864	0	615,570	0
INTERGOVERNMENTAL	420,041	376,480	437,490	484,890	487,830
INTEREST AND RENT	26,437	35,500	19,790	15,050	13,900
OTHER REVENUE	220,882	113,770	151,370	358,310	130,510
TRANSFERS IN	2,000,000	2,250,000	2,250,000	2,650,000	2,700,000
TOTAL	2,667,360	4,181,614	2,858,650	4,123,820	3,332,240
<u>SOLID WASTE FUND</u>					
USE OF FUND BALANCE	0	0	0	10,310	82,190
TAXES	1,803,535	1,825,000	1,820,000	1,820,000	1,820,000
CHARGES FOR SERVICES	21,883	22,900	22,400	22,400	22,400
INTEREST AND RENT	8,085	8,500	7,860	10,040	12,260
OTHER REVENUE	2,171	0	300	0	0
TOTAL	1,835,674	1,856,400	1,850,560	1,862,750	1,936,850
<u>COMMUNITY DEVELOPMENT BLOCK GRANT FUND</u>					
INTERGOVERNMENTAL	17,053	72,909	72,910	31,340	31,340
TOTAL	17,053	72,909	72,910	31,340	31,340
<u>LAW AND DRUG ENFORCEMENT FUND</u>					
FINES AND FORFEITURES	69,320	37,500	39,370	37,500	37,500
INTEREST AND RENT	584	750	540	720	840
TOTAL	69,904	38,250	39,910	38,220	38,340
TOTAL REVENUES	7,218,169	11,332,043	8,440,880	10,095,060	8,804,920

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
SPECIAL REVENUE FUNDS  
EXPENDITURES BY FUND

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	
	2014-2015	2015-2016	2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
MAJOR STREETS FUND	4,262,669	5,182,870	4,289,230	4,038,930	2,063,530
LOCAL STREETS FUND	3,607,961	4,181,614	4,063,600	4,123,820	3,141,110
SOLID WASTE FUND	1,681,330	1,847,800	1,751,520	1,862,750	1,936,850
COMMUNITY DEVELOPMENT BLOCK GRANT F	17,053	72,909	72,910	31,340	31,340
LAW AND DRUG ENFORCEMENT FUND	204,351	8,800	8,800	8,500	0
TOTAL EXPENDITURES	9,773,364	11,293,993	10,186,060	10,065,340	7,172,830



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **FUND SUMMARY**

### **Major Street Fund**

The Major Street Fund is used to account for construction, maintenance and other authorized operations pertaining to all streets classified as “Major Streets” within the City of Birmingham. Major Streets are designated by the State Highway Commission under the provisions of Act 51, Public Act (P.A.) 1951, as amended.

The Department of Engineering and Public Services are responsible for the maintenance, resurfacing and paving of approximately 22 miles of major streets. Street maintenance includes: repair of potholes; crack sealing; cleaning of catch basins; pulverizing and cape-sealing programs for oil-mat streets; mowing of rights-of-way; snow and ice control; care of City trees along street rights-of-way; and bridge maintenance and repair. The Police Department is responsible for traffic services and coordinates the replacement of signs, signals and pavement markings. The Police Department, in conjunction with the Multi-Modal Transportation Board (MMTB), assists in the evaluation of traffic-flow patterns within the City.

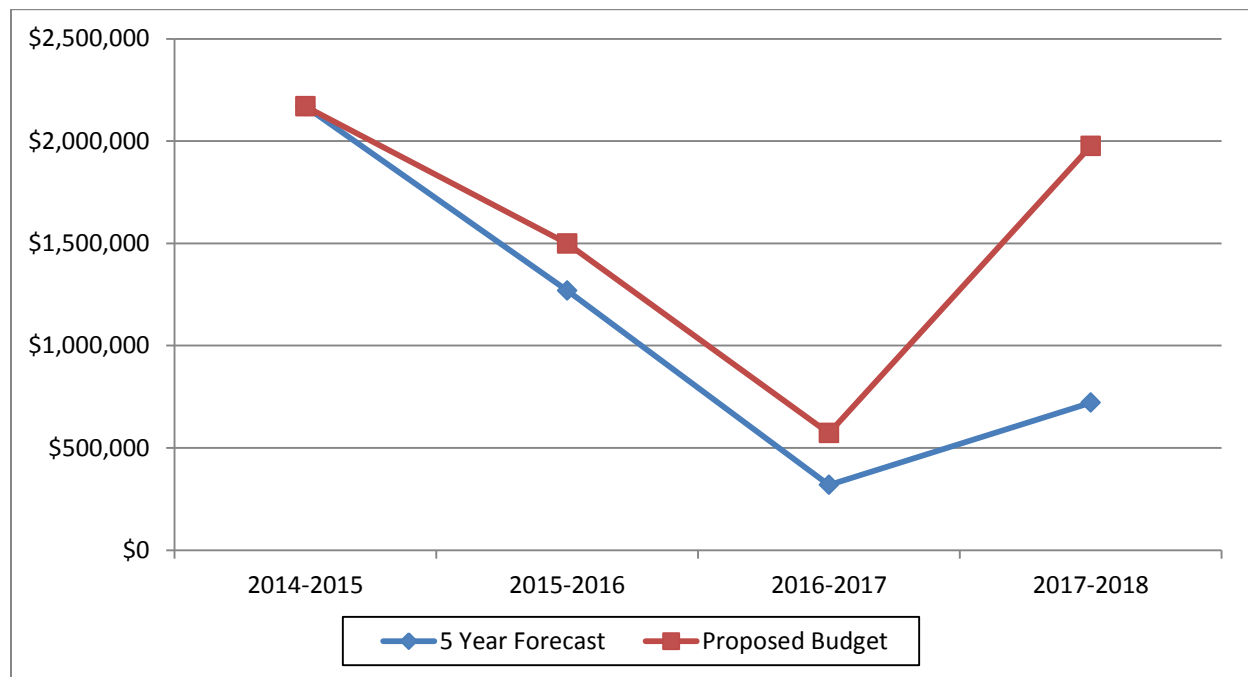
#### **Fund Overview**

Below is an overview of the budget for the Major Street Fund. Details and assumptions concerning revenue and expenditures are also discussed in this summary.

<b>City of Birmingham, Michigan</b> <b>Statement of Revenues, Expenditures and Changes in Fund Balance</b> <b>Major Street Fund</b>					
<b><u>Description</u></b>	<b><u>Actual</u></b> <b><u>2014-2015</u></b>	<b><u>Budget</u></b> <b><u>2015-2016</u></b>	<b><u>Projected</u></b> <b><u>2015-2016</u></b>	<b><u>Recommended</u></b> <b><u>2016-2017</u></b>	<b><u>Planned</u></b> <b><u>2017-2018</u></b>
Revenues	\$ 2,628,178	\$ 3,587,050	\$ 3,618,850	\$ 3,112,730	\$ 3,466,150
Expenditures	<u>(4,262,669)</u>	<u>(5,182,870)</u>	<u>(4,289,230)</u>	<u>(4,038,930)</u>	<u>(2,063,530)</u>
Revenues over (under)					
Expenditures	(1,634,491)	(1,595,820)	(670,380)	(926,200)	1,402,620
Beginning Fund Balance	<u>3,803,720</u>	<u>2,169,229</u>	<u>2,169,229</u>	<u>1,498,849</u>	<u>572,649</u>
Ending Fund Balance	<u>\$ 2,169,229</u>	<u>\$ 573,409</u>	<u>\$ 1,498,849</u>	<u>\$ 572,649</u>	<u>\$ 1,975,269</u>



The recommended budget decreases fund balance by \$926,200, or 62% from the projected 2015 - 2016 fund balance. Below is a comparison of the recommended budget ending fund balance as compared to the 5 year forecast as presented at the Long Range Planning Meeting in January 2016.



The proposed budget's fund balances are higher than the 5 year forecast model by \$253,596 and \$1,254,091 at the end of fiscal year 2016-2017 and 2017-2018, respectively. Significant changes to the 5 year forecast include mainly decreased capital outlay to the street construction projects.

### **Revenue Assumptions**

The Major Street Fund derives revenues primarily from gas- and weight-tax distributions from the state and operating transfers from the General Fund. The process to estimate gas- and weight-tax revenues for the budget assumes the Act 51 funding formula currently in effect. Gas- and weight-tax revenues for fiscal year 2016-2017 are estimated to be slightly higher.

Gas- and weight-tax distributions from the state contribute approximately 28% of the funding for street maintenance and construction costs for fiscal year 2016-2017. Locally-raised revenues and fund balance reserves must be used to offset the remaining costs. The recommended budget includes a transfer of \$1,550,000 from the General Fund to the Major Street Fund. This transfer will also allow the Major Street Fund to maintain sufficient reserves.

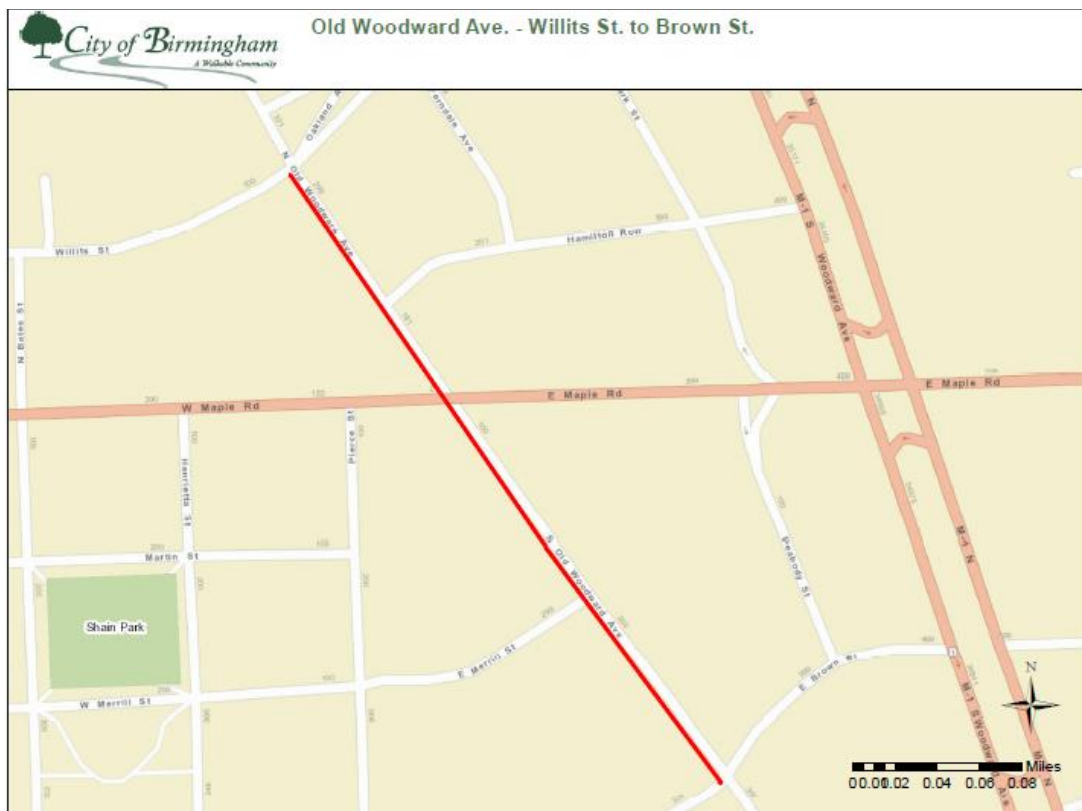
### **Expenditure Assumptions**

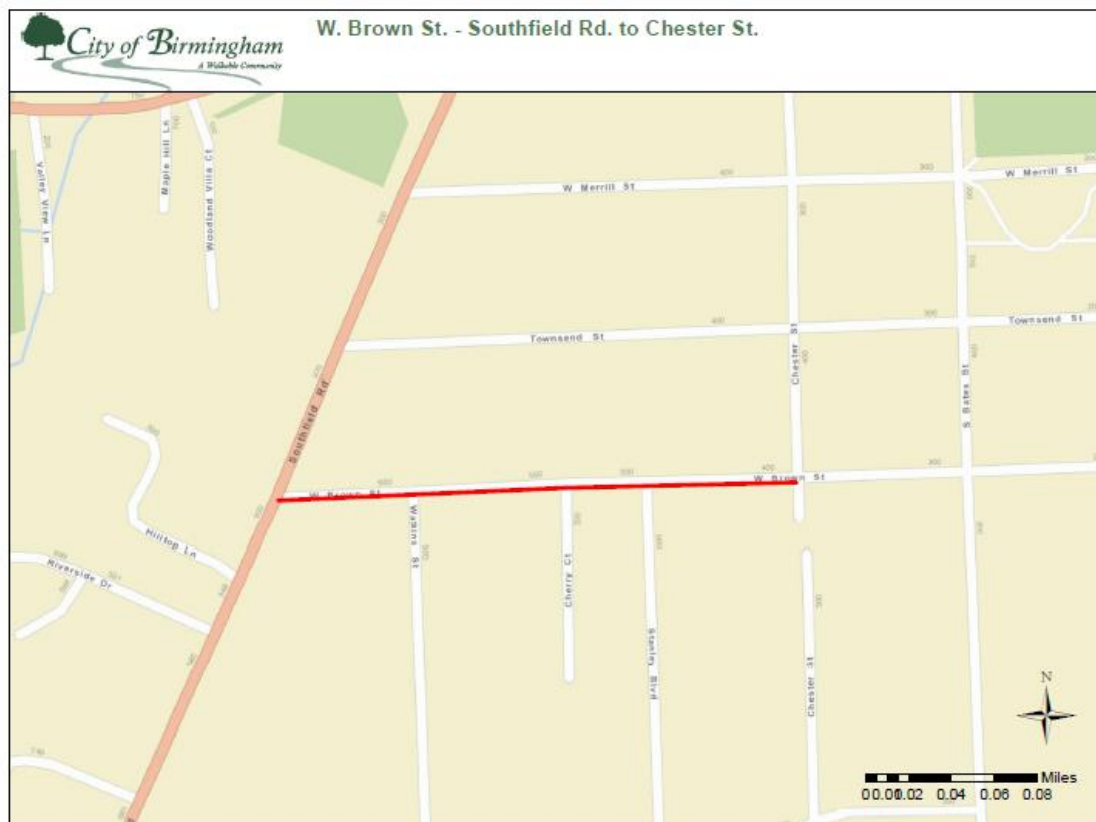
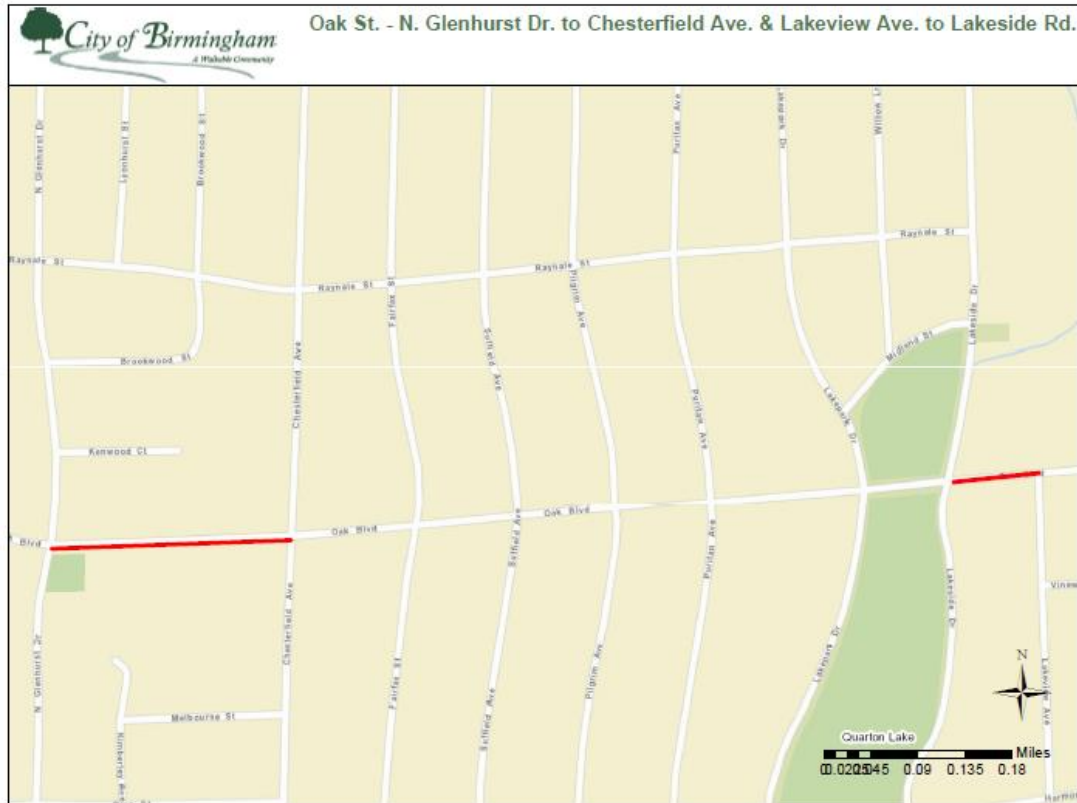
Recommended expenditures for fiscal year 2016-2017 total \$4,038,930. This amount is approximately \$386,320, or 10.5%, more than original budgeted expenditures for fiscal year 2015-2016. The primary reason for the increase is an increase in capital outlay for fiscal year 2016-2017.

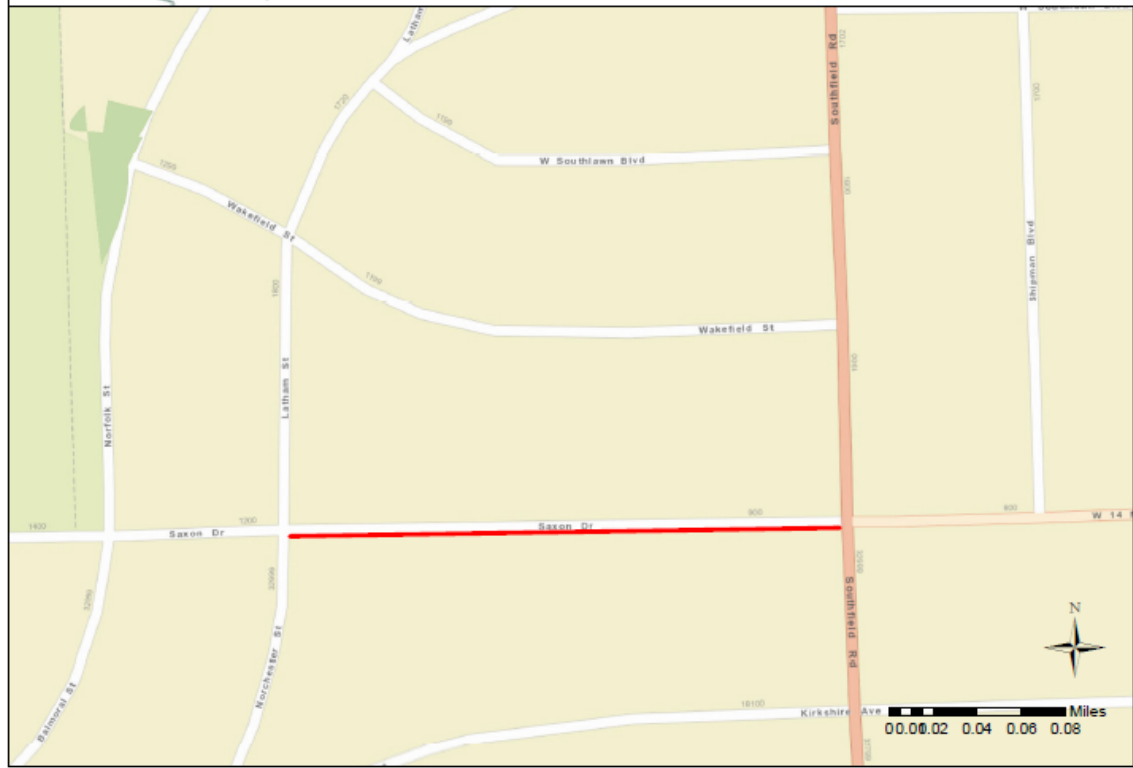
Capital outlay in the amount of \$2,648,480 represents 66% of the total budget for 2016-2017. This amount includes the following road projects:

- \$91,600 signal replacement at the intersection of Maple Rd. and Chesterfield Ave.;
- \$61,880 signal replacement at the intersection of Southfield Rd. and 14 Mile Rd.;
- \$400,000 for reconstruction of Oak St. between N. Glenhurst Dr. and Chesterfield Ave.;
- \$144,000 for reconstruction of Oak St. between Lakeside Rd. and Lakeview Ave.;
- \$196,000 for reconstruction of Saxon Dr. between Latham Rd. and Southfield Rd.;
- \$180,000 for reconstruction of W. Brown St. between Southfield Rd. and Chester St.;
- \$1,550,000 for reconstruction of Old Woodward Ave. between Willits St. and Brown St.; and
- \$25,000 for concrete repair in conjunction with sidewalk replacement.

A detailed listing of all Major Street capital improvements is included in the Capital Improvements section of this document. Also, see the following maps:







CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
MAJOR STREET FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	PLANNED
	2014-2015	2015-2016	2015-2016	RECOMMEND 2016-2017	2017-2018
<u>REVENUES</u>					
INTERGOVERNMENTAL	1,390,083	1,978,610	2,022,200	1,153,830	1,197,230
INTEREST AND RENT	24,304	25,500	12,290	7,540	12,760
OTHER REVENUE	13,791	2,940	4,360	401,360	156,160
TRANSFERS IN	1,200,000	1,580,000	1,580,000	1,550,000	2,100,000
REVENUES	2,628,178	3,587,050	3,618,850	3,112,730	3,466,150
<u>EXPENDITURES</u>					
PERSONNEL SERVICES	552,621	596,120	567,200	529,810	536,390
SUPPLIES	113,038	222,200	85,700	221,700	221,700
OTHER CHARGES	628,879	634,145	641,990	638,940	691,380
CAPITAL OUTLAY	2,968,131	3,730,405	2,994,340	2,648,480	614,060
EXPENDITURES	4,262,669	5,182,870	4,289,230	4,038,930	2,063,530
REVENUES OVER (UNDER) EXPENDITURES	(1,634,491)	(1,595,820)	(670,380)	(926,200)	1,402,620
BEGINNING FUND BALANCE	3,803,720	2,169,233	2,169,233	1,498,853	572,653
ENDING FUND BALANCE	2,169,229	573,413	1,498,853	572,653	1,975,273

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
MAJOR STREET FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	PLANNED
	2014-2015	2015-2016	2015-2016	RECOMMEND 2016-2017	2017-2018
<u>REVENUES</u>					
INTERGOVERNMENTAL	1,390,083	1,978,610	2,022,200	1,153,830	1,197,230
INTEREST AND RENT	24,304	25,500	12,290	7,540	12,760
OTHER REVENUE	13,791	2,940	4,360	401,360	156,160
TRANSFERS IN	1,200,000	1,580,000	1,580,000	1,550,000	2,100,000
REVENUES	2,628,178	3,587,050	3,618,850	3,112,730	3,466,150
<u>EXPENDITURES</u>					
FINANCE DEPARTMENT	21,803	17,920	17,870	18,690	18,790
TRAFFIC CONTROLS	165,420	225,667	250,890	347,540	275,170
TRAFFIC ENGINEERING	36,806	37,910	45,310	35,450	36,430
CONSTRUCTION	3,007,794	3,723,715	2,987,650	2,524,900	565,160
BRIDGE MAINTENANCE	10,917	8,200	5,200	5,200	5,200
STREET MAINTENANCE	311,393	348,508	323,370	302,860	325,110
STREET CLEANING	122,855	184,920	166,990	132,060	163,020
STREET TREES	253,083	227,710	240,240	241,450	241,970
SNOW AND ICE CONTROL	292,463	365,320	198,710	372,780	374,680
HIGHWAYS & STREETS	40,135	43,000	53,000	58,000	58,000
EXPENDITURES	4,262,669	5,182,870	4,289,230	4,038,930	2,063,530
REVENUES OVER (UNDER) EXPENDITURES	(1,634,491)	(1,595,820)	(670,380)	(926,200)	1,402,620
BEGINNING FUND BALANCE	3,803,720	2,169,233	2,169,233	1,498,853	572,653
ENDING FUND BALANCE	2,169,229	573,413	1,498,853	572,653	1,975,273

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**MAJOR STREET FUND**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	221,211	261,460	246,150	241,060	241,060	243,420
703.00	ADMINSTRATION COST	110,378	105,090	105,090	96,860	96,860	97,810
706.00	LABOR BURDEN	221,027	229,570	215,960	191,890	191,890	195,160
	<b>PERSONNEL SERVICES</b>	<b>552,616</b>	<b>596,120</b>	<b>567,200</b>	<b>529,810</b>	<b>529,810</b>	<b>536,390</b>
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	113,039	222,200	85,700	221,700	221,700	221,700
	<b>SUPPLIES</b>	<b>113,039</b>	<b>222,200</b>	<b>85,700</b>	<b>221,700</b>	<b>221,700</b>	<b>221,700</b>
<b>OTHER CHARGES</b>							
802.01	AUDIT	3,203	3,310	3,260	3,330	3,330	3,400
804.01	ENGINEERING CONSULTANTS	40,135	40,000	50,000	55,000	55,000	55,000
804.02	CONTRACT TRAFFIC ENGINEER	8,056	9,280	16,680	9,650	9,650	10,300
805.01	URBAN/LANDSCAPE DESIGNER	0	3,000	3,000	3,000	3,000	3,000
811.00	OTHER CONTRACTUAL SERVICE	16,302	5,200	5,200	5,200	5,200	5,200
819.00	TREE TRIMMING CONTRACT	187,828	160,000	160,000	160,000	160,000	160,000
920.00	ELECTRIC UTILITY	22,850	20,340	20,340	21,150	21,150	21,150
937.02	CONTRACT LANE PAINTING	81,800	95,367	103,530	103,530	103,530	103,530
937.03	OAKLAND CNTY SIGNAL MAINT	31,570	41,420	57,980	43,080	43,080	44,800
937.04	CONTRACT MAINTENANCE	67,001	85,678	80,000	50,000	50,000	100,000
937.05	STREET LIGHTING CBD MAINT	11,000	17,000	17,000	20,000	20,000	20,000
941.00	EQUIPMENT RENTAL OR LEASE	159,134	153,550	125,000	165,000	165,000	165,000
	<b>OTHER CHARGES</b>	<b>628,879</b>	<b>634,145</b>	<b>641,990</b>	<b>638,940</b>	<b>638,940</b>	<b>691,380</b>
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	0	39,910	39,910	153,480	153,480	79,060
981.01	PUBLIC IMPROVEMENTS	2,340,079	3,659,803	2,928,220	2,495,000	2,495,000	535,000
985.67	QUARTON & CHESTERFIELD INTERSECT	628,052	30,692	26,210	0	0	0
	<b>CAPITAL OUTLAY</b>	<b>2,968,131</b>	<b>3,730,405</b>	<b>2,994,340</b>	<b>2,648,480</b>	<b>2,648,480</b>	<b>614,060</b>
<b>MAJOR STREET FUND TOTAL</b>							
		<b>4,262,665</b>	<b>5,182,870</b>	<b>4,289,230</b>	<b>4,038,930</b>	<b>4,038,930</b>	<b>2,063,530</b>

<b>Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget</b>
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1. **702.00 Salaries and Wages Direct** – The decrease of \$20,400 or 7.8%, reflects a reduction of DPS employee wages allocated to this activity offset by increased temporary labor and scheduled union wage increases.
2. **703.00 Administrative Cost** – This account represents wages paid for administrative services performed by the following departments.

Police	\$ 51,600
Finance	15,360
Engineering	<u>29,900</u>
Total	\$ 96,860

3. **706.00 Labor Burden** – The decrease of \$37,680, or 16.4%, is the result of a decrease in retiree health-care contributions (\$23,970) and a decrease in pension contributions (\$7,640) as recommended by the City's actuary, and other fringe benefit costs associated with the wage changes above. This decrease was offset by an increase in contributions to the defined contribution (\$2,670) and health savings plans (\$50).
4. **804.01 Engineering Consultants** – The increase of \$15,000, or 37.5%, reflects consultants needed for the multi-modal transportation board.
5. **937.02 Contract Lane Painting** – The increase of \$8,163, or 8.6%, provides funding for handicapped parking meter spaces and striping changes due to MMTB projects.
6. **937.04 Contract Maintenance** – The original budget for 2015-2016 for this account was \$82,000. It was increased to \$85,678 as a result of an encumbrance from 2014-2015. This account represents lawn mowing, fertilizing and weed control, irrigation maintenance, and catch basin cleaning (done every other year).
7. **941.00 Equipment Rental or Lease** – The increase of \$11,450, or 7.5%, represents the trimming of trees in the downtown area.
8. **971.01 Machinery & Equipment** – This account is for the following traffic signal projects:

Signal replacement – Maple Rd./Chesterfield Ave.	\$91,600
Signal replacement – Southfield Rd./14 Mile Rd.	<u>61,880</u>
Total	<u>\$153,480</u>

9. **981.01 Public Improvements** – The \$2,495,000 is for the following projects:

Oak St. – N. Glenhurst Dr. to Chesterfield Ave.	\$400,000
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Oak St. – Lakeside Rd. to Lakeview Ave.	144,000
Saxon Dr. – Latham Rd. to Southfield Rd.	196,000
W. Brown St. – Southfield Rd. to Chester St.	180,000
Old Woodward Ave. – Willits St. to Brown St.	1,550,000
Concrete street repair in conjunction w/sidewalk replacement	<u>25,000</u>
Total	<u>\$2,495,000</u>

### *Significant Notes to 2017-2018 Planned Amounts*

1. **702.00 Salaries and Wages Direct** – The increase of \$2,360, or 1%, reflects scheduled union wage increases.
2. **706.00 Labor Burden** – The increase of \$3,270, or 1.7%, primarily reflects an increase in hospitalization costs (\$2,740) and an increase in retiree health-care contributions (\$1,180) as recommended by the City’s actuary. These costs were partially offset by a decrease in pension contributions (\$1,420).
3. **937.04 Contract Maintenance** – The increase of \$50,000, or 100%, includes a capesealing project (\$20,000) and a bi-annual catch basin cleaning done every other year.
4. **971.01 Machinery & Equipment** – The \$79,060 is for the following traffic signal projects:

Signal replacement – W. Maple Rd./Lakepark Dr.	\$79,060
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5. **981.01 Public Improvements** – The \$535,000 is for the following projects:

Oak St. – Westwood Dr. to N. Glenhurst Dr.	\$15,000
Lawndale Ave. – Oakland Ave. to Woodward Ave.	50,000
Grant St. – E. Lincoln Ave. to Humphrey Ave.	165,000
14 Mile Rd. – Greenfield Rd. to East City Limit (City’s share)	180,000
Pavement maintenance and concrete repairs	100,000
Concrete street repair w/sidewalk improvements	<u>25,000</u>
Total	<u>\$535,000</u>

## **FUND SUMMARY**

### **Local Street Fund**

The Local Street Fund is used to account for construction, maintenance, and other authorized operations pertaining to all streets classified as “Local Streets” within the City of Birmingham. Local Streets are designated by the State Highway Commission under the provisions of Act 51, Public Act (P.A.) 1951, as amended.

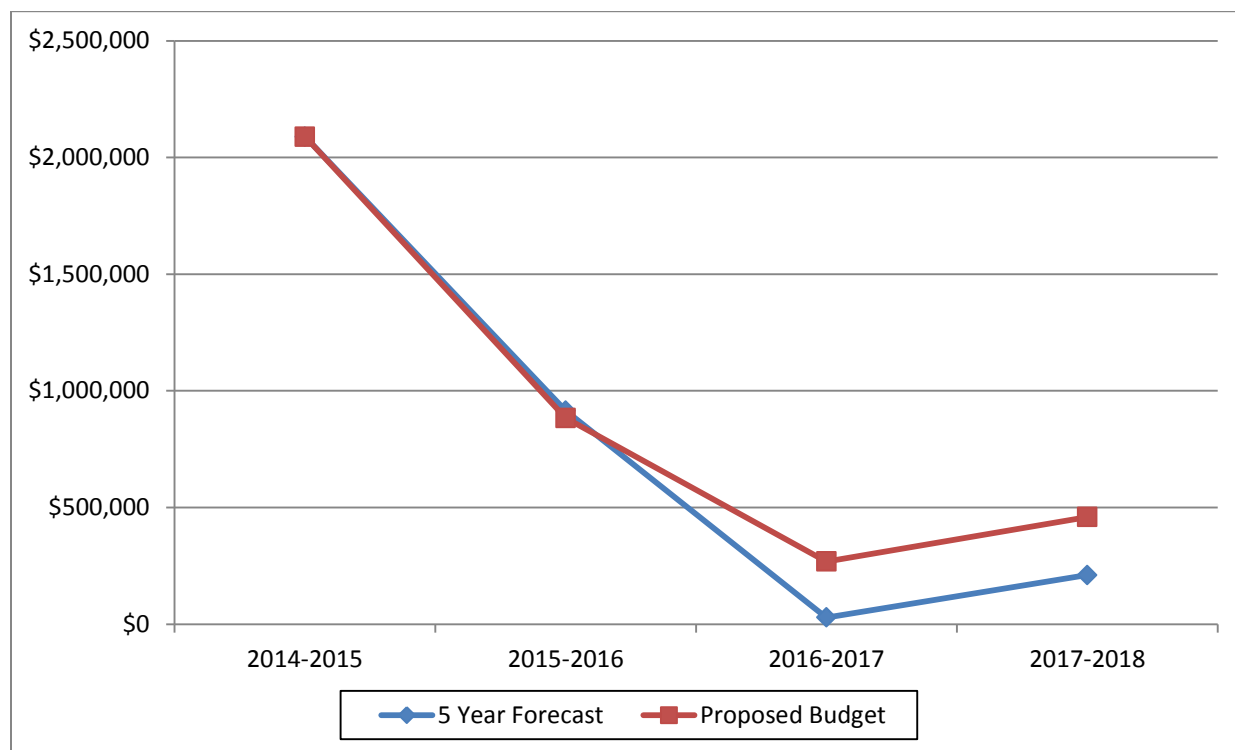
The Department of Engineering and Public Services are responsible for the maintenance, resurfacing and paving of approximately 63 miles of local streets. Street maintenance includes: repair of potholes; crack sealing; cleaning of catch basins; pulverizing and cape-sealing programs for oil-mat streets; mowing of rights-of-way; snow and ice control; care of City trees along street rights-of-way; and bridge maintenance and repair. The Police Department is responsible for traffic services and coordinates the replacement of signs, signals and pavement markings. The Police Department, in conjunction with the Multi-Modal Transportation Board, assists in the evaluation of traffic-flow patterns within the City.

#### **Fund Overview**

Below is an overview of the budget for the Local Street Fund. Details and assumptions concerning revenue and expenditures are also discussed in this summary.

<b>City of Birmingham, Michigan</b> <b>Statement of Revenues, Expenditures and Changes in Fund Balance</b> <b>Local Street Fund</b>					
<b><u>Description</u></b>	<b><u>Actual</u></b> <b><u>2014-2015</u></b>	<b><u>Budget</u></b> <b><u>2015-2016</u></b>	<b><u>Projected</u></b> <b><u>2015-2016</u></b>	<b><u>Recommended</u></b> <b><u>2016-2017</u></b>	<b><u>Planned</u></b> <b><u>2017-2018</u></b>
Revenues	\$ 2,667,360	\$ 2,775,750	\$ 2,858,650	\$ 3,508,250	\$ 3,332,240
Expenditures	<u>(3,607,961)</u>	<u>(4,181,614)</u>	<u>(4,063,600)</u>	<u>(4,123,820)</u>	<u>(3,141,110)</u>
Revenues over (under)					
Expenditures	(940,601)	(1,405,864)	(1,204,950)	(615,570)	191,130
Beginning Fund Balance	<u>3,029,383</u>	<u>2,088,782</u>	<u>2,088,782</u>	<u>883,832</u>	<u>268,262</u>
Ending Fund Balance	<u>\$ 2,088,782</u>	<u>\$ 682,918</u>	<u>\$ 883,832</u>	<u>\$ 268,262</u>	<u>\$ 459,392</u>

The recommended budget decreases fund balance by \$615,570, or 70% from the projected 2015 - 2016 fund balance. Below is a comparison of the recommended budget ending fund balance as compared to the 5 year forecast as presented at the Long Range Planning Meeting in January 2016.



The proposed budget's fund balance is greater than the 5 year forecast model by \$239,479 at the end of fiscal year 2016-2017 and is higher than the 5 year forecast model by \$248,912 at the end of fiscal year 2017-2018. Significant changes include increased transfers in from the General Fund in the fiscal year 2016-2017 recommended budget.

### **Revenue Assumptions**

The Local Street Fund derives revenues primarily from gas- and weight-tax distributions from the state, operating transfers from the General Fund and payments received from special assessments. The process to estimate gas- and weight-tax revenues for the budget assumes the Act 51 funding formula currently in effect. Gas and weight-tax revenues for fiscal year 2016-2017 are estimated to be higher.

Gas- and weight-tax distributions from the state provide approximately 11% of the funding for street-maintenance and construction costs for fiscal year 2016-2017. Locally raised revenues and fund balance reserves must be used to offset the remaining costs. The recommended budget includes a transfer from the General Fund to the Local Street Fund of \$2,650,000. This transfer will also allow the Local Street Fund to maintain sufficient reserves.

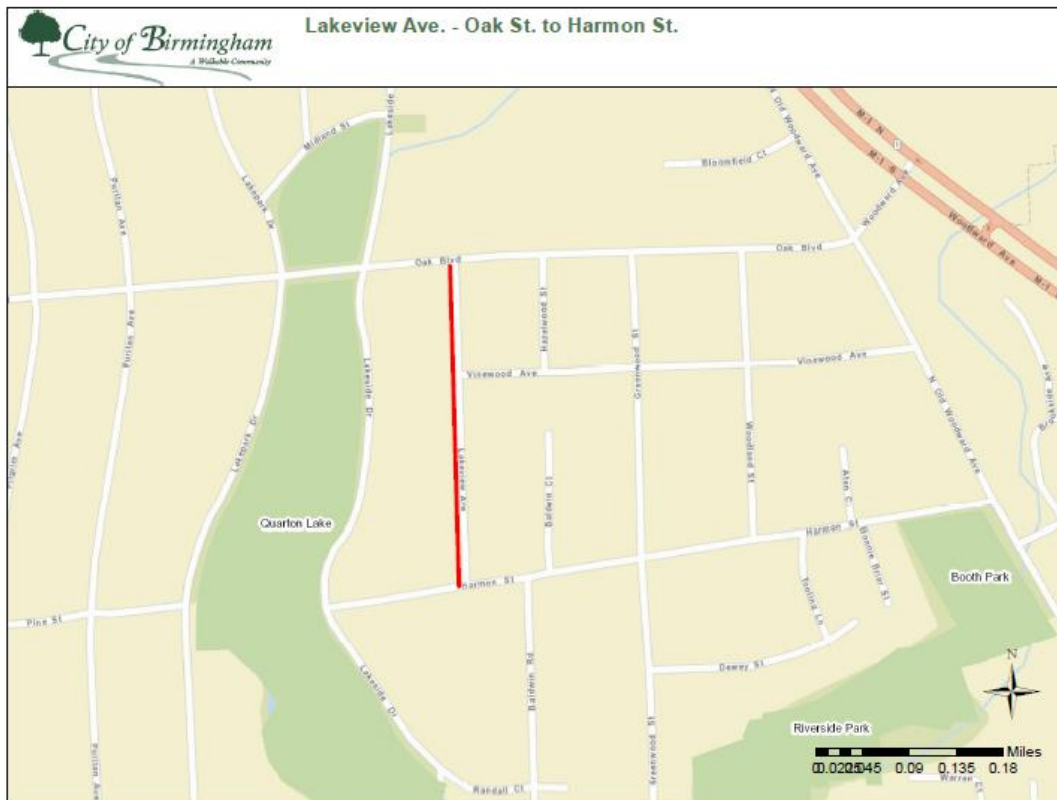
### **Expenditure Assumptions**

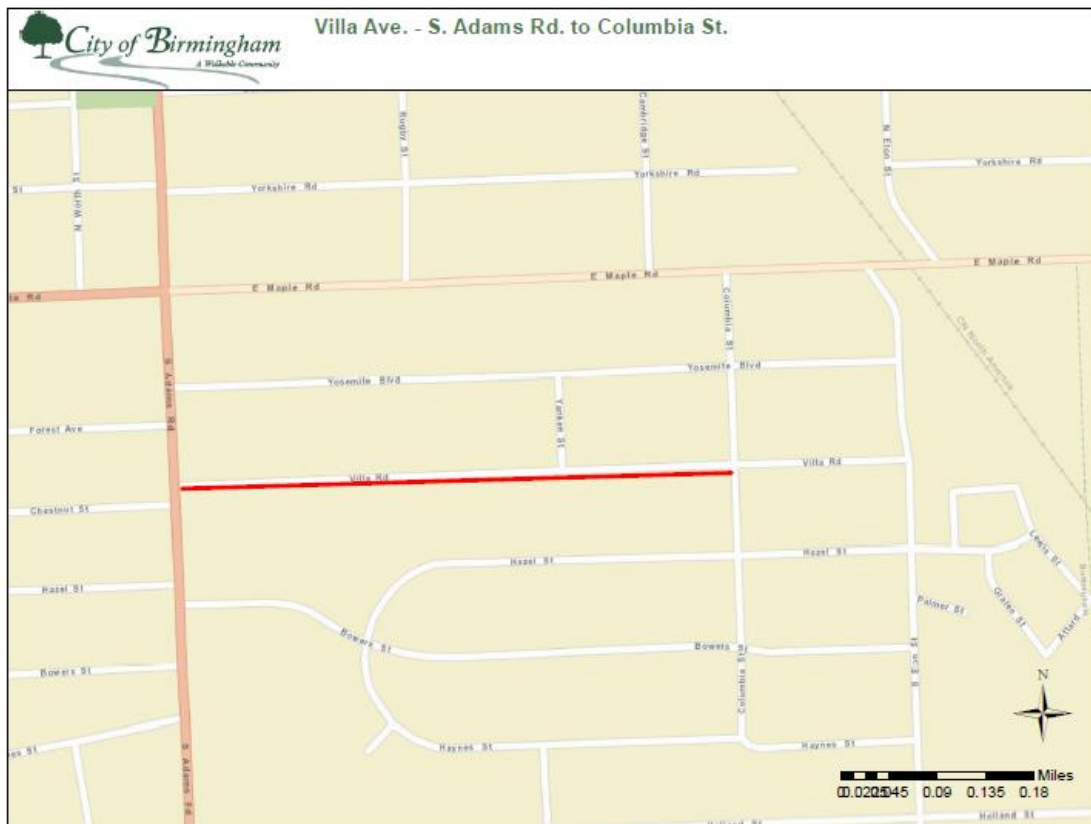
Recommended Local Street expenditures for fiscal year 2016-2017 total \$4,123,820, representing an increase of \$1,067,030, or 35% from fiscal year 2015-2016's original budget. The increase is primarily due to increase in capital outlay.

Capital improvements totaling \$2,705,000 represents 66% of the total budget for fiscal year 2016-2017. This amount includes the following road work:

- \$562,000 for reconstruction of Villa Ave. between Columbia Ave. and Adams Rd.;
- \$132,000 for reconstruction of Poppleton Ave. between Knox Ave. and E. Maple Rd.;
- \$875,000 for reconstruction of Raynale St., N. Glenhurst Dr., Brookwood St., Kenwood Ct. in the Quarton Lake area;
- \$355,000 for reconstruction of Lakeview Ave. between Oak St. and Harmon St.;
- \$596,000 for resurfacing of various roads – Sheffield Rd., Cheltenham Rd., Dunstable Rd., Melton Rd., Mansfield Rd., and Bradford Rd. area;
- \$100,000 for pavement maintenance and rehabilitation;
- \$60,000 for renovation of Saxon Dr. between Norfolk Dr. and Latham Rd.; and
- \$25,000 for concrete repairs in conjunction with sidewalk replacement.

A detailed listing of all Local Street improvements is included in the Capital Improvements section of this document. Also, see the following maps:







CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
LOCAL STREET FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY 2014-2015	BUDGET 2015-2016	PROJECTED 2015-2016	MANAGER	
				RECOMMEND 2016-2017	PLANNED 2017-2018
<u>REVENUES</u>					
INTERGOVERNMENTAL	420,041	376,480	437,490	484,890	487,830
INTEREST AND RENT	26,437	35,500	19,790	15,050	13,900
OTHER REVENUE	220,882	113,770	151,370	358,310	130,510
TRANSFERS IN	2,000,000	2,250,000	2,250,000	2,650,000	2,700,000
REVENUES	2,667,360	2,775,750	2,858,650	3,508,250	3,332,240
<u>EXPENDITURES</u>					
PERSONNEL SERVICES	589,891	641,550	621,860	618,320	626,540
SUPPLIES	97,046	179,000	99,620	158,700	158,700
OTHER CHARGES	831,447	677,157	654,010	641,800	885,870
CAPITAL OUTLAY	2,089,577	2,683,907	2,688,110	2,705,000	1,470,000
EXPENDITURES	3,607,961	4,181,614	4,063,600	4,123,820	3,141,110
REVENUES OVER (UNDER) EXPENDITURES	(940,601)	(1,405,864)	(1,204,950)	(615,570)	191,130
BEGINNING FUND BALANCE	3,029,383	2,088,784	2,088,784	883,834	268,264
ENDING FUND BALANCE	2,088,782	682,920	883,834	268,264	459,394



CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
LOCAL STREET FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	PLANNED
	2014-2015	2015-2016	2015-2016	2016-2017	2017-2018
<u>REVENUES</u>					
INTERGOVERNMENTAL	420,041	376,480	437,490	484,890	487,830
INTEREST AND RENT	26,437	35,500	19,790	15,050	13,900
OTHER REVENUE	220,882	113,770	151,370	358,310	130,510
TRANSFERS IN	2,000,000	2,250,000	2,250,000	2,650,000	2,700,000
REVENUES	2,667,360	2,775,750	2,858,650	3,508,250	3,332,240
 <u>EXPENDITURES</u>					
FINANCE DEPARTMENT	31,103	25,230	25,180	26,370	26,490
TRAFFIC CONTROLS	31,182	31,360	33,880	29,050	29,380
TRAFFIC ENGINEERING	28,750	28,630	28,630	35,520	35,850
CONSTRUCTION	2,140,833	2,732,697	2,736,900	2,748,850	1,514,230
BRIDGE MAINTENANCE	1,425	2,000	0	2,000	0
STREET MAINTENANCE	575,352	406,957	379,460	373,480	585,510
STREET CLEANING	172,487	206,740	209,730	184,470	223,890
STREET TREES	504,318	523,980	523,940	499,440	499,930
SNOW AND ICE CONTROL	122,511	224,020	122,880	204,640	205,830
HIGHWAYS & STREETS	0	0	3,000	20,000	20,000
EXPENDITURES	3,607,961	4,181,614	4,063,600	4,123,820	3,141,110
REVENUES OVER (UNDER) EXPENDITURES	(940,601)	(1,405,864)	(1,204,950)	(615,570)	191,130
BEGINNING FUND BALANCE	3,029,383	2,088,784	2,088,784	883,834	268,264
ENDING FUND BALANCE	2,088,782	682,920	883,834	268,264	459,394

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**LOCAL STREET FUND**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	230,060	271,770	267,810	266,510	266,510	269,610
703.00	ADMINSTRATION COST	135,136	127,970	127,970	118,490	118,490	119,580
706.00	LABOR BURDEN	224,692	241,810	226,080	233,320	233,320	237,350
	PERSONNEL SERVICES	589,888	641,550	621,860	618,320	618,320	626,540
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	97,047	179,000	99,620	158,700	158,700	158,700
	SUPPLIES	97,047	179,000	99,620	158,700	158,700	158,700
<b>OTHER CHARGES</b>							
802.01	AUDIT	3,203	3,310	3,260	3,330	3,330	3,400
804.01	ENGINEERING CONSULTANTS	0	0	3,000	20,000	20,000	20,000
804.02	CONTRACT TRAFFIC ENGINEER	0	0	0	9,720	9,720	9,720
811.00	OTHER CONTRACTUAL SERVICE	2,945	2,000	0	2,000	2,000	0
819.00	TREE TRIMMING CONTRACT	437,361	420,000	420,000	420,000	420,000	420,000
937.03	OAKLAND CNTY SIGNAL MAINT	2,376	2,730	4,750	2,750	2,750	2,750
937.04	CONTRACT MAINTENANCE	223,387	86,117	90,000	26,000	26,000	272,000
937.05	STREET LIGHTING CBD MAINT	4,968	0	0	0	0	0
941.00	EQUIPMENT RENTAL OR LEASE	157,208	163,000	133,000	158,000	158,000	158,000
	OTHER CHARGES	831,448	677,157	654,010	641,800	641,800	885,870
<b>CAPITAL OUTLAY</b>							
981.01	PUBLIC IMPROVEMENTS	1,912,655	2,360,417	2,333,110	2,143,000	2,143,000	1,470,000
985.66	CLARK ST. - GEORGE ST. TO E. LINCOLN	140,757	0	0	0	0	0
985.70	CUMMINGS AVENUE	36,165	323,490	305,000	0	0	0
985.73	VILLA AVENUE	0	0	50,000	562,000	562,000	0
	CAPITAL OUTLAY	2,089,577	2,683,907	2,688,110	2,705,000	2,705,000	1,470,000
<b>LOCAL STREET FUND TOTAL</b>		<b>3,607,960</b>	<b>4,181,614</b>	<b>4,063,600</b>	<b>4,123,820</b>	<b>4,123,820</b>	<b>3,141,110</b>

<b>Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget</b>
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1. **702.00 Salaries and Wages Direct** – The decrease of \$5,260 or 1.9%, reflects a reduction of DPS employee wages allocated to this activity offset by increased temporary labor and scheduled union wage increases.
2. **703.00 Administrative Cost** – This account represents wages paid for administrative services performed by the following departments.

Police	\$ 51,600
Finance	23,040
Engineering	<u>43,850</u>
Total	<u>\$118,490</u>

3. **706.00 Labor Burden** – The decrease of \$8,490, or 3.5%, is the result of the wage changes above which decreased fringe benefit costs, a decrease in retiree health-care contributions (\$7,180) and a decrease in pension contributions (\$5,200) as recommended by the City's actuary. This decrease was offset by an increase in hospitalization costs (\$820), and an increase in contributions to the defined 401a plan (\$3,580) and retiree health savings plan (\$780).
4. **729.00 Operating Supplies** – This account includes the costs for road salt and brine additives, road patching materials, gravel, barricades, street trees, mulch, topsoil, stakes, and water bags.
5. **804.01 Engineering Consultants** – The \$20,000 reflects consultants needed for the Multi-Modal Transportation Board.
6. **804.02 Contract Traffic Engineer** – The \$9,720 is for residential traffic counts on local streets (two lane) at two counts per week.
7. **937.04 Contract Maintenance** – The original budget for 2015-2016 for this account was \$56,000. It was increased to \$86,117 as a result of an encumbrance from 2014-2015 and a July 2015 budget amendment. The decrease of \$30,000, or 53.6%, from the original budget is for catch basin cleaning which is done every other year.
8. **981.01 Public Improvements** – The \$2,705,000 is for the following projects:

Poppleton Ave. – Knox Ave. to E. Maple Rd.	\$132,000
Saxon Dr. – Norfolk Dr. to Latham Rd.	60,000
Lakeview Ave. – Oak St. to Harmon St.	355,000
Quarton Lake Area – Raynale St., N. Glenhurst Dr., Brookwood St., Kenwood Ct.	875,000
Villa Ave. – Columbia Ave. to S. Adams Rd.	562,000
Road Resurfacing – various roads	596,000

Pavement Maintenance/Rehabilitation	100,000
Concrete street repair in conjunction w/sidewalk replacement	<u>25,000</u>
Total	<u>\$2,705,000</u>

### *Significant Notes to 2017-2018 Planned Amounts*

1. **702.00 Salaries and Wages Direct** – The increase of \$3,100, or 1.2%, reflects scheduled union wage increases.
2. **706.00 Labor Burden** – The increase of \$4,030, or 1.7%, reflects an increase in other fringe benefit costs associated with the wage changes above, an increase in hospitalization costs (\$3,460) and an increase in retiree health-care contributions (\$1,390) as recommended by the City’s actuary. These costs were partially offset by a decrease in pension contributions (\$1,870).
3. **937.04 Contract Maintenance** – The increase of \$246,000, or 946.2%, includes a capesealing project (\$208,000) and a bi-annual catch basin cleaning done every other year.
4. **981.01 Public Improvements** – The \$1,470,000 is for the following projects:

W. Merrill St. – Southfield Rd. to Chester St.	\$92,000
Bennaville Ave., Chapin Ave., Ruffner Ave.	948,000
Road Resurfacing Projects:	280,000
Hidden Ravines Dr., Hidden Ravines Ct. & Hidden Ravines Trail	
Ashford Lane	
Millrace Rd.	
Pavement maintenance and concrete repairs	125,000
Concrete street repair w/sidewalk improvements	<u>25,000</u>
Total	<u>\$1,470,000</u>



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **FUND SUMMARY**

### **Community Development Block Grant**

Oakland County receives block-grant funds annually from the federal department of Housing and Urban Development as an “urban county” by formula. The City of Birmingham is one of 47 communities in Oakland County which participate in the Urban County program. Funds from this program can only be used to support approved activities, as authorized in the current Housing and Community Development Act. One of the primary functions of the Community Development Act is to allow local communities the opportunity to structure a program to meet their own specific needs.

The City of Birmingham has been a recipient of Community Development Block Grant (CDBG) funds for 27 program years and to date has received funds totaling \$1,149,751 under this program. Funding received may only be used for activities directed at meeting specific objectives. For Birmingham, these program objectives include providing: barrier-free access to all City buildings and facilities; public-services activities to senior and/or low- and moderate-income and handicapped households to maintain their homes; and recreational equipment accessible to handicapped persons.

Activities which have been undertaken in past years to meet program objectives have included: Yard and Senior Outreach Services; Municipal Building, Ice Arena, Allen House Museum and Public Services building barrier-free design projects; Housing Rehabilitation Program; and handicapped-accessible ramping and walkways on public streets and in public facilities.

The 2016-2017 budget is based upon the application for CDBG funding submitted to Oakland County in December 2015. The projects in the application include:

Yard Services	\$ 6,100
Senior Outreach Services	3,300
Minor Home Repair	8,500
Retrofit Police Department entrance doors for ADA	<u>13,440</u>
Total	<u>\$31,340</u>

The program year for the CDBG grant extends from July 1 to June 30. It is anticipated that funding will remain at the same level for fiscal year 2017-2018.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
COMMUNITY DEVELOPMENT BLOCK GRANT FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	PLANNED
	2014-2015	2015-2016	2015-2016	RECOMMEND 2016-2017	2017-2018
<u>REVENUES</u>					
INTERGOVERNMENTAL	17,053	72,909	72,910	31,340	31,340
REVENUES	17,053	72,909	72,910	31,340	31,340
<u>EXPENDITURES</u>					
OTHER CHARGES	17,053	72,909	72,910	31,340	31,340
EXPENDITURES	17,053	72,909	72,910	31,340	31,340
REVENUES OVER (UNDER) EXPENDITURES	0	0	0	0	0
BEGINNING FUND BALANCE	0	0	0	0	0
ENDING FUND BALANCE	0	0	0	0	0

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
COMMUNITY DEVELOPMENT BLOCK GRANT FUND

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT. REQUEST	MANAGER RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
OTHER CHARGES							
836.01	BARRIER FREE IMPROVEMENTS	6,200	63,029	63,030	13,440	13,440	13,440
836.02	HOME CHORE PROGRAM	7,525	6,550	6,550	6,100	6,100	6,100
836.03	MINOR HOME REPAIR	0	0	0	8,500	8,500	8,500
836.06	SENIOR OUTREACH SERVICES	3,328	3,330	3,330	3,300	3,300	3,300
OTHER CHARGES		17,053	72,909	72,910	31,340	31,340	31,340
COMMUNITY DEV. BLOCK GRANT FUND		17,053	72,909	72,910	31,340	31,340	31,340





*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **FUND SUMMARY**

### **Solid-Waste Fund**

The Solid-Waste Disposal Fund provides for all costs associated with the collection and disposal of solid waste from residential areas. A private refuse-collection company under contract with the Southeast Oakland County Resource Recovery Authority (SOCRRA) provides residential collection for the City through fiscal year 2017. The current contract, which was initiated on July 1, 2007, provides for curbside collection of yard waste, recyclables separated from other mixed refuse and the pick up of bulky items on regularly scheduled collection days. Household hazardous waste and electronic equipment must be dropped off at SOCRRA by appointment.

The season for yard waste collection begins the second Wednesday in April and runs through the third Friday in December. Grass is collected from curbside locations when placed in durable (plastic, metal, etc.) containers or the brown Kraft-type paper yard-waste recycling bags. Yard waste placed in plastic bags is no longer collected. Under current practice, leaves may be placed in durable (plastic, metal, etc.) containers or lawn paper bags (during October and November only) for curbside collection. Leaves placed in plastic bags are not collected.

Following are the approximate volume/tonnage-totals resulting from collection of disposable materials from the most recent full-year recording period (2014-2015 fiscal year):

***Municipal Solid Waste*** – 9846.89 tons were collected and hauled to the Southeastern Oakland County Resource Recovery Authority (SOCRRA) facility.

***Landfill Material - City*** – 4115 tons of water/sewer excavation material were picked up by private contractor from the Public Services yard and hauled to a private disposal area.

***Compost*** – 2917.64 tons of yard waste, leaves and grass were hauled to the SOCRRA facility. SOCRRA in turn provides the City, free of charge, composted material for use by residents for flower beds and yard use. City residents use approximately 1,000 yards of compost annually.

***Recyclable Material*** - 2062.15 tons of recyclable material were collected and hauled to the SOCRRA facility. In an effort to increase recycle tonnage, the City of Birmingham has expanded recycling in the downtown business district with the placement of eight recycle containers in high foot-traffic areas. This experimental program is an example of the many “green initiatives” Birmingham is undertaking. The regional authority markets recyclables and credits bi-monthly billings back to authority members based on respective tonnage collected.

The City also offers residents the use of a heavy-duty truck for its Fill-A-Dump (Truck) Program. During fiscal year 2014-2015 zero trucks were scheduled by residents. The charge for this service is \$300 to offset related expenses for labor, equipment and disposal fees. Another program that is included in the Solid-Waste Fund is removal of invasive species of plant and woody material from the Rouge River Basin. Birmingham is recognized as a leader in the removal of invasive species of plant material. Work is done primarily along the City’s 1.75 mile Rouge River trail system.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
SOLID WASTE FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	
	2014-2015	2015-2016	2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
<u>REVENUES</u>					
TAXES	1,803,535	1,825,000	1,820,000	1,820,000	1,820,000
CHARGES FOR SERVICES	21,883	22,900	22,400	22,400	22,400
INTEREST AND RENT	8,085	8,500	7,860	10,040	12,260
OTHER REVENUE	2,171	0	300	0	0
REVENUES	1,835,674	1,856,400	1,850,560	1,852,440	1,854,660
<u>EXPENDITURES</u>					
PERSONNEL SERVICES	150,619	194,740	157,500	152,810	154,890
SUPPLIES	8,071	11,000	8,000	8,500	8,500
OTHER CHARGES	1,518,259	1,622,060	1,572,020	1,681,440	1,753,460
CAPITAL OUTLAY	4,380	20,000	14,000	20,000	20,000
EXPENDITURES	1,681,329	1,847,800	1,751,520	1,862,750	1,936,850
REVENUES OVER (UNDER) EXPENDITURES	154,345	8,600	99,040	(10,310)	(82,190)
BEGINNING FUND BALANCE	417,476	571,819	571,819	670,859	660,549
ENDING FUND BALANCE	571,821	580,419	670,859	660,549	578,359

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**SOLID WASTE FUND**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	75,406	103,460	77,880	83,190	83,190	84,120
706.00	LABOR BURDEN	75,213	91,280	79,620	69,620	69,620	70,770
	PERSONNEL SERVICES	150,619	194,740	157,500	152,810	152,810	154,890
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	8,071	11,000	8,000	8,500	8,500	8,500
	SUPPLIES	8,071	11,000	8,000	8,500	8,500	8,500
<b>OTHER CHARGES</b>							
802.01	AUDIT	1,384	1,440	1,400	1,440	1,440	1,460
827.01	RESIDENTIAL REFUSE PICKUP	1,406,746	1,499,620	1,449,620	1,559,000	1,559,000	1,631,000
827.03	CONTRACT WASTE REMOVAL	21,462	21,000	21,000	21,000	21,000	21,000
941.00	EQUIPMENT RENTAL OR LEASE	88,667	100,000	100,000	100,000	100,000	100,000
	OTHER CHARGES	1,518,259	1,622,060	1,572,020	1,681,440	1,681,440	1,753,460
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	4,380	20,000	14,000	20,000	20,000	20,000
	CAPITAL OUTLAY	4,380	20,000	14,000	20,000	20,000	20,000
<b>SOLID WASTE FUND TOTAL</b>		1,681,329	1,847,800	1,751,520	1,862,750	1,862,750	1,936,850

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

- 1. 702.00 Salaries and Wages Direct** – The decrease of \$20,270, or 19.6%, reflects a reduction of DPS employee wages allocated to this activity. The decrease is partially offset by scheduled union wage increases and increased temporary labor.
- 2. 706.00 Labor Burden** – The decrease of \$21,660, or 23.7%, is the result of a decrease in retiree health-care contributions (\$8,890) and pension contributions (\$4,860) as recommended by the City's actuary, and a decrease in hospitalization costs (\$5,450).
- 3. 729.00 Operating Supplies** – This account is for recycling bins, lids, and trash bags.
- 4. 827.01 Residential Refuse Pickup** – The increase of \$59,380, or 4%, reflects the change in the cost of pickup.
- 5. 971.01 Machinery and Equipment** – This amount is for replacement of dumpsters for the apartment/condo lease program and dumpsters used for special events.

### ***Significant Notes to 2017-2018 Planned Amounts***

- 1. 706.00 Labor Burden** – The increase of \$1,150, or 1.7%, reflects an increase in hospitalization costs (\$970), an increase in defined 401a contributions (\$200) and an increase in retiree health-care contributions (\$430) as recommended by the City's actuary. These costs were partially offset by a decrease in pension contributions (\$560).
- 2. 827.01 Residential Refuse Pickup** – The increase of \$72,000, or 4.6%, reflects the change in the cost of pickup.

## **FUND SUMMARY**

### **Law and Drug Enforcement Fund**

This fund accounts for federal and state shared forfeitures. Federal funds are the product of our participation in a United States Department of Justice Drug Enforcement Administration task force from 1991 through 2012. Although the Department is no longer an active participant with the task force, federal forfeitures are still received as cases that our officers investigated are adjudicated with revenues accordingly shared.

The Law and Drug Enforcement Fund also includes state forfeitures received from local drug law enforcement activity and the Department's membership in the Oakland County Narcotics Enforcement Team that was initiated in 2013. The use of state forfeiture funds was previously limited to expenditures related to drug law enforcement activities, however that restriction was repealed in 2011 with an amendment to Michigan's forfeiture statute.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**LAW AND DRUG ENFORCEMENT FUND**  
**SUMMARY BUDGET**

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	
	2014-2015	2015-2016	2015-2016	RECOMMEND	PLANNED
				2016-2017	2017-2018
<u>REVENUES</u>					
FINES AND FORFEITURES	69,320	37,500	39,370	37,500	37,500
INTEREST AND RENT	584	750	540	720	840
REVENUES	69,904	38,250	39,910	38,220	38,340
<u>EXPENDITURES</u>					
SUPPLIES	10,402	0	0	0	0
CAPITAL OUTLAY	193,949	8,800	8,800	8,500	0
EXPENDITURES	204,351	8,800	8,800	8,500	0
REVENUES OVER (UNDER) EXPENDITURES	(134,447)	29,450	31,110	29,720	38,340
BEGINNING FUND BALANCE	192,955	58,508	58,508	89,618	119,338
ENDING FUND BALANCE	58,508	87,958	89,618	119,338	157,678

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
LAW AND DRUG ENFORCEMENT FUND

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT. REQUEST	MANAGER RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
SUPPLIES							
729.00	OPERATING SUPPLIES	10,402	0	0	0	0	0
	SUPPLIES	10,402	0	0	0	0	0
CAPITAL OUTLAY							
971.01	MACHINERY & EQUIPMENT	193,949	8,800	8,800	8,500	8,500	0
	CAPITAL OUTLAY	193,949	8,800	8,800	8,500	8,500	0
LAW & DRUG ENFORCEMENT FUND TOTAL							
		204,351	8,800	8,800	8,500	8,500	0





*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **DEBT ADMINISTRATION**

Debt-Service Funds account for the payment of principal and interest on bonds and contracts for governmental funds. Debt-Service Funds are required only when they are legally mandated, or if revenues are being accumulated for general long-term principal and interest payments maturing in future years. The most common type of general long-term debt accounted for in Debt-Service Funds is the General-Obligation (GO) Bond.

Payment of principal and interest on bonds and contracts related to enterprise funds are recorded in their respective funds.

**2016-2017  
COMPARISON SCHEDULE  
DEBT-SERVICE FUND  
REVENUE BY SOURCE**

	<b>2014-2015 ACTUAL</b>	<b>2015-2016 BUDGET</b>	<b>2015-2016 PROJECTED</b>	<b>2016-2017 RECOMMEND</b>	<b>2017-2018 PLANNED</b>
<b>PARKS &amp; RECREATION BONDS</b>					
Property Taxes	\$1,527,387	\$1,575,090	\$1,568,010	\$1,626,220	\$1,776,700
Intergovernmental	0	0	4,020	4,000	4,000
Interest & Rent	<u>1,463</u>	<u>1,400</u>	<u>1,840</u>	<u>2,380</u>	<u>2,900</u>
<b>TOTAL</b>	<u>\$1,528,850</u>	<u>\$1,576,490</u>	<u>\$1,573,870</u>	<u>\$1,632,600</u>	<u>\$1,783,600</u>

**2016-2017  
COMPARISON SCHEDULE  
DEBT-SERVICE FUND  
EXPENDITURES BY ISSUE**

	<b>2014-2015 ACTUAL</b>	<b>2015-2016 BUDGET</b>	<b>2015-2016 PROJECTED</b>	<b>2016-2017 RECOMMEND</b>	<b>2017-2018 PLANNED</b>
<b>PARKS &amp; RECREATION BONDS</b>					
Principal – Bond	\$ 955,000	\$1,055,000	\$1,055,000	\$ 1,155,000	\$ 1,355,000
Interest – Bond	553,171	514,240	514,240	470,350	421,350
Paying Agent Fee	<u>2,250</u>	<u>2,250</u>	<u>2,250</u>	<u>2,250</u>	<u>2,250</u>
<b>TOTAL</b>	<u>\$1,510,421</u>	<u>\$1,571,490</u>	<u>\$1,571,490</u>	<u>\$1,627,600</u>	<u>\$1,778,600</u>

## ***Borrowing Authority/Outstanding Debt***

Chapter VIII, Section I, of the City of Birmingham's City Charter, adopted April 3, 1933, sets forth the general borrowing power of the City, as follows:

Subject to the applicable provisions of state law and this Charter, the City Commission, by proper ordinance or resolution, may authorize the borrowing of money for any purpose within the scope of the powers vested in the City and the issuance of bonds or other evidences of indebtedness of the City therefore, and may pledge the full faith, credit and resources of the City for the payment of the obligations credited thereby.

The City Charter also stipulates that the City may borrow, subject to the general laws of the state, in anticipation of the payment of special assessments made for defraying the cost of any public improvements.

In compliance with the Uniform Budget Act of 1978, a summary of the City's total indebtedness as of June 30, 2016, the principal and interest payments required for fiscal 2016-2017 and 2017-2018 and the funding sources are detailed in the schedules below. Total indebtedness will be \$22,622,962 and \$18,906,189 at June 30, 2016 and 2017, respectively. Total principal payments will be \$3,716,773 and \$2,803,434 for fiscal years 2016-2017 and 2017-2018, respectively. Interest requirements will be \$765,141 and \$651,269 for fiscal years 2016-2017 and 2017-2018, respectively.

### ***CITY OF BIRMINGHAM, MICHIGAN SUMMARY OF OUTSTANDING DEBT 2016-2017***

<b><u>Fund/Bond Issue</u></b>	<b><u>Debt Type</u></b>	<b><u>Funding Source</u></b>	<b><u>Debt Outstanding 6/30/16</u></b>	<b><u>Principal</u></b>	<b><u>Interest</u></b>	<b><u>Total</u></b>
<b><u>Sewage Disposal Fund</u></b>						
2004 Sewer Improvement Refunding	General Obligation	Property Taxes	\$ 5,105,000	\$ 935,000	\$ 181,251	\$ 1,116,251
CSO Obligations	Contractual Obligations	Property Taxes	1,105,404	1,105,404	16,692	1,122,096
George W. Kuhn Drain Bonds	Contractual Obligations	Property Taxes	2,851,824	328,591	77,043	405,634
North Arm Drain Bonds	Contractual Obligations	Property Taxes	<u>870,822</u>	<u>167,324</u>	<u>17,711</u>	<u>185,035</u>
	Sub-total Sewage Disposal Fund		<u>\$ 9,933,050</u>	<u>\$ 2,536,319</u>	<u>\$ 292,697</u>	<u>\$ 2,829,016</u>
<b><u>Debt Service Fund</u></b>						
2002 Parks & Recreation Bonds	General Obligation	Property Taxes	900,000	\$ 900,000	\$ 19,125	\$ 919,125
2006 Park & Recreation Refunding	General Obligation	Property Taxes	8,485,000	55,000	332,371	387,371
2008 Park & Recreation Bonds	General Obligation	Property Taxes	<u>3,200,000</u>	<u>200,000</u>	<u>118,850</u>	<u>318,850</u>
	Sub-total Debt Service Fund		<u>\$ 12,585,000</u>	<u>\$ 1,155,000</u>	<u>\$ 470,346</u>	<u>\$ 1,625,346</u>
<b><u>Brownfield Redevelopment Authority</u></b>						
MDEQ Loan	Contractual Obligation	Property Taxes	<u>\$ 104,912</u>	<u>25,454</u>	<u>2,098</u>	<u>27,552</u>
	<b>Total</b>		<u>\$ 22,622,962</u>	<u>\$ 3,716,773</u>	<u>\$ 765,141</u>	<u>\$ 4,481,914</u>

**CITY OF BIRMINGHAM, MICHIGAN**  
**SUMMARY OF OUTSTANDING DEBT**  
**2017-2018**

<b>Fund/Bond Issue</b>	<b>Debt Type</b>	<b>Funding Source</b>	<b>Debt Outstanding 6/30/17</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
<u>Sewage Disposal Fund</u>						
2004 Sewer Improvement Refunding	General Obligation	Property Taxes	\$ 4,170,000	\$ 915,000	\$ 146,335	\$ 1,061,335
CSO Obligations	Contractual Obligations	Property Taxes	0	0	0	0
George W. Kuhn Drain Bonds	Contractual Obligations	Property Taxes	2,523,233	336,887	68,090	404,977
North Arm Drain Bonds	Contractual Obligations	Property Taxes	703,498	170,584	13,910	184,494
	Sub-total Sewage Disposal Fund		\$ 7,396,731	\$ 1,422,471	\$ 228,335	\$ 1,650,806
<u>Debt Service Fund</u>						
2002 Parks & Recreation Bonds	General Obligation	Property Taxes	\$ 0	\$ 0	\$ 0	\$ 0
2006 Park & Recreation Refunding	General Obligation	Property Taxes	8,430,000	1,155,000	309,395	1,464,395
2008 Park & Recreation Bonds	General Obligation	Property Taxes	3,000,000	200,000	111,950	311,950
	Sub-total Debt Service Fund		\$ 11,430,000	\$ 1,355,000	\$ 421,345	\$ 1,776,345
<u>Brownfield Redevelopment Authority</u>						
MDEQ Loan	Contractual Obligation	Property Taxes	\$ 79,458	25,963	1,589	27,552
	<b>Total</b>		<b>\$ 18,906,189</b>	<b>\$ 2,803,434</b>	<b>\$ 651,269</b>	<b>\$ 3,454,703</b>

***Legal Debt Limit***

Under Act 279 of 1909, the City's indebtedness is subject to a legal debt limit of 10% of the total assessed valuation of both real and personal property in the City. The City's assessed valuation as of June 30, 2016, is \$2,496,158,200, which means the City's legal debt limit is \$249,615,820. The City's total indebtedness at June 30, 2016 is \$22,622,962. The law allows the City to deduct debt related to combined sewer overflow (CSO) abatement projects in calculating the City's net debt subject to the limit. Therefore, the City's net debt subject to the limit is \$21,517,558, or 8.6% of the total limit allowed.

***General-Obligation Bonds***

The City's outstanding general-obligation bonds will total \$17,690,000 and \$15,600,000 at June 30, 2016 and 2017, respectively. These bonds were issued for sewer and park improvements.

***Contractual Obligations***

Contractual obligations will total \$4,932,962 and \$3,306,189 at June 30, 2016 and 2017, respectively. This amount represents the City's portion of Oakland County bonds related to three Combined Sewer Overflow (CSO) abatement projects, the George W. Kuhn retention/treatment facility, the North Arm Project, and a brownfield loan from the State of Michigan.

### ***Net Bonded Debt Ratios***

The ratio of net bonded debt to assessed value and the amount of net bonded debt per capita are useful indicators to municipal management, citizens and investors of the City's debt position.

	<b><u>Estimated 2016</u></b>	<b><u>2015</u></b>
Net bonded debt	\$22,589,144	\$26,520,288
Ratio of net bonded debt to assessed value	0.90%	1.21%
Debt per capita	\$1,017	\$1,216

### ***Debt Policy***

The City's policy is to balance the sources of funding, constrain bonded indebtedness and support needed investment in capital facilities so that the City remains a desirable location for residence, employment and investment.

Both the City Administration and City Commission are committed to maintaining the outstanding credit rating the City enjoys in national bond markets, which is AAA with Standard & Poor's Corporation, and AAA with Fitch, Incorporated. The City remains among a few exceptional local governments nationwide with similar ratings.

### ***Description of Outstanding Debt***

#### ***Debt-Service Funds***

The City's Debt-Service Funds are used to account for the accumulation of resources for, and the payment of, the following general-obligation bonds:

***Parks and Recreation Bonds*** – To accumulate monies for the payment of the 2002 and 2008 bond issues. The 2002 \$15,700,000, general-obligation bonds, are serial bonds due in varying annual installments through October 2023. These bonds were refunded in December 2006. The bonds bear interest rates ranging from 2.75% to 4.25%. The 2008 \$4,000,000, general-obligation bonds, are serial bonds due in varying annual installments through October 2028. The bonds bear interest rates ranging from 3% to 4%. The bond proceeds will be used to acquire, construct, furnish, equip, and renovate parks and recreation improvements, including land and facilities acquisition and related site improvements located in the City. Property taxes levied in excess of actual requirements are legally restricted to servicing this debt.

#### ***Sewage Disposal Fund***

***CSO Obligations*** – To accumulate monies for the payment of the City's portion of Oakland County bonds related to three combined sewer overflow (CSO) abatement projects. The County issued ten separate bonds (including three State Revolving Loan Fund bond issues) in the total amount of \$41,440,000, of which Birmingham is obligated for \$32,923,202. The bonds bear interest rates

ranging from 1% to 5% and mature through October 1, 2016. Financing is provided by property taxes as an allocation of the City's Charter operating millage.

***Sewer Improvement Bonds*** – To accumulate monies for the payment of the \$12,000,000, general-obligation bonds, which are serial bonds due in varying annual installments through October 1, 2020. These bonds were refunded in December 2004. The bonds bear interest rates ranging from 2% to 5.625%. The entire amount of the bond is to be used for sewer relief and repair and is part of a \$31.9 million ten-year Sewer Improvement Program. Property taxes levied in excess of actual requirements are legally restricted to servicing this debt.

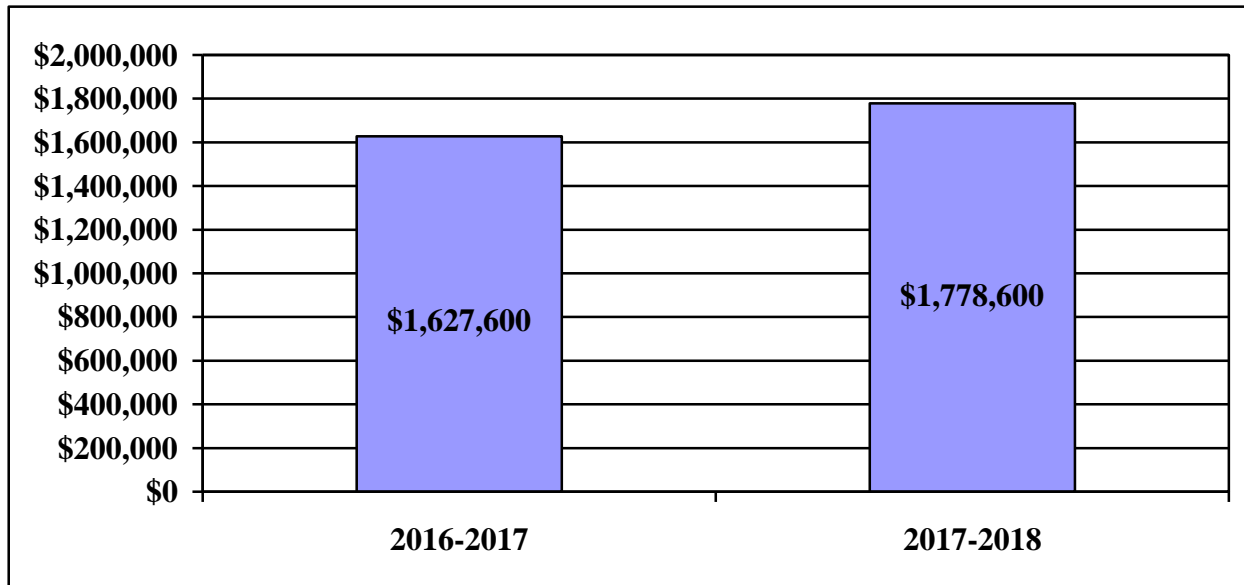
***George W. Kuhn Drain*** – To accumulate monies for the payment of the City's portion of Oakland County Drain Commission bonds related to the George W. Kuhn Drain Project. The cost of the project, which was completed in early 2010, was \$139,500,000. The County has issued eight bonds related to this project in the amount of \$130,760,000, of which \$6,205,500 is attributable to the City. The bonds bear interest rates ranging from 1.6% to 4.375% and mature in April 2029. Financing is provided through property taxes levied under the City's operating millage.

***North Arm Drain*** – To accumulate monies for the payment of the City's portion of bonds related to the North Arm Drain Project, which was completed in September 2000. The funding for this project came from the State Revolving Loan Fund and totaled \$13,877,387, of which \$3,015,616 is attributable to the City. The bonds bear an interest rate of 2.25% and mature in October 2020. Financing is provided through property taxes levied under the City's operating millage.

***Brownfield Redevelopment Authority Fund***

***Michigan Department of Environmental Quality (MDEQ) Loan*** – To accumulate monies for the payment of the \$300,000 MDEQ loan used to prepare the site at 2400 East Lincoln Road for redevelopment. The funding for this loan will come from property taxes captured through tax-incremental financing. The loan has a 2% interest rate with payments of \$32,743 per year from fiscal year 2009-2010 to 2013-2014 and \$27,552 from fiscal year 2014-2015 to 2019-2020.

## 2016-2017 and 2017-2018 Debt-Service Fund Park & Recreation Bond Expenditures



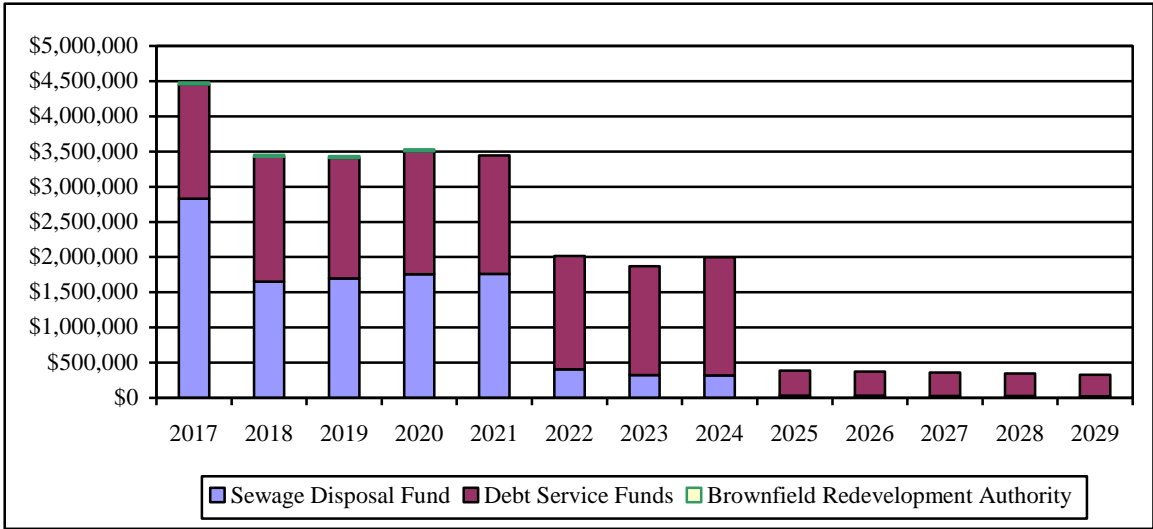
The annual requirements to pay both principal and interest on the bonds and contracts outstanding at June 30, 2016 are as follows.

Fiscal Year Ending	Sewage Disposal Fund	Debt Service Fund	Brownfield Redevelopment Authority
2017	\$ 2,829,016	\$ 1,625,346	\$ 27,552
2018	1,650,808	1,776,345	27,552
2019	1,698,383	1,710,355	27,552
2020	1,756,976	1,747,075	27,553
2021	1,761,812	1,681,495	0
Remainder (2022-2029)	<u>1,194,321</u>	<u>6,482,425</u>	<u>0</u>
<b>TOTAL</b>	<u><b>\$10,891,316</b></u>	<u><b>\$ 15,023,041</b></u>	<u><b>\$ 110,209</b></u>



## Schedule of Indebtedness

This graph shows principal and interest payments of the City's bonded debt by fund. The graph shows how many years until the debt is retired and the amounts necessary to fund the debt every year. Graph lines that drop dramatically from one year to the next indicate that a bond issue has been retired.



## **PERMANENT FUNDS**

Permanent Funds are used to account for and report resources that are restricted to the extent that only earnings, and not principal, may be used for purposes that support the City's programs – that is, for the benefit of the City or its citizenry.



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **FUND SUMMARY**

### **Greenwood Cemetery Perpetual Care Fund**

On October 13, 2014, the City Commission established the Greenwood Cemetery Perpetual Care Fund as allowed under Act 215 of 1937. The purpose of the fund is to account for the investment earnings on the sale of City-owned plots and donations which will be used for the perpetual care and maintenance of the Greenwood Cemetery.

Funds received from the sale of plots are considered public funds and are invested in accordance with P.A. 20 of 1943 and the City's General Investment Policy.

#### **Revenue Assumptions**

The sale of cemetery plots is currently the main source of revenue for this fund. As the funds continue to grow, earnings on the sale of the plots and any donations will be the main operating revenue for this fund. The City anticipates the sale of approximately 100 plots in the current year and 120 each of the next 2 years which will generate approximately \$360,000 in principal for the fund in each year.

#### **Expenditure Assumptions**

As the fund was just established in 2014-2015, there are no anticipated expenditures on the earnings of the fund in the current year or the next two years.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
GREENWOOD CEMETERY PERPETUAL CARE FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	
	2014-2015	2015-2016	2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
<u>REVENUES</u>					
CHARGES FOR SERVICES	34,313	30,000	325,000	360,000	360,000
INTEREST AND RENT	27	450	960	2,720	4,000
REVENUES	34,340	30,450	325,960	362,720	364,000
REVENUES OVER (UNDER) EXPENDITURES	34,340	30,450	325,960	362,720	364,000
BEGINNING FUND BALANCE	0	34,339	34,339	360,299	723,019
ENDING FUND BALANCE	34,340	64,789	360,299	723,019	1,087,019

## **ENTERPRISE FUNDS**

Enterprise Funds are used to account for governmental activities that are similar to activities that might be performed by a commercial entity. The purpose of these funds is to carry on specific activities or to attain certain objectives in accordance with special regulations, restrictions or limitations.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
ENTERPRISE FUNDS  
REVENUES BY SOURCE

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	
	2014-2015	2015-2016	2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
<u>SPRINGDALE GOLF COURSE</u>					
DRAW FROM NET POSITION	0	0	0	9,870	0
INTERGOVERNMENTAL	998	0	0	0	0
CHARGES FOR SERVICES	447,152	474,150	477,450	485,700	489,700
INTEREST AND RENT	9,600	9,000	9,000	9,000	9,000
OTHER REVENUE	146	0	300	200	200
TOTAL	457,896	483,150	486,750	504,770	498,900
<u>AUTOMOBILE PARKING SYSTEM</u>					
DRAW FROM NET POSITION	0	1,044,617	0	261,230	0
CHARGES FOR SERVICES	4,738,538	4,616,120	5,072,030	5,322,690	5,317,600
INTEREST AND RENT	44,410	38,000	56,670	76,430	100,490
OTHER REVENUE	0	0	11,150	0	0
TOTAL	4,782,948	5,698,737	5,139,850	5,660,350	5,418,090
<u>SEWAGE DISPOSAL FUND</u>					
DRAW FROM NET POSITION	0	1,495,455	0	1,600,560	599,410
TAXES	3,356,369	3,207,260	3,198,560	2,826,330	1,648,110
INTERGOVERNMENTAL	0	0	7,820	7,820	7,820
CHARGES FOR SERVICES	6,585,996	7,685,100	7,297,200	8,009,610	8,287,670
INTEREST AND RENT	56,196	52,000	39,050	32,130	26,260
OTHER REVENUE	74,421	0	0	0	0
TRANSFERS IN	0	0	0	0	850,000
TOTAL	10,072,982	12,439,815	10,542,630	12,476,450	11,419,270
<u>WATER SUPPLY SYSTEM FUND</u>					
DRAW FROM NET POSITION	0	586,658	0	495,000	190,000
TAXES	(9)	500,000	500,000	750,000	750,000
INTERGOVERNMENTAL	1,114	0	0	0	0
CHARGES FOR SERVICES	3,650,091	4,406,360	4,242,450	4,473,030	4,546,370
INTEREST AND RENT	150	5,000	4,720	12,060	22,060
OTHER REVENUE	23,030	0	0	0	0
TRANSFERS IN	750,000	500,000	500,000	500,000	500,000
TOTAL	4,424,376	5,998,018	5,247,170	6,230,090	6,008,430
<u>LINCOLN HILLS GOLF COURSE</u>					
INTERGOVERNMENTAL	999	0	0	0	0
CHARGES FOR SERVICES	629,350	623,900	628,230	635,900	648,900
INTEREST AND RENT	22,346	18,000	24,130	30,130	36,960
OTHER REVENUE	611	0	200	200	200
TOTAL	653,306	641,900	652,560	666,230	686,060
TOTAL REVENUES	20,391,508	25,261,620	22,068,960	25,537,890	24,030,750

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
ENTERPRISE FUNDS  
EXPENSES BY FUND

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	
	2014-2015	2015-2016	2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
SPRINGDALE GOLF COURSE	428,727	480,220	479,350	504,770	490,770
AUTOMOBILE PARKING SYSTEM	4,696,143	5,451,477	4,998,810	5,660,350	4,756,700
SEWAGE DISPOSAL FUND	11,136,952	11,997,305	12,235,270	12,476,450	11,419,270
WATER SUPPLY SYSTEM FUND	5,851,218	5,563,018	4,955,720	6,230,090	5,463,430
LINCOLN HILLS GOLF COURSE	471,354	557,730	549,380	566,750	567,450
TOTAL EXPENSES	22,584,394	24,049,750	23,218,530	25,438,410	22,697,620





*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **FUND SUMMARY**

### **Automobile Parking System**

The City of Birmingham Automobile Parking System (APS) consists of the following:

	<u>Spaces</u>
Five Parking Structures	3,579
Three Metered Parking Lots	185
Street Meters	<u>1,053</u>
Total	4,817

An Advisory Parking Committee, consisting of nine (9) members, considers parking matters and makes recommendations to the City Commission. The City Engineer is an ex-officio member of the Committee.

#### ***Revenue***

The primary revenue sources for the APS Fund are derived from parking fees generated by the City's five (5) parking structures, meter collections from three (3) surface lots, and meters located in the downtown area. Revenues from these sources are expected to increase from the current fiscal year. During the current fiscal year, demand for parking permits has remained strong. Monthly permit demand is now experiencing demands as high as any ever recorded in the past, and appears to exceed the City's current ability to sell monthly permits. During the 2014-15 fiscal year, the City Commission authorized the formation of an Ad Hoc Parking Study Committee to review the current situation, and make recommendations for parking system improvements based on current projections.

Revenue used to support the day-to-day operations of the Automobile Parking System is derived from "Charges for Services," which at June 30, 2015 represented approximately 99% of total revenue in the APS fund. Revenues generated from the five (5) parking decks represent 69% of the total budgeted revenue for this category. Included within this revenue source are monthly lease rates. The monthly lease rates were increased on July 1, 2015 for each structure, and are currently as follows:

<b>Pierce</b>	\$65.00
<b>Peabody</b>	\$65.00
<b>Park</b>	\$60.00
<b>Chester</b>	\$45.00
<b>North Woodward</b>	\$55.00

For regular parking customers, the first two (2) hours of parking in the parking structures are free. After the first two (2) hours, the cost for parking in the structure is \$1.00 per hour, up to the maximum daily rate, which is \$10 per day at the Pierce Street parking structure, and \$5 per day at the other structures.

Surface lots and street meters account for 29% of the budgeted revenue received from “Charges for Services.” Current on-street parking rates at the downtown locations are \$1.00 per hour, including Lot No. 7 adjacent to Shain Park. The metered parking in the outlying areas around downtown is \$0.50 per hour. It is assumed in the revenue projections that the parking rates will remain constant for the time period considered.

The remaining 2% of the budgeted revenue received from “Charges for Services” is from miscellaneous sources, including valet parking fees and lease payments for on-street dining decks in parking spaces.

In 2012, the City partnered with Parkmobile to expand the payment options for the public. Parkmobile allows customers to pay for their on-street parking using their cell phones, either by calling a toll free number or by using a smartphone app. The parking fees for the hourly parking are then paid to the City by Parkmobile, and they charge their users a processing fee per transaction. This service first became available in August 2012, and the number of transactions has grown steadily since then. Currently, approximately 8.9% of all meter revenue is collected from Parkmobile.

### ***Expense***

The five (5) City-owned parking structures are operated and managed by Central Parking, now known as Standard Parking Plus (SP+). The Engineering Department is responsible for overseeing the work of Central Parking. They are also responsible for administering the maintenance and operation of the attended parking facilities. The Parking Meter Superintendent is responsible for collecting money from the parking meters and for repairing and changing meters.

All five (5) parking structures were converted from attended to automated facilities during the period of 2009 to 2012. As a result, SP+ staff has been reduced accordingly. As demand for parking has increased over the past two years, some part time staffing increases have been necessitated to appropriately operate the facilities. Now that some of the automated traffic control equipment is nearing the end of its service life, maintenance issues have become more prevalent. Updated and improved equipment is now planned, and replacements are scheduled to begin soon, as outlined below in the Capital Improvements section.

### ***Capital Improvements***

For fiscal year 2014-2015, waterproofing and concrete repair work to the Chester Street and Park Street Parking Structures was completed at a cost of \$1,408,338 and the renovation of Peabody Street Parking Structure was a construction in progress. In the following fiscal year 2015-2016, Martin Street between Southfield Road and Chester Street was also reconstructed. This work included relocating all of the parking gates and payment equipment inside the structure, as well as, reconstructing the pavement, installing street lights, and improving the sidewalks along this block.

In addition, the main pedestrian entrance to the Chester Street Parking Structure at the southwest corner of Maple Road and Chester Street was also renovated.

Also in fiscal year 2015-2016, \$225,000 was approved to renovate and replace the mechanical controls on the Peabody Parking Structure elevator. That elevator had a number of outages over the summer of 2015, and there was trouble obtaining replacement parts for the outdated control system that delayed getting the elevator back in service. The waterproofing and concrete repair work that was proposed for the N. Old Woodward Parking Structure was postponed due to the uncertainty of the future of this structure.

For fiscal year 2016-2017, proposed capital projects include \$500,000 to paint the structure beams and columns in the Park Street Parking Structure along with \$300,000 to have new LED lights installed to replace the aging lights and to reduce energy usage in this structure. In addition, \$655,000 is proposed to upgrade the traffic control equipment in all structures beginning with installation in the Chester Street Parking Structure (trial run to see if it is receptive with the public) in 2015-2016 for \$230,000 with the remaining structures occurring approximately six (6) months later. The purpose of the trial is to introduce a 'Cashless' pay system throughout the parking structures, reducing costs and increasing efficiency. Also in 2016-2017, \$145,000 has been requested to provide cameras and intercom upgrades at the majority of the payment machines to allow for improved management of the parking system by Central Parking/SP+. The cameras and intercom will first be installed in the Chester Street Parking Structure in 2015-2016 at a cost of \$35,000.

For fiscal year 2017-2018, \$900,000 is proposed to provide waterproofing and concrete repair work at the Pierce St. Parking Structure.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
AUTOMOBILE PARKING SYSTEM  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	PLANNED
	2014-2015	2015-2016	2015-2016	2016-2017	2017-2018
<u>REVENUES</u>					
CHARGES FOR SERVICES	4,738,538	4,616,120	5,072,030	5,322,690	5,317,600
INTEREST AND RENT	44,410	38,000	56,670	76,430	100,490
OTHER REVENUE	0	0	11,150	0	0
REVENUES	4,782,948	4,654,120	5,139,850	5,399,120	5,418,090
<u>EXPENDITURES</u>					
FINANCE DEPARTMENT	120,978	115,020	114,700	116,290	116,640
PARKING METERS	121,748	125,990	121,250	176,590	177,500
GENERAL & ADMINISTRATIVE	110,156	175,655	207,410	200,280	146,650
PIERCE STREET STRUCTURE	549,358	580,220	590,270	929,080	1,552,080
PARK STREET STRUCTURE	1,323,127	764,278	630,230	1,690,550	666,050
PEABODY STREET STRUCTURE	544,365	1,112,160	1,099,900	690,820	476,250
NORTH WOODWARD STRUCTURE	484,640	1,154,444	456,160	678,460	533,960
LOT #6: N. WOODWARD/HARMON	40,104	40,720	40,320	46,490	48,320
LOT #7: BATES/HENRIETTA	51,393	56,810	56,380	59,890	60,910
CHESTER PARKING STRUCTURE	1,297,852	1,267,210	1,624,180	1,009,640	915,140
LOT #9: HAMILTON	26,181	30,460	30,060	35,610	36,140
LOT #10: KRESGE	24,688	24,010	23,450	26,650	27,060
LOT #11: OAK ST	1,553	4,500	4,500	0	0
EXPENDITURES	4,696,143	5,451,477	4,998,810	5,660,350	4,756,700
REVENUES OVER (UNDER) EXPENSES	86,805	(797,357)	141,040	(261,230)	661,390

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**AUTOMOBILE PARKING SYSTEM**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	190,116	195,960	190,970	228,940	228,940	232,300
703.00	ADMINISTRATION COST	96,080	87,400	87,400	85,740	85,740	86,180
706.00	LABOR BURDEN	143,191	127,410	123,990	191,120	191,120	193,480
	PERSONNEL SERVICES	429,387	410,770	402,360	505,800	505,800	511,960
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	39,519	42,500	44,500	44,880	44,880	45,790
	SUPPLIES	39,519	42,500	44,500	44,880	44,880	45,790
<b>OTHER CHARGES</b>							
802.01	AUDIT	13,113	13,640	13,320	13,630	13,630	13,910
811.00	OTHER CONTRACTUAL SERVICE	98,228	71,229	120,500	76,600	76,600	77,100
824.02	ARMORED CAR SERVICE	8,295	8,500	8,500	8,500	8,500	8,500
828.01	CENTRAL PARKING	1,438,344	1,374,000	1,470,000	1,700,000	1,700,000	1,600,000
851.00	TELEPHONE	9,732	12,920	12,500	12,500	12,500	12,500
901.00	PRINTING & PUBLISHING	0	0	750	750	750	750
901.03	PROMOTION	25,000	25,000	25,000	25,000	25,000	25,000
920.00	ELECTRIC UTILITY	183,033	207,500	204,500	203,500	203,500	203,500
922.00	WATER UTILITY	9,193	23,000	24,500	22,000	22,000	22,000
930.02	ELEVATOR MAINTENANCE	32,547	32,950	45,000	31,000	31,000	31,000
933.02	EQUIPMENT MAINTENANCE	852	2,000	2,000	2,000	2,000	2,000
941.00	EQUIPMENT RENTAL OR LEASE	24,771	32,500	34,500	30,500	30,500	30,500
955.01	TRAINING	0	400	400	400	400	400
955.03	MEMBERSHIP & DUES	75	150	150	150	150	150
957.04	LIAB INSURANCE PREMIUMS	61,110	61,110	61,110	61,110	61,110	61,110
968.01	DEPRECIATION	842,613	1,018,480	963,130	1,120,030	1,120,030	1,170,530
	OTHER CHARGES	2,746,906	2,883,379	2,985,860	3,307,670	3,307,670	3,258,950
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	11,792	188,000	355,000	867,000	867,000	15,000
971.02	PARKING METERS	24,860	25,000	25,000	25,000	25,000	25,000
972.00	FURNITURE	0	500	500	0	0	0
977.00	BUILDINGS	1,134,313	1,435,273	785,790	910,000	910,000	900,000
981.01	PUBLIC IMPROVEMENTS	309,363	466,055	399,800	0	0	0
	CAPITAL OUTLAY	1,480,328	2,114,828	1,566,090	1,802,000	1,802,000	940,000
<b>AUTOMOBILE PARKING SYSTEM TOTAL</b>							
		4,696,140	5,451,477	4,998,810	5,660,350	5,660,350	4,756,700

<i>Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget</i>
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1. **702.00 Salaries & Wages Direct** – The increase of \$32,980, or 16.8%, reflects an increase in hours for the part-time meter maintenance technician, scheduled union wage increases, and an increase in the percent of Teamster employee wages allocated to this activity.

2. **703.00 Administration Cost** – This account represents wages paid for administrative services performed by the following departments:

Finance and Treasury	\$33,050
Engineering Services	<u>52,690</u>
Total	<u>\$85,740</u>

3. **706.00 Labor Burden** – The increase of \$63,710, or 50%, is the result of an increase in fringe benefits costs associated with the changes above, an increase in retiree health-care contributions (\$49,970), and an increase in pension contributions (\$1,680) as recommended by the City's actuary.

4. **828.01 Central Parking** – This account represents fees paid to Central Parking for management of the parking decks. The increase of \$326,000, or 23.7%, reflects union bargained wage increases at Central Parking in addition to more hours being spent monitoring the decks during the day.

5. **968.01 Depreciation** – The increase of \$101,550, or 10%, reflects additional capital assets depreciation.

6. **971.01 Machinery & Equipment** – The \$867,000 is for traffic control equipment, sweepers, signs, clearance bars, barrier gates, ticket spitters, and cameras and intercoms at the various garages.

7. **977.00 Buildings** – The \$910,000 is for painting (\$500,000) and light fixture replacement (\$300,000) at the Park Street Parking Structure, lighting retrofit (\$35,000) at the Pierce Parking Structure, and lighting retrofit (\$75,000) at the Chester Parking Structure.

### *Significant Notes to 2017-2018 Planned Amounts*

1. **702.00 Salaries and Wages Direct** – The increase of \$3,360, or 1.5%, reflects scheduled union wage increases.
2. **706.00 Labor Burden** – The increase of \$2,360, or 1.2%, reflects an increase in benefit costs based on the wage changes above, an increase in hospitalization costs (\$2,060), an increase in defined 401a contributions (\$430), and an increase in retiree health-care contributions (\$870) as recommended by the City's actuary. These costs were partially offset by a decrease in pension contributions (\$1,260).
3. **828.01 Central Parking** – The decrease of \$100,000, or 5.9%, represents cost savings from the installation of a new ticket management system being installed at the decks in 2016-2017.
4. **971.01 Machinery & Equipment** – The \$15,000 is for signs and clearance bars.
5. **977.00 Buildings** – The \$900,000 is for concrete repairs and waterproofing at the Pierce Street Parking Structure.





*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **FUND SUMMARY**

### **Water-Supply System Receiving Fund**

This fund is used to account for all revenues and expenses of the water-supply system. Birmingham purchases water from the Southeastern Oakland County Water Authority (SOCWA), which buys it from the City of Detroit. The City's water system consists of approximately 101 miles of water mains. It includes approximately 862 hydrants and two elevated water-storage tanks.

Pursuant to Title VII, Chapter 60, Section 7.37 of the City of Birmingham Code, water rates are as follows:

#### **Water Rates**

<b><u>Meter Size</u></b>	<b><u>Quarterly Fixed Charge</u></b>	<b><u>Monthly Fixed Charge</u></b>
5/8"	\$ 5.00	\$ 1.67
1"	8.00	2.67
1-1/2"	12.00	4.00
2"	16.00	5.33
3"	24.00	8.00
4"	32.00	10.67
6"	48.00	16.00
8"	64.00	21.33

#### **Additional charge for water used:**

For each 1,000 gallons, or part thereof. . . . . \$ 4.21

#### **Sewer services rates:**

For each 1,000 gallons, or part thereof. . . . . \$ 8.88

Currently, the system has 8,545 customers who receive water service from the City, of which 7,881 are residential and 664 are commercial accounts.

### Revenue Assumptions

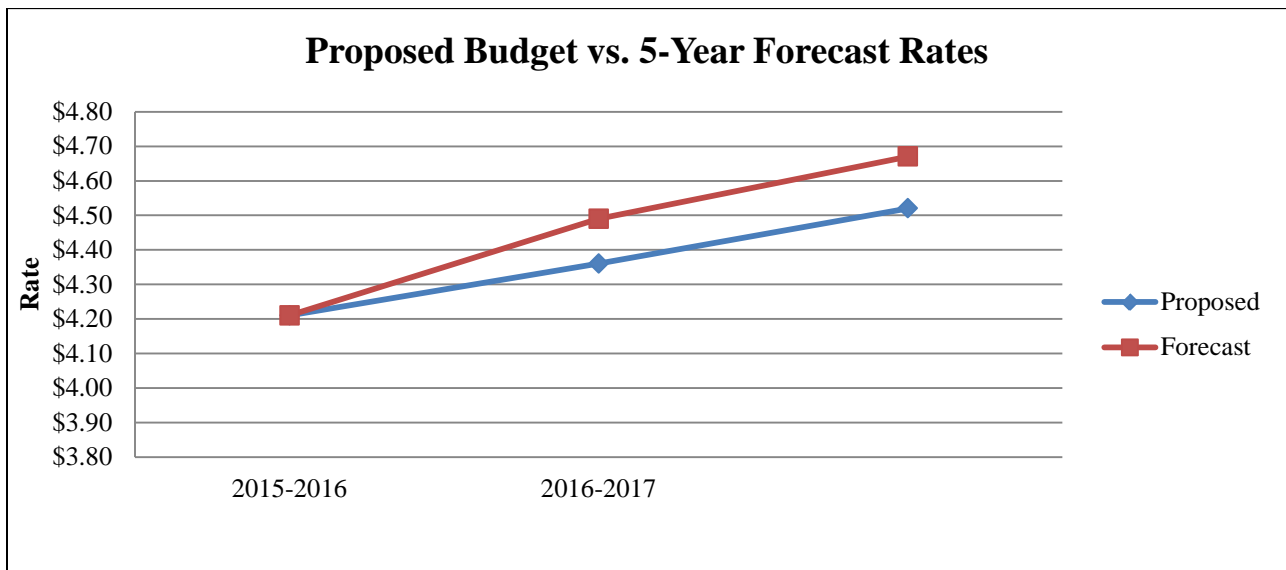
Total revenues are recommended to increase \$323,730, or 6%, to \$5,735,090. The increase in revenues is attributable to an increase in water rates and property taxes.

#### Charges for Services

Of the \$5,735,090 in total recommended revenues, \$4,473,030, or 78%, represents charges for water use and water service fees. Revenue from water use represents \$3,656,730, or 82%, of the total charges for services budget and 64% of the total revenue budget. The recommended budget for 2016-2017 includes a 3.6% rate increase in water rates. The average residential water bill would increase as follows:

Average Annual Bill*	Existing Rates (\$4.21/1,000 gal.)	Recommended Rates (\$4.36/1,000 gal.)	Annual Increase In Dollars	Percentage Increase
Cost of Water	\$378.90	\$392.40	\$13.50	3.6%

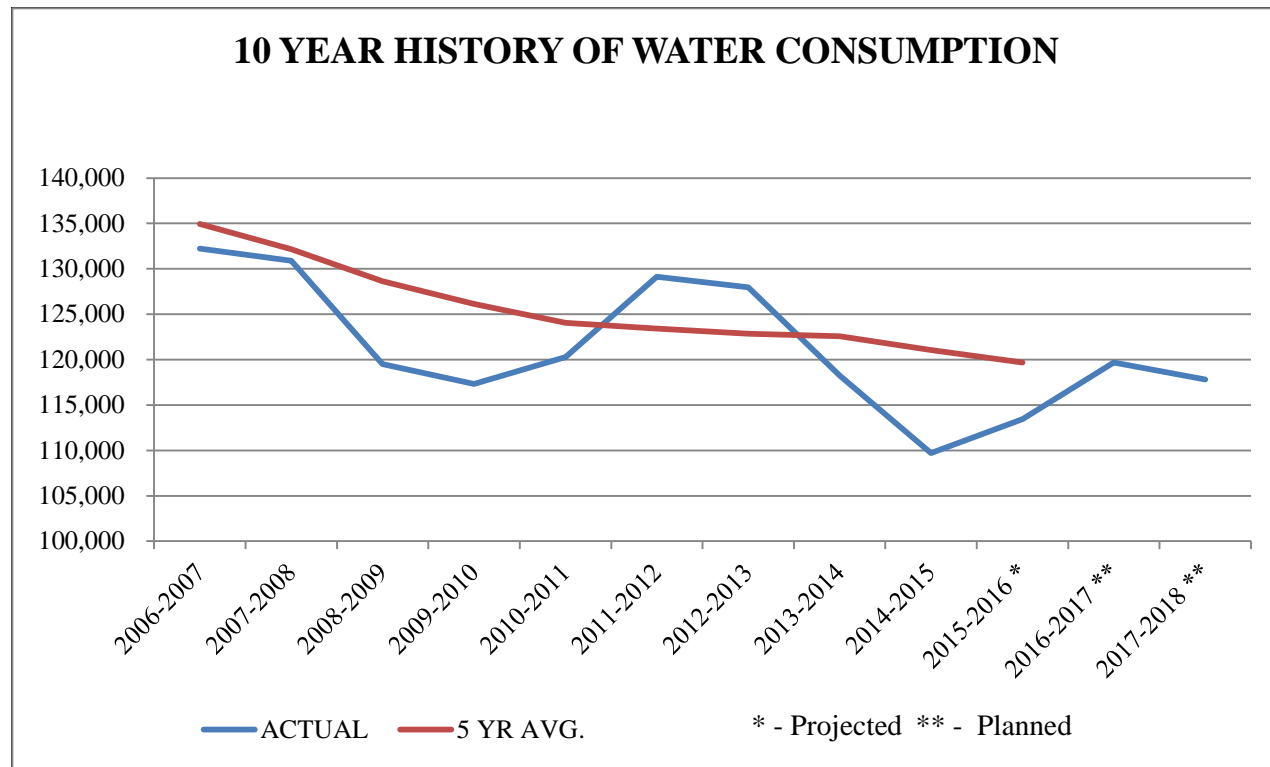
\* Based on 90,000 gallons per year. Assumes no change in average consumption and service through a 5/8" meter.



The proposed rate increase for 2016-2017 is \$0.13 lower than the 5-year forecast. The 5-year forecast assumed an increase of 4% in the cost of water. The proposed budget assumes a 2% increase in the cost of water. More detail on the increase in the cost of water is provided in the expense assumptions.

Other charges for services, excluding water rates, are expected to increase by approximately \$25,000 as revenue from construction-related activity continues to grow in 2016-2017. Those costs will partially offset other operational costs (excluding water costs).

The 2016-2017 recommended rates use a 5-year moving average for planned consumption which smooths variances in consumption due to weather conditions. As shown below, there is a downward trend in water consumption in the City which is also happening at both regional and national levels. Lower water consumption will cause higher water rates as water maintenance costs are spread over fewer units of consumption.



### Interest

Interest income is projected to increase as a result of an increase in the fund's reserves in anticipation of GASB 75 which will require the City to record its retiree health care liability in 2017-2018. By state law, the City is limited in what securities it can invest in (mostly in governmental fixed income securities or bank certificates of deposit). The forecasted return on the City's general investments has risen from .84% in 2015-2016 to 1% for 2016-2017.

### Property Taxes

The recommended budget includes \$750,000 in property taxes which will be used to build the reserves which have been depleted over the past three years as a result of large capital investments in the infrastructure.

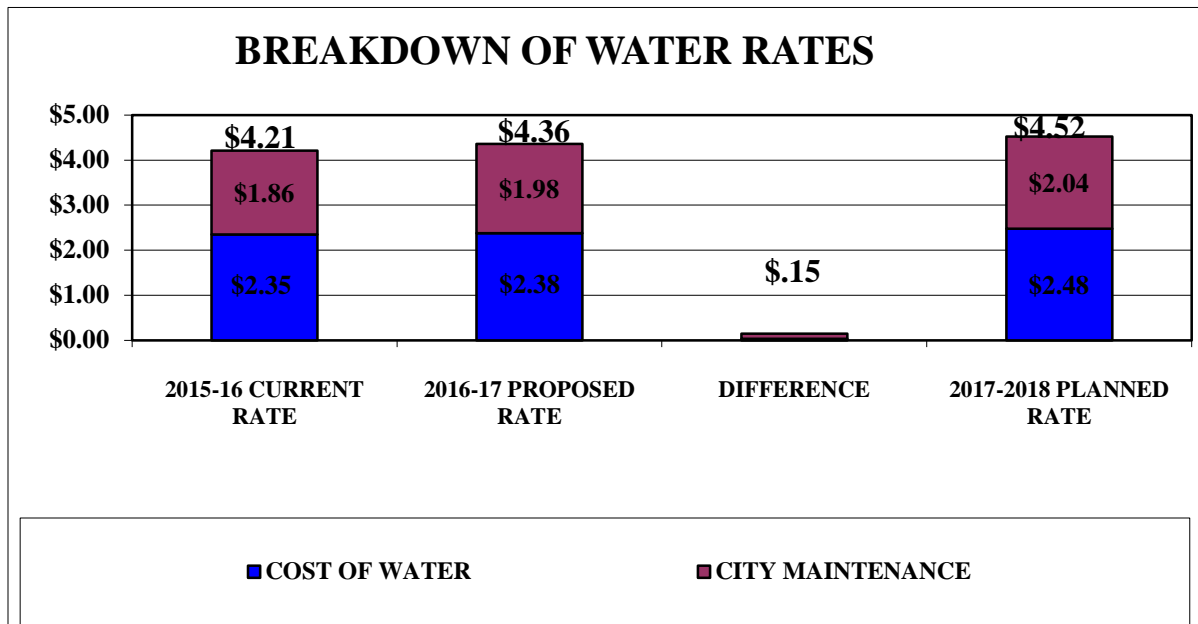
### Transfer In from Sewage Disposal Fund

The recommended budget includes a transfer from the Sewage Disposal Fund of \$500,000 which will be used for capital improvements.

### **Expense Assumptions**

Recommended operating costs of the Water-Supply Receiving Fund (which excludes capital outlay) for fiscal year 2016-2017 are \$4,485,090, an increase of \$73,730, or 1.6% from the prior year's original budget. Capital outlay of \$1,745,000 has been recommended, for a total budget of \$6,230,090.

As the chart below shows, the water rate basically consists of two costs: the cost of water purchased from Southeastern Oakland County Water Authority (SOCWA) and the City of Birmingham maintenance charge.



The cost of water is the single, largest expense in the Water-Supply System Receiving Fund. It comprises approximately 45% of the operating costs of the system. The City purchases its water from SOCWA. SOCWA is a regional water authority that supplies 11 communities with water. SOCWA purchases its water from the Great Lakes Water Authority (GLWA) and maintains the water mains and pumping stations that service its communities. SOCWA is proposing a rate increase to Birmingham of approximately 1.6%. This increase along with an anticipated decrease in water consumption resulted in this component of the rate to increase \$.03.

The other component of the water rate is City maintenance. This includes operating costs other than water purchases less water service revenue and interest income. As a result of higher City operating costs which were partially offset by an increase in service fees and interest, and an anticipated decrease in water consumption resulted in this component of the rate to increase \$.12, or 6.5%.

Operating costs, excluding the cost of water, are proposed to increase \$89,880, or 4%. The increase is mainly the result of several factors. First, personnel costs increased \$115,740, or 12%, mainly as a result of an increase in time charged to this fund by DPS employees, an increase in hospitalization costs and an increase in retiree health care costs. Secondly, supplies increased by \$10,000 as a result of increased meter service activity. Thirdly, other contractual services increased \$34,000 (after adjusting the 2015-2016 budget for amendments made during the fiscal year, see significant notes for this account) mostly as a result of adding a customer portal service where water customers can view their consumption. The increases mentioned above were partially offset by a decrease in proposed depreciation expense of approximately \$73,000 as a result of an overestimation of projects that would be capitalized in 2015-2016.

The City expects to replace water mains in connection with the street construction on Oak St., Saxon Dr., Old Woodward Ave., Lakeview Ave., Raynale St., N. Glenhurst Dr., Brookwood, and Kenwood Ct.. These projects will be funded out of the water fund's reserves, property taxes, and transfers.

#### 2017-2018 Assumptions

The planned rate for 2017-2018 is expected to increase \$.16, or 3.7%. Assumptions used for this planned rate include a 4% overall increase in cost of water and a 1.5% increase in other operating costs. Planned water consumption is estimated to be lower by approximately 1.5%. The \$.16 increase is the result of an increase in water costs of \$.10 and a \$.06 increase in operating costs.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
WATER SUPPLY SYSTEM FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY 2014-2015	BUDGET 2015-2016	PROJECTED 2015-2016	MANAGER	
				RECOMMEND 2016-2017	PLANNED 2017-2018
<u>REVENUES</u>					
TAXES	(9)	500,000	500,000	750,000	750,000
INTERGOVERNMENTAL	1,114	0	0	0	0
CHARGES FOR SERVICES	3,650,091	4,406,360	4,242,450	4,473,030	4,546,370
INTEREST AND RENT	150	5,000	4,720	12,060	22,060
OTHER REVENUE	23,030	0	0	0	0
TRANSFERS IN	750,000	500,000	500,000	500,000	500,000
REVENUES	4,424,376	5,411,360	5,247,170	5,735,090	5,818,430
<u>EXPENDITURES</u>					
PERSONNEL SERVICES	1,037,810	953,530	930,000	1,069,270	1,081,560
SUPPLIES	164,332	181,000	116,000	191,000	191,000
OTHER CHARGES	2,796,625	3,384,704	3,031,350	3,224,820	3,295,870
CAPITAL OUTLAY	1,852,457	1,043,784	878,370	1,745,000	895,000
EXPENDITURES	5,851,224	5,563,018	4,955,720	6,230,090	5,463,430
REVENUES OVER (UNDER) EXPENSES	(1,426,848)	(151,658)	291,450	(495,000)	355,000

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**WATER SUPPLY SYSTEM FUND**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	390,335	378,810	373,330	407,500	407,500	413,340
703.00	ADMINSTRATION COST	237,990	206,050	206,050	206,240	206,240	207,240
706.00	LABOR BURDEN	409,485	368,670	350,620	455,530	455,530	460,980
	PERSONNEL SERVICES	1,037,810	953,530	930,000	1,069,270	1,069,270	1,081,560
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	138,494	136,000	91,000	146,000	146,000	146,000
747.00	WATER METERS	25,838	45,000	25,000	45,000	45,000	45,000
	SUPPLIES	164,332	181,000	116,000	191,000	191,000	191,000
<b>OTHER CHARGES</b>							
802.01	AUDIT	4,010	4,150	4,090	4,180	4,180	4,260
811.00	OTHER CONTRACTUAL SERVICE	163,827	215,874	115,000	142,000	142,000	127,000
822.01	COMPUTER PROGRAMS	338	0	0	0	0	0
900.00	CONTRACTUAL PRINTING SVC	21,051	21,400	23,000	24,000	24,000	25,000
901.00	PRINTING & PUBLISHING	2,022	1,740	1,740	1,700	1,700	1,700
902.00	DEPT OF PUBLIC HEALTH FEE	5,372	5,370	5,240	5,240	5,240	5,240
920.00	ELECTRIC UTILITY	4,174	3,960	3,450	3,450	3,450	3,450
921.00	GAS UTILITY CHARGES	144	1,610	120	120	120	120
922.00	WATER UTILITY	164	210	200	200	200	200
924.00	WATER PURCHASES	1,586,540	2,017,200	1,878,610	2,001,050	2,001,050	2,051,150
941.00	EQUIPMENT RENTAL OR LEASE	224,053	212,500	200,000	215,000	215,000	215,000
955.01	TRAINING	6	200	750	750	750	750
955.03	MEMBERSHIP & DUES	273	200	250	250	250	250
957.04	LIAB INSURANCE PREMIUMS	16,300	16,300	16,300	16,300	16,300	16,300
968.01	DEPRECIATION	768,351	883,990	782,600	810,580	810,580	845,450
	OTHER CHARGES	2,796,625	3,384,704	3,031,350	3,224,820	3,224,820	3,295,870
<b>CAPITAL OUTLAY</b>							
981.01	PUBLIC IMPROVEMENTS	1,852,457	1,043,784	878,370	1,745,000	1,745,000	895,000
	CAPITAL OUTLAY	1,852,457	1,043,784	878,370	1,745,000	1,745,000	895,000
<b>WATER SUPPLY SYSTEM FUND TOTAL</b>							
		5,851,224	5,563,018	4,955,720	6,230,090	6,230,090	5,463,430



<b><i>Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget</i></b>
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- 1. 702.00 Salaries and Wages Direct** – The increase of \$28,690, or 7.6%, reflects an increased allocation of DPS employee wages to this activity, an increase in overtime, and scheduled union wage increases.
- 2. 703.00 Administrative Cost** – This account represents wages paid for administrative services by the General Fund employees within this fund. The breakdown of these costs are as follows:

Engineering and Public Services	\$ 58,680
Finance and Treasury	<u>147,560</u>
Total	<u>\$206,240</u>

- 3. 706.00 Labor Burden** – The increase of \$86,860, or 23.6%, is the result of an increase in hospitalization costs (\$8,610), an increase in defined 401a contributions (\$6,060), an increase in retiree health-savings plan contributions (\$1,900), an increase in retiree health-care contributions (\$66,970) and a decrease in pension contributions (\$150) as recommended by the City's actuary.
- 4. 729.00 Operating Supplies** – The increase of \$10,000, or 7.4%, represent meter shop supplies such as new handhelds, batteries, non-lead meter flanges, brass metal spuds, and copper wire.
- 5. 811.00 Other Contractual Service** – The original budget for this account in 2015-2016 was \$108,000. It increased to \$215,874 as a result of an encumbrance from 2014-2015 and a budget amendment in 2015-2016 for the 2016 Concrete Sidewalk Repair program for the portion that involves water lines. The increase of \$34,000, or 31.5%, from the 2015-2016 original budget is mostly for an on-line customer portal (\$24,100) to help water customers monitor their water consumption. The remaining \$9,900 of the increase is for routine maintenance costs.
- 6. 924.00 Water Purchases** – The decrease of \$16,150, or .8%, is a result of lower anticipated water usage.

- 7. 981.01 Public Improvements** – The \$1,745,000 is for the following water main improvements in conjunction with street improvements projects:

Oak St. – N. Glenhurst Dr. to Chesterfield Ave.	\$ 170,000
Saxon Dr. – Latham Rd. to Southfield Rd.	190,000
Old Woodward Ave. – Willits St. to Brown St.	500,000
Saxon Dr. – Norfolk Dr. to Latham Rd.	50,000
Lakeview Ave. – Oak St. to Harmon St.	240,000
Quarton Lake Area	<u>595,000</u>
Total	<u>\$1,745,000</u>

<p><i><b>Significant Notes to 2017-2018 Planned Amounts</b></i></p>
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- 1. 706.00 Labor Burden** – The increase of \$5,450, or 1.2%, reflects an increase in hospitalization costs (\$5,930), an increase in defined 401a contributions (\$1,260), and an increase in retiree health-care contributions (\$2,470) as recommended by the City's actuary. These costs were partially offset by a decrease in pension contributions (\$4,970).
- 2. 811.00 Other Contractual Services** – The decrease of \$15,000, or 10.6%, is the result of one-time setup costs for the customer portal.
- 3. 924.00 Water Purchases** – The increase of \$50,100, or 2.5%, reflects a 4% projected increase in the cost of water which was partially offset by a decrease in the volume of water purchased.
- 4. 981.01 Public Improvements** – The \$895,000 is for water main improvements in conjunction with street improvement projects:

Grant St. – E. Lincoln Ave. to Humphrey Ave.	\$120,000
Bennaville Ave. – Edgewood Ave. to Grant St.	110,000
Chapin Ave. – Grant St. to Woodward Ave.	275,000
Ruffner Ave. – Grant St. to Woodward Ave.	165,000
Backyard Sewer Plan	<u>90,000</u>
Total	<u>\$760,000</u>
 Hunter Water Tower Refurbishment	 <u>\$135,000</u>
 Total Public Improvements	 <u>\$895,000</u>



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **FUND SUMMARY**

### **Sewage-Disposal Fund**

The City of Birmingham disposes of sewage through two county-operated facilities. The easterly section of the City is served by the Southeastern Oakland County Sewage Disposal District (SOCSD) Twelve Towns Drain District. The central and westerly sections of the City are served by the Evergreen-Farmington Drain District. The Detroit Sewage Treatment facility treats sewage flows from both districts.

The City's sewer system consists of approximately 116 miles of sewers. Birmingham residents located in the Evergreen-Farmington Drain District are also served by three Combined Sewer Overflow (CSO) retention-treatment basins, which were built to hold combined flow that otherwise would overwhelm the sewer system during heavy rainstorms. Previously, 33 outlet pipes dumped untreated waste into the Rouge River during storms. When the basins went on-line, the overflows were capped, preventing raw sewage from entering the river from those pipes.

#### **Revenue Assumptions**

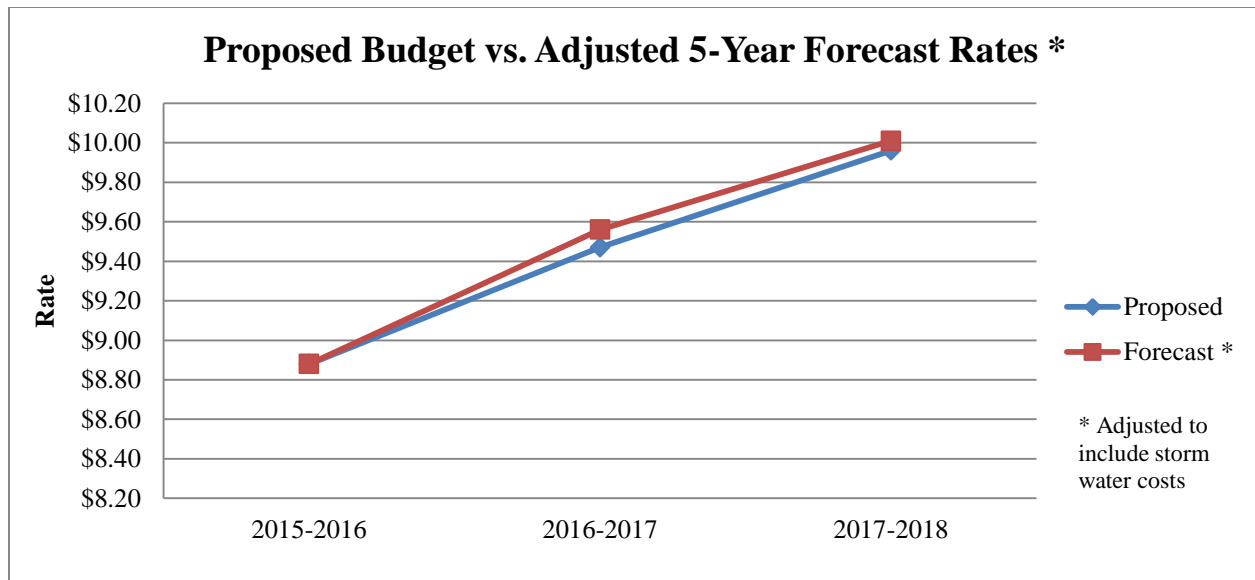
Total revenues are proposed to decrease slightly \$68,470, or .6%, to \$10,875,890. Revenues consist of charges for services, property taxes, and interest income.

#### **Charges for Services**

Of the \$10,875,890 in total revenue, charges for services represent \$8,009,610, or 74%. Sewage disposal charges of \$7,949,610 represent 99% of the overall charges for services revenue and 73% of the total revenue budget. An increase of \$.59, or 6.6%, to the existing rate has been recommended for 2016-2017, which will affect the average residential sewer bill as follows:

<b>Average Annual Bill</b>	<b>Existing Rate (\$8.88/1000 gal.)</b>	<b>Recommended Rate (\$9.47/1000 gal.)</b>	<b>Annual Increase In Dollars</b>	<b>Percentage Increase</b>
Cost of Sewage Disposal	\$799.20	\$852.30	\$53.10	6.6%

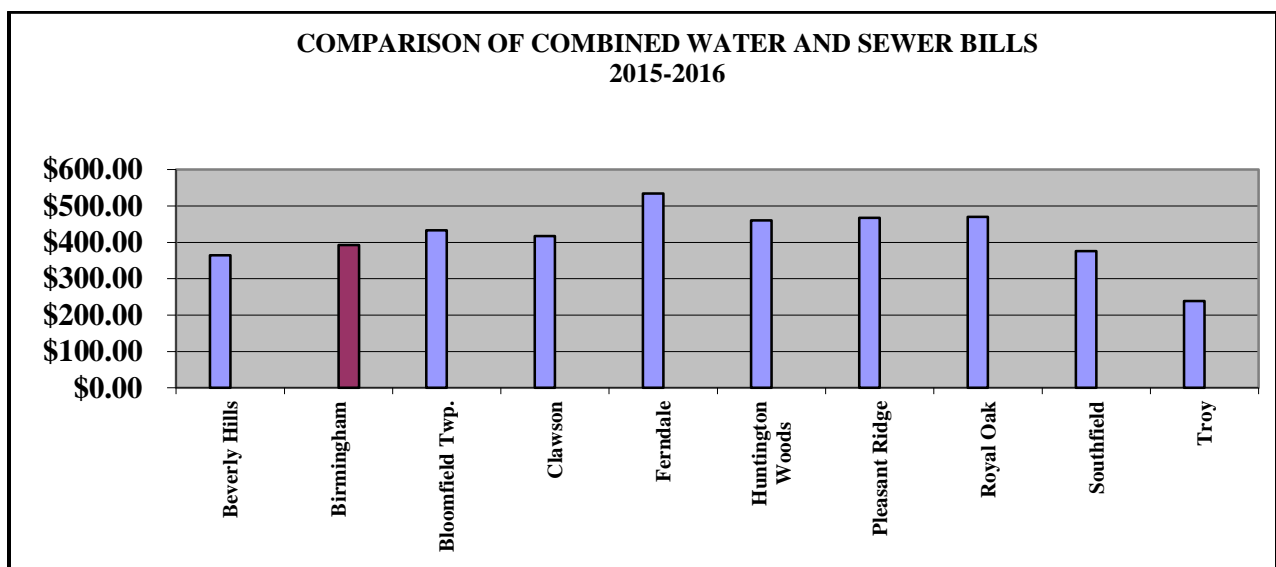
\* Based on 90,000 gallons per year. This assumes no change in average consumption and service through a 5/8" meter.



The above forecasted rates were adjusted to reflect that storm water costs will still be included in the sewer rate through December 31, 2016. The original 5-year forecasted sewer rates assumed that storm water would be billed separately starting July 1, 2016. The 2016-2017 proposed rate of \$9.47 is slightly lower than the adjusted forecast rate of \$9.56 mainly due to lower proposed operation and maintenance costs than what was originally forecasted.

The rate increase of \$.59, or 6.6%, is the result of higher sewage disposal costs related to the Great Lakes Water Authority and Oakland County Water Resources Commission (see *Expense Assumptions*) and a decrease in water consumption (See discussion in the Water Supply System Fund section) which contributed \$.20 to the rate increase.

Below is a comparison of the City's 2015-2016 combined water and sewer quarterly bill to other local communities based on a water usage of 30,000 gallons and any other quarterly fixed fees:



### Property Taxes

Property taxes of \$2,826,330, or 26%, of total revenue are recommended. The property taxes will be used to make debt-service payments on the following sewer-related debt: county drain bonds for the three combined sewer overflow retention basins; 2004 sewer improvement refunding bond; George W. Kuhn Drain bonds; and the North Arm Drain bond. Property taxes will decrease in 2017-2018 as debt related to the three combined sewer overflow retention basins will be paid off in 2016-2017.

### Intergovernmental Revenue

This revenue represents reimbursement from the State of Michigan through the Local Community Stabilization Authority for debt service related property taxes lost as a result of personal property tax exemptions filed by businesses.

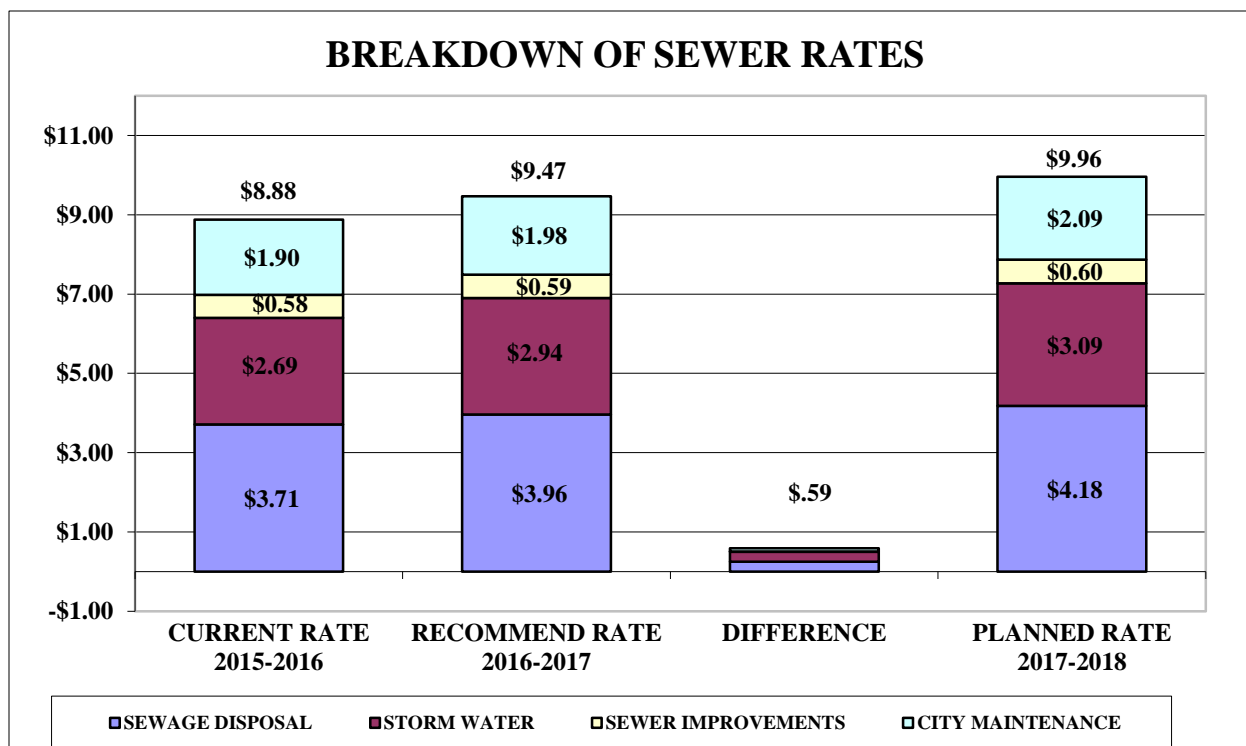
### Interest

Interest income is anticipated to decrease by \$19,870, or 38%. This is a result of a decrease in reserves in the fund as a result of projected capital improvements. By state law, the City is limited in what securities it can invest in (mostly in governmental fixed income securities or bank certificates of deposit). The forecasted return on the City's general investments has risen from .84% in 2015-2016 to 1% for 2016-2017.

### **Expense Assumptions**

Recommended operating costs (which excludes capital outlay, debt service, and transfers out) of the Sewage Disposal Fund for fiscal year 2016-2017 are \$8,338,740, an increase of \$304,640, or 3.8% from the prior year's original budget. Capital outlay totaling \$3,345,000, debt service of \$292,710, and transfers out of \$500,000 are also recommended, for a total budget of \$12,476,450.

As the chart below shows, the sewer rate basically comprises four components: sewage treatment costs, storm water costs, sewer improvement charges, and City maintenance costs.



### Sewage Disposal

The cost of sewage disposal is the largest expense in the Sewage Disposal Fund. It comprises 40% of the operating costs of the system. The cost of sewage disposal consists of the Oakland County Water Resources Commissioner (WRC) maintenance charges and the Great Lakes Water Authority (GLWA) treatment charges. This portion of the rate is anticipated to increase \$.25, or 6.7% as a result of an approximate 4% increase in costs and lower water consumption. Of this amount, approximately \$.09 is the result of lower water consumption.

In 2014-2015, the billing methodology for sewage treatment changed. Instead of charging a fixed amount and a flow charge to the communities, GLWA is now charging the sewage districts a fixed cost. As a result of this change, the WRC also changed their billing model to a fixed cost model. The distribution of costs is based on historic water consumption for the George W. Kuhn Drain and sewage flows for the Evergreen-Farmington Sewage Disposal District.

### Storm Water

Storm water consists of charges from the George W. Kuhn Drain and the three combined sewer overflow facilities in the Evergreen-Farmington Sewage Disposal District. George W. Kuhn Drain charges for storm water are anticipated to increase 4%.

The City participates in the maintenance costs of three combined sewer overflow retention facilities: Acacia Park, Bloomfield Village and Linden Park. The City has authorized the WRC to administer the maintenance of these facilities. These facilities were required to be built as a part of a Michigan Department of Environmental Quality (MDEQ) permit. The goal of the CSO-abatement program is to reduce and treat Birmingham's combined sewer overflow into the

Rouge River. The WRC assesses the City each year for the operational, maintenance and reserve requirements of each facility.

Storm water treatment costs related to these three facilities is anticipated to increase \$107,660, or 9.9%. Part of the increase is the result of an anticipated increase in costs of 4%. The remaining portion of the increase is the result of WRC retaining excess assessments to fund the reserves of the facilities. Every year, the WRC prepares a budget for the CSO facilities. These budgets are approved by the WRC Board and assessed to the municipalities which benefit from them. At the end of every year, if the operating expenses are less than the assessment, that surplus is deducted from the following year's assessment. This policy changed for the 2015-2016 assessment. The WRC decided to keep the excesses from the assessments to fund the reserves of the facilities. The 2015-2016 budget anticipated that surpluses from the previous year would continue to be used to reduce the assessment for 2015-2016. As a result, the 2015-2016 projected costs for these facilities are higher than what was budgeted. It is unknown at this time whether this is a permanent policy change or whether this decision will be made on a year-to-year basis. The budget for 2016-2017 assumes that no surpluses from the 2015-2016 assessment, if any, will be used to offset the 2016-2017 assessment. The increase in costs will raise this portion of the rate by \$.25, or 9%. Of this amount, approximately \$.06 is related to lower water consumption.

On June 30, 2014, Lawrence Wolf filed a class action law-suit against the City alleging that the methodology used to bill storm water costs to customers violated the Headlee Amendment to the Michigan Constitution. In December 2015, a settlement was reached which would allow the City to continue to charge storm water costs as a part of the sewer rate until December 2016. The City is currently working with an engineering firm to create a new billing methodology for storm water costs which would allocate these costs to property owners based on the size of their property. It is anticipated that this new billing methodology will begin in January 2016. It is unknown at this time what the effect of this change will have on the average utility customer.

#### City Maintenance

Operating expenses other than sewage disposal and CSO maintenance represent the City's maintenance expenses. The City's maintenance expense is budgeted to increase \$14,550, or .5%, from the 2015-2016 original budget. The increase is the result of an increase in personnel costs related to an increase in overtime and related benefit costs. An increase in depreciation costs was offset by a decrease in equipment rental costs. Overall City maintenance costs increased the rate by \$.08, or 4%. Of this amount, approximately \$.05 is the result of a decrease in water consumption.

#### Capital Improvements

The \$3,345,000 is for sewer improvements in conjunction with street projects (\$2,595,000) on N. Glenhurst Dr., W. Brown St., Old Woodward Ave., Villa Ave., Lakeview Ave., Saxon Dr., Raynale St., Brookwood, and Kenwood Ct., and for sewer lining (\$750,000) in the Quarton Lake area. These projects will be financed by sewer rates and reserves of the system.



### Debt Service

Debt service costs for 2016-2017 include payment of interest on the following bonds: \$16,700 for the three combined sewer overflow retention basin bonds; \$181,250 for the 2004 sewer improvement refunding bonds; \$77,050 for the George W. Kuhn Drain bonds; and \$17,710 for the North Arm Drain bonds. The CSO, George W. Kuhn, and North Arm Drain bond payments are funded by a property tax levy within the City's operating millage. The sewer improvement bond is funded by a property tax levy within the City's debt levy millage.

### 2017-2018 Assumptions

The planned rate for 2017-2018 is expected to increase \$.49, or 5%. Assumptions used for this planned rate include a 4% overall increase in sewage disposal costs, a 3% increase in CSO maintenance, and a 1% increase in net other operating costs. Planned water consumption will be approximately 1.5% less for 2017-2018.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
SEWAGE DISPOSAL FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	
	2014-2015	2015-2016	2015-2016	RECOMMEND	PLANNED
				2016-2017	2017-2018
<u>REVENUES</u>					
TAXES	3,356,369	3,207,260	3,198,560	2,826,330	1,648,110
INTERGOVERNMENTAL	0	0	7,820	7,820	7,820
CHARGES FOR SERVICES	6,585,996	7,685,100	7,297,200	8,009,610	8,287,670
INTEREST AND RENT	56,196	52,000	39,050	32,130	26,260
OTHER REVENUE	74,421	0	0	0	0
TRANSFERS IN	0	0	0	0	850,000
REVENUES	10,072,982	10,944,360	10,542,630	10,875,890	10,819,860
<u>EXPENDITURES</u>					
PERSONNEL SERVICES	622,325	548,230	519,780	562,880	568,150
SUPPLIES	54,637	50,000	50,000	50,000	50,000
OTHER CHARGES	7,089,156	7,483,651	7,500,240	7,725,860	7,992,780
CAPITAL OUTLAY	2,533,465	3,037,674	2,437,500	3,345,000	2,080,000
DEBT SERVICE	487,371	377,750	377,750	292,710	228,340
TRANSFERS OUT	350,000	500,000	1,350,000	500,000	500,000
EXPENDITURES	11,136,954	11,997,305	12,235,270	12,476,450	11,419,270
REVENUES OVER (UNDER) EXPENSES	(1,063,972)	(1,052,945)	(1,692,640)	(1,600,560)	(599,410)

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**SEWAGE DISPOSAL FUND**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	142,675	140,160	128,970	151,160	151,160	152,890
703.00	ADMINSTRATION COST	328,789	282,080	282,080	281,180	281,180	282,490
706.00	LABOR BURDEN	150,861	125,990	108,730	130,540	130,540	132,770
	<b>PERSONNEL SERVICES</b>	<b>622,325</b>	<b>548,230</b>	<b>519,780</b>	<b>562,880</b>	<b>562,880</b>	<b>568,150</b>
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	54,637	50,000	50,000	50,000	50,000	50,000
	<b>SUPPLIES</b>	<b>54,637</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>OTHER CHARGES</b>							
801.02	OTHER LEGAL	2,138	10,000	55,000	10,000	10,000	10,000
802.01	AUDIT	7,960	8,250	8,110	8,300	8,300	8,460
811.00	OTHER CONTRACTUAL SERVICE	121,251	181,454	145,000	140,000	140,000	140,000
920.00	ELECTRIC UTILITY	705	600	600	600	600	600
925.01	GWK SANITARY SEWAGE TREATMENT	685,250	710,600	710,600	738,000	738,000	767,210
925.02	GWK STORM WATER TREATMENT	1,221,909	1,224,000	1,224,000	1,274,760	1,274,760	1,324,550
925.03	EVER/FARM SEWAGE TREATMT	2,434,775	2,480,250	2,480,250	2,584,620	2,584,620	2,684,000
927.01	ACACIA PARK CSO MAINTENAN	162,276	186,880	214,730	220,570	220,570	225,950
927.02	BIRMINGHAM CSO MAINTENANC	588,096	697,880	727,780	752,020	752,020	771,650
927.03	BLOOMFIELD CSO MAINTENANCE	197,643	203,240	216,730	223,070	223,070	228,810
937.04	CONTRACT MAINTENANCE	0	6,627	12,450	3,300	3,300	3,300
941.00	EQUIPMENT RENTAL OR LEASE	53,007	81,000	49,000	56,000	56,000	56,000
955.03	MEMBERSHIP & DUES	3,045	3,050	3,300	3,300	3,300	3,300
955.04	CONFERENCES & WORKSHOPS	0	100	300	300	300	300
957.04	LIAB INSURANCE PREMIUMS	28,520	28,520	28,520	28,520	28,520	28,520
962.00	MISCELLANEOUS	1,538	1,200	1,200	1,200	1,200	1,200
968.01	DEPRECIATION	1,581,043	1,660,000	1,622,670	1,681,300	1,681,300	1,738,930
	<b>OTHER CHARGES</b>	<b>7,089,156</b>	<b>7,483,651</b>	<b>7,500,240</b>	<b>7,725,860</b>	<b>7,725,860</b>	<b>7,992,780</b>
<b>CAPITAL OUTLAY</b>							
981.01	PUBLIC IMPROVEMENTS	2,406,286	2,118,355	2,236,100	2,595,000	2,595,000	1,330,000
981.02	SEWER IMPROVEMENTS	0	750,000	0	750,000	750,000	750,000
985.69	CATALPA DRIVE SEWER - BEVERLY HILL	127,179	169,319	186,400	0	0	0
985.72	HAMILTON AVE SEWER LATERALS	0	0	15,000	0	0	0
	<b>CAPITAL OUTLAY</b>	<b>2,533,465</b>	<b>3,037,674</b>	<b>2,437,500</b>	<b>3,345,000</b>	<b>3,345,000</b>	<b>2,080,000</b>
<b>DEBT SERVICE</b>							
995.04	CSO BOND INTEREST COUNTY	80,160	56,280	56,280	16,700	16,700	0
995.05	SEWER IMPROVEMENT BOND INTEREST	289,559	214,300	214,300	181,250	181,250	146,340
995.06	KUHN DRAIN BOND INTEREST	93,487	85,740	85,740	77,050	77,050	68,090
995.07	NORTH ARM BOND INTEREST	24,165	21,430	21,430	17,710	17,710	13,910
	<b>DEBT SERVICE</b>	<b>487,371</b>	<b>377,750</b>	<b>377,750</b>	<b>292,710</b>	<b>292,710</b>	<b>228,340</b>
<b>TRANSFERS OUT</b>							
999.05	TRANSFER TO WATER FUND	350,000	500,000	500,000	500,000	500,000	500,000

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
SEWAGE DISPOSAL FUND

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
999.67	TRANSFER TO RISK MANAGEMENT	0	0	850,000	0	0	0
	TRANSFERS OUT	350,000	500,000	1,350,000	500,000	500,000	500,000
SEWAGE-DISPOSAL FUND TOTAL		11,136,954	11,997,305	12,235,270	12,476,450	12,476,450	11,419,270

## *Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget*

1. **702.00 Salaries and Wages Direct** – The increase of \$11,000, or 7.8%, reflects scheduled union wage increases, increased overtime, and increased temporary labor.
2. **703.00 Administrative Cost** – This account represents wages paid for administrative services by the General Fund employees within this fund. The breakdown of these costs are as follows:

Engineering and Public Services	\$ 74,850
Finance and Treasury	<u>206,330</u>
Total	<u>\$281,180</u>

3. **706.00 Labor Burden** – The increase of \$4,550, or 3.6%, is the result of the wage changes above, an increase in hospitalization costs (\$840), an increase in defined 401a contributions (\$2,590), an increase in retiree health-savings contributions (\$650), an increase in retiree health-care contributions (\$1,190) and a decrease in pension contributions (\$1,820) as recommended by the City's actuary.
4. **811.00 Other Contractual Service** – The original budget for this account in 2015-2016 was \$137,000. It increased to \$181,454 as a result of an encumbrance from 2014-2015. The request of \$140,000 is primarily for contracted engineering services.
5. **925.01 George W. Kuhn Drain Sanitary Sewage Treatment** – The increase of \$27,400, or 3.9%, is due to the estimated increase for sewage disposal costs from the Great Lakes Water Authority and Oakland County Water Resources Commissioner (OCWRC).
6. **925.02 George W. Kuhn Drain Storm Water Treatment** – The increase of \$50,760, or 4.1%, is due to the estimated increase for sewage disposal costs from the Great Lakes Water Authority and OCWRC.
7. **925.03 Evergreen-Farmington Sewage Treatment** – The increase of \$104,370, or 4.2%, is due to the estimated increase for sewage disposal costs from the Great Lakes Water Authority and OCWRC.
8. **927.01 Acacia Park CSO Maintenance** – This amount represents Birmingham's 28.8% share of the maintenance assessment for the Acacia Park retention basin. The increase of \$33,690, or 18%, reflects increased operating costs and reserve requirements. The 2016-2017 recommended amount represents an inflationary increase from the 2015-2016 projected amount.
9. **927.02 Birmingham CSO Maintenance** – This amount represents Birmingham's 96.86% share of maintenance costs for the Birmingham retention basin. The

increase of \$54,140 or 7.8%, reflects increased operating costs and reserve requirements. The 2016-2017 recommended amount represents an inflationary increase from the 2015-2016 projected amount.

**10. 927.03 Bloomfield Village CSO Maintenance** – This amount represents Birmingham’s 22.095% share of maintenance costs for the Bloomfield retention basin. The increase of \$19,830, or 9.8%, reflects increased operating costs and reserve requirements. The 2016-2017 recommended amount represents an inflationary increase from the 2015-2016 projected amount.

**11. 941.00 Equipment Rental or Lease** – The decrease of \$25,000, or 30.9%, brings the account to normal usage levels.

**12. 981.01 Public Improvements** – The \$2,595,000 is for sewer improvements in conjunction with street projects:

Oak St. - N. Glenhurst Dr. to Chesterfield Ave.	\$ 425,000
W. Brown St. – Southfield Rd. to Chester St.	200,000
Old Woodward Ave. – Willits St. to Brown St.	750,000
Villa Ave. – S. Adams Rd. to Columbia Ave.	160,000
Lakeview Ave. – Oak St. to Harmon St.	160,000
Quarton Lake Area	850,000
Saxon Dr. – Latham Rd. to Southfield Rd.	<u>50,000</u>
Total	<u>\$2,595,000</u>

**13. 981.02 Sewer Improvements** – The \$750,000 is for sewer lining in the Quarton Lake area.

**14. 995.04 through 995.07 Sewer-Related Bond Interest** – These accounts represent the interest on all sewer-related bonds.

### *Significant Notes to 2017-2018 Planned Amounts*

**1. 706.00 Labor Burden** – The increase of \$2,230, or 1.7%, reflects an increase in hospitalization costs (\$1,920) and an increase in retiree health-care contributions (\$770) as recommended by the City’s actuary. These costs were partially offset by a decrease in pension contributions (\$1,040).

**2. 925.01 to 925.03 Sewage Treatment** – The increase of approximately 4% reflects the anticipated increase from the Great Lakes Water Authority.

- 3. 981.01 Public Improvements** – The \$1,330,000 is for sewer improvements in conjunction with street projects:

Backyard Sewer Plan	\$ 150,000
Grant St. – E. Lincoln Ave. to Humphrey Ave.	100,000
Bennaville Ave. – Edgewood Ave. to Grant St.	50,000
Chapin Ave. – Grant St. to Woodward Ave.	630,000
Ruffner Ave. – Grant St. to Woodward Ave.	<u>400,000</u>
Total	<u>\$1,330,000</u>

- 4. 981.02 Sewer Improvements** – The \$750,000 is for sewer lining in the Quarton Lake area.

## **FUND SUMMARY**

### **Lincoln Hills Golf Course**

Lincoln Hills, located at 2666 West Fourteen Mile Road, is one of two municipal golf courses owned by the City of Birmingham. With its unique elevation changes, tree-lined fairways and alternative tee boxes, it makes for a very challenging round of golf. The golf course total yardage is just over 3,000 yards and plays to a par 35.

Lincoln Hills, a Jerry Matthews design, opened in 1964 and offers a beautiful clubhouse overlooking the course that was recently renovated in 2010. What is great about this course is that it lends itself to all types of golfers. Whether you are a beginner, intermediate or advanced golfer, you have several options off the tee. When your round is finished, enjoy a cold beverage and our famous Clubhouse Burger on the patio and reminisce about the great shots you had. It is truly one of the “best kept secrets” in Birmingham.

City staff operates the clubhouse and maintains the golf course and grounds. The operation is overseen by the Golf Operations Manager. The clubhouse staff is comprised of seasonal staff that provide a variety of services, including tee-time reservations, collecting green fees, renting golf cars, selling food and beverage items, and running club and outside golf tournaments. The maintenance staff, which includes full-time and seasonal employees, maintains the golf courses.

Our mission is to offer a superb club membership experience by offering personalized service with a friendly, responsive and professional staff, excellent course conditions, clean and attractive facilities, and sustained commitment to quality.

Lincoln Hills runs a very robust junior golf program. It is broken down into three levels: The Birdies (Ages 6-9); The Eagles (Ages 9-13); and the Aces (12-17). All aspects of the game are introduced to our juniors in a fun learning environment. We are also excited to be participating in our third year with the PGA Jr Golf League, where juniors play in a scramble format and play against other teams from local courses.

We encourage our community and guests to keep updated of registration for these programs on our website at [www.golfbirmingham.org](http://www.golfbirmingham.org), along with our schedule of events. It is a great source of information of everything that goes on at Lincoln Hills.

The Birmingham community is fortunate to have this property to enjoy a relaxing round of golf during the warmer months and sledding and cross country skiing in the winter months. Visit one of our courses and see why Golf Birmingham is THE place to tee it up!



CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
LINCOLN HILLS GOLF COURSE  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY 2014-2015	BUDGET 2015-2016	PROJECTED 2015-2016	MANAGER	
				RECOMMEND 2016-2017	PLANNED 2017-2018
<u>REVENUES</u>					
INTERGOVERNMENTAL	999	0	0	0	0
CHARGES FOR SERVICES	629,349	623,900	628,230	635,900	648,900
INTEREST AND RENT	22,346	18,000	24,130	30,130	36,960
OTHER REVENUE	611	0	200	200	200
REVENUES	653,305	641,900	652,560	666,230	686,060
<u>EXPENDITURES</u>					
PERSONNEL SERVICES	233,096	276,880	268,630	276,680	277,570
SUPPLIES	90,522	88,500	89,500	93,100	93,600
OTHER CHARGES	145,021	167,350	169,750	171,170	171,280
CAPITAL OUTLAY	2,713	25,000	21,500	25,800	25,000
EXPENDITURES	471,352	557,730	549,380	566,750	567,450
REVENUES OVER (UNDER) EXPENSES	181,953	84,170	103,180	99,480	118,610

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**LINCOLN HILLS GOLF COURSE**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	184,151	210,090	208,110	217,900	217,900	217,900
703.00	ADMINSTRATION COST	19,860	17,160	17,160	17,690	17,690	17,730
706.00	LABOR BURDEN	29,085	49,630	43,360	41,090	41,090	41,940
	PERSONNEL SERVICES	233,096	276,880	268,630	276,680	276,680	277,570
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	56,428	56,000	55,000	55,600	55,600	55,600
740.00	FOOD & BEVERAGE	16,338	15,000	17,000	19,000	19,000	19,000
750.00	BEER AND WINE PURCHASES	6,201	6,500	6,500	7,000	7,000	7,000
751.00	MERCHANDISE	11,555	11,000	11,000	11,500	11,500	12,000
	SUPPLIES	90,522	88,500	89,500	93,100	93,100	93,600
<b>OTHER CHARGES</b>							
802.01	AUDIT	687	720	700	720	720	730
811.00	OTHER CONTRACTUAL SERVICE	16,080	13,500	17,800	17,800	17,800	17,800
818.06	CONTRACTUAL ALARM	1,583	2,000	1,600	1,600	1,600	1,600
851.00	TELEPHONE	796	750	900	900	900	900
901.00	PRINTING & PUBLISHING	2,326	2,280	2,200	2,200	2,200	2,200
901.04	MARKETING & ADVERTISING	1,963	5,000	5,000	5,000	5,000	5,000
920.00	ELECTRIC UTILITY	8,346	13,100	13,000	13,000	13,000	13,000
921.00	GAS UTILITY CHARGES	501	1,650	1,650	1,650	1,650	1,650
922.00	WATER UTILITY	4,147	1,800	3,300	3,800	3,800	3,800
941.00	EQUIPMENT RENTAL OR LEASE	35,745	49,000	49,000	49,000	49,000	49,000
955.01	TRAINING	551	1,200	1,300	1,200	1,200	1,300
956.04	LIQUOR LICENSE	1,253	1,350	1,300	1,300	1,300	1,300
957.04	LIAB INSURANCE PREMIUMS	13,909	18,000	15,000	15,000	15,000	15,000
968.01	DEPRECIATION	57,134	57,000	57,000	58,000	58,000	58,000
	OTHER CHARGES	145,021	167,350	169,750	171,170	171,170	171,280
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	218	0	3,000	0	0	0
981.01	PUBLIC IMPROVEMENTS	2,495	25,000	18,500	25,800	25,800	25,000
	CAPITAL OUTLAY	2,713	25,000	21,500	25,800	25,800	25,000
<b>LINCOLN HILLS GOLF COURSE TOTAL</b>							
		471,352	557,730	549,380	566,750	566,750	567,450

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **702.00 Salaries and Wages Direct** – The increase of \$7,810, or 3.7%, reflects an increase in temporary labor.
2. **706.00 Labor Burden** – The decrease of \$8,540, or 17.2%, is the result of a decrease in retiree health-care contributions (\$6,590) and a decrease in pension contributions (\$920) as recommended by the City's actuary. This was offset by an increase in hospitalization costs (\$1,130).
3. **811.00 Other Contractual Service** – This account is for quarterly and annual inspections, dredging ponds, repair of wells, plumbing, electrical, heating/cooling, refrigeration repair, fence repair, and all credit card processing fees.
4. **981.01 Public Improvements** – The \$25,800 is for new tee and entrance signs (\$6,000), raising putting green (\$6,000), new drainage on hole #9 (\$3,000), replacement of urinals in men's bathroom (\$6,000), power wash and stain wooden retainer walls and staircase (\$4,800).

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **706.00 Labor Burden** – The increase of \$850, or 2.1%, reflects an increase in hospitalization costs (\$1,040) and an increase in retiree health-care contributions (\$30) as recommended by the City's actuary. These costs were partially offset by a decrease in pension contributions (\$220).
2. **981.01 Public Improvements** – The \$25,000 is for cart paths (\$10,000), new trees (\$5,000), new tent at teaching area (\$5,000), new tables and chairs for inside clubhouse (\$5,000).

## **FUND SUMMARY**

### **Springdale Golf Course**

Springdale, a Jerry Matthews design, dates back to the 1920's and it is the older of the two nine-hole golf courses. It is a picturesque, challenging course complemented by the beautiful Rouge River and is always well manicured. Our course will challenge the weekly golfers as well as offer a notably fun time for all levels of players. In addition, we are proud to offer Springdale Park, which is a great avenue for all types of parties, family events and "get togethers" for all to enjoy. The golf course and Springdale Park encompass approximately 55 acres and offers a tranquil environment with exceptional customer service. A Par 34 with total yardage of 2,700 from the back tees is a great course to brush up on your short game.

Since 2001, Springdale has gone through many changes, including the remodeling of the golf course (2001) which included: adding or rebuilding 26 sand bunkers; different teeing locations on each hole; three new putting greens; a pond; and additional mounding around the golf course. All of these features have added to the overall playing experience. A stream bank restoration project was also completed in 2001. This helped to prevent erosion along the banks of the Rouge River. In the fall of 2006, a new pump house and pump station were installed to improve the irrigation system.

City staff operates the clubhouse and maintains the golf course. The operation is overseen by the Golf Operations Manager. The clubhouse staff is comprised of seasonal staff that provide a variety of services, including tee-time reservations, collecting green fees, renting golf cars, selling food and beverage items, and running club and outside tournaments. The maintenance staff, which includes full-time and seasonal employees, maintains the golf courses.

Springdale offers one of our most popular Club events for our members and guests, Nite Golf. Yes, it is played at night with tiki torches, luminaires, and "glow-in-the-dark" golf balls. We will put on three events during the season and you can find more details on our website at [www.goflbirmingham.org](http://www.goflbirmingham.org). You may also want to participate in our "Family Day." We have a block of tee times from 4 pm to 5 pm on every Sunday afternoon for you to enjoy time with your family. Family Day will alternate courses each week and will begin in May and run through August. Each child plays free with an accompanied paying adult and we also provide forward tees so it provides a fun atmosphere for all.

The community is fortunate to have this property to enjoy a relaxing round of golf, or a picnic in the park with family and friends. Visit one of our courses and see why Golf Birmingham is THE place to tee it up!

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
SPRINGDALE GOLF COURSE  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY 2014-2015	BUDGET 2015-2016	PROJECTED 2015-2016	MANAGER	
				RECOMMEND 2016-2017	PLANNED 2017-2018
<u>REVENUES</u>					
INTERGOVERNMENTAL	998	0	0	0	0
CHARGES FOR SERVICES	447,151	474,150	477,450	485,700	489,700
INTEREST AND RENT	9,600	9,000	9,000	9,000	9,000
OTHER REVENUE	146	0	300	200	200
REVENUES	457,895	483,150	486,750	494,900	498,900
<u>EXPENDITURES</u>					
PERSONNEL SERVICES	215,032	223,740	219,350	228,150	229,040
SUPPLIES	68,723	75,500	79,500	84,700	84,700
OTHER CHARGES	130,432	150,980	155,500	151,920	152,030
CAPITAL OUTLAY	14,541	30,000	25,000	40,000	25,000
EXPENDITURES	428,728	480,220	479,350	504,770	490,770
REVENUES OVER (UNDER) EXPENSES	29,167	2,930	7,400	(9,870)	8,130

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**SPRINGDALE GOLF COURSE**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	167,322	160,620	161,680	169,420	169,420	169,420
703.00	ADMINSTRATION COST	19,860	17,160	17,160	17,690	17,690	17,730
706.00	LABOR BURDEN	27,850	45,960	40,510	41,040	41,040	41,890
	PERSONNEL SERVICES	215,032	223,740	219,350	228,150	228,150	229,040
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	45,247	49,500	53,500	57,700	57,700	54,700
740.00	FOOD & BEVERAGE	12,602	14,000	14,000	14,000	14,000	15,000
750.00	BEER AND WINE PURCHASES	5,714	6,000	6,000	6,000	6,000	7,000
751.00	MERCHANDISE	5,160	6,000	6,000	7,000	7,000	8,000
	SUPPLIES	68,723	75,500	79,500	84,700	84,700	84,700
<b>OTHER CHARGES</b>							
802.01	AUDIT	687	720	700	720	720	730
811.00	OTHER CONTRACTUAL SERVICE	17,242	15,500	21,000	16,500	16,500	16,500
818.06	CONTRACTUAL ALARM	867	1,100	1,100	1,100	1,100	1,100
851.00	TELEPHONE	947	720	900	900	900	900
901.00	PRINTING & PUBLISHING	1,630	1,400	1,700	1,700	1,700	1,700
901.04	MARKETING & ADVERTISING	3,149	5,000	5,000	5,000	5,000	5,000
920.00	ELECTRIC UTILITY	6,491	10,200	10,200	10,200	10,200	10,200
921.00	GAS UTILITY CHARGES	3,078	3,300	3,300	3,300	3,300	3,300
922.00	WATER UTILITY	1,606	2,000	2,000	2,000	2,000	2,000
941.00	EQUIPMENT RENTAL OR LEASE	29,103	42,000	42,000	42,000	42,000	42,000
955.01	TRAINING	551	1,200	1,300	1,200	1,200	1,300
956.04	LIQUOR LICENSE	1,253	1,340	1,300	1,300	1,300	1,300
957.04	LIAB INSURANCE PREMIUMS	13,909	16,500	15,000	15,000	15,000	15,000
968.01	DEPRECIATION	49,919	50,000	50,000	51,000	51,000	51,000
	OTHER CHARGES	130,432	150,980	155,500	151,920	151,920	152,030
<b>CAPITAL OUTLAY</b>							
981.01	PUBLIC IMPROVEMENTS	14,541	30,000	25,000	40,000	40,000	25,000
	CAPITAL OUTLAY	14,541	30,000	25,000	40,000	40,000	25,000
<b>SPRINGDALE GOLF COURSE TOTAL</b>							
		428,728	480,220	479,350	504,770	504,770	490,770

### ***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **702.00 Salaries and Wages Direct** – The increase of \$8,800, or 5.5%, reflects an increase in temporary labor.
2. **706.00 Labor Burden** – The decrease of \$4,920, or 10.7%, is the result of a decrease in retiree health-care contributions (\$6,990) and a decrease in pension contributions (\$1,020) as recommended by the City's actuary. This was offset by an increase in hospitalization costs (\$1,130).
3. **729.00 Operating Supplies** – The increase of \$8,200, or 16.6%, is for building a new bunker on hole #2 (\$3,000), monthly computer costs (\$3,720), and other miscellaneous golf course supplies.
4. **811.00 Other Contractual Service** – This account is for quarterly and annual inspections, repair of wells, plumbing, electrical, heating/cooling, refrigeration repair, fence repair, and all credit card processing fees.
5. **981.01 Public Improvements** – The \$40,000 is for new tee and entrance signs (\$6,000), irrigation upgrades (\$5,000), new chipseal parking lot (\$25,000), and a new planting bed (\$4,000).

### ***Significant Notes to 2017-2018 Planned Amounts***

1. **706.00 Labor Burden** – The increase of \$850, or 2.1%, reflects an increase in hospitalization costs (\$1,040) and an increase in retiree health-care contributions (\$30) as recommended by the City's actuary. These costs were partially offset by a decrease in pension contributions (\$220).
2. **981.01 Public Improvements** – The \$25,000 is for cart path additions (\$10,000), irrigation upgrades (\$5,000), and patio improvements including a new trellis and floor resurfacing (\$10,000).

## **INTERNAL SERVICE FUNDS**

Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City. The main purpose of Internal Service Funds is to identify and allocate costs related to the provision of specific goods and services. An equipment-rental charge is included in the budgets of the respective activities that use the services.

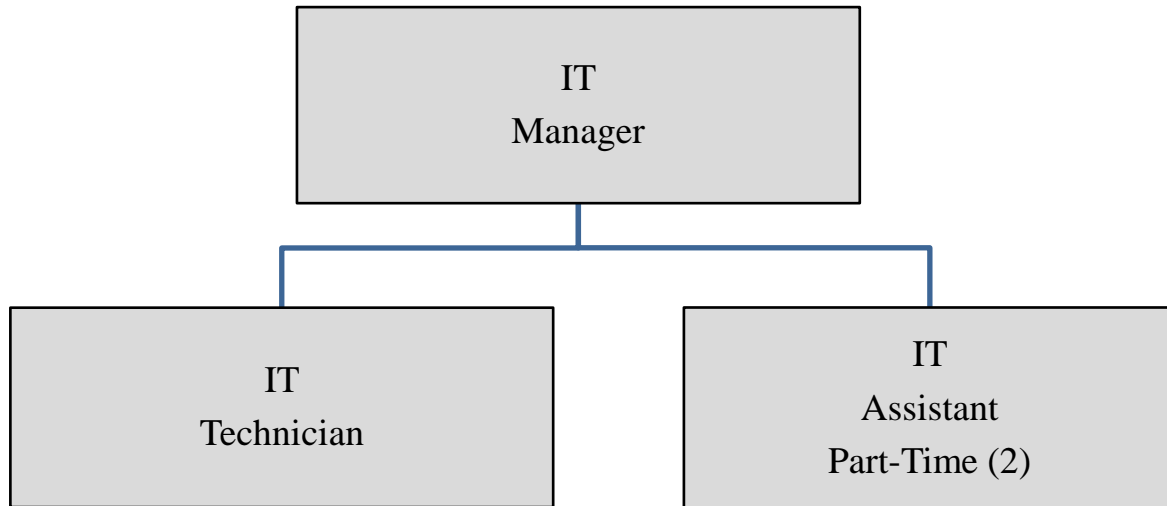




*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **DEPARTMENT SUMMARY**

### **Information Technology**



The Information Technology Department was established to provide a comprehensive, integrated computer infrastructure that serves all City departments. The purpose of this department is to continually develop new approaches in the design of information systems, which will assist City employees in providing better service to citizens.

The Information Technology Department evaluates and implements technological advancements targeted to enhance operating efficiencies, automation, cross boundary information sharing and collaboration in support of management decision making. Adaption of new information technology is a rapidly evolving, continual process that contributes materially toward enhancing the productivity of staff and is a significant offset to requirements for reductions to general staffing levels.

A critical function is to maintain the day-to-day operations of network, computer equipment, software, telephone, and other communication systems to ensure uninterrupted service. Responsibility for changes and enhancements to the system and troubleshooting problems associated with hardware and software programs also fall within this function. An important aspect of this function is planning and implementing information security, recovery, compliance and integrity policies and procedures. The department strives to help improve productivity and provide for an extensive range of business activities. This includes examining the information needs of City departments to provide the best information available for management decision making.

It is this department's duty to integrate information needs for the entire organization into a system that aligns computer technology with City goals and business requirements. The department acts as a liaison between City staff users, hardware vendors, and software vendors in preparing

specifications and evaluating software. The Information Technology Department is focused on developing and implementing solutions across departments, which will enhance service to residents and minimize costs.

## **FUND SUMMARY**

### **Computer Equipment Fund**

#### **Revenue Assumptions**

Revenue in the Computer Equipment Fund is derived primarily from rental charges to other user departments of the City. Departments are charged a rate sufficient to cover all operating costs of the fund, plus a provision for depreciation. Operating costs include such items as personnel, computer and telephone maintenance charges, computer-software upgrades and connectivity charges for the City's wide-area network. The recommended computer-equipment rental charges for fiscal year 2016-2017 and 2017-2018 were calculated to provide \$555,040 in each of the two fiscal years. This would leave sufficient cash reserves estimated at \$759,710 in the fund at fiscal-year-end 2017-2018.

#### **Expense Assumptions**

Operating expenses of the Computer Equipment Fund for fiscal year 2016-2017 recommended budget total \$806,550 and \$817,440 for the subsequent year. Capital purchases of \$307,180 in fiscal year 2016-2017 and \$90,900 in fiscal year 2017-2018 have been recommended to provide for replacement of workstations, monitors, printers, copier, software upgrades and GIS improvements.

	Budget 2015-2016	Recommended Budget 2016-2017	Difference	%	Planned Budget 2017-2018	Difference	%
Personnel Services	\$ 317,730	\$ 298,330	\$ (19,400)	-6.1%	\$ 299,560	\$ 1,230	0.4%
Supplies	17,660	68,840	51,180	289.8%	61,140	(7,700)	-11.2%
Other Charges	192,340	187,980	(4,360)	-2.3%	200,060	12,080	6.4%
Depreciation	172,030	251,400	79,370	46.1%	256,680	5,280	2.1%
	<u>\$ 699,760</u>	<u>\$ 806,550</u>	<u>\$106,790</u>	15.3%	<u>\$ 817,440</u>	<u>\$ 10,890</u>	1.4%

The decrease in “Personnel Services” of \$19,400 in 2016-2017 is primarily attributable to a decrease in retiree health-care costs. The increase in “Supplies” of \$51,180 is primarily attributable to updates to Microsoft Office and security software. The increase in “Depreciation” of \$79,370 is the result of capital purchases in fiscal years 2015-2016 and 2016-2017.

**CITY OF BIRMINGHAM**  
**2016-2017 BUDGET**  
**COMPUTER EQUIPMENT FUND**  
**SUMMARY OF RECOMMENDED BUDGET**

	<b>ACTUAL 2014-2015</b>	<b>BUDGET 2015-2016</b>	<b>PROJECTED 2015-2016</b>	<b>RECOMMENDED 2016-2017</b>	<b>PLANNED 2017-2018</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REVENUE	\$ 23,400	\$ 51,489	\$ 72,020	\$ 34,020	\$ 25,520
CHARGES FOR SERVICES	558,018	555,040	555,040	555,040	555,040
INTEREST AND RENT	7,989	7,000	8,650	11,070	13,480
OTHER REVENUE	3,213	2,200	3,182	3,000	3,000
REVENUES	\$ 592,620	\$ 615,729	\$ 638,892	\$ 603,130	\$ 597,040
<b>EXPENSES</b>					
PERSONNEL SERVICES	\$ 321,866	\$ 317,730	\$ 299,250	\$ 298,330	\$ 299,560
SUPPLIES	11,134	17,660	19,700	68,840	61,140
OTHER CHARGES	166,880	192,340	197,220	187,980	200,060
DEPRECIATION	208,111	172,030	251,950	251,400	256,680
CAPITAL OUTLAY	44,177	219,221	222,240	307,180	90,900
EXPENSES	\$ 752,168	\$ 918,981	\$ 990,360	\$ 1,113,730	\$ 908,340
REVENUES OVER (UNDER) EXPENSES	\$ (159,548)	\$ (303,252)	\$ (351,468)	\$ (510,600)	\$ (311,300)
<b>STATEMENT OF CASH FLOWS</b>					
	<b>ACTUAL 2014-2015</b>	<b>PROJECTED 2015-2016</b>	<b>RECOMMENDED 2016-2017</b>	<b>PLANNED 2017-2018</b>	
CASH FLOWS FROM OPERATING ACTIVITIES					
Cash received from services and other funds	584,631	630,242	592,060	583,560	
Cash payments to employees for services	(321,866)	(299,250)	(298,330)	(299,560)	
Cash payments to suppliers for goods and services	(178,014)	(216,920)	(256,820)	(261,200)	
Net cash provided by (used in) operating activities	\$ 84,751	\$ 114,072	\$ 36,910	\$ 22,800	
CASH FLOWS FROM CAPITAL ACTIVITIES					
Computer hardware and software upgrade purchases	(33,066)	(222,240)	(307,180)	(90,900)	
Net cash used in financing activities	\$ (33,066)	\$ (222,240)	\$ (307,180)	\$ (90,900)	
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest received on investments	7,989	8,650	11,070	13,480	
Net cash provided by investing activities	\$ 7,989	\$ 8,650	\$ 11,070	\$ 13,480	
Net Increase (Decrease) in Cash and Investments	\$ 59,674	\$ (99,518)	\$ (259,200)	\$ (54,620)	
Cash and Investments - Beginning of year	\$ 1,113,374	\$ 1,173,048	\$ 1,073,530	\$ 814,330	
Cash and Investments - End of year	\$ 1,173,048	\$ 1,073,530	\$ 814,330	\$ 759,710	

**NOTE:**

Capital outlays within the Proprietary Funds are recorded as assets on a GAAP basis and expended on a Budget basis.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**INFORMATION TECHNOLOGY**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	180,976	189,250	176,680	189,250	189,250	189,250
706.00	LABOR BURDEN	140,890	128,480	122,570	109,080	109,080	110,310
	PERSONNEL SERVICES	321,866	317,730	299,250	298,330	298,330	299,560
<b>SUPPLIES</b>							
728.00	PUBLICATIONS	36	80	70	80	80	80
729.00	OPERATING SUPPLIES	1,232	1,300	1,300	1,300	1,300	1,300
742.00	COMPUTER SOFTWARE	9,866	16,280	18,330	67,460	67,460	59,760
	SUPPLIES	11,134	17,660	19,700	68,840	68,840	61,140
<b>OTHER CHARGES</b>							
851.00	TELEPHONE	1,884	1,900	1,500	1,500	1,500	1,500
861.00	TRANSPORTATION	0	40	20	40	40	40
933.02	TELEPHONE MAINTENANCE	18,610	16,600	16,600	16,600	16,600	16,600
933.06	COMPUTER MAINTENANCE	126,097	145,090	145,090	132,700	132,700	142,100
933.07	CONNECTIVITY	13,661	23,580	29,610	27,550	27,550	38,220
955.01	TRAINING	5,455	3,900	3,900	8,590	8,590	600
955.03	MEMBERSHIP & DUES	400	400	400	400	400	400
955.04	CONFERENCES & WORKSHOPS	773	830	100	600	600	600
968.01	DEPRECIATION	208,111	172,030	251,950	251,400	251,400	256,680
	OTHER CHARGES	374,991	364,370	449,170	439,380	439,380	456,740
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	19,902	50,778	53,800	76,940	76,940	15,800
973.04	NETWORK UPGRADE	15,325	128,343	128,340	211,140	211,140	56,000
973.05	GIS	8,950	40,100	40,100	19,100	19,100	19,100
	CAPITAL OUTLAY	44,177	219,221	222,240	307,180	307,180	90,900
<b>INFORMATION TECHNOLOGY TOTAL</b>		752,168	918,981	990,360	1,113,730	1,113,730	908,340

***Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget***

1. **706.00 Labor Burden** – The decrease of \$19,400, or 15.1%, primarily reflects a decrease in retiree health-care contributions (\$22,470) as recommended by the City's actuary. Offsetting this is an increase in hospitalization costs (\$2,240), retiree health-savings plan (\$520), and pension contributions (\$390).
2. **742.00 Computer Software** – This account includes miscellaneous purchases and updates (\$3,700), Microsoft Office upgrades (\$20,480) and other license updates (\$4,100), recreation reservation system (\$5,000), replacement of Adobe software and future upgrades of new software (\$7,130), security system updates (\$8,850), and server protection software updates (\$18,200).
3. **933.06 Computer Maintenance** – This account includes network maintenance, VMware maintenance, printer and scanner service agreements, system software maintenance, laserfiche maintenance, parking violations and false alarm maintenance, disaster recovery and restoration backup maintenance, email service maintenance, cloud service maintenance, and other computer maintenance service agreements.
4. **933.07 Connectivity** – This account includes CityMap service (\$6,800), internet service (\$2,520), museum connectivity to the city (\$5,150), video hosting of meetings (\$6,950), city website (\$3,000), cloud hosting of parking ticket system (\$2,400), large file sharing service (\$350), and miscellaneous fees (\$380).
5. **955.01 Training** – The increase of \$4,690, or 120.3%, includes employee training for new Microsoft Office software, staff training of security administration and firewall knowledge, and other miscellaneous training upon request.
6. **971.01 Machinery & Equipment** – This account includes a multi-function copier/scanner/printer for the Ice Arena (\$9,280), a new projector and screen for the commission room (\$8,500), replacement of the parking enforcement system (\$28,880), tablets/laptops for various departments (\$17,080), and the replacement of various computers, monitors, and printers (\$13,200).
7. **973.04 Network Upgrade** – This account represents firewall replacement (\$79,000), switch replacements at all sites (\$96,360), ethernet cable requests (\$1,000), parking ticket hardware (\$28,280), and other miscellaneous department requests (\$6,500).
8. **973.05 GIS** – The \$19,100 is for GISI annual support hours block (\$5,000), ESRI software maintenance (\$9,100), and CityMap improvement development (\$5,000).

### *Significant Notes to 2017-2018 Planned Amounts*

1. **706.00 Labor Burden** – The increase of \$1,230, or 1.1%, reflects an increase in hospitalization costs (\$2,060), and an increase in retiree health-care contributions (\$430) as recommended by the City’s actuary. These costs were partially offset by a decrease in pension contributions (\$1,260).
2. **742.00 Computer Software** – This account represents additional Microsoft Office upgrades (\$25,830), security system updates (\$29,040), and miscellaneous purchases and updates (\$4,890).
3. **971.01 Machinery & Equipment** – This account represents the replacement of computers, monitors, scanners, and printers.
4. **973.04 Network Upgrade** – This account represents workstation, firewall, and data security updates.



## *Performance Goals, Objectives and Measures*

**GOAL:** Provide a portal for residents and business partners to access public information quickly and at their convenience. (*Long-Term Municipal Goals 2a, 2b*)

**OBJECTIVE:** To: 1) continue to develop web solutions; 2) standardize access to public information; and 3) research emerging technologies that will provide increased services using web technology.

### **MEASURES**

	Activity FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Utilization of bhamgov.org website:				
Users	152,222	164,050	180,400	198,450
Sessions	223,705	239,000	253,000	268,200
Page views	589,094	618,000	648,900	681,350

## ***Performance Goals, Objectives and Measures***

**GOAL:** Exercise business strategies to minimize expenditure of public funds and still provide the highest standard of technology services to staff and external users of technology. (*Long-Term Municipal Goals 1a, 1b*).

**OBJECTIVE:** Implement budget planning and funding-acquisition procedures that will allow the City to acquire and implement new technological developments in a cost-effective manner. Provide technology services to departments that will assist them in performing their job duties most efficiently.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Hours of technical training provided to employees	400	375	425	375
Number of requests for service received	715	726	750	740
Percent of helpdesk calls resolved within 8 hours	74%	91%	87%	93%
Overall user satisfaction with quality and reliability of IT services	85%	87%	90%	90%
User satisfaction with timeliness for requests for IT assistance	76%	85%	84%	88%

## ***Performance Goals, Objectives and Measures***

**GOAL:** To develop an efficient and secure method for staff and others to access the network and data. Develop policies for Information Technology staff to follow to ensure system security. (*Long-Term Municipal Goal 2b*).

**OBJECTIVE:** To: 1) follow federal and state guidelines, and abide by auditing standards for data integrity and security; 2) develop a methodology to chronicle computer data and equipment access to new employees/users, changes to security access for existing employees/users, and the removal of access when it is no longer needed; 3) ensure standards for electronic data storage are productive for employees/users.

### **MEASURES**

	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Percentage of Plante & Moran recommendations implemented	100%	100%	100%	100%
Existing policies reviewed to include emerging technologies	35%	80%	95%	100%

## ***Performance Goals, Objectives and Measures***

**GOAL:** Foster technology collaboration as a way to improve the way government functions across external and internal boundaries to improve service and reduce costs. (*Long-Term Municipal Goals 1a, 1b, 2a, 2b*)

**OBJECTIVE:** To: 1) explore innovative ways to control costs by eliminating duplicative services; 2) pursue shared service opportunities; 3) pursue standardization and application sharing opportunities; 4) leverage infrastructure; 5) take full advantage of collaborative purchasing agreements; 6) research emerging technologies that will provide increased services; and 7) reach out to other governmental units and organizational groups with a common interest in exploring possibilities.

### **MEASURES**

	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Number of shared applications	15	15	15	15
Number of cloud-based services	14	14	15	15
Number of systems consolidated or eliminated by replacement with alternative more cost effective solution	31	33	38	38
Number of memberships in topical groups or conferences attended	5	3	5	5



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **COMPONENT UNITS**

***Baldwin Public Library*** – Baldwin Public Library provides full library service to all eligible patrons, including residents of the City of Birmingham, as well as residents from other municipalities that have a contractual agreement for library services. The Library Board has six members, elected every four years by the residents of the City. Revenues to finance the operations of the library are obtained through separate property-tax levy, charges for services and contributions.

***Principal Shopping District*** - The Principal Shopping District was created to promote economic activity within the City's principal shopping districts by conducting market research and public-relations campaigns, promotions and special events. Its Board consists of eight to twelve members appointed by the City Manager with the concurrence of the City Commission. Revenue is provided through a special assessment levied against business properties within the three districts.

***Brownfield Redevelopment Authority*** – The Brownfield Redevelopment Authority was created to facilitate the revitalization of environmentally distressed areas within the City. The Authority's Board consists of five members appointed by the City Commission. Financing for cleanup is provided for by grants received from the State of Michigan and revenues received from tax-increment financing.

***Corridor Improvement Authority*** – The Corridor Improvement Authority was created to provide an alternate means of funding public infrastructure improvements to assist with redevelopment within the City's Triangle District. The Authority's Board consists of seven members appointed by the Chief Executive Officer with concurrence of the City Commission. Funding for Capital Improvements is obtained from tax-increment financing but may also include various other sources such as special assessments and user charges.



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **BALDWIN PUBLIC LIBRARY**

The Baldwin Public Library provides informational, educational and cultural services to the residents, employees, and property owners of Birmingham, Beverly Hills, Bingham Farms and Bloomfield Hills. The Library's planning and budgeting process is focused on developing and offering high-quality materials and services to those in its service area, while maintaining careful control over costs.

Baldwin's current mission statement was adopted in October 2010:

**The Baldwin Public Library enriches Birmingham and participating communities by providing opportunities and resources for individuals of all ages and backgrounds to learn, connect, and discover.**

The Library's strategic goal areas are:

- Services and Programs: Focus on fresh, dynamic services and programs that meet the community's changing needs in an effective manner.
- Marketing and Public Relations: Improve marketing tools to ensure that the community is more aware of what the Baldwin Library has to offer.
- Financial Stability: Develop and implement a solid financial plan that maximizes existing resources and actively pursues cost efficiencies and additional revenue streams.
- Personnel and Organization: Provide the most effective governing framework, and maintain a flexible, efficiently organized management structure staffed by multi-talented professionals with active support from well-trained volunteers.
- Community Relationships and Partnerships: Strengthen relationships with stakeholders and expand partnership opportunities with community organizations and businesses for everyone's mutual benefit.
- Facilities and Technology: Improve the facility and employ technology more effectively in order to improve internal operating efficiency and better serve Library patrons.

Baldwin is strongly committed to investigating and applying appropriate new formats and technologies, as well as providing traditional services and materials. While acknowledging its users' continuing love of books and other print materials, the Library strives to keep relevant by providing a full array of online resources and the most current audiovisual formats. In short, Baldwin is always scanning the environment to find out how it can best fulfill its users' needs.

The Baldwin Public Library offers a wide range of programs to the communities we serve. Among these are:

- Summer reading programs
- Story times
- Book clubs



- Computer classes
- Author visits
- Hands-on workshops
- Services to patrons with learning, developmental, physical, and visual disabilities—including home delivery

Memberships in local consortiums and agreements with other libraries allow the Library to make purchases cost effectively and to expand the range of materials available to residents and taxpayers. For example, the Library participates in a statewide interlibrary loan service called MeLCat, which allows resident patrons to borrow materials from hundreds of libraries throughout Michigan.

The Library's web site ([www.baldwinlib.org](http://www.baldwinlib.org)) was re-designed in 2015 and serves as an effective guide to the wealth of resources provided by the Library. Access to e-books, e-audio books, streaming videos, and streaming and downloadable music, as well as first-rate research databases, brings Baldwin's resources into the homes of residents at any hour of the day. Technology training sessions provided by Library staff enable residents to make optimal use of the Library's computerized resources.

Quality service is a keystone of the Library. Baldwin has long been noted throughout the state as an exemplary and respected Library. The dedicated staff works with patrons in a friendly and welcoming manner to help them get the most out of their Library and its resources. The Library is committed to a level of service that satisfies the individual and enriches the community.

Baldwin Public Library's services are based on the following core values:

- Intellectual Freedom: Providing unfettered access to all points of view.
- Equitable and Inclusive Access: Offering a wide variety of diverse resources for all ages.
- Education and Learning: Empowering individuals personally and professionally by facilitating the acquisition of credible and viable information.
- Innovation: Anticipating changing customer needs with creative, relevant and timely services.
- Welcoming Environment: Ensuring a respectful and safe atmosphere.
- Integrity: Demonstrating responsible stewardship, transparency, ethical behavior and honesty.
- Partnerships: Meeting community needs through external collaborations and internal teamwork.
- Commitment to Excellence: Delivering quality services with pride in all we do.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
BALDWIN LIBRARY FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	DEPT REQUEST	MANAGER RECOMMEND	PLANNED
	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<u>REVENUES</u>						
TAXES	2,069,811	2,174,180	2,177,590	2,934,140	2,285,750	2,385,100
INTERGOVERNMENTAL	950,882	930,508	934,510	950,810	950,810	966,570
CHARGES FOR SERVICES	103,294	99,740	97,540	96,240	96,240	95,040
INTEREST AND RENT	14,850	16,500	15,000	16,500	16,500	19,000
OTHER REVENUE	0	0	0	200,000	0	0
REVENUES	3,138,837	3,220,928	3,224,640	4,197,690	3,349,300	3,465,710
<u>EXPENDITURES</u>						
PERSONNEL SERVICES	1,919,284	1,999,212	2,006,580	2,013,980	2,013,980	2,089,300
SUPPLIES	59,209	73,300	74,300	83,500	83,500	85,000
OTHER CHARGES	448,060	500,610	639,730	607,610	561,370	572,860
CAPITAL OUTLAY	616,793	593,350	615,850	2,705,690	690,450	718,550
EXPENDITURES	3,043,346	3,166,472	3,336,460	5,410,780	3,349,300	3,465,710
REVENUES OVER (UNDER) EXPENDITURES	95,491	54,456	(111,820)	(1,213,090)	0	0
BEGINNING FUND BALANCE	1,377,251	1,472,740	1,472,740	1,360,920	1,360,920	1,360,920
ENDING FUND BALANCE	1,472,742	1,527,196	1,360,920	147,830	1,360,920	1,360,920

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**BALDWIN LIBRARY FUND**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	1,231,829	1,366,160	1,366,160	1,370,760	1,370,760	1,420,300
706.00	LABOR BURDEN	687,455	633,052	640,420	643,220	643,220	669,000
	PERSONNEL SERVICES	1,919,284	1,999,212	2,006,580	2,013,980	2,013,980	2,089,300
<b>SUPPLIES</b>							
727.00	POSTAGE	10,276	15,500	15,500	15,500	15,500	15,500
729.00	OPERATING SUPPLIES	13,525	16,500	16,500	17,000	17,000	17,500
742.00	COMPUTER SOFTWARE	13,866	15,300	19,300	25,000	25,000	25,000
746.00	MAINTENANCE SUPPLIES	6,891	9,500	6,500	9,500	9,500	10,000
748.00	TECHNICAL SERVICE SUPPLIE	14,651	16,500	16,500	16,500	16,500	17,000
	SUPPLIES	59,209	73,300	74,300	83,500	83,500	85,000
<b>OTHER CHARGES</b>							
801.02	OTHER LEGAL	2,516	8,000	4,000	8,000	8,000	8,000
802.01	AUDIT	10,355	10,770	10,570	11,100	11,100	11,300
805.01	URBAN/LANDSCAPE DESIGNER	1,510	2,000	1,600	2,000	2,000	2,000
811.00	OTHER CONTRACTUAL SERVICE	72,484	71,080	94,000	80,000	80,000	120,000
813.00	ADMINISTRATIVE SERVICES	104,890	104,890	104,890	104,890	104,890	104,890
816.01	JANITORIAL CONTRACT	37,842	39,300	39,300	39,500	39,500	40,000
830.02	ILS SERVICES	37,973	35,600	34,600	90,210	90,210	39,000
830.03	CATALOGING & ILL SERVICES	10,463	11,000	11,000	11,500	11,500	12,000
851.00	TELEPHONE	6,534	7,800	9,200	10,900	10,900	10,900
861.00	TRANSPORTATION	1,823	1,500	2,100	2,300	2,300	2,500
901.00	PRINTING & PUBLISHING	6,663	6,800	6,800	7,000	7,000	7,200
901.02	MARKETING & DESIGN SERVIC	8,397	14,300	16,700	30,000	30,000	30,000
901.06	ARCHITECTURAL SERVICES	12,450	15,000	146,000	46,240	0	15,000
907.00	LIBRARY PROGRAM	821	2,000	1,000	2,000	2,000	2,500
920.00	ELECTRIC UTILITY	64,595	75,000	65,000	68,000	68,000	71,000
921.00	GAS UTILITY CHARGES	13,931	16,000	15,000	16,000	16,000	17,000
922.00	WATER UTILITY	5,642	10,000	10,000	10,000	10,000	10,000
933.02	EQUIPMENT MAINTENANCE	22,034	34,600	34,600	30,000	30,000	30,000
955.01	TRAINING	0	4,000	2,000	4,000	4,000	5,000
955.03	MEMBERSHIP & DUES	3,309	6,100	7,000	8,100	8,100	8,200
956.02	EMPLOYEE PARKING	18,200	18,000	18,500	19,000	19,000	19,500
957.04	LIAB INSURANCE PREMIUMS	4,570	4,570	4,570	4,570	4,570	4,570
957.06	UNEMPLOYMENT INSURANCE	631	2,000	1,000	2,000	2,000	2,000
962.00	MISCELLANEOUS	427	300	300	300	300	300
	OTHER CHARGES	448,060	500,610	639,730	607,610	561,370	572,860
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	150,307	69,000	71,500	118,000	118,000	60,000
972.00	FURNITURE	8,105	7,000	7,000	18,000	18,000	82,000
977.00	BUILDINGS	0	5,000	2,000	2,015,240	0	5,000
987.03	MICROFORMS	495	750	750	750	750	750
987.05	BOOKS: ADULT	147,094	160,000	160,000	160,000	160,000	160,000

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
BALDWIN LIBRARY FUND

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
987.07	BOOKS: YOUTH	57,790	61,000	61,000	66,000	66,000	67,000
987.09	SUBSCRIPTIONS: ADULT	19,531	21,000	24,500	25,000	25,000	26,000
987.10	SUBSCRIPTIONS: YOUTH	2,451	2,600	2,600	2,700	2,700	2,800
987.11	AUDIOVISUAL: ADULT	96,169	95,000	95,000	100,000	100,000	105,000
987.12	AUDIOVISUAL: YOUTH	31,525	35,000	35,000	35,000	35,000	35,000
987.18	ONLINE SERVICES	103,326	137,000	156,500	165,000	165,000	175,000
	CAPITAL OUTLAY	616,793	593,350	615,850	2,705,690	690,450	718,550
BALDWIN LIBRARY FUND TOTAL		3,043,346	3,166,472	3,336,460	5,410,780	3,349,300	3,465,710

***Notes and Adjustments to Department-Requested Amounts***

- 1. 901.06 Architectural Services and 977.00 Building** – A budget request was submitted by the Library which included an operating millage of 1.1 mills and an additional millage of .31 mills for fiscal years 2016-2017 and 2017-2018 for building improvements. Because the implications of the proposed millage increase could not be determined on the City's overall funding obligations until after the final budget numbers were available, a supplemental millage proposal will be presented at the City's budget hearing on April 16<sup>th</sup> to address the proposed Library millage increase.

## *Performance Goals, Objectives and Measures*

**GOAL:** Maintain the quality of Library services. (*City Commission goal: “Be innovative and responsive in how services are provided to the community.”*)

**OBJECTIVE:** To ensure the Library delivers services in line with community expectations.

<u><b>MEASURES</b></u>	<b>Actual FY 2014-2015</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
Circulation of print and audiovisual items declines	544,065	510,000	500,000	490,000
Circulation of electronic resources increases	49,866	66,000	80,000	90,000
Number of patrons entering building declines slightly as circulation shifts from physical items to electronic items	288,124	270,000	265,000	260,000
Number of patrons attending Library programs remains steady	27,190	27,000	27,000	27,000
New print and audiovisual items added to collection (including magazines)	29,773	28,500	28,000	27,500
Old and little-used items weeded from collection in order to improve browsability and ensure collection remains within limits of building size (including magazines)	22,790	39,000	29,000	28,000
Number of physical print and audiovisual items (excluding magazines) in collection declines and then holds steady	165,409	151,000	150,000	149,000
Turnover ratio (circulation / number of circulating items in collection) remains steady	3.1	3.2	3.2	3.2

## *Performance Goals, Objectives and Measures*

**GOAL:** Exercise careful financial stewardship. (*City Commission goal: “Provide sound leadership and responsible governance to maintain financial stability.”*)

**OBJECTIVES:** To maintain high level of Library service while containing costs and taking advantage of all possible revenue sources.

### **MEASURES**

	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Keep increases in <b><i>operating</i></b> expenses at reasonable level (excludes costs of Adult Services renovation in FY 2015-16 and FY 2016-17)	\$3,043,346	\$3,067,945	\$3,349,298	\$3,465,711
Patron use revenue (fines, fees, etc.) drops as circulation of physical items declines	\$103,293	\$97,540	\$96,240	\$95,040
Revenue from contract communities rises	\$833,918	\$850,809	\$867,108	\$882,871
Number of full-time employees in defined contribution plan increases in order to improve retention rates and reduce training costs	13	16	16	16
Maintain service area circulation as a percentage of total Library circulation (Service area = Birmingham, Beverly Hills, Bingham Farms and Bloomfield Hills)	89%	90%	90%	90%
Maintain number of hours worked by volunteers	3,209	2,500	3,000	3,000

## ***Performance Goals, Objectives and Measures***

**GOAL:** Utilize technology enhancements for the delivery of library services.  
*(City Commission goal: "Be innovative and responsive in how services are provided to the community.")*

**OBJECTIVES:** To assure that the library provides up-to date technology and equipment.

### **MEASURES**

	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Number of electronic titles available for patron use increases				
Baldwin-owned e-books and e-audiobooks	11,579	12,000	13,000	14,000
Streaming music, video, e-audiobooks	1,154,737	1,200,000	1,400,000	1,600,000
Circulation of e-books, e-audiobooks, e-journals, streaming music, and streaming videos increases	49,886	66,000	80,000	90,000
Database usage by patrons (measured in sessions) remains steady	9,979	11,000	11,000	11,000
Patron use of Library computers and wireless access remains same, with use of Library computers decreasing and wireless use rising	52,604	54,000	54,000	54,000



## ***Performance Goals, Objectives and Measures***

**GOAL:** Develop strategies to promote the Library and engage the community.  
*(City Commission goal: “Be innovative and responsive in how services are provided to the community.”)*

**OBJECTIVES:** To assure services offered by the Library meet the needs of its communities.

### **MEASURES**

	Actual FY 2014-2015	Projected FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018
Broadcast Library programs and events	20	17	17	17
Increase number of subscriptions to Baldwin’s e-newsletters	890	925	1000	1075
Increase number of Baldwin’s Facebook friends	1342	1400	1450	1500
Increase number of Baldwin’s Twitter followers	813	850	900	950

## **FUND SUMMARY**

### **Principal Shopping District Fund**

The Birmingham Principal Shopping District (PSD) was formed in September of 1993, functioning under a twelve-member board. The Board appoints an executive director who is responsible for the day-to-day operation of the PSD office. The appointed director takes his/her daily directives from the City Manager. The goals of the PSD Board are to:

- promote and market downtown Birmingham and the two special-assessment districts;
- increase consumer awareness of Birmingham's shopping, dining and entertainment venues and service-related businesses;
- facilitate business development and create a partnership among the PSD, property owners, commercial real estate brokers and management companies;
- support the City's efforts to maintain a clean, attractive working and living environment;
- act as a liaison between the City's boards and new businesses;
- establish open lines of communication between businesses and the PSD Board for the development of beneficial programs and services.

In 2013, Birmingham officially joined the nation-wide Small Business Saturday shopping event. The event brings shoppers to downtown to support small businesses in a festive, holiday environment. In 2014, many stores reported increased foot traffic, and satisfaction with PSD promotions and activities supporting the event.

In 2015, the Birmingham Farmers Market increased its farmer-vendors to over 75 and saw an average weekly increase in attendance to over 3,100.

The PSD has developed an information database, which is continually updated. This database lists active and former member businesses, as well as vacant properties and office space within the PSD. This database also includes information on the availability of retail and office spaces, their square footage, lease rates and terms

In 2009, the PSD retained a retail leasing consultant to assist with bringing key retailers to the downtown. This agreement provides a service to commercial property owners, and gives Birmingham a competitive recruitment advantage over the other downtown districts. In early 2011, work was completed on a comprehensive print and video marketing package. Also in 2011, two retail businesses opened in Birmingham as a result of these efforts: The Paper Source and J.McLaughlin. In 2012, two new retailers were announced as a direct result of the PSD's leasing efforts: lululemon athletica and Francesca's Collection. In 2013, two more retailers we announced: Evereve and Blue Mercury. In 2014, our recruitment efforts brought West Elm home furnishings, filling a 10,000 square foot space that had been mostly vacant since 2002.

In 2014 the PSD Board conducted strategic planning and goal setting. One key goal was to re-brand all advertising, and events. An all-new branding has been implemented, as of November, 2015.

Along with the re-branding, the PSD Board adopted a new URL or web address. AllINBirmingham.com was made the official web site location, replacing EnjoyBirmingham.com. Along with the new URL, the site will be redesigned to match the new brand identity.

The PSD maintains an interactive, searchable web site, [www.allinbirmingham.com](http://www.allinbirmingham.com) that helps viewers find individual stores, or lists of stores, arranged by category. All businesses within the PSD are listed on the web site. Businesses may submit information to have their own information page, with product photos, e-coupons, description and logo. The web site also lists available properties. Viewers can search by price per square foot, number of square feet, or location. The web site is linked to individual businesses, as well as to sites of the City and non-profit organizations and service groups.

The PSD communicates with merchants and property owners on a regular basis via email blasts. The PSD “News and Notes” acts as an electronic newsletter, informing businesses of special events, new initiatives and other timely relevant information. The Executive Director has met with several retailers “one on one” to discuss their concerns and needs.

PSD social media pages on Facebook and Twitter. This allows a constant flow of information about the retailers, events and activities to flow to a new and growing audience. The PSD’s Facebook page Enjoy Birmingham NOW has over 6,900 fans who follow news “posts” from the PSD daily. The Farmer’s Market Facebook page has over 3,600 fans.

In 2013, the PSD developed six new television ads, which appeared over 200 times on broadcast and cable channels during the holiday season. In 2015 the total ad count reached over 400 with the addition of cable TV advertising.

The PSD will continue to improve and expand existing programs and services in its four core disciplines.

#### Marketing and Advertising

- Implement the new branding, “Birmingham Shopping District,” across all events and advertising platforms.
- Continue to produce Birmingham Magazine three times per year reaching 50,000 per issue.
- Continue to promote Birmingham businesses through advertising campaigns which include cooperative print and broadcast advertising with merchants.
- Utilize data gathered from current consumer market research.
- Continue a distribution system at over 40 stores and hotels throughout downtown who act as information “ambassadors” for shoppers and visitors.
- Distribute a newly branding All In Birmingham Visitor Guide to over 40 stores and hotels in and around Birmingham.
- Change EnjoyBirmingham.com over to AllINBirmingham.com.

### Special Events

- Continue to grow and improve Farmers Market, and Winter Market events.
- Continue Movie Night events three evenings in the summer.
- Work with the City to coordinate the Birmingham Cruise Event as part of the Woodward Dream Cruise.
- Continue to enhance existing special events and create new events designed to benefit businesses, such as Restaurant Week, Day On The Town, and Small Business Saturday.
- Increase membership awareness of PSD programs and activities.

### Business Development

- Work with retail leasing consultant to continue to recruit boutique-size national retailers to serve as anchors to the other downtown businesses.
- Continue to update recruitment marketing materials, and enhance online presence.
- Inform, welcome and meet with prospective new businesses seeking to open in the principal shopping district.
- Continue open dialogue with commercial real estate brokers and property owners through roundtable meetings and other interactive forums.
- Work closely with organizations such as the International Council of Shopping Centers at the local and national level.
- Continue to update office and retail space-availability listings on-line and in print.
- Update and reprint tenant-recruitment packages and new-business packages.

### Maintenance and Improvements

- Enhance the floral program, including additional pots, tree well planters, and hanging baskets downtown.
- Work with the City of Birmingham DPS department to maintain clean sidewalks, to water flowers throughout the summer, and to install downtown holiday lighting.
- Continue to enhance holiday lighting in the downtown.
- Educate businesses about the sidewalk-snow-removal ordinance.
- Maintain the dog scooper stations in the Downtown District.
- Continue to support downtown cleaning and maintenance services.

### Other Initiatives

- Increase awareness and support of educational opportunities for membership.
- Enhance partnership with agencies and organizations, Michigan Downtown Association and Michigan Municipal League.
- Explore regional tourism and marketing efforts with the Detroit Metro Convention and Visitors Bureau.
- Continue to work with the Birmingham Bloomfield Chamber to distribute guides and directories, and special gift bags with merchant coupons and incentives.
- Continue to support and collaborate with NEXT, Birmingham Community Coalition, Birmingham Bloomfield Art Center, Birmingham Bloomfield Cultural Council, the Baldwin Library, schools and organizations within Birmingham, especially in the downtown area.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
PRINCIPAL SHOPPING DISTRICT  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY 2014-2015	BUDGET 2015-2016	PROJECTED 2015-2016	MANAGER	
				RECOMMEND 2016-2017	PLANNED 2017-2018
<u>REVENUES</u>					
SPECIAL ASSESSMENTS	891,467	884,710	860,430	887,800	902,800
INTEREST AND RENT	6,473	5,400	6,270	8,020	9,800
OTHER REVENUE	178,546	175,000	175,000	180,000	185,000
REVENUES	1,076,486	1,065,110	1,041,700	1,075,820	1,097,600
<u>EXPENDITURES</u>					
PERSONNEL SERVICES	465,794	432,430	435,660	404,520	407,330
SUPPLIES	8,416	6,500	6,500	6,500	6,500
OTHER CHARGES	693,848	681,770	680,771	708,490	723,500
EXPENDITURES	1,168,058	1,120,700	1,122,931	1,119,510	1,137,330
REVENUES OVER (UNDER) EXPENDITURES	(91,572)	(55,590)	(81,231)	(43,690)	(39,730)
BEGINNING FUND BALANCE	918,623	827,053	827,053	745,822	702,132
ENDING FUND BALANCE	827,051	771,463	745,822	702,132	662,402

In December 2015, the Principal Shopping District Board approved a list of measures to assist merchants and customers during proposed major downtown road construction slated to begin in 2017 and 2019. These measures include programming, such as marketing, customer valet and store signs. These measures also included capital projects such as enhanced poles for banners and holiday displays and touch screen kiosks. The total maximum approved was \$440,000 broken down as follows: \$225,000 for programming and \$215,000 for capital projects. These amounts would come from the Principal Shopping District's fund balance on an as-needed basis for the next three fiscal years. Actual amounts may be lower depending on actual fund balance and actual project cost. The Board will approve all projects individually and it is assumed the City Commission will approve the draw from fund balance at the appropriate time.

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**PRINCIPAL SHOPPING DISTRICT**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	289,266	271,780	270,460	278,880	278,880	279,370
706.00	LABOR BURDEN	176,528	160,650	165,200	125,640	125,640	127,960
	PERSONNEL SERVICES	465,794	432,430	435,660	404,520	404,520	407,330
<b>SUPPLIES</b>							
727.00	POSTAGE	1,994	3,000	3,000	3,000	3,000	3,000
729.00	OPERATING SUPPLIES	6,422	3,500	3,500	3,500	3,500	3,500
	SUPPLIES	8,416	6,500	6,500	6,500	6,500	6,500
<b>OTHER CHARGES</b>							
801.02	OTHER LEGAL	2,613	3,500	3,000	3,000	3,000	3,000
802.01	AUDIT	692	700	701	720	720	730
811.00	OTHER CONTRACTUAL SERVICE	4,455	1,500	1,000	1,000	1,000	1,000
829.01	SNOW REMOVAL CONTRACT	54,000	57,000	57,000	57,000	57,000	57,000
829.02	WEB SITE MAINTENANCE	4,120	10,000	7,500	7,500	7,500	7,500
851.00	TELEPHONE	1,558	1,600	1,600	1,600	1,600	1,600
901.04	MARKETING & ADVERTISING	163,322	155,000	145,000	160,000	160,000	165,000
901.05	PUBLIC RELATIONS	6,750	15,000	7,500	10,000	10,000	10,000
903.00	TENANT RECRUITMENT	53,258	64,000	64,000	64,000	64,000	64,000
904.00	PRINTING PSD MAGAZINE	83,279	70,000	75,000	80,000	80,000	80,000
909.00	SPECIAL EVENTS	180,689	175,000	185,000	185,000	185,000	190,000
933.02	EQUIPMENT MAINTENANCE	1,167	1,200	1,200	1,000	1,000	1,000
935.02	MAINTENANCE SHOPPING DIST	65,043	65,000	65,000	70,000	70,000	75,000
941.00	EQUIPMENT RENTAL OR LEASE	35,262	25,000	30,000	30,000	30,000	30,000
942.00	COMPUTER EQUIPMENT RENTAL	16,970	16,970	16,970	16,970	16,970	16,970
944.00	BUILDING OR FACILITY RENT	12,000	12,000	12,000	12,000	12,000	12,000
955.01	TRAINING	359	500	500	500	500	500
955.03	MEMBERSHIP & DUES	1,205	1,200	1,200	1,600	1,600	1,600
955.04	CONFERENCES & WORKSHOPS	3,036	2,500	2,500	2,500	2,500	2,500
957.04	LIAB INSURANCE PREMIUMS	4,070	4,100	4,100	4,100	4,100	4,100
	OTHER CHARGES	693,848	681,770	680,771	708,490	708,490	723,500
<b>PRINCIPAL SHOPPING DISTRICT TOTAL</b>		1,168,058	1,120,700	1,122,931	1,119,510	1,119,510	1,137,330

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**PRINCIPAL SHOPPING DISTRICT**

ACCOUNT DESCRIPTION	ACTUAL 2014-2015	BUDGET 2015-2016	PROJECTED 2015-2016	DEPT. REQUEST 2016-2017	MANAGER RECOMMEND 2016-2017	PLANNED 2017-2018
<b>ADMINISTRATIVE EXPENDITURES</b>						
<u>PERSONNEL SERVICES</u>						
702.00 SALARIES & WAGES DIRECT	201,164	187,240	184,710	184,880	184,880	184,880
706.00 LABOR BURDEN	120,100	106,040	109,480	74,230	74,230	75,730
PERSONNEL SERVICES TOTAL	321,264	293,280	294,190	259,110	259,110	260,610
<u>SUPPLIES</u>						
727.00 POSTAGE	1,994	3,000	3,000	3,000	3,000	3,000
729.00 OPERATING SUPPLIES	6,422	3,500	3,500	3,500	3,500	3,500
SUPPLIES TOTAL	8,416	6,500	6,500	6,500	6,500	6,500
<u>OTHER CHARGES</u>						
801.02 OTHER LEGAL	2,613	3,500	3,000	3,000	3,000	3,000
802.01 AUDIT	692	700	700	720	720	730
811.00 OTHER CONTRACTUAL SERVICE	4,455	1,500	1,000	1,000	1,000	1,000
851.00 TELEPHONE	1,558	1,600	1,600	1,600	1,600	1,600
933.02 EQUIPMENT MAINTENANCE	1,167	1,200	1,200	1,000	1,000	1,000
942.00 COMPUTER EQUIPMENT RENTAL	16,970	16,970	16,970	16,970	16,970	16,970
944.00 BUILDING OR FACILITY RENT	12,000	12,000	12,000	12,000	12,000	12,000
955.01 TRAINING	359	500	500	500	500	500
955.03 MEMBERSHIPS & DUES	1,205	1,200	1,200	1,600	1,600	1,600
955.04 CONFERENCES & WORKSHOPS	3,036	2,500	2,500	2,500	2,500	2,500
957.04 LIAB INSURANCE PREMIUMS	4,070	4,100	4,100	4,100	4,100	4,100
OTHER CHARGES TOTAL	48,125	45,770	44,770	44,990	44,990	45,000
TOTAL ADMINISTRATIVE	377,805	345,550	345,460	310,600	310,600	312,110
<b>PROGRAM EXPENDITURES</b>						
<u>PERSONNEL SERVICES</u>						
702.00 SALARIES & WAGES - MAINT.	62,694	61,840	61,120	69,370	69,370	69,860
702.00 SALARIES & WAGES - PROMOTION	25,408	22,700	24,630	24,630	24,630	24,630
706.00 LABOR BURDEN - MAINT.	52,436	51,180	51,240	46,540	46,540	47,360
706.00 LABOR BURDEN - PROMOTION	3,992	3,430	4,480	4,870	4,870	4,870
PERSONNEL SERVICES TOTAL	144,530	139,150	141,470	145,410	145,410	146,720
<u>OTHER CHARGES</u>						
829.01 SNOW REMOVAL CONTRACT	54,000	57,000	57,000	57,000	57,000	57,000
829.02 WEB SITE MAINTENANCE	4,120	10,000	7,500	7,500	7,500	7,500
901.04 MARKETING & ADVERTISING	163,322	155,000	145,000	160,000	160,000	165,000
901.05 PUBLIC RELATIONS	6,750	15,000	7,500	10,000	10,000	10,000
903.00 TENANT RECRUITMENT	53,258	64,000	64,000	64,000	64,000	64,000
904.00 PRINTING PSD MAGAZINE	83,279	70,000	75,000	80,000	80,000	80,000
909.00 SPECIAL EVENTS	180,689	175,000	185,000	185,000	185,000	190,000
935.02 MAINTENANCE SHOPPING DIST	65,043	65,000	65,000	70,000	70,000	75,000
941.00 EQUIPMENT RENTAL OR LEASE	35,262	25,000	30,000	30,000	30,000	30,000
OTHER CHARGES TOTAL	645,723	636,000	636,000	663,500	663,500	678,500
TOTAL PROGRAM	790,253	775,150	777,470	808,910	808,910	825,220
PRINCIPAL SHOPPING DISTRICT TOTAL	1,168,058	1,120,700	1,122,930	1,119,510	1,119,510	1,137,330

## ***Performance Goals, Objectives and Measures***

**GOALS:** Provide leadership in marketing, advertising and promotion of the Birmingham Principal Shopping District. (*Long-Term Municipal Goals 5,7*)

Promote a district that is exciting, clean, safe, and pedestrian-friendly, and ensure that the district continues to serve as a center for business development, service, social and community activities.

**OBJECTIVE:** Maintain a clean, safe, vital, energetic downtown, and a center for business, service, cultural and community activities.

<b><u>MEASURES</u></b>	<b>Actual FY 2014-15</b>	<b>Projected FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>
PSD board meetings	11	11	11	11
PSD magazine	3	3	3	3
Special events	13	13	13	13
Advertising/marketing campaigns	3	3	3	3
Increase occupancy rates (retail)	97% retail	98% retail	98.5% retail	99% retail
Improve upon Birmingham's reputation as a top shopping district	Yes	Yes	Yes	Yes
Reach out to partners and key constituents	Yes	Yes	Yes	Yes
Continue to attract a strong mix of retailers and businesses	Yes	Yes	Yes	Yes
Focus recruitment on key national retailers	Yes	Yes	Yes	Yes
Continued evolution of special events	Yes	Yes	Yes	Yes
Maintain viable shopping district	Yes	Yes	Yes	Yes
Market Downtown Birmingham	Yes	Yes	Yes	Yes
Increase credibility and value as a government body	Yes	Yes	Yes	Yes
Improve visibility/service to businesses	Yes	Yes	Yes	Yes
Improve board effectiveness/involvement	Yes	Yes	Yes	Yes
Improve the appearance of downtown	Yes	Yes	Yes	Yes
Improve holiday lighting program	Yes	Yes	Yes	Yes





*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **FUND SUMMARY**

### **Brownfield Redevelopment Authority Fund**

The Brownfield Redevelopment Authority Fund is used to account for transactions related to the cleanup of environmental contaminants at approved sites under the Brownfield Redevelopment Financing Act. This provides for the cleanup of contamination from property that otherwise would not be developed without the use of economic incentives. Once a property has been cleaned up, it can then be redeveloped and placed on the tax rolls. Financing for cleanup is provided from grants received from the State of Michigan and revenues received from tax-increment financing.

Currently, the City has six approved brownfield redevelopment sites: 2400 E. Lincoln Ave., 34977 Woodward Ave., 34901-34953 Woodward Ave., 400 S. Old Woodward Ave., 33588 Woodward, and 2483 W. Maple. Of the six sites listed above, the City is currently receiving tax-increment financing on 2400 E. Lincoln Ave., 34977 Woodward Ave., 34901-34953 Woodward Ave., and 400 S. Old Woodward. The developer of 34977 Woodward Ave. has been reimbursed for their environmental costs in 2015-2016 which will result in the termination of tax incremental financing for this property. The City anticipates receiving tax-increment financing for 2483 W. Maple starting in 2017-2018.

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
BROWNFIELD REDEVELOPMENT AUTHORITY FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	PLANNED
	2014-2015	2015-2016	2015-2016	RECOMMEND 2016-2017	2017-2018
<u>REVENUES</u>					
TAXES	225,224	226,750	109,190	243,230	390,980
CHARGES FOR SERVICES	3,000	0	3,000	3,000	1,500
INTEREST AND RENT	4,051	1,500	1,170	1,500	1,870
OTHER REVENUE	44,696	20,000	20,000	20,000	20,000
TRANSFERS IN	25,000	13,900	13,900	0	0
REVENUES	301,971	262,150	147,260	267,730	414,350
<u>EXPENDITURES</u>					
OTHER CHARGES	778,304	233,000	88,800	235,670	383,420
DEBT SERVICE	27,553	27,560	27,560	27,560	27,560
EXPENDITURES	805,857	260,560	116,360	263,230	410,980
REVENUES OVER (UNDER) EXPENDITURES	(503,886)	1,590	30,900	4,500	3,370
BEGINNING FUND BALANCE	539,188	35,303	35,303	66,203	70,703
ENDING FUND BALANCE	35,302	36,893	66,203	70,703	74,073

**CITY OF BIRMINGHAM**  
**2016-2017 RECOMMENDED BUDGET**  
**BROWNFIELD REDEVELOPMENT AUTHORITY**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT. REQUEST	MANAGER RECOMMEND	PLANNED
NUM.	DESCRIPTION	2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
OTHER CHARGES							
801.02	OTHER LEGAL	35,199	10,000	10,000	10,000	10,000	10,000
811.00	OTHER CONTRACTUAL SERVICE	14,325	223,000	10,000	10,000	10,000	10,000
967.01	BROWNFIELD PROJECT COST REIMBURSI	728,780	0	68,800	215,670	215,670	363,420
OTHER CHARGES		778,304	233,000	88,800	235,670	235,670	383,420
DEBT SERVICE							
991.00	PRINCIPAL PAYMENT	24,466	24,960	24,960	25,460	25,460	25,970
995.02	INTEREST EXPENSE	3,087	2,600	2,600	2,100	2,100	1,590
DEBT SERVICE		27,553	27,560	27,560	27,560	27,560	27,560
BROWNFIELD REDEV. AUTH. TOTAL		805,857	260,560	116,360	263,230	263,230	410,980



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## FUND SUMMARY

# Triangle District Corridor Improvement Authority

The Triangle District Corridor Improvement Authority is used to account for transactions related to public infrastructure improvements to assist with redevelopment within the City's Triangle District pursuant to Public Act 280. The Authority consists of seven members appointed by the Chief Executive Officer with concurrence of the City Commission. The Corridor Improvement Authority is responsible for creating a plan for the development area that outlines the nature and priority of public improvements needed within the area. It is anticipated that public parking improvements will be the primary component of the plan with funding for the improvements being financed from tax-increment financing as well as various other sources such as special assessments and user charges. The development area that is under the jurisdiction of the Authority excludes the single-family residential neighborhood at the north end of the Triangle District.



CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
CORRIDOR IMPROVEMENT AUTHORITY FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	
	2014-2015	2015-2016	2015-2016	RECOMMEND 2016-2017	PLANNED 2017-2018
<u>REVENUES</u>					
TAXES	0	115,000	0	90,000	93,600
INTEREST AND RENT	316	1,000	250	520	1,100
REVENUES	316	116,000	250	90,520	94,700
<u>EXPENDITURES</u>					
OTHER CHARGES	14,345	20,000	11,750	20,000	20,000
EXPENDITURES	14,345	20,000	11,750	20,000	20,000
REVENUES OVER (UNDER) EXPENDITURES	(14,029)	96,000	(11,500)	70,520	74,700
BEGINNING FUND BALANCE	48,198	34,168	34,168	22,668	93,188
ENDING FUND BALANCE	34,169	130,168	22,668	93,188	167,888

CITY OF BIRMINGHAM  
2016-2017 RECOMMENDED BUDGET  
CORRIDOR IMPROVEMENT AUTHORITY

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2014-2015	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018
OTHER CHARGES							
801.02	OTHER LEGAL	4,497	10,000	1,500	10,000	10,000	10,000
811.00	OTHER CONTRACTUAL SERVICE	9,848	10,000	10,250	10,000	10,000	10,000
	OTHER CHARGES	14,345	20,000	11,750	20,000	20,000	20,000
CORRIDOR IMPROVEMENT AUTH. TOTAL							
		14,345	20,000	11,750	20,000	20,000	20,000





*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **CAPITAL IMPROVEMENTS PROGRAM**

The City Charter requires that each year, on or before the first Monday in May, the City Manager prepares and submits to the City Commission an estimate of all capital projects to be undertaken within the budget year and a five-year capital program. And, in accordance with Public Act 33 of 2008, the “Planning Enabling Act,” a sixth year has been added to the capital program. This capital improvements program and the corresponding operating budget are submitted to the City Commission for approval at the same time. Capital expenditures for the upcoming fiscal year contained in the capital improvements program are recommended as the capital budget. All City programs and services not included in the capital budget are included in the operating budget for the fiscal year.

The capital budget is a financial plan for the expenditure of money which adds to or improves the City’s infrastructure or capital assets. Capital projects may apply to the following areas:

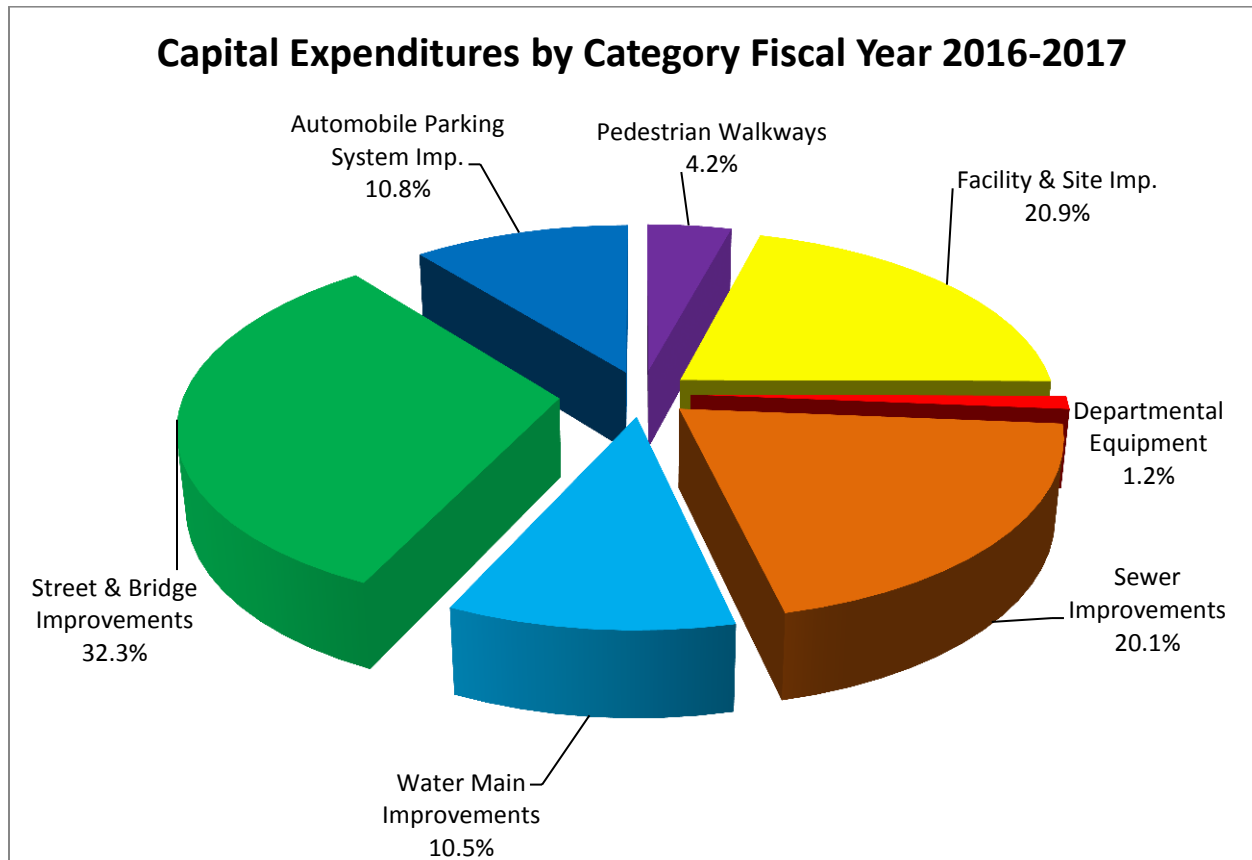
1. Expenditures which may take place over more than one year, thereby requiring continuing appropriations;
2. Projects which require funding with debt because of significant costs to be shared by current and future beneficiaries;
3. Projects which require systematic acquisition over an extended period of time in order to implement major operating systems or public programs; and
4. Scheduled replacement of physical assets.

The Capital Improvements section of this budget document includes the following:

1. A listing, by dollar amount, of the most significant capital expenditures recommended for fiscal year 2016-2017;
2. A narrative, by fund, of the major capital improvements recommended for fiscal year 2016-2017;
3. A numerical summary of capital improvements and funding sources for the next six fiscal years;
4. A numerical listing, by fund, of: a) all capital outlay recommended for fiscal year 2016-2017; b) capital projects planned for fiscal year 2017-2018; c) anticipated projects for fiscal years 2018-2022;
5. A listing of vehicles and equipment scheduled for evaluation and/or replacement in fiscal years 2016-2017 and 2017-2018.

## **2016-2017 CAPITAL IMPROVEMENTS**

Recommended capital expenditures for fiscal year 2016-2017 total \$16,617,580, not including Internal Service Funds or Component Units. \$11.1 million, or 67% of this total, is designated for infrastructure improvements such as streets and bridges, water mains, sewer improvements, and pedestrian walkways as displayed on the following chart:



### ***Significant Capital Expenditures***

The most significant capital expenditures for fiscal year 2016-2017 are shown in the table on the next page. Each project is considered significant because 1) the project cost will likely exceed \$250,000 and/or; 2) total annual operating costs are expected to increase or decrease by more than \$25,000 upon project completion.

## Significant Capital Improvements for Fiscal Year 2016-2017

<b>Project Name</b>	<b>Fund</b>	<b>Project Purpose</b>	<b>Total Project Cost</b>	<b>Recommended 2016-2017</b>	<b>Effect On Annual Operating Budget</b>
Park St. Parking Structure - Repaint Structure	Auto Parking System	Extend service life of structure and improvement appearance.	\$500,000	\$500,000	No impact.
Park St. Parking Structure – Lighting Replacement	Auto Parking System	Upgrade and install energy efficient lighting system.	\$300,000	\$300,000	Decrease of approximately \$1,000 per year.
Old Woodward Ave. Reconstruction	Major Streets, Water & Sewer	Pavement has reached end of its service life and needs to be replaced in conjunction with underground sewer and water system upgrades.	\$2,800,000	\$2,800,000	Decrease of approximately \$20,000 per year.
W. Brown St. Reconstruction	Major Streets, Water & Sewer	Pavement has reached end of its service life and needs to be replaced in conjunction with underground sewer and water system upgrades.	\$380,000	\$380,000	Decrease of approximately \$6,000 per year.
Oak St. Reconstruction	Major Streets, Water & Sewer	Pavement has reached end of its service life and needs to be replaced in conjunction with underground sewer and water system upgrades.	\$995,000	\$995,000	Decrease of approximately \$10,000 per year.
Saxon Dr. Reconstruction	Local /Major Streets, Water & Sewer	Pavement has reached end of its service life and needs to be replaced in conjunction with underground sewer and water system upgrades.	\$546,000	\$546,000	Decrease of approximately \$5,000 per year.
Villa Ave. Reconstruction	Local Streets & Sewer	Pavement has reached end of its service life and needs to be replaced in conjunction with underground sewer system upgrades.	\$722,000	\$722,000	Decrease of approximately \$10,000 per year.
Lakeview Ave. Reconstruction	Local Streets, Water & Sewer	Pavement has reached end of its service life and needs to be replaced in conjunction with underground sewer and water system upgrades.	\$755,000	\$755,000	Decrease of approximately \$6,000 per year.
Road Reconstruction Quarton Lake Area	Local Streets, Water & Sewer	Pavement has reached end of its service life and needs to be replaced in conjunction with underground sewer and water system upgrades.	\$2,320,000	\$2,320,000	Decrease of approximately \$28,000 per year.
2017 Asphalt St. Resurfacing	Local Streets, Water & Sewer	Pavement has reached end of its service life and needs to be replaced.	\$608,300	\$596,000	Decrease of approximately \$12,000 per year.
Backyard Sewer Lining	Sewer Fund	Rehabilitation of backyard sewers will reduce chance of unexpected failures and emergency work.	\$3,000,000	\$750,000	Decrease of approximately \$10,000 per year.

More detailed information regarding the above projects may be found in the following narratives and schedules.

### **Capital Improvements-Overview by Fund**

#### ***General Fund***

Capital expenditures for fiscal year 2016-2017 total \$896,940. This is an increase of \$393,440 from the amount originally recommended for fiscal year 2015-2016. \$672,000, or 74.9%, of the amount planned is for sidewalks and streetscapes. Sidewalks will be replaced as needed in the northeast quarter of the Central Business District and also in Area 7 (north of Maple Rd. between the Rouge River and Adams Rd) as part of the annual sidewalk replacement program. In addition, sidewalk and streetscape replacement in the amount of \$482,000 is planned for Old Woodward Ave. Property owners will be billed for their share of sidewalk replacement. See the “Sidewalks, Construction and Replacement” section of this document for a map and additional details regarding the sidewalk replacement program.

#### ***Capital Projects Fund***

The Capital Projects Fund is used to account for the development of capital facilities and improvements other than those accounted for in the Enterprise Funds and Special Revenue Funds. Planned expenditures for fiscal year 2016-2017 total \$3,367,420. A description of the major projects is as follows:

For fiscal year 2015-2016, the following projects are on-going or to be completed:

- Park irrigation and electrical upgrades
- Playground equipment upgrades
- Poppleton Park site plan
- Park signage project

For fiscal year 2016-2017, the following projects totaling \$147,000 have been planned:

- \$50,000 Adams Park improvement
- \$42,000 Replace Springdale Golf Course shelter paving
- \$25,000 Replace drinking fountains at various parks
- \$15,000 Upgrade irrigation system at Shain Park
- \$15,000 Soccer field improvements for Pembroke Park

Other significant projects planned for fiscal year 2016-2017 include

- \$2,839,420 Reconstruction of Chesterfield Fire Station
- \$175,000 Replace passenger elevator at Baldwin Public Library
- \$60,000 Partial roof replacement at Ice Arena
- \$25,000 Install one bus shelter

### ***Major and Local Streets Funds***

The planned amount for fiscal year 2016-2017 street improvements is \$5,353,480. The projects are funded primarily by contributions from General Fund, anticipated Federal grants and Street fund reserves. Descriptions of the major projects, along with location maps, may be found in the “Special Revenue Funds” section of this document. The most significant reconstruction projects in the Street Funds for fiscal year 2016-2017 are Old Woodward Ave., W. Brown St., Oak St. and Saxon Dr. in the Major Streets Fund; and Villa Ave., Lakeview Ave. and various streets in the Quarton Lake Area in the Local Streets Fund. These streets are selected according to the criteria established by the Engineering Department’s Long-Range Infrastructure Plan for streets, sewer and water. This plan works on a point system and helps the Engineering Department to prioritize street reconstruction projects based on current pavement conditions and the water and sewer system needs.

### ***Water Supply System Receiving Fund***

\$1,745,000 is planned for water-main improvements in fiscal year 2016-2017. Most projects are to be completed in conjunction with street improvements. Funding for the projects will be provided from the Water Fund reserves.

### ***Sewage Disposal System Fund***

Sewer Improvements totaling \$3,345,000 are planned for fiscal year 2016-2017. The most significant projects listed below are to be completed in conjunction with street improvements.

- \$850,000 for various streets in the Quarton Lake Area.
- \$750,000 for Old Woodward Ave. between Willits St. and Brown St
- \$425,000 for Oak St. between N. Glenhurst Dr. and Chesterfield Ave.

In addition to the above projects, \$750,000 is planned for backyard sewer lining in the Quarton Lake area, Birmingham Villas area, and other areas as needed in accordance with the Back Yard Sewer and Water System Long-Term Master Plan recommended by the City Commission in June 2011. The purpose of the sewer lining is to decrease the chance of unexpected failures and emergency work as well as the private property damages that go along with such events. This work will continue through fiscal year 2019-2020 for a total estimated cost of \$3 million.

Funding for the above projects will be provided through sewer rates and reserves of the Sewage Disposal Fund.

### ***Automobile Parking System Fund***

\$1,802,000 is planned for fiscal year 2016-2017 for the purchase of parking meters and improvement of various parking structures. Planned improvements include:

- Park St. Structure – Repaint structure and replace lighting system
- Installation of traffic control system and pay system
- Installation of intercoms and camera system to various structures throughout City
- Street Meters – upgrades to programmable meters.

### ***Golf Courses***

\$65,800 for minor improvements at both golf courses is planned for fiscal year 2016-2017. Included are installation of new signs, drainage system, parking lot pavement and repair and maintenance work for club house.

### ***Law and Drug Enforcement Fund***

No major capital outlay is planned for fiscal year 2016-2017. Funding for capital acquisitions in this fund is provided primarily by shared forfeitures from the United States Department of Justice Drug Enforcement Administration.

### ***Solid-Waste Disposal Fund***

\$20,000 has been included for new recycle bins. Property taxes will provide funding for this purchase.

### ***Community Development Block Grant Fund***

\$13,440 has been planned to improve handicap access to the police department in the City's municipal building. Block grant funding will be provided by the United States Department of Housing and Urban Development via Oakland County's Urban County program.

**CITY OF BIRMINGHAM, MICHIGAN**  
**FY 2017-2022 SIX-YEAR CAPITAL OUTLAY/IMPROVEMENT PLAN**  
**SUMMARIZED BY FUND**

**EXPENDITURES <sup>1</sup>**

<b>Fund</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>Total</b>
General Fund	\$ 896,940	\$ 353,000	\$ -	\$ -	\$ -	\$ -	\$ 1,249,940
Capital Projects	3,367,420	1,301,000	140,000	667,500	35,000	495,000	6,005,920
Major and Local Streets	5,353,480	2,084,060	3,285,000	3,027,000	3,620,000	2,525,000	19,894,540
Water-Supply System	1,745,000	895,000	2,085,000	2,935,000	50,000		7,710,000
Sewage-Disposal System	3,345,000	2,080,000	3,390,000	900,000	100,000		9,815,000
Automobile Parking System	1,802,000	940,000	750,000	750,000	1,100,000	900,000	6,242,000
Golf Courses	65,800	50,000	35,000				150,800
Law and Drug Enforcement	8,500						8,500
Solid-Waste Disposal	20,000	20,000					40,000
Comm. Dev. Block Grant	13,440	13,440					26,880
<b>Total</b>	<b>\$ 16,617,580</b>	<b>\$ 7,736,500</b>	<b>\$ 9,685,000</b>	<b>\$ 8,279,500</b>	<b>\$ 4,905,000</b>	<b>\$ 3,920,000</b>	<b>\$ 51,143,580</b>

**FUNDING SOURCES**

<b>Fund</b>	<b>General Fund</b>	<b>Water/ Sewage</b>	<b>Owner Assessment</b>	<b>Local/Major Streets</b>	<b>Auto Parking</b>	<b>Grants/ Other</b>	<b>Total Funding</b>
General Fund	\$ 961,890	\$ -	\$ 288,050	\$ -	\$ -	\$ -	\$ 1,249,940
Capital Projects	2,423,500	-	-	-	-	3,582,420	6,005,920
Major and Local Streets	-	-	2,332,200	17,362,340	-	200,000	19,894,540
Water-Supply System Rec.	-	7,710,000	-	-	-	-	7,710,000
Sewage-Disposal System	-	9,815,000	-	-	-	-	9,815,000
Automobile Parking System	-	-	-	-	6,242,000	-	6,242,000
Golf Courses	-	-	-	-	-	150,800	150,800
Law and Drug Enforcement	-	-	-	-	-	8,500	8,500
Solid-Waste Disposal	-	-	-	-	-	40,000	40,000
Comm. Dev. Block Grant	-	-	-	-	-	26,880	26,880
<b>Total</b>	<b>\$ 3,385,390</b>	<b>\$ 17,525,000</b>	<b>\$ 2,620,250</b>	<b>\$ 17,362,340</b>	<b>\$ 6,242,000</b>	<b>\$ 4,008,600</b>	<b>\$ 51,143,580</b>

<sup>1</sup> Does not include Internal Service Fund or Component Units



**GENERAL FUND  
CAPITAL OUTLAY REQUESTS**

CAPITAL OUTLAY REQUESTS						Impact of 2016/2017 Budget Request on Annual Operating Budgets				
Account Number	Department	Description	Department Request 2016/2017	Manager Recommend 2016/2017	Planned 2017/2018	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total	
972.0000	Clerk	New office furniture <i>Total Dept/Div 215.000</i>	\$ -	\$ -	\$ 8,000	No impact	No impact	No impact	No impact	
971.0100	Elections	Replace voting equipment ( 9 PCTs & 2 AVCBs) <i>Total Dept/Div 262.000</i>	33,000	33,000		No impact	No impact	No impact	No impact	
971.0100	Police - Dispatch	911 system replacement <i>Total Dept/Div 301.001</i>	81,940	81,940		No impact	No impact	No impact	No impact	
971.0100	Fire Department	Firefighter turn-out gear Replace nozzles, hoses, couplings Apparatus bay floor speakers Blinds for Adams day room <i>Total Dept/Div 336.000</i>	12,500 3,500 2,000 1,500	12,500 3,500 2,000 1,500	12,500 3,500	No impact	No impact	No impact	No impact	
972.0000	Building	Rearrange copier workstation area Replace chairs for plan review room New storage cabinets Design office furniture layout plan - CDD (3) Chairs Touch screen computer for conference room Upgrade front counter and furniture - CDD <i>Total Dept/Div 371.000</i>	5,000 10,500 6,000 5,000 1,000 8,000	5,000 10,500 6,000 5,000 1,000 8,000	16,000	No impact	No impact	No impact	No impact	
977.0000	Public Services	Security cameras <i>Total Dept/Div 441.002</i>	35,500	35,500	100,000	No impact	No impact	No impact	No impact	
981.0100 985.xx00	Sidewalks	Repairs within sidewalk program area Old Woodward streetscape - Willis St. to Brown St. <i>Total Dept/Div 444.001</i>	190,000 482,000	190,000 482,000	190,000	(1,500) (2,500)	(1,000) (1,500)	No impact	(2,500) (4,000)	
981.0100	Alleys	Alley repairs <i>Total Dept/Div 444.002</i>	25,000 25,000	25,000 25,000	25,000	No impact	No impact	No impact	No impact	
972.0000	Planning	Replace chairs (3) <i>Total Dept/Div 721.000</i>	1,000 1,000	- -		No impact	No impact	No impact	No impact	
977.0000	Ice Sports Arena	Security cameras phase II <i>Total Dept/Div 752.000</i>	10,000 10,000	10,000 10,000		No impact	No impact	No impact	No impact	
977.0000	Allen House-Museum	New signage <i>Total Dept/Div 804.002</i>	20,000 20,000	20,000 20,000		No impact	No impact	No impact	No impact	
GENERAL FUND TOTAL			\$897,940	\$896,940	\$353,000	Decrease \$4,000	Decrease \$2,500	No Impact	Decrease \$6,500	

## CAPITAL PURCHASES AND IMPROVEMENTS

## CAPITAL PROJECTS FUND #401

Account Number	Project Description Total Cost Funding Source	Life-To-Date Expenditures At 6/30/15	Expenditures For Capital Outlay					Future Years				Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Estimated Increase (Decrease) Per Year			
			Budget 2015/2016	Total Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
								2018/2019	2019/2020	2020/2021	2021/2022				
401-265.001- 977.0000	<b>City Hall &amp; Grounds</b> Replace Boilers Total Cost: \$90,000 Funding Source: General Fund	\$ -	\$ 90,000	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
401-265.001- 977.0000	Police Department Locker Room Update Total Cost: \$80,000 Funding Source: General Fund					80,000									
401-265.003- 977.0000	<b>City Library</b> Replace Passenger Elevator Total Estimated Cost: \$175,000 Funding Source: General Fund				175,000	175,000						No Impact	\$ (2,000)	No Impact	\$ (2,000)
401-301.000- 971.0100	<b>Police Department</b> City Hall & Police Dept. Security System Upgrades Total Estimated Cost: \$26,000 Funding Source: General Fund						26,000								
401-804.002- 977.0000	<b>Allen House Museum</b> Repair Porch & Floor Total Estimated Cost: \$4,520 Funding Source: Capital Projects Fund		3,370	4,520											
401-804.002- 977.0000	Replace Sidings Total Estimated Cost: \$80,000 Funding Source: Capital Projects Fund		80,000	80,000											
401-339.000- 977.0000	<b>Fire Stations</b> Adams Station - Painting Total Estimated Cost: \$4,420 Funding Source: Capital Projects Fund		4,420	4,420											
401-339.000- 981.0100	Adams Station - Rear Parking Lot Repair Total Estimated Cost: \$126,380 Funding Source: General Fund		126,380	126,380											
401-339.000- 977.0000	Chesterfield Station New Construction Survey and Architecture Construction Cost Total Estimated Cost: \$3,000,000 Funding Source: Capital Projects Fund		154,600	160,580	2,839,420	2,839,420						\$ (750)	\$ (1,500)	No impact	\$ (2,250)

## CAPITAL PROJECTS FUND #401

Account Number	Project Description Total Cost Funding Source	Life-To-Date Expenditures At 6/30/15	Expenditures For Capital Outlay					Future Years				Impact of 2016/2017 Budget Request on Annual Operating Budgets (Average Estimated Increase (Decrease) Per Year			
			Budget 2015/2016	Total Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
								2018/2019	2019/2020	2020/2021	2021/2022				
401-901.001- 977.0000	<b>Ice Arena Restoration</b> Compressor Annual Rebuild/Start Up Total Estimated Cost: On-Going Funding Source: Capital Projects Fund		20,000	20,000	20,000	20,000	20,000					No Impact	No Impact	No Impact	No Impact
401-901.001- 977.0000	Replace Matting Total Estimated Cost: \$40,000 Funding Source: Capital Projects Fund		40,000	40,000											
401-901.001- 977.0000	Outdoor Lighting Total Estimated Cost: \$10,000 Funding Source: Capital Projects Fund		10,000	10,000											
401-901.001- 977.0000	Replace Flat Roof Over Locker Room Total Estimated Cost: \$60,000 Funding Source: General Fund				60,000	60,000						No Impact	No Impact	No Impact	No Impact
401-901.008- 981.0100	<b>Woodward Avenue Median/Crossing Improvement</b> Woodward Ave. Landscaping Improvements Woodward Crossing Improvements-Survey & design Total Estimated Cost: \$170,000 Funding Source: General Fund / Capital Projects Fund				20,000	20,000	150,000					No Impact	No Impact	No Impact	No Impact
401-901.009- 981.0100	<b>Downtown Streetscape Plan</b> <b>Streetscapes:</b> Park Benches & Trash Cans for Streetscapes Bike Racks Total Estimated Cost: On-Going Funding Source: Capital Projects Fund/General Fund	241,199	30,000	30,000	35,000 20,000	35,000 20,000	35,000	35,000	35,000	35,000	35,000	No Impact \$ 750	No Impact \$ 750	No Impact No Impact	No Impact \$ 1,500
401-901.010- 981.0100	<b>Downtown Streetlights</b> Train Station Light Removal Total Cost: \$3,369 Funding Source: Capital Projects Fund		3,369	3,369											
401-901.010- 981.0100	Street Lights Projects (Owner Reimbursed) 820 Maple Rd. 2300 Cole Ave. 34901 Woodward Ave. 201 Hamilton Ave. Light Removal 375 S. Eton Rd. Total Cost: \$180,479 Funding Source: Owner Reimbursement		61,280 32,077 44,260 7,157 35,715												
401-901.010- 981.0100	Hamilton Ave. - N. Old Woodward to Woodward Total Cost: \$165,000 Funding Source: Capital Projects Fund		165,000	165,000											

## CAPITAL PURCHASES AND IMPROVEMENTS

## CAPITAL PROJECTS FUND #401

Account Number	Project Description Total Cost Funding Source	Life-To-Date Expenditures At 6/30/15	Expenditures For Capital Outlay					Future Years				Impact of 2016/2017 Budget Request on Annual Operating Budgets (Average Estimated Increase (Decrease) Per Year			
			Budget 2015/2016	Total Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
								2018/2019	2019/2020	2020/2021	2021/2022				
401-901.010- 981.0100	Old Woodward Ave. - Willis St. to Brown St. Total Cost: \$450,000 Funding Source: General Fund						450,000								
401-901.010- 981.0100	Maple Rd. - Bates to Woodward Total Cost: \$412,500 Funding Source: General Fund							412,500			460,000				
401-901.010- 981.0100	S. Old Woodward Ave. - Brown St. to Landon St. Total Cost: \$460,000 Funding Source: General Fund														
401-901.013- 977.0000	<b>DPS Facility Improvements</b> Replace Heaters (5 Units) Total Estimated Cost: \$26,000 Funding Source: Capital Projects Fund			26,000	26,000	26,000						No impact	\$ (500)	No impact	\$ (500)
401-901.014- 977.0000	<b>Birmingham Train Station</b> Birmingham Train Station Demolition Total Estimated Cost: \$14,130 Funding Source: General Fund			14,130											
401-901.020- 971.0100	<b>Bus Shelter</b> At Oakland & East Side of N. Old Woodward Corner of S Old Woodward Ave. and E. Merrill St. Bus Shelter - Location to be Determined Total Cost: On-going Funding Source: SMART/Capital Projects Fund/General Fund		22,390 22,390	22,390 22,390	25,000	25,000	25,000					\$ 500	\$ 500	No Impact	\$ 1,000
401-751.001 981.0100	<b>Park Improvement Plan</b> Irrigation System Upgrades - Shain, Barnum & Booth Total Estimated Cost: On Going Funding Source: Capital Projects Fund		25,000	25,000											
401-751.001 981.0100	Electrical System Upgrades - Shain Park Total Estimated Cost: \$29,000 Funding Source: Capital Projects Fund		20,000	29,000											
401-751.001 981.0100	Park Signage Total Estimated Cost: \$54,193 Funding Source: Capital Projects Fund	39,193	15,000	15,000											
401-751.001 981.0100	Kenning Park Parking Lot Reconstruction Total Estimated Cost: \$980,725 Funding Source: Capital Projects Fund	970,725	121,602	10,000											
401-751.001 981.0100	Kenning Park Walkway Improvement * Kenning Park Site Plan Total Estimated Cost: \$105,000 Funding Source: General Fund		75,000					80,000 25,000							

## CAPITAL PURCHASES AND IMPROVEMENTS

## CAPITAL PROJECTS FUND #401

Account Number	Project Description Total Cost Funding Source	Life-To-Date Expenditures At 6/30/15	Expenditures For Capital Outlay					Future Years Future Capital Outlay Requests				Impact of 2016/2017 Budget Request on Annual Operating Budgets (Average Estimated Increase (Decrease) Per Year			
			Budget 2015/2016	Total Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
401-751.001 981.0100	Soccer Field Improvements Crestview Park Pembroke Park Barnum Park Total Estimated Cost: \$39,400 Funding Source: General Fund		40,000	9,400	15,000	15,000	15,000					No Impact	\$ (500)	No Impact	\$ (500)
401-751.001 981.0100	Playground Equipment Upgrades - Poppleton Park Total Estimated Cost: \$30,000 Funding Source: General Fund		30,000	30,000											
401-751.001 981.0100	Poppleton Park Site Plan Total Estimated Cost: \$25,000 Funding Source: Capital Projects Fund		25,000	25,000											
401-751.001 981.0100	Barnum Park Improvements Total Estimated Cost: On-going Funding Source: Capital Projects Fund & Donation		25,000	25,000											
401-751.001 981.0100	Irrigation System Upgrades - Shain Park Total Estimated Cost: \$15,000 Funding Source: Capital Projects Fund				15,000	15,000						\$ (500)	\$ (500)	No Impact	\$ (1,000)
401-751.001 981.0100	Replace Drinking Fountains (Various Parks) Total Estimated Cost: \$25,000 Funding Source: Capital Projects Fund				25,000	25,000						\$ (500)	\$ (500)	No Impact	\$ (1,000)
401-751.001 981.0100	Adams Park Improvements Total Estimated Cost: \$50,000 Funding Source: Capital Projects Fund				50,000	50,000						No impact	\$ 1,000	No impact	\$ 1,000
401-751.001 981.0100	Replace Springdale Golf Course Shelter Paving Total Estimated Cost: \$42,000 Funding Source: Capital Projects Fund				42,000	42,000						No impact	No impact	No impact	No impact
401-751.001 981.0100	Poppleton Park Improvements Total Estimated Cost: \$200,000 Funding Source: Capital Projects Fund						200,000								
401-751.001 981.0100	New Backstops/Fencing (St. James & Poppleton) Total Estimated Cost: \$30,000 Funding Source: General Fund						30,000								
401-751.001 981.0100	Ballfield Improvement (Barnum Park) Total Estimated Cost: \$20,000 Funding Source: Donation / General Fund						20,000								

## CAPITAL PURCHASES AND IMPROVEMENTS

## CAPITAL PROJECTS FUND #401

Expenditures For Capital Outlay										Future Years				Impact of 2016/2017 Budget Request on Annual Operating Budgets (Decrease) Per Year			
Account Number	Project Description Total Cost Funding Source	Life-To-Date Expenditures At 6/30/15	Budget 2015/2016	Total Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total		
								2018/2019	2019/2020	2020/2021	2021/2022						
401-751.001 981.0100	Rouge River Upgrades & Trail Improvements Total Estimated Cost: On Going Funding Source: Capital Projects Fund, Donation & General Fund	13,941					250,000										
401-751.001 981.0100	Booth Park Entrance Plaza Total Estimated Cost: \$100,000 Funding Source: General Fund							100,000									
401-751.001 981.0100	Dog Park Upgrades Total Estimated Cost: \$80,000 Funding Source: General Fund							80,000									
401-751.001 981.0100	Synthetic Ice at Shian Park Total Estimated Cost: \$40,000 Funding Source: General Fund							40,000									
	Completed Park Improvement Projects	23,002,963															
	<b>Subtotal - Park Improvement Plan</b>	24,026,822	376,602	168,400	147,000	147,000	515,000	105,000	220,000	-	-						
	<b>Capital Projects Fund Grand Total</b>		\$ 1,329,010	\$ 968,210	\$ 3,367,420	\$ 3,367,420	\$ 1,301,000	\$ 140,000	\$ 667,500	\$ 35,000	\$ 495,000	\$ (500)	\$ (3,250)	No Impact	\$ (3,750)		
* Project is postponed to year 2018-2019.																	
												Decrease	Decrease			Decrease	

CAPITAL PURCHASES AND IMPROVEMENTS

MAJOR STREET FUND #202

Expenditures For Capital Outlay															Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year				
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total					
							2018/2019	2019/2020	2020/2021	2021/2022									
202-449-001-981.0100	RESURFACING/RECONSTRUCTION N. Eion Rd. Reconstruction Derby Rd. to Yorkshire Rd. Total Cost: \$884,400 Funding Source: Major Streets	\$ 48,348	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -									
202-449-001-981.0100	Lincoln Ave. Resurfacing Southfield Rd. to Woodward Ave. Total Cost: \$1,085,050 Funding Source: Major Streets	302,910	24,000																
202-449-001-981.0100	Oak St. Reconstruction N. Glenhurst Dr. to Lakepark Dr. Total Cost: \$1,054,430 Funding Source: Major Streets	799,864	857,000																
202-449-001-981.0100	2014 Asphalt Street Resurfacing Project Various Streets Total Cost: \$156,530 Funding Source: Major Streets	58,182	-																
202-449-001-985.6700	Quarton & Chesterfield Intersection Improvement Total Cost: \$690,820 Funding Source: Major Streets	30,692	26,210																
202-449-001-981.0100	E. Maple Rd. Sectional Concrete Repair * Poppleton Ave. to Coolidge Hwy. Total Cost: \$92,300 (Exclude Federal Funding) Funding Source: Major Streets	187,960	82,000																
202-449-001-981.0100	Replace Pedestrian Signal - Pierce St. /Southlawn Total Cost: \$6,810 Funding Source: Major Streets	6,814	7,000																
202-449-001-981.0100	2014 & 2015 Sidewalk Programs Total Cost: \$47,690 Funding Source: Major Streets	33,690	6,000																
202-449-001-981.0100	Chester St. & Martin St. Improvements Total Cost: \$102,110 Funding Source: Major Streets	92,445	99,000																

## CAPITAL PURCHASES AND IMPROVEMENTS

## MAJOR STREET FUND #202

MAJOR STREET FUND #202														
Expenditures For Capital Outlay										Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year				
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
							2018/2019	2019/2020	2020/2021	2021/2022				
202-449.001-981.0100	W. Maple Rd. Resurfacing Cranbrook Rd. to Southfield Rd. Total Cost: \$1,320,000 Funding Source: Major Streets Fund \$299,000 Grant \$1,021,000	1,320,000	1,320,000											
202-449.001-981.0100	Derby Rd. Asphalt Resurfacing CNRR Bridge to N. Eton Rd. Total Cost: \$282,960 Funding Source: Major Streets	280,000	280,800											
202-449.001-981.0100	Park St. Reconstruction Hamilton Ave. to E. Maple Rd. Total Cost: \$199,000 Funding Source: Major Streets	182,270	195,100											
202-449.001-981.0100	W. Brown St. Reconstruction Southfield Rd. to Chester St. Total Cost: \$200,000 Funding Source: Major Streets	260,000	20,000	180,000	180,000						\$ (2,000)	\$ (2,000)	No impact	\$ (4,000)
202-449.001-981.0100	Old Woodward Ave. Reconstruction Willits St. to Brown St. Total Cost: \$1,550,000 Funding Source: Major Streets Fund \$1,150,000 SAD \$400,000			1,550,000	1,550,000						\$ (10,000)	\$ (10,000)	No impact	\$ (20,000)
202-449.001-981.0100	Oak St. Reconstruction N. Glenhurst Dr. to Chesterfield Ave. Total Cost: \$400,000 Funding Source: Major Streets \$200,000 School District: \$200,000			400,000	400,000						\$ (2,000)	\$ (2,000)	No impact	\$ (4,000)
202-449.001-981.0100	Oak St. Reconstruction Lakeside Rd. to Lakeview Ave. Total Cost: \$144,000 Funding Source: Major Streets Fund \$113,400 SAD \$30,600			144,000	144,000						\$ (1,500)	\$ (1,500)	No impact	\$ (3,000)
202-449.001-981.0100	Saxon Dr. Reconstruction Latham Rd. to Southfield Rd. Total Cost: \$196,000 Funding Source: Major Streets Fund \$29,400 SAD \$166,600			196,000	196,000						\$ (2,000)	\$ (2,000)	No impact	\$ (4,000)
202-449.001-981.0100	14 Mile Rd. Resurfacing Greenfield Rd. to East City Limit Total Cost: \$180,000 Funding Source: Major Streets					180,000								



CAPITAL PURCHASES AND IMPROVEMENTS

MAJOR STREET FUND #202

Expenditures For Capital Outlay															Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year				
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total					
							2018/2019	2019/2020	2020/2021	2021/2022									
202-449.001-981.0100	Grant St. Reconstruction E. Lincoln Ave. to Humphrey Ave. Bird Ave. to W. 14 Mile Rd. Total Cost: \$245,000 Funding Source: Major Streets					165,000	80,000												
202-449.001-981.0100	Lawndale Ave. Reconstruction Oakland Ave. to Woodward Ave. Total Cost: \$50,000 Funding Source: Major Streets					50,000													
202-449.001-981.0100	Cape seal (Backyard Sewer Master Plan) Oak St. - Westwood Dr. to N. Glenhurst Dr. Total Cost: \$15,000 Funding Source: Major Streets					15,000													
202-449.001-981.0100	Maple Rd. Reconstruction Bates St. to Woodward Ave. Replace Traffic Signals Total Cost: \$2,050,000 (City's cost \$1,700,000) Funding Source: Major Streets Fund \$1,375,000 Grant \$350,000, SAD \$325,000						1,100,000 600,000												
202-449.001-981.0100	Road Reconstruction S. Old Woodward - Brown St. to Landon St. Bower St. - S. Old Woodward to Woodward Total Cost: \$1,970,000 Funding Source: Major Streets Fund \$1,513,000 SAD \$457,000								1,900,000 70,000										
202-449.001-981.0100	Road Reconstruction Peabody St. - E. Maple Rd. to E. Brown St. Bower St. - Woodward Ave. to Adams Rd. Total Cost: \$510,000 Funding Source: Major Streets						150,000	360,000											
202-449.001-981.0100	Road Resurfacing Coolidge Hwy. - Derby Rd. to E. Maple Rd. Total Cost: \$400,000 Funding Source: Major Streets							400,000											
202-449.001-981.0100	Road Resurfacing (after Water Main Installation) Pierce St. - Lincoln Ave. to Bird Ave. Total Cost: \$350,000 Funding Source: Major Streets							350,000											
202-449.001-981.0100	Water Main Pipe Bursing Derby Rd. - N. Eton Rd. to Coolidge Hwy. Total Cost: \$50,000 Funding Source: Major Streets							50,000											

**CAPITAL PURCHASES AND IMPROVEMENTS**

**MAJOR STREET FUND #202**

Expenditures For Capital Outlay										Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year				
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
							2018/2019	2019/2020	2020/2021	2021/2022				
202-449.001- 981.0100	Future Road Repair Projects Total Cost: \$1,000,000 Funding Source: Major Streets									1,000,000				
202-449.001- 981.0100	Pavement Maintenance / Rehabilitation Total Cost: On-Going Funding Source: Major Streets					100,000	100,000	100,000	100,000	100,000				
202-449.001- 981.0100	Multi-Modal Transportation Plan - Phase II Various Streets Total Cost: On-Going Funding Source: Major Streets	50,000												
202-449.001- 981.0100	Concrete Street Repair in Conjunction w/Sidewalk Replacement Programs Total Cost: On-Going Funding Source: Major Streets	37,320	37,320	25,000	25,000	25,000	25,000	25,000	25,000	25,000	\$ (500)	\$ (500)	No impact	\$ (1,000)
202-303.001- 971.0100	<b>MACHINERY AND EQUIPMENT</b> (3) JAMAR Radar Recorder Traffic Counters (1) Monitor Systems MSPM Total Cost: \$15,050 Funding Source: Major Streets	15,050	15,050											
202-303.001- 971.0100	<b>TRAFFIC CONTROLLERS/SIGNALS</b> Traffic Signal Modernization 5 Intersections on W. Maple Rd. Total Cost: \$24,860 Funding Source: Major Streets	24,860	24,860											
202-303.001- 971.0100	Traffic Signal Modernization Maple Rd. and Chesterfield Intersection 14 Mile Rd. and Southfield Rd. Intersection Total Cost: \$153,480 Funding Source: Major Streets			91,600 61,880	91,600 61,880						No impact No impact	No impact No impact	No impact No impact	No impact No impact
202-303.001- 971.0100	Traffic Signal Modernization Maple Rd. and Lakepark Rd. Intersection Total Cost: \$79,060 Funding Source: Major Streets					79,060								
	<b>TOTAL MAJOR STREET FUND</b>	\$ 3,730,405	\$ 2,994,340	\$ 2,648,480	\$ 2,648,480	\$ 614,060	\$ 2,055,000	\$ 1,285,000	\$ 2,095,000	\$ 1,125,000	\$ (18,000)	\$ (18,000)	No impact	\$ (36,000)
	* - Budget amount includes \$48,000 of Federal funding. The estimated project cost only includes City's cost.										Decrease	Decrease		Decrease

CAPITAL PURCHASES AND IMPROVEMENTS

LOCAL STREET FUND #203

Expenditures For Capital Outlay										Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year				
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
							2018/2019	2019/2020	2020/2021	2021/2022				
203-449.001 981.0100	RESURFACING/RECONSTRUCTION Graefield Rd- Derby Rd. to N. Elton Rd. Graefield Ct.- North End to Graefield Rd. Total Cost: \$497,000 Funding Source: Local Streets	\$ 32,825	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
203-449.001 981.0100	Mohegan Ave. & Kennesaw Ave. Total Cost: \$1,095,400 Funding Source: Local Streets	31,534												
203-449.001 981.0100	2013 Asphalt Street Resurfacing Project Total Cost: \$516,600 2014 Asphalt Street Resurfacing Project Total Cost: \$322,400 Funding Source: Local Streets	23,475 30,646	51,800											
203-449.001 985.7000	Cumming Ave. - Chapin Ave. to E. 14 Mile Rd. Total Cost: \$341,200 Funding Source: SAD: \$280,600 Local Streets: \$60,600	323,490	305,000											
203-449.001 981.0100	2015 Local Streets Paving: Henrietta St. - Northlawn Blvd. to W. 14 Mile Rd. Southlawn Blvd. - Bates St. to Pierce St. Maryland Blvd. - Southlawn Blvd. to W. 14 Mile Rd. Catalpa Dr. - Pierce St. to Edgewood Ave Catalpa Dr. - Edgewood Ave. to Grant St. Total Cost: \$1,108,500 Funding Source: Local Streets	554,782	626,600											
203-449.001 981.0100	Road Reconstruction: Webster Ave. - S. Adams Rd. to S. Elton Rd. Torry St. - Haynes Ave. to Webster Ave. Total Cost: \$870,000 Funding Source: Local Streets	800,000	870,000											
203-449.001 981.0100	Road Reconstruction: Hamilton Ave. - N. Old Woodward to Woodward Total Cost: \$465,000 Funding Source: SAD: \$210,000* Local Streets: \$255,000	434,430	447,400											

**CAPITAL PURCHASES AND IMPROVEMENTS**

**LOCAL STREET FUND #203**

Expenditures For Capital Outlay														Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year				
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debit Service Costs	Total				
							2018/2019	2019/2020	2020/2021	2021/2022								
203-449.001 981.0100	2015 Asphalt Resurfacing: Various Streets Total Cost: \$257,600 Funding Source: Local Streets	200,000	255,300															
203-449.001 985.7300	<b>Road Reconstruction (Special Assessed)</b> Villa Ave. - Adams Rd. to Columbia Ave. Total Cost: \$612,000 Funding Source: Local Streets \$92,000, SAD \$520,000*		50,000	562,000	562,000						\$ (5,000)	\$ (5,000)	No impact	\$ (10,000)				
203-449.001 981.0100	Saxon Dr. - Norfolk Dr. to Latham Rd. Total Cost: \$60,000 Funding Source: Local Streets \$9,000, SAD \$51,000*			60,000	60,000						\$ (500)	\$ (500)	No impact	\$ (1,000)				
203-449.001 981.0100	Lakeview Ave. - Oak St. to Harmon St. Total Cost: \$355,000 Funding Source: Local Streets \$53,000, SAD \$302,000*			355,000	355,000						\$ (3,000)	\$ (3,000)	No impact	\$ (6,000)				
203-449.001 981.0100	Poppleton Ave. Reconstruction Knox Ave. to E. Maple Rd. Total Cost: \$132,000 Funding Source: Local Streets			132,000	132,000						\$ (1,500)	\$ (1,500)	No impact	\$ (3,000)				
203-449.001 981.0100	Road Reconstruction-Quarton Lake Area: Raynale St. - N. Glenhurst Dr. to Chesterfield Ave. N. Glenhurst Dr. - Raynale St. to Oak St. Brookwood - N. Glenhurst Dr. to Raynale St. Kenwood Ct. - N. Glenhurst Dr. to 230 Ft. East Total Cost: \$875,000 Funding Source: Local Streets			275,000 275,000 255,000 70,000	275,000 275,000 255,000 70,000						\$ (7,000)	\$ (7,000)	No impact	\$ (14,000)				
203-449.001 981.0100	Road Resurfacing: Mansfield Rd. - Sheffield Rd. to E. 14 Mile Rd. Sheffield Rd. - S. Eton Rd. to Cheltenham Rd. Cheltenham Rd. - Sheffield Rd. to Dunstable Rd. Dunstable Rd. - Cheltenham Rd. to Melton Rd. Melton Rd. - S. Eton Rd. to E. 14 Mile Rd. Bradford Rd. - S. Eton Rd. to Melton Rd. Total Cost: \$608,300 Funding Source: Local Streets	10,241	12,300	185,000 110,000 63,000 66,000 92,000 80,000	185,000 110,000 63,000 66,000 92,000 80,000						\$ (6,000)	\$ (6,000)	No impact	\$ (12,000)				
203-449.001 981.0100	Road Resurfacing: W. Merrill St. - Southfield Rd. to Chester St. Total Cost: \$92,000 Funding Source: Local Streets					92,000												
203-449.001 981.0100	Road Reconstruction: Bemaville Ave. - Edgewood Ave. to Grant St. Chapin Ave. - Grant St. to Woodward Ave. Ruffner Ave. - Grant St. to Woodward Ave. Total Cost: \$948,000 Funding Source: Local Streets					140,000 400,000 408,000												

CAPITAL PURCHASES AND IMPROVEMENTS

LOCAL STREET FUND #203

Expenditures For Capital Outlay							Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year			
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests			
							2018/2019	2019/2020	2020/2021	2021/2022
203-449.001 981.0100	Road Resurfacing: Hidden Ravines Dr. - Southfield Rd. to End Hidden Ravines Cl. - Hidden Ravines Dr. to End Hidden Ravines Trl. - Hidden Ravines Dr. to End Ashford Lane - Quarton Rd. to End Millrace Rd. - Lakeside Dr. to End Total Cost: \$280,000 Funding Source: Local Streets					80,000 40,000 30,000 80,000 50,000				
203-449.001 981.0100	Cape Sealing: Westwood Dr. - Redding Rd. to Oak St. N. Glenhurst Dr. - Redding Rd. to Raynale St. Lynhurst Rd. - Redding Rd. to Raynale St. Brookwood - Redding Rd. to Raynale St. Total Cost: \$100,000 Funding Source: Local Streets						40,000 20,000 20,000 20,000			
203-449.001 981.0100	Road Resurface (after Water Main Installation) Haynes St. - Bowers St. to Columbia Ave. Bowers St. - Haynes Ave. to Columbia Ave. Bird Ave. - Pierce St. to 120 Ft. W. of Woodward Maryland Blvd. - W. Lincoln Ave. to W. 14 Mile Rd. Penbroke Rd. - W. End to N. Eton Rd. Chapin Rd. - Woodward Ave. to Torrey St. Total Cost : \$1,757,000 Funding Source: Local Streets						250,000	207,000 600,000 300,000 250,000 150,000		
203-449.001 981.0100	Edgewood Ave. Reconstruction: E. Lincoln Ave. to Southlawn Blvd. Total Cost: \$260,000 Funding Source: Local Streets						260,000			
203-449.001 981.0100	New Road Construction: Unnamed Street - Cole St. to 250 Ft. S. of E. Lincoln Total Cost: \$140,000 Funding Source: SAD: \$80,000 * Local Streets: \$60,000	140,000	-				140,000			
203-449.001 981.0100	Road Reconstruction: Townsend St. - Southfield Rd. to Chester St. Elm St. - Bowers St. to Woodward Ave. Total Cost: \$415,000 Funding Source: Local Streets						330,000	85,000		
203-449.001 981.0100	Road Reconstruction: Hazel St. - S. Old Woodward to Woodward Total Cost: \$125,000 Funding Source: Local Streets								125,000	

**CAPITAL PURCHASES AND IMPROVEMENTS**

**LOCAL STREET FUND #203**

Expenditures For Capital Outlay										Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year					
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total	
							2018/2019	2019/2020	2020/2021	2021/2022					
203-449.001 981.0100	Road Resurfacing /Road Reconstructions (Future locations to be determined) Funding Source: Local Streets								1,250,000						
203-449.001 981.0100	Pavement Maintenance / Rehabilitation (Future locations to be determined) Total Cost: On-Going Funding Source: Local Streets			100,000	100,000	125,000	125,000	125,000	125,000		No impact	No impact	No impact	No impact	
203-449.001 981.0100	Mult-Modal Transportation Plan - Phase II Various Streets Total Cost: On-Going Funding Source: Local Streets	30,000	-												
203-449.001 981.0100	Concrete Street Repairs in Conjunction with Sidewalk Replacement Programs: 2014 Program 2015 Program Programs for 2016 and after Total Cost: On-Going Funding Source: Local Streets	9,957 62,530	5,000 2,180 62,530	25,000	25,000	25,000	25,000	25,000	25,000		No impact	\$ (500)	No impact	\$ (500)	
TOTAL LOCAL STREET FUND		\$ 2,683,910	\$ 2,688,110	\$ 2,705,000	\$ 2,705,000	\$ 1,470,000	\$ 1,230,000	\$ 1,742,000	\$ 1,525,000	\$ 1,400,000	\$ (23,000)	\$ (23,500)	No impact	\$ (46,500)	
											Decrease	Decrease	Decrease	Decrease	

\* Total cost figures for special assessment projects may not include all eligible administrative costs. Project costs are subject to final review.

CAPITAL PURCHASES AND IMPROVEMENTS

WATER SUPPLY SYSTEM RECEIVING FUND #591

Expenditures For Capital Outlay															Impact of 2016/2017 Budget Request on Annual Operating Budgets (Average Increase (Decrease) Per Year				
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total					
							2018/2019	2019/2020	2020/2021	2021/2022									
591-537-004-981.0100	Water Main Replacement in Conjunction with Street Work: Graefield Rd. - Derby Rd. to N. Eton Rd. Graefield Ct. - N. End to Graefield Rd. Total Cost: \$326,100 Funding Source: Water Fund Reserves	\$ 21,598	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -									
591-537-004-981.0100	N. Eton Rd. - Derby Rd. to Yorkshire Rd. Total Cost: \$483,500 Funding Source: Water Fund Reserves	9,667	9,670																
591-537-004-981.0100	Mohegan Ave. & Kennesaw Ave. Total Cost: \$1,173,100 Funding Source: Water Fund Reserves	84,820	-																
591-537-004-981.0100	2015 Asphalt Streets Resurficing Henrietta St, Maryland Blvd., Southlawn Blvd., Catalpa Dr. Total Cost: \$723,600 Funding Source: Water Fund Reserves	77,588	204,300																
591-537-004-981.0100	Mansfield Rd Pre-construction Engineer Services Total Cost: \$16,700 Funding Source: Water Fund Reserves	10,238	10,200																
591-537-004-981.0100	Oak St. - N. Glenhurst Dr. to Lakepark Dr. Total Cost: \$393,200 Funding Source: Water Fund Reserves	74,609	86,300																
591-537-004-981.0100	W. Maple Rd. - Cranbrook Rd. to Southfield Rd. * Derby Rd. - CNRR Bridge to N. Eton Rd. * W. Brown St. - Southfield Rd. to Chester St. * Unnamed Road *	25,000 15,000 120,000 30,000	- - - -																
591-537-004-981.0100	Webster Ave. - S. Adams Rd. to S. Eton Rd. Torry St. - Haynes Ave. to Webster Ave. Total Cost: \$320,000 Funding Source: Water Fund Reserves	320,000	320,000																
591-537-004-981.0100	Hamilton Ave. - N. Old Woodward Ave. to Woodward Ave. Total Cost: \$247,900 Funding Source: Water Fund Reserves	230,260	247,900																

CAPITAL PURCHASES AND IMPROVEMENTS

WATER SUPPLY SYSTEM RECEIVING FUND #591

Expenditures For Capital Outlay							Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year			
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests			
							2018/2019	2019/2020	2020/2021	2021/2022
591-537.004- 981.0100	Oak St. - N. Glenhurst Dr. to Chesterfield Ave. Total Cost: \$170,000 Funding Source: Water Fund Reserves			170,000	170,000					
591-537.004- 981.0100	Quarton Lake Area Raynale St. - N. Glenhurst Dr., Brookwood St., Kenwood Ct. Total Cost: \$595,000 Funding Source: Water Fund Reserves			595,000	595,000					
591-537.004- 981.0100	Old Woodward Ave. - Willis St. to Brown St. Total Cost: \$500,000 Funding Source: Water Fund Reserves			500,000	500,000					
591-537.004- 981.0100	Saxon Dr. - Norfolk Rd. to Latham Rd. Saxon Dr. - Latham Rd. to Southfield Rd. Total Cost: \$240,000 Funding Source: Water Fund Reserves			50,000 190,000	50,000 190,000					
591-537.004- 981.0100	Lakeview Ave. - Oak St. to Harmon St. Total Cost: \$240,000 Funding Source: Water Fund Reserves			240,000	240,000					
591-537.004- 981.0100	Bennaville Ave. - Edgewood Ave. to Grant St. Chapin Ave. - Grant St. to Woodward Ave. Ruffner Ave. - Grant St. to Woodward Ave. Total Cost: \$550,000 Funding Source: Water Fund Reserves					110,000 275,000 165,000				
591-537.004- 981.0100	Grant St. - E. Lincoln Ave. to Humphrey Ave. Grant St. - Bird Ave. to W. 14 Mile Rd. Total Cost: \$180,000 Funding Source: Water Fund Reserves					120,000	60,000			
591-537.004- 981.0100	Oak St. - Westwood Dr. to N. Glenhurst Dr. Total Cost: \$90,000 Funding Source: Water Fund Reserves					90,000				
591-537.004- 981.0100	Unnamed Street - Cole St. to 250 Ft. S. of E. Lincoln Total Cost: \$60,000 Funding Source: Water Fund Reserves						60,000			
591-537.004- 981.0100	<b>Capeval - Backyard Water Main Abandonment</b> Westwood Dr. - Redding Rd. to Oak St. N. Glenhurst Dr. - Redding Rd. to Raynale St. Lyonhurst Rd. - Redding Rd. to Raynale St. Brookwood - Redding Rd. to Raynale St. Total Cost: \$800,000 Funding Source: Water Fund Reserves						800,000			



CAPITAL PURCHASES AND IMPROVEMENTS

WATER SUPPLY SYSTEM RECEIVING FUND #591

Expenditures For Capital Outlay							Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year				
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Total
							2018/2019	2019/2020	2020/2021	2021/2022	
591-537.004- 981.0100	Maple Rd. - Bates St. to Woodward Ave. Total Cost: \$480,000 Funding Source: Water Fund Reserves						480,000				
591-537.004- 981.0100	Haynes St. - Bowers St. to Columbia Ave. Bowers St. - Haynes Ave. to Columbia Ave. Bird Ave. - Pierce St. to 120 Ft. W. of Woodward Maryland Blvd. - W. Lincoln Ave. to W. 14 Mile Rd. Penbroke Rd. - W. End to N. Eton Rd. Chapin Rd. - Woodward Ave. to Torry St. Total Cost : \$2,000,000 Funding Source: Water Fund Reserves						335,000	260,000 675,000 340,000 260,000 130,000			
591-537.004- 981.0100	Townsend St. - Southfield Rd. to Chester St. Elm St. - Bowers St. to Woodward Ave. Total Cost: \$210,000 Funding Source: Water Fund Reserves						160,000	50,000			
591-537.004- 981.0100	Water Main Pipe Bursting Derby Rd. - N. Eton Rd. to Coolidge Hwy. Total Cost : \$530,000 Funding Source: Water Fund Reserves							530,000			
591-537.004- 981.0100	Peabody St. - E. Maple Rd. to E. Brown St. Bowers St. - Woodward Ave. to S. Adams Rd. Pierce St. - Lincoln Ave. to Bird Ave. Total Cost : \$880,000 Funding Source: Water Fund Reserves						190,000	190,000 500,000			
591-537.004- 981.0100	S. Old Woodward Ave. - Brown St. to Landon St. Bowers St. - S. Old Woodward to Woodward Total Cost: \$50,000 Funding Source: Water Fund Reserves								50,000		
591-537.003- 981.0100	<b>Other Project:</b> Hunter Water Tower Refurbishment Design Hunter Water Tower Refurbishment Total Cost: \$145,000 Funding Source: Water Fund Reserves	25,000	10,000			135,000					
	<b>WATER FUND TOTAL</b>	\$ 1,043,780	\$ 878,370	\$ 1,745,000	\$ 1,745,000	\$ 895,000	\$ 2,085,000	#####	\$ 50,000	\$ -	
	* Work related to Water Supply System is no longer planned.										
							Decrease	Decrease	Decrease	No impact	Decrease
							\$ - (5,500)	\$ - (5,500)	\$ - (5,500)	\$ - (11,000)	

CAPITAL PURCHASES AND IMPROVEMENTS

SEWAGE-DISPOSAL SYSTEM FUND #590										
Expenditures For Capital Outlay						Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year				
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests			
							2018/2019	2019/2020	2020/2021	2021/2022
590-536.001- 981.0100	Sewer Improvements in Conjunction with Street Work: Graefield Rd. - Derby Rd. to N. Eton Rd. Total Cost: \$289,000 Funding Sources: Sewer Rates & Reserves	\$ 24,271	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
590-536.001- 981.0100	N. Eton Rd. - Derby Rd. to Yorkshire Rd. Total Cost: \$517,000 Funding Sources: Sewer Rates & Reserves	27,445	1,000							
590-536.001- 981.0100	Mohegan Ave. & Kennesaw Ave.. Total Cost: \$458,000 Funding Sources: Sewer Rates & Reserves	19,541	-							
590-536.001- 981.0100	Kemning Park Parking Lot Improvement Total Cost: \$59,420 Funding Sources: Sewer Rates & Reserves	7,540	-							
590-536.001- 981.0100	Chester Parking Street Improvements Total Cost: \$12,800 Funding Sources: Sewer Rates & Reserves	11,824	12,800							
590-536.001- 985.6900	Hamilton Alley Sewer Improvements Total Cost: \$90,000 Funding Sources: Sewer Rates & Reserves	85,095	89,800							
590-536.001- 981.0100	2015 Local Streets Paving Total Cost: \$968,000 Funding Sources: Sewer Rates & Reserves	267,450	274,300							
590-536.001- 985.6900	Acacia Drain Sewer Improvement Phase I Catalpa Dr. - Pierce St. to Edgewood Ave. Total Cost: \$314,000 Funding Sources: City of Beverly Hills	169,319	186,400							
590-536.001- 981.0100	Acacia Drain Sewer Improvement Phase II Catalpa Dr. - Grant St. to Edgewood Ave. Total Cost: \$357,000 \$46,000 (Birmingham) \$311,000 (OCWRC) Funding Sources: Sewer Rates & Reserves, OCWRC		357,000							

CAPITAL PURCHASES AND IMPROVEMENTS

SEWAGE-DISPOSAL SYSTEM FUND #590										
Expenditures For Capital Outlay							Future Capital Outlay Requests			
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
590-536.001- 981.0100	Hamilton Ave. - N. Old Woodward Ave. to Woodward Ave. Total Cost: \$517,000	477,200	505,600							
590-536.001- 985.7200	Hamilton Ave. Sewer Laterals Total Cost: \$15,000 Funding Sources: Sewer Rates & Reserves, SAD		15,000							
590-536.001- 981.0100	Oak St. - Chesterfield Ave. to Lakepark Dr. (Backyard Sewer) Total Cost: \$1,034,000 Funding Sources: Sewer Rates & Reserves	382,989	370,600							
590-536.001- 981.0100	Unnamed Street - Cole St. to 250 Ft. S. of E. Li Total Cost: \$40,000 Funding Sources: Sewer Rates & Reserves	40,000	-				40,000			
590-536.001- 981.0100	W. Maple Rd. - Cranbrook Rd. to Southfield Rd. (Backyard Sewer) Total Cost: \$325,000 Funding Sources: Sewer Rates & Reserves	325,000	325,000							
590-536.001- 981.0100	Webster Ave. - S. Adams Rd. to S. Eton Rd. Torry St. - Haynes Ave. to Webster Ave. Total Cost: \$300,000 Funding Sources: Sewer Rates & Reserves	300,000	300,000							
590-536.001- 981.0100	W. Brown St. - Southfield Rd. to S. Chester St. Total Cost: \$200,000 Funding Sources: Sewer Rates & Reserves	150,000	-	200,000	200,000					\$ (1,000) \$ (1,000) No impact \$ (2,000)
590-536.001- 981.0100	Raynale St. - N. Glenhurst Dr. to Chesterfield Ave. N. Glenhurst Dr. - Raynale St. to Oak St. Brookwood - N. Glenhurst Dr. to Raynale St. Kenwood Ct. - N. Glenhurst Dr. to 230 ft. East (Backyard Sewer) Total Cost: \$850,000 Funding Sources: Sewer Rates & Reserves			850,000	850,000					\$ (5,000) \$ (5,000) No impact \$ (10,000)
590-536.001- 981.0100	Old Woodward Ave. - Willis St. to Brown St. Total Cost: \$750,000 Funding Sources: Sewer Rates & Reserves			750,000	750,000					\$ (4,000) \$ (4,000) No impact \$ (8,000)
590-536.001- 981.0100	Oak St. - N. Glenhurst Dr. to Chesterfield Ave. Total Cost: \$425,000 Funding Sources: Sewer Rates & Reserves			425,000	425,000					\$ (3,000) \$ (3,000) No impact \$ (6,000)
590-536.001- 981.0100	Villa Ave. - Adams Rd. to Columbia Ave. Total Cost: \$160,000 Funding Sources: Sewer Rates & Reserves			160,000	160,000					No impact No impact No impact

CAPITAL PURCHASES AND IMPROVEMENTS

SEWAGE-DISPOSAL SYSTEM FUND #590														
Expenditures For Capital Outlay							Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year							
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
							2018/2019	2019/2020	2020/2021	2021/2022				
590-536.001-981.0100	Lakeview Ave. - Oak St. to Harmon St. Total Cost: \$160,000 Funding Sources: Sewer Rates & Reserves			160,000	160,000						No impact	No impact	No impact	No impact
590-536.001-981.0100	Saxon Dr. - Latham Rd. to Southfield Rd. Total Cost: \$50,000 Funding Sources: Sewer Rates & Reserves			50,000	50,000						No impact	No impact	No impact	No impact
590-536.001-981.0100	Oak St. - Westwood Dr. to N. Glenhurst Dr. Total Cost: \$150,000 Funding Sources: Sewer Rates & Reserves					150,000								
590-536.001-981.0100	Bemaville Ave. - Edgewood Ave. to Grant St. Chapin Ave. - Grant St. to Woodward Ave. Ruffner Ave. - Grant St. to Woodward Ave. Total Cost: \$1,080,000 Funding Sources: Sewer Rates & Reserves					50,000 630,000 400,000								
590-536.001-981.0100	Grant St. - E. Lincoln Ave. to Humphrey Ave. Total Cost: \$100,000 Funding Sources: Sewer Rates & Reserves					100,000								
590-536.001-981.0100	Maple Rd. - Bates St. to Woodward Ave. Park St. - Hamilton Ave. to E. Maple Rd. Peabody St. - E. Maple Rd. to E. Brown St. Total Cost: \$700,000 Funding Sources: Sewer Rates & Reserves						700,000							
590-536.001-981.0100	Townsend St. - Southfield Rd. to Chester St. Total Cost: \$300,000 Funding Sources: Sewer Rates & Reserves							300,000						
590-536.001-981.0100	Bowers St. - Woodward Ave. to S. Adams Rd. Total Cost: \$150,000 Funding Sources: Sewer Rates & Reserves							150,000						
590-536.001-981.0100	S. Old Woodward Ave. - E. Brown St. to Landon St. Total Cost: \$100,000 Funding Sources: Sewer Rates & Reserves								100,000					

CAPITAL PURCHASES AND IMPROVEMENTS

SEWAGE-DISPOSAL SYSTEM FUND #590												
Account Number	Project Description Total Cost Funding Source	Expenditures For Capital Outlay						Future Capital Outlay Requests				
		Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018						
							2018/2019	2019/2020	2020/2021	2021/2022	Personnel Service Costs	Other Operating Costs
590-536.001 - 981.0100	<b>Capesal (Backyard Sewer Plan)</b> Westwood Dr. - Redding Rd. to Oak St. N. Glenhurst Dr. - Redding Rd. to Raynale St. Lyonhurst Rd. - Redding Rd. to Raynale St. Brookwood - Redding Rd. to Raynale St. (Backyard Sewer) Total Cost: \$1,600,000 Funding Sources: Sewer Rates & Reserves						1,600,000					
590-536.001 - 981.0200	<b>Other Sewer Improvements:</b> Backyard Sewer Lining Total Cost: \$5,000,000 Funding Sources: Sewer Rates & Reserves	750,000		750,000	750,000	750,000	750,000	750,000			\$ (5,000)	\$ (5,000)
		\$ - 3,037,674	\$ - 2,437,500	\$ - 3,345,000	\$ - 3,345,000	\$ - 2,080,000	\$ - 3,390,000	\$ - 900,000	\$ - 100,000	\$ -	\$ - (18,000)	\$ - (18,000)
	<b>SEWAGE-DISPOSAL SYSTEM FUND</b>										Decrease	Decrease
											Decrease	Decrease
											No impact	No impact
											\$ - (36,000)	\$ - (36,000)

**CAPITAL PURCHASES AND IMPROVEMENTS**

AUTO PARKING SYSTEM FUND (APS) #585										
Expenditures For Capital Outlay						Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year				
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests			
							2018/2019	2019/2020	2020/2021	2021/2022
585-305.000- 971.0200	<b>METER &amp; SURFACE LOTS</b> Street Meter Additions and Re-programs Total Cost: On-Going Funding Source: APS	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000				
585-538.001- 972.0000	<b>GENERAL &amp; ADMINISTRATIVE</b> Office Furniture for Chester St. Office Total Cost: \$500 Funding Source: APS	500	500							
585-538.001- 971.0100	Focuspoint Software Module Total Cost: \$8,000 Funding Source: APS	8,000	8,000							
585-538.001- 971.0100	Drain Cleaning Machine, Snow Blower & Vehicle Total Cost: \$27,000 Funding Source: APS		27,000							
585-538.001- 971.0100	Downtown Parking Expansion Project Plan Development Total Cost: \$55,000 Funding Source: APS	55,000	55,000							
585-538.001- 971.0100	Sweepers, Signs & Clearance Bars Total Cost: \$72,000 Funding Source: APS			72,000	72,000					
585-538.001- 971.0100	Signs & Clearance Bars Total Cost: \$15,000 Funding Source: APS					15,000				
585-538.002- 971.0100	<b>PIERCE STREET STRUCTURE</b> (8) Intercoms and Cameras * Total Cost: \$40,000 Funding Source: APS	40,000	-	40,000	40,000					
585-538.002- 971.0100	Traffic Control Equipment Total Cost: \$205,000 Funding Source: APS			205,000	205,000					
							No impact	\$ 1,000	No impact	\$ 1,000
							No impact	\$ 500	No impact	\$ 500
							No impact	\$ 500	No impact	\$ 500
							No impact	\$ 2,000	No impact	\$ 2,000

**AUTO PARKING SYSTEM FUND (APS) #585**400

CAPITAL PURCHASES AND IMPROVEMENTS

AUTO PARKING SYSTEM FUND (APS) #585									
Expenditures For Capital Outlay						Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year			
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests		
							2018/2019	2019/2020	2020/2021   2021/2022
585-538.003- 981.0100	Sidewalk Improvements Total Cost: \$301,780 Funding Source: APS	28,520	2,130						
585-538.004- 971.0100	<b>PEABODY STREET STRUCTURE</b> (6) Intercoms and (5) Cameras * Total Cost: \$35,000 Funding Source: APS	35,000	-	35,000	35,000				No impact \$ 500
585-538.004- 971.0100	Traffic Control Equipment Total Cost: \$160,000 Funding Source: APS			160,000	160,000				No impact \$ 1,000
585-538.004- 977.0000	Elevator Repairs Total Cost: \$261,300 Funding Source: APS	261,254	261,260						
585-538.004- 977.0000	Concrete Repairs & Waterproofing Total Cost: On-Going Funding Source: APS	425,710	408,400						
585-538.005- 971.0100	<b>N. OLD WOODWARD AVE STRUCTURE</b> Traffic Control Equipment Total Cost: \$125,000 Funding Source: APS			125,000	125,000				No impact \$ 1,000
585-538.005- 971.0100	(8) Intercoms and (4) Cameras * Total Cost: \$30,000 Funding Source: APS	30,000	-	30,000	30,000				No impact \$ 500
585-538.005- 981.0100	LED Lights Design * Total Cost: \$52,150 Funding Source: APS	29,330	-						
585-538.005- 977.0000	Concrete Repairs & Waterproofing * Total Cost: On-Going Funding Source: APS	650,000	-						
585-538.008- 971.0100	<b>CHESTER STREET STRUCTURE</b> (8) Intercoms and (4) Cameras Total Cost: \$35,000 Funding Source: APS	35,000	35,000						
585-538.008- 971.0100	Traffic Control Equipment Total Cost: \$230,000 Funding Source: APS		230,000						
585-538.008- 977.0000	Concrete Repairs & Waterproofing Total Cost: On-Going Funding Source: APS	60,780	78,600						450,000



**CAPITAL PURCHASES AND IMPROVEMENTS**

**AUTO PARKING SYSTEM FUND (APS) #585**

Expenditures For Capital Outlay															Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year				
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total					
							2018/2019	2019/2020	2020/2021	2021/2022									
585-538-008-981.0100	Martin St. and Chester St. Paving Total Cost: \$403,800 Funding Source: APS	353,200	390,000																
585-538-008-977.0000	Light Retrofit Total Cost: \$75,000 Funding Source: APS			75,000	75,000						No impact	\$ (500)	No impact	\$ (500)					
	<b>AUTO PARKING SYSTEM TOTAL</b>	<b>\$ 2,114,830</b>	<b>\$ 1,566,090</b>	<b>\$ 1,802,000</b>	<b>\$ 1,802,000</b>	<b>\$ 940,000</b>	<b>\$ 750,000</b>	<b>\$ 750,000</b>	<b>\$ 1,100,000</b>	<b>\$ 900,000</b>	<b>No impact</b>	<b>\$ 6,500</b>	<b>No impact</b>	<b>\$ 6,500</b>					
											<b>Increase</b>	<b>Increase</b>		<b>Increase</b>					

\* - Project is canceled or postponed.

CAPITAL PURCHASES AND IMPROVEMENTS

LINCOLN HILLS GOLF FUND #597

Expenditures For Capital Outlay															Future Capital Outlay Requests					Impact of 2016/2017 Budget Request on Annual Operating Budgets (Average Increase (Decrease) Per Year			
Project Description Total Cost Funding Source		Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2015/2016	Planned 2017/2018					Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total									
							2018/2019	2019/2020	2020/2021	2021/2022													
597-753.001 981.0100	New Tee Signs Total Cost: \$6,000 Funding Source: Fees & Reserves	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -													
597-753.001 981.0100	New Sand to Bunkers Total Cost: \$9,000 Funding Source: Fees & Reserves	9,000	7,000																				
597-753.002 981.0100	Replace Carpet for Clubhouse Total Cost: \$4,000 Funding Source: Fees & Reserves	4,000																					
597-753.002 981.0100	New Entrance Sign Total Cost: \$1,000 Funding Source: Fees & Reserves	1,000																					
597-753.002 981.0100	Clean & Seal Exterior of Clubhouse Total Cost: \$5,500 Funding Source: Fees & Reserves		5,500																				
597-753.002 981.0100	Asphalt Repair (Cart Staging Area) Total Cost: \$5,000 Funding Source: Fees & Reserves	5,000	6,000																				
597-753.001 981.0100	New Tee & Entrance Signs Total Cost: \$6,000 Funding Source: Fees & Reserves			6,000	6,000									No impact	No impact								
597-753.001 981.0100	Raise Putting Green Total Cost: \$6,000 Funding Source: Fees & Reserves			6,000	6,000									No impact	No impact								
597-753.001 981.0100	New Drainage on #9 Total Cost: \$3,000 Funding Source: Fees & Reserves			3,000	3,000									No impact	No impact								
597-753.001 981.0100	New Trees Total Cost: \$5,000 Funding Source: Fees & Reserves					5,000																	

CAPITAL PURCHASES AND IMPROVEMENTS

LINCOLN HILLS GOLF FUND #597

Expenditures For Capital Outlay												Future Capital Outlay Requests				Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year			
Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2015/2016	Planned 2017/2018					Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total						
						2018/2019	2019/2020	2020/2021	2021/2022										
597-753.001 981.0100 Addition of Cart Paths Total Cost: \$10,000 Funding Source: Fees & Reserves					10,000														
597-753.001 981.0100 New Trees Total Cost: \$5,000 Funding Source: Fees & Reserves						5,000													
597-753.001 981.0100 Addition of Cart Paths Total Cost: \$10,000 Funding Source: Fees & Reserves						10,000													
597-753.002 971.0100 New Ballwash Cleaner for Jr. Golf Total Cost: \$6,000 Funding Source: Fees & Reserves		3,000												No impact	No impact	No impact			
597-753.002 981.0100 Replace Urinals (Men's Bathroom) Total Cost: \$6,000 Funding Source: Fees & Reserves			6,000	6,000										No impact	No impact	No impact			
597-753.002 981.0100 Power Wash & Stain Retainer Walls & Staircase Total Cost: \$4,800 Funding Source: Fees & Reserves			4,800	4,800										No impact	No impact	No impact			
597-753.002 981.0100 New Tent at Teaching Area Total Cost: \$5,000 Funding Source: Fees & Reserves					5,000														
597-753.002 981.0100 Clubhouse New Tables & Chairs Total Cost: \$5,000 Funding Source: Fees & Reserves					5,000														
597-753.002 981.0100 Exterior Lighting Total Cost: \$10,000 Funding Source: Fees & Reserves						10,000													
LINCOLN HILLS FUND TOTAL	\$ 25,000	\$ 21,500	\$ 25,800	\$ 25,800	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	N/A	N/A	N/A	N/A	N/A	N/A			

CAPITAL PURCHASES AND IMPROVEMENTS

SPRINGDALE GOLF FUND #584

Expenditures For Capital Outlay										Future Capital Outlay Requests					Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase/Decrease Per Year			
	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018					2018/2019	2019/2020	2020/2021	2021/2022	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
584-753.001 981.0100	Repair Bridges Total Cost: \$9,000 Funding Source: Fees & Reserves	\$ 8,000	\$ 9,000	\$ -	\$ -	\$ -					\$ -	\$ -	\$ -	\$ -	No impact		No impact	
584-753.001 981.0100	Dredge Pond Total Cost: \$6,000 Funding Source: Fees & Reserves		6,000															
584-753.001 981.0100	New Planting Bed on #1 Tee Total Cost: \$4,000 Funding Source: Fees & Reserves			4,000	4,000										No impact		No impact	No impact
584-753.001 981.0100	New Tee Signs & Entrance Signs Total Cost: \$6,000 Funding Source: Fees & Reserves	6,000		6,000	6,000										No impact		No impact	No impact
584-753.001 981.0100	Irrigation Upgrade Total Cost: \$10,000 Funding Source: Fees & Reserves			5,000	5,000	5,000									No impact		No impact	No impact
584-753.001 981.0100	Cart Path Repairs / Additions Total Cost: On-going Funding Source: Fees & Reserves					10,000												
584-753.001 981.0100	New Fairway Bunker on #2 Total Cost: \$1,000 Funding Source: Fees & Reserves	1,000																
584-753.002 981.0100	New Entrance Sign Total Cost: \$1,000 Funding Source: Fees & Reserves	1,000																
584-753.002 981.0100	New Planting Bed Total Cost: \$3,000 Funding Source: Fees & Reserves	3,000																
584-753.002 981.0100	New Wash Pad for Golf Carts Total Cost: \$5,000 Funding Source: Fees & Reserves	5,000																

CAPITAL PURCHASES AND IMPROVEMENTS

SPRINGDALE GOLF FUND #584

Expenditures For Capital Outlay										Future Capital Outlay Requests					Impact of 2016/2017 Budget Request on Annual Operating Budgets / Average Increase/Decrease Per Year			
	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018						Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total			
							2018/2019	2019/2020	2020/2021	2021/2022								
584-753.002 981.0100	Club House Exterior Lightings Total Cost: \$6,000 Funding Source: Fees & Reserves	6,000																
584-753.002 981.0100	Sealcoat Entrance and Cart Staging Area Total Cost: \$6,000 Funding Source: Fees & Reserves		6,000															
584-753.002 981.0100	New Cement Pad for Practice Area Total Cost: \$4,000 Funding Source: Fees & Reserves		4,000															
584-753.002 981.0100	Chipseal Parking Lot with Slurry Total Cost: \$25,000 Funding Source: Fees & Reserves			25,000	25,000	10,000									No impact	No impact		
584-753.002 981.0100	Install New Trellis over Patio with New Flooring Total Cost: \$10,000 Funding Source: Fees & Reserves						10,000											
584-753.002 981.0100	Add Exterior Lighting Total Cost: \$10,000 Funding Source: Fees & Reserves																	
	SPRINGDALE GOLF FUND TOTAL	\$ 30,000	\$ 25,000	\$ 40,000	\$ 40,000	\$ 25,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	N/A	N/A	N/A	N/A	N/A		

CAPITAL PURCHASES AND IMPROVEMENTS

LAW AND DRUG ENFORCEMENT FUND #265

Expenditures For Capital Outlay										Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase/Decrease Per Year					
	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total	
							2018/2019	2019/2020	2020/2021	2021/2022					
	<b>STATE FORFEITURES</b>														
265-302.002- 971.0100	(4) Pinnacle light bars for police vehicle fleet Total Cost: \$8,800 Funding Source: Law and Drug Fund	\$ 8,800	\$ 8,800												
265-302.002- 971.0100	(1) PELCO Surveillance Camera Total Cost: \$8,500 Funding Source: Law and Drug Fund			8,500	8,500							No Impact	No Impact	No Impact	
	<b>LAW AND DRUG ENFORCEMENT</b>	\$ 8,800	\$ 8,800	\$ 8,500	\$ 8,500	\$ -	\$ -	\$ -	\$ -	\$ -		N/A	N/A	N/A	

**CAPITAL PURCHASES AND IMPROVEMENTS**

**SOLID-WASTE DISPOSAL FUND #226**

Expenditures For Capital Outlay																	Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase/Decrease Per Year			
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests					Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total					
							2018/2019	2019/2020	2020/2021	2021/2022										
226-582.000-971.0100	2 Yard Dumpsters Total Cost: On-going Funding Source: Solid-Waste Fund	\$ 20,000	\$ 14,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	-	No impact	No impact	No impact	No impact					
	SOLID-WASTE DISPOSAL FUND	\$ 20,000	\$ 14,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	-	N/A	N/A	N/A	N/A					

**CAPITAL PURCHASES AND IMPROVEMENTS**

**COMMUNITY DEVELOPMENT BLOCK GRANT FUND (CDBG) #248**

Expenditures For Capital Outlay										Impact of 2016/2017 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year					
Account Number	Project Description Total Cost Funding Source	Budget 2015/2016	Estimate 2015/2016	Dept Request 2016/2017	Manager Recommended 2016/2017	Planned 2017/2018	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total	
							2018/2019	2019/2020	2020/2021	2021/2022					
248-690.000-836.0100	Replace Handicap Lift at City Hall Total Cost: \$23,100 Funding Source: CDBG Program Year 2014	\$ 39,970	\$ 39,970	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
248-690.000-836.0100	Retrofit ADA Improvement City Hall Police Dept. Entrance Total Cost: \$23,070 Funding Source: CDBG Program Year 2015	23,060	23,060												
248-690.000-836.0100	Retrofit ADA Improvement City Hall Police Dept. Entrance Total Cost: \$13,440 Funding Source: CDBG Program Year 2016			13,440	13,440	13,440						No Impact	\$ 500	No Impact	\$ 500
248-690.000-836.0100	Future ADA Projects Location to be determined Total Cost: \$13,440 Funding Source: CDBG Program Year 2017					13,440									
	CDBG FUND	\$63,030	\$63,030	\$13,440	\$13,440	\$13,440	\$0	\$0	\$0	\$0		No impact	\$ 500	No impact	\$ 500
													Increase		Increase





*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **VEHICLE AND EQUIPMENT REPLACEMENT**

Major machinery, vehicle, and equipment purchases and maintenance are accounted for in Internal Service Funds, specifically the Auto Equipment Fund and the Fire Equipment Fund. The City departments which make use of the vehicles and equipment provide the funding to the Internal Service Funds on a cost reimbursement basis. This is accomplished through equipment rental charges which are included in the budgets of the user departments. These rental charges cover all equipment usage costs as well as depreciation and replacement.

Every year certain vehicles and pieces of equipment are identified for replacement as part of the Vehicle/Equipment Replacement Plan. The need for replacement is based on many factors including mileage, type of service, reliability, maintenance and repair records, age, overall condition, prior accidents, and life expectancy of the equipment. Other considerations may be government regulations and availability of grant funding. Following is a listing of vehicles and major equipment scheduled for evaluation and possible replacement in fiscal years 2016-2017 and 2017-2018.

**SCHEDULE OF VEHICLE AND EQUIPMENT REPLACEMENT FOR FISCAL YEAR 2016-2017**

<b>NO.</b>	<b>PURCHASE DATE</b>	<b>AGE (YEARS) 7/1/2016</b>	<b>PROJECTED MILEAGE</b>	<b>DESCRIPTION</b>	<b>COST</b>	<b>CLASSIFICATION</b>	<b>REPLACEMENT QUALIFIER</b>	<b>REPLACE OR EVALUATE</b>	<b>PROJECTED COST</b>
<b>12</b>	11/20/2006	9.6		DODGE CHARGER	17,417.00	Pickup/Van/Sedan	8-10 YEARS	Replace	\$ 24,000.00
<b>14</b>	3/1/2004	12.3		CHEVY DUMP TRUCK 35,000 GVW	80,585.00	Large Dump Trucks	12-15 YEARS	Evaluate	\$ 180,000.00
<b>19</b>	1/18/2002	14.5		2002 VOLVO---60,600 G.V.W.	127,189.00	Large Dump Trucks	12-15 YEARS	Evaluate	\$ 220,000.00
<b>69</b>	2/21/2002	14.4		2002 GMC SAFARI VAN	16,766.00	Pickup/Van/Sedan	8-10 YEARS	Replace	\$ 25,000.00
<b>125</b>	4/1/2008	8.3		TORO ROUGH MOWER 4500	43,768.00	Golf Equipment	5 SEASONS	Replace	\$ 60,000.00
<b>140</b>	4/1/2007	9.3		TORO 3500	28,122.00	Golf Equipment	6 SEASONS	Replace	\$ 35,000.00
<b>154</b>	9/1/1999	16.8		1999 GMC / AERIAL TOWER	90,635.00	Large Dump Trucks	12-15 YEARS	Replace	\$ 200,000.00
<b>176</b>	4/1/2007	9.3		TORO 3500	28,122.00	Golf Equipment	6 SEASONS	Replace	\$ 35,000.00
<b>227</b>	12/1/2005	10.6		2006 GMC2500 PICKUP	18,954.00	Pickup/Van/Sedan	8-10 YEARS	Replace	\$ 30,000.00
<b>509</b>	1/5/2000	16.5		TRUCK W/ARIAL	59,500.00	Pickup/Van/Sedan	8-10 YEARS	Replace	\$ 150,000.00
<b>511</b>	4/8/2008	8.2	51,803	CHEVY IMPALA	15,220.00	Pickup/Van/Sedan	75,000-90,000	Evaluate	\$ 30,000.00
<b>560</b>	4/25/2011	5.2	75,112	2011 FORD CROWN VIC	20,805.00	Pickup/Van/Sedan	75,000-90,000	Evaluate	\$ 32,000.00
<b>566</b>	9/30/2010	5.8	92,514	DODGE CHARGER	22,043.00	Pickup/Van/Sedan	75,000-90,000	Replace	\$ 30,000.00
<b>568</b>	10/14/2008	7.7	78,228	FORD CROWN VIC	20,511.00	Pickup/Van/Sedan	75,000-90,000	Evaluate	\$ 32,000.00
	5/10/2005	11.2	100,340	CHEVY TAHOE (FIRE)	26,972.00	Pickup/Van/Sedan	75,000-90,000	Replace	\$ 30,000.00
	3/30/2010	6.3	115,320	FORD ESCAPE (FIRE)	24,510.00	Pickup/Van/Sedan	75,000-90,000	Replace	\$ 30,000.00

**2016-2017 TOTAL EQUIPMENT COST: \$ 1,143,000**

**SCHEDULE OF VEHICLE AND EQUIPMENT REPLACEMENT FOR FISCAL YEAR 2017-2018**

NO.	PURCHASE DATE	AGE (YEARS) 7/1/2017	PROJECTED MILEAGE	DESCRIPTION	COST	CLASSIFICATION	REPLACEMENT QUALIFIER	REPLACE OR EVALUATE	PROJECTED COST
<b>1</b>	12/1/2003	13.6		2004 CHEVY MALIBU	\$ 12,400.00	Pickup/Van/Sedan	8-10 YEARS	Replace	\$ 23,000.00
<b>11</b>	8/8/2009	7.9		ELGIN SWEEPER	\$ 155,000.00	Sweepers & Vactors	8-10 YEARS	Evaluate	\$ 230,000.00
<b>13</b>	4/1/2006	11.3		2006 CHEVY MALIBU	\$ 12,103.00	Pickup/Van/Sedan	8-10 YEARS	Replace	\$ 24,000.00
<b>48</b>	12/1/2006	10.6		2007 CHEVY 3500/FLATBED	\$ 22,480.00	Pickup/Van/Sedan	8-10 YEARS	Replace	\$ 35,000.00
<b>65</b>	12/22/2004	12.5		2005 VOLVO 64,000 LB G.V.W.	\$ 136,497.00	Large Dump Trucks	12-15 YEARS	Evaluate	\$ 220,000.00
<b>114</b>	2/24/2003	14.4		CHEVY 1-1/2 TON TRUCK 16,000 G.V.W.	\$ 45,920.00	Large Dump Trucks	12-15 YEARS	Evaluate	\$ 75,000.00
<b>133</b>	5/10/2005	12.2		CHEVY TAHOE	\$ 26,972.00	Pickup/Van/Sedan	8-10 YEARS	Replace	\$ 36,000.00
<b>172</b>	4/1/2013	4.3		JACOBSON FAIRWAY MOWER	\$ 35,994.00	Golf Equipment	5 SEASONS	Evaluate	\$ 55,000.00
<b>193</b>	6/7/2007	10.1		BOBCAT MINI-EXCAVATOR	\$ 35,710.00	Backhoe	8 YEARS	Replace	\$ 75,000.00
<b>195</b>	4/1/2013	4.3		JACOBSON FAIRWAY MOWER	\$ 35,994.00	Golf Equipment	5 SEASONS	Evaluate	\$ 55,000.00
<b>202</b>	4/1/2006	11.3		2006 CHEVY MALIBU	\$ 12,103.00	Pickup/Van/Sedan	8-10 YEARS	Replace	\$ 26,000.00
<b>221</b>	11/7/2008	8.7		TORO WORKMAN 2110	\$ 18,000.00	Off Road Utility	8 SEASONS	Replace	\$ 16,000.00
<b>230</b>	8/1/2005	11.9		2005 CHEVY 3500 PICKUP	\$ 44,181.00	Pickup/Van/Sedan	8-10 YEARS	Replace	\$ 60,000.00
<b>507</b>	9/19/2011	5.8	85,100	CHEVY TAHOE	\$ 32,989.00	Pickup/Van/Sedan	75,000-90,000	Replace	\$ 36,000.00
<b>563</b>	8/15/2012	4.9	69,746	FORD INTERCEPTOR SEDAN	\$ 29,423.00	Pickup/Van/Sedan	75,000-90,000	Evaluate	\$ 32,000.00
<b>569</b>	11/28/2011	5.6	82,795	CHEVY TAHOE	\$ 26,152.00	Pickup/Van/Sedan	75,000-90,000	Evaluate	\$ 36,000.00
<b>579</b>	4/12/2010	7.2	66,737	FORD CROWN VICTORIA	\$ 20,818.00	Pickup/Van/Sedan	75,000-90,000	Evaluate	\$ 32,000.00
	1/24/2001	16.4	71,000	FORD / HORTON	\$ 107,222.00	Ambulance	12-15 YEARS	Evaluate	\$ 220,000.00

**2017-2018 TOTAL EQUIPMENT COST: \$ 1,286,000.00**

**City of Birmingham**  
**General Governmental Revenues By Source**  
**Eleven Fiscal Years <sup>(1)</sup>**

<b><u>Fiscal Year Ended June 30</u></b>	<b><u>Taxes</u></b>	<b><u>%</u></b>	<b><u>Licenses and Permits</u></b>	<b><u>%</u></b>	<b><u>Fines &amp; Forfeitures</u></b>	<b><u>%</u></b>	<b><u>Use Of Money &amp; Property</u></b>	<b><u>%</u></b>
2008	\$ 24,319,277	69.8%	\$ 1,306,345	3.7%	\$ 1,188,631	3.4%	\$ 1,910,769	5.5%
2009	23,722,152	70.6%	1,452,722	4.3%	1,060,422	3.2%	1,270,423	3.8%
2010	23,355,496	72.7%	1,515,554	4.7%	1,214,127	3.8%	595,958	1.9%
2011	23,082,343	73.8%	1,683,426	5.4%	1,036,303	3.3%	353,133	1.1%
2012	21,915,493	70.2%	1,997,651	6.4%	1,202,215	3.8%	398,452	1.3%
2013	22,208,626	69.8%	2,134,522	6.8%	1,369,078	4.3%	52,597	0.2%
2014	22,180,652	65.5%	2,886,950	8.5%	1,784,432	5.3%	402,394	1.2%
2015	23,128,051	65.1%	2,888,640	8.1%	1,703,518	4.8%	294,443	0.8%
2016 (Budget)	23,681,540	64.9%	3,240,750	8.9%	1,697,650	4.7%	306,480	0.8%
2017 (Budget)	25,073,830	65.7%	3,070,540	8.0%	1,686,060	4.4%	342,330	0.9%
2018 (Planned)	27,385,620	68.4%	3,114,100	7.8%	1,704,070	4.2%	401,220	1.0%

Notes:

- (1) This schedule includes revenues of the General Fund, Special Revenue Funds, Debt-Service Fund, Permanent Fund, and Capital Projects Fund, after elimination of interfund transfers between these funds. This schedule excludes the Expendable Trust Fund.

**City of Birmingham**  
**General Governmental Revenues By Source**  
**Eleven Fiscal Years <sup>(1)</sup>**

<b><u>Fiscal Year Ended June 30</u></b>	<b><u>Federal Grants</u></b>	<b><u>%</u></b>	<b><u>Inter- Govern- mental</u></b>	<b><u>%</u></b>	<b><u>Charges For Services</u></b>	<b><u>%</u></b>	<b><u>Other</u></b>	<b><u>%</u></b>	<b><u>Total</u></b>
2008	\$ 468,915	1.3%	\$ 3,021,448	8.7%	\$ 2,288,815	6.6%	\$ 350,214	1.0%	\$ 34,854,414
2009	714,029	2.1%	2,902,148	8.6%	2,244,186	6.7%	233,823	0.7%	33,599,905
2010	236,478	0.7%	2,718,412	8.5%	2,250,830	7.0%	215,301	0.7%	32,102,156
2011	186,528	0.6%	2,676,147	8.5%	2,108,899	6.7%	176,241	0.6%	31,303,020
2012	141,052	0.5%	2,914,805	9.3%	2,054,713	6.6%	635,681	1.9%	31,260,062
2013	68,628	0.2%	3,047,133	9.6%	2,461,171	7.7%	491,043	1.4%	31,832,798
2014	121,101	0.4%	3,215,410	9.5%	2,690,234	7.9%	570,898	1.7%	33,852,071
2015	99,510	0.3%	3,707,425	10.4%	2,945,360	8.3%	750,540	2.1%	35,517,487
2016 (Budget)	1,196,409	3.3%	3,235,010	8.9%	2,901,720	8.0%	217,430	0.5%	36,476,989
2017 (Budget)	82,020	0.2%	3,724,040	9.8%	3,182,800	8.3%	1,018,990	2.7%	38,180,610
2018 (Planned)	82,020	0.2%	3,788,690	9.4%	3,188,540	7.9%	446,640	1.1%	40,110,900

**City of Birmingham, Michigan**  
**General Governmental Expenditures by Function**  
**Eleven Fiscal Years <sup>(1)</sup>**

<b><u>Fiscal Year Ended June 30</u></b>	<b><u>General Gov't</u></b>	<b><u>%</u></b>	<b><u>Public Safety</u></b>	<b><u>%</u></b>	<b><u>Solid Waste</u></b>	<b><u>%</u></b>	<b><u>Highways &amp; Streets</u></b>	<b><u>%</u></b>	<b><u>Community Development</u></b>	<b><u>%</u></b>
2008	\$ 5,429,209	16.9%	\$ 11,155,388	34.8%	\$ 1,561,829	4.9%	\$ 3,083,656	9.6%	\$ 1,821,498	5.7%
2009	5,318,511	15.9%	10,833,054	32.5%	1,601,925	4.8%	3,073,325	9.2%	1,683,326	5.0%
2010	4,942,453	14.5%	10,731,549	31.4%	1,637,880	4.8%	3,269,797	9.6%	1,586,976	4.6%
2011	4,772,333	15.9%	10,699,725	35.6%	1,643,041	5.5%	2,906,394	9.7%	1,427,516	4.8%
2012	4,775,432	15.0%	10,432,022	32.9%	1,680,741	5.3%	2,287,052	7.2%	1,501,419	4.7%
2013	4,934,254	14.8%	11,851,735	35.6%	1,724,849	5.2%	2,298,758	6.9%	1,913,016	5.7%
2014	5,126,508	15.4%	12,978,613	39.0%	1,679,168	5.0%	2,695,251	8.1%	1,952,815	5.9%
2015	5,160,703	13.7%	12,821,342	34.1%	1,681,330	4.5%	2,688,769	7.1%	2,127,032	5.6%
2016 (Budget)	5,406,405	13.5%	12,285,776	30.7%	1,847,800	4.6%	2,854,872	7.1%	2,493,839	6.2%
2017 (Budget)	5,812,820	13.9%	12,768,840	30.3%	1,862,750	4.4%	2,803,800	6.7%	2,628,320	6.2%
2018 (Planned)	5,419,180	14.9%	12,832,120	35.1%	1,936,850	5.3%	3,042,050	8.3%	2,676,600	7.3%

Notes:

- (1) For years 2008-2015, this schedule includes expenditures of the governmental funds (General Fund, Special Revenue Funds, Debt-Service Fund, and Capital Projects Fund) as reported in the City's Comprehensive Annual Financial Report (CAFR). These expenditures do not include interfund transfers with the exception of those transfers properly reported as expenditures in the CAFR according to GASB 34. Years 2016 - 2018 include budgeted or proposed interfund transfers which would be considered expenditures in the CAFR in accordance with GASB 34.

**City of Birmingham, Michigan**  
**General Governmental Expenditures by Function**  
**Eleven Fiscal Years <sup>(1)</sup>**

<b><u>Fiscal Year Ended June 30</u></b>	<b><u>Engineering &amp; Public Services</u></b>	<b><u>%</u></b>	<b><u>Contri- butions</u></b>	<b><u>%</u></b>	<b><u>Capital Outlay</u></b>	<b><u>%</u></b>	<b><u>Debt Service</u></b>	<b><u>%</u></b>	<b><u>Total</u></b>
2008	\$ 3,514,572	11.0%	\$ 694,993	2.2%	\$ 3,164,577	9.9%	\$ 1,666,236	5.0%	\$ 32,091,958
2009	3,594,641	10.8%	617,413	1.9%	4,820,022	14.5%	1,812,675	5.4%	33,354,892
2010	3,644,733	10.7%	836,635	2.4%	5,504,239	16.1%	2,018,084	5.9%	34,172,346
2011	3,229,878	10.7%	655,417	2.2%	2,637,088	8.8%	2,074,296	6.8%	30,045,688
2012	3,645,813	11.5%	647,089	2.0%	4,608,750	14.5%	2,159,328	6.9%	31,737,646
2013	4,042,009	12.1%	993,219	3.0%	3,312,249	9.9%	2,232,603	6.8%	33,302,692
2014	3,780,627	11.4%	1,239,132	3.7%	2,377,087	7.1%	1,439,278	4.4%	33,268,479
2015	3,860,925	10.2%	1,228,831	3.3%	6,596,735	17.5%	1,510,421	4.0%	37,676,088
2016 (Budget)	4,563,984	11.4%	1,255,710	3.1%	7,838,621	19.5%	1,571,490	3.9%	40,118,497
2017 (Budget)	4,714,330	11.2%	1,150,000	2.7%	8,726,370	20.7%	1,627,600	3.9%	42,094,830
2018 (Planned)	4,206,080	11.5%	1,173,000	3.2%	3,463,590	9.5%	1,778,600	4.9%	36,528,070



**City of Birmingham**  
**General Governmental Tax Revenues by Source**  
**Last Ten Fiscal Years**

Fiscal Year Ended June 30	Property Taxes					
	Operating	Solid Waste	425 Economic Development	Debt	Special Assessments	Total Taxes
2006	\$ 17,829,977	\$ 1,497,102	\$ 8,710	\$ 1,521,047	\$ 368,215	\$ 21,225,051
2007	19,052,939	1,592,056	8,885	1,679,493	253,017	22,586,390
2008	20,302,960	1,512,360	-	1,647,215	856,742	24,319,277
2009	19,774,969	1,496,135	-	1,813,324	637,724	23,722,152
2010	19,423,685	1,446,885	-	1,989,534	495,392	23,355,496
2011	19,319,577	1,323,590	-	2,038,121	401,055	23,082,343
2012	18,306,956	1,482,338	-	2,126,199	298,852	22,214,345
2013	18,446,934	1,554,700	-	2,206,992	205,044	22,413,670
2014	19,062,024	1,680,872	-	1,437,756	143,618	22,324,270
2015	19,797,129	1,803,535	-	1,527,387	253,509	23,381,560

**Source:** City of Birmingham Finance Department



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

**City of Birmingham**  
**Property Tax Levies and Collections**  
**Last Ten Fiscal Years**

Fiscal Year Ended June 30	Taxes Levied for the Fiscal Year-		Adjusted Levy at Settlement <sup>f</sup>	Collected within the Fiscal Year of the Levy <sup>b,d</sup>	
	Original Levy <sup>a,c,g</sup>	Adjustments		Amount	Percentage of Original Levy
2006	\$ 27,889,480	\$ (150,577)	\$ 27,738,903	\$ 27,725,980	99.41%
2007	29,514,861	(42,915)	29,471,946	29,449,126	99.78%
2008	30,894,721	(153,017)	30,741,704	30,696,286	99.36%
2009	29,612,497	(104,757)	29,507,740	29,469,513	99.52%
2010	28,798,870	(38,243)	28,760,627	28,720,517	99.73%
2011	28,192,503	(82,454)	28,110,049	28,077,723	99.59%
2012	27,973,477	(132,233)	27,841,244	27,810,741	99.42%
2013	27,831,121	(143,004)	27,688,117	27,666,416	99.41%
2014	27,926,594	(206,210)	27,720,384	27,700,204	99.19%
2015	28,748,732	(89,666)	28,659,065	28,645,636	99.64%

**Source:** City of Birmingham Finance Department

NA=Not available

<sup>a</sup>Includes tax levy for the Baldwin Public Library which is a discretely-presented component unit.

While legally separate, the library is fiscally dependent on the City.

<sup>b</sup>Includes payment from Oakland County. All unpaid real and personal property taxes (except PA 189) are returned to Oakland County at the end of the collection period. The City is paid in full for delinquent real property at the time of settlement with Oakland County. The City is paid for delinquent personal property taxes as they are collected by Oakland County.

<sup>c</sup>From fiscal year 2004 through 2007, the *Taxes Levied* includes taxes levied against properties subject to Michigan's Public Act 425 which have been conditionally transferred from Bloomfield Township to the City of Birmingham. The taxes levied represent less than 0.5% of the adjusted levy.

<sup>d</sup>*Collected within the Fiscal Year* includes personal property tax payments received subsequent to settlement with Oakland County but prior to the end of the fiscal year.

<sup>e</sup>Represents collections of personal property taxes and PA 189 taxes, if any.

<sup>f</sup>Represents amended levy at time of settlement with Oakland County. It does not reflect subsequent adjustments to the levy which are not readily available.

<sup>g</sup>Beginning in 2007, *Taxes Levied* includes the Brownfield Authority, a component unit which is fiscally dependent on the City. Taxes levied are insignificant.

		<b>Total Collections to Date</b>	
	<b>Collections in Subsequent Years<sup>e</sup></b>		<b>Percentage of Adjusted</b>
		<b>Amount</b>	<b>Levy</b>
\$	58	\$ 27,726,038	99.95%
	15,511	29,464,637	99.98%
	30,382	30,726,668	99.95%
	21,134	29,490,647	99.94%
	29,525	28,750,042	99.96%
	27,903	28,105,626	99.98%
	29,316	27,840,057	100.00%
	18,271	27,684,687	99.99%
	13,892	27,714,096	99.98%
	N/A	N/A	N/A

**City of Birmingham**  
**Assessed and Taxable Values of Property**  
**Last Ten Fiscal Years**

<b>Fiscal Year Ended June 30</b>	<b>Taxable Value</b>				
	<b>Residential</b>	<b>Commercial</b>	<b>Industrial</b>	<b>Personal</b>	<b>Total</b>
	<b>Property</b>	<b>Property</b>	<b>Property</b>	<b>Property</b>	
2007	\$ 1,600,709,750	\$ 303,977,980	\$ 9,186,970	\$ 57,873,970	\$ 1,971,748,670
2008	1,724,269,815	322,219,210	9,005,450	56,736,576	2,112,231,051
2009	1,709,739,763	330,022,780	9,332,730	51,291,260	2,100,386,533
2010	1,617,415,820	341,086,070	9,698,800	55,942,140	2,024,142,830
2011	1,488,863,310	325,777,590	9,576,870	53,902,590	1,878,120,360
2012	1,407,917,640	318,640,620	2,830,890	57,211,130	1,786,600,280
2013	1,425,457,540	304,941,550	2,290,130	59,031,370	1,791,720,590
2014	1,474,714,050	303,977,570	1,955,450	61,381,350	1,842,028,420
2015	1,540,325,490	296,543,260	1,851,050	56,364,370	1,895,084,170
2016	1,637,922,800	301,626,590	1,178,200	60,309,460	2,001,037,050

**Source:** City of Birmingham Finance Department

**Note 1:** All valuations are taken from the original warrant for each year and do not reflect any supplemental warrants or subsequent Board of Review/Tax Tribunal adjustments.

**Note 2:** Property in the City of Birmingham is re-assessed annually. On March 15, 1994, the voters of the State of Michigan approved Proposal A, which includes significant changes to Section 3 of Article IX of the State constitution. Starting in 1995, the value against which taxes are spread was changed from assessed value to taxable value. Taxable value represents assessed value (50% of true cash value), limited for each property by the lower of 5% or inflation for as long as the parcel does not change ownership. When ownership is transferred, the taxable value reverts to the assessed value.

<sup>a</sup>Per \$1,000 of taxable value.

<b>Total Direct Tax Rate<sup>a</sup></b>	<b>Estimated Actual Value</b>	<b>Taxable Value as a Percentage of Actual Value</b>	<b>Total Assessed Value</b>	<b>Assessed Value as a Percentage of True Value</b>
14.96	\$ 5,640,339,340	35.0%	\$ 2,820,169,670	50%
14.62	5,851,521,360	36.1%	2,925,760,680	50%
14.09	5,415,703,562	38.8%	2,707,851,781	50%
14.22	4,740,351,530	42.7%	2,370,175,765	50%
15.00	4,176,535,800	45.0%	2,088,267,900	50%
15.60	3,795,560,580	47.1%	1,897,780,290	50%
15.46	3,783,979,380	47.4%	1,891,989,690	50%
15.07	3,985,280,520	46.2%	1,992,640,260	50%
15.09	4,367,489,880	43.4%	2,183,744,940	50%
14.83	4,992,316,400	40.1%	2,496,158,200	50%

**City of Birmingham**  
**Principal Property Tax Payers**  
**Current Year and Nine Years Ago**

<b>June 30, 2016</b>				
<b><u>Taxpayer</u></b>	<b><u>Type of Property</u></b>	<b><u>Taxable Value</u></b>	<b><u>Rank</u></b>	<b><u>Percentage of Total City Taxable Value</u></b>
Fuller Central Park Properties	Office, Retail	\$ 25,887,180	1	1.29%
DTE Energy	Utility	12,049,810	2	0.60%
US Reif 325 N Old Woodward MI LLC	Retail, Condominiums	10,285,060	3	0.51%
THC Investors	Hotel	8,930,500	4	0.45%
Consumers Energy Company	Utility	6,484,560	5	0.32%
VS Birmingham Holdings LLC	Office, Retail	5,699,230	6	0.28%
Merrillwood Building LLC	Office, Residential, Apts	4,995,220	7	0.25%
James Esshaki/ESSCO	Office, Retail	4,671,780	8	0.23%
Prudential Properties	Office, Retail	4,566,800	9	0.23%
JFK Investment LLC	Office, Retail	4,025,790	10	0.20%
Crowley-Willits Retail	Retail, Theatre			
Geoff Hockman & Associates	Hotel, Office, Residential			
James Esshaki/J.P. Equities LLC	Office, Retail			
Associates of 555	Office, Retail, Apts			
Rosso Development	Residential, Apts, Office			
BP Commercial	Office, Hotels			
260 Brown Street	Office			
Topvalco	Retail			
Total taxable value of 10 largest taxpayers		87,595,930		4.38%
Total taxable value of all other taxpayers		1,913,441,120		95.62%
Total taxable value of all taxpayers		<u>\$ 2,001,037,050</u>		<u>100.00%</u>

**Source:** City of Birmingham

**June 30, 2007**

<u>Taxable Value</u>	<u>Rank</u>	<u>Percentage of Total City Taxable Value</u>
\$ 25,762,070	1	1.31%
7,524,590	5	0.38%
16,769,710	2	0.85%
15,975,450	3	0.81%
14,279,660	4	0.72%
6,820,190	6	0.35%
5,571,830	7	0.28%
5,160,460	8	0.26%
5,074,450	9	0.26%
5,040,900	10	0.26%
<hr/>		<hr/>
107,979,310		5.48%
1,863,769,360		94.52%
<hr/>		<hr/>
\$ 1,971,748,670		100.00%
<hr/>		<hr/>



**City of Birmingham**  
**Direct and Overlapping Property Tax Rates**  
**Last Ten Fiscal Years**

(Millage rate per \$1,000 of taxable value, rounded to two decimal places)

<b>Fiscal Year Ended June 30</b>	<b>City Direct Rates</b>					<b>Overlapping Rates</b>			
						<b>Oakland County</b>			
	<b>Basic Charter Operating</b>		<b>Baldwin Public</b>	<b>Debt</b>	<b>Total</b>		<b>Community</b>	<b>Intermediate School</b>	<b>Total</b>
	<b>Rate<sup>a</sup></b>	<b>Refuse<sup>b</sup></b>	<b>Library<sup>c</sup></b>	<b>Service<sup>d</sup></b>	<b>Direct</b>	<b>County</b>	<b>College</b>	<b>District</b>	<b>County Rate</b>
2007	11.36	0.81	1.48	1.31	14.96	4.65	1.58	3.37	9.60
2008	11.21	0.72	1.47	1.22	14.62	4.65	1.58	3.37	9.60
2009	11.07	0.72	1.00	1.30	14.09	4.65	1.58	3.37	9.60
2010	11.05	0.72	1.00	1.45	14.22	4.65	1.58	3.37	9.60
2011	11.59	0.71	1.10	1.60	15.00	4.65	1.58	3.37	9.60
2012	11.69	0.84	1.32	1.75	15.60	4.65	1.58	3.37	9.60
2013	11.69	0.88	1.10	1.80	15.46	4.65	1.58	3.37	9.60
2014	11.69	0.93	1.10	1.36	15.07	4.65	1.58	3.37	9.60
2015	11.69	0.96	1.10	1.34	15.09	4.65	1.58	3.37	9.60
2016	11.49	0.92	1.10	1.32	14.83	4.54	1.58	3.36	9.48

**Source:** City of Birmingham Finance Department

**Note:** The following state requirements limit the City's ability to increase tax rates:

1) The Headlee constitutional amendment: this amendment to the state constitution approved in 1978 places an upper limit on the annual operating millage rate. The maximum rate is calculated by a formula tied to the rate of inflation and previous years' cumulative "roll-back factor." The Headlee maximum allowable millage rates per \$1,000 of taxable valuation for fiscal year 2015-2016 are as follows: general operating 12.35, refuse 1.85, library 1.46. There is no Headlee limitation on debt service. The Headlee limitation may be waived only by a vote of the electorate.

2) Truth in Assessing Act: this act approved in 1981 requires a rollback in maximum authorized tax rates when the total assessed value of all property in the City is less than the total State Equalized Value. To-date this has not applied to the City of Birmingham.

<sup>a</sup>The City charter general operating-tax-rate limit is 20.00 mills per \$1,000 of taxable valuation.

<sup>b</sup>Michigan law allows the City to levy up to 3.00 mills per \$1,000 of taxable value for refuse collection.

<sup>c</sup>The City charter provides for a tax levy in support of the library (a discretely-presented component unit).

The levy must be no less than 0.50 mills and no more than 1.75 mills per \$1,000 of taxable valuation.

<sup>d</sup>City debt, unless otherwise provided by state law, must be approved by the electorate. The city commission shall levy taxes sufficient to pay the annual debt service.

<sup>e</sup>Suburban Mobility Authority for Regional Transportation.

			<b>Overlapping Rates</b>		<b>Total Rates</b>	
			<b>Birmingham Public Schools</b>			
<b><u>SMART<sup>e</sup></u></b>	<b><u>Zoo Authority</u></b>	<b><u>Art Institute Authority</u></b>	<b><u>Homestead</u></b>	<b><u>Non-Homestead</u></b>	<b><u>Homestead</u></b>	<b><u>Non-Homestead</u></b>
0.59	0.00	0.00	17.82	27.24	42.97	52.39
0.59	0.00	0.00	17.16	27.00	41.97	51.81
0.59	0.10	0.00	16.74	26.90	41.13	51.28
0.59	0.10	0.00	17.38	26.90	41.89	51.41
0.59	0.10	0.00	18.08	26.90	43.37	52.19
0.59	0.10	0.00	19.02	27.00	44.91	52.89
0.59	0.10	0.20	19.46	27.42	45.41	53.37
0.59	0.10	0.20	19.92	27.90	45.49	53.46
1.00	0.10	0.20	19.22	27.90	45.21	53.89
1.00	0.10	0.20	18.63	27.90	44.24	53.51

**City of Birmingham**  
**Computation of Legal Debt Margin**  
**Estimate - June 30, 2016**

2015 State-Equalized Valuation	<u><u>\$ 2,496,158,200</u></u>
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Debt limit <sup>a</sup> (10% of State-Equalized Valuation) <sup>b</sup>	\$ 249,615,820
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Debt applicable to limitation:

Total bonded and contractual debt <sup>c</sup>	22,622,962
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Less deductions allowed by law:

Water Supply System Revenue Bonds Series 1993	-
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Combined sewer overflow abatement project	1,105,404
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Net debt applicable to debt limit	<u>21,517,558</u>
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Legal debt margin	<u><u>\$ 228,098,262</u></u>
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**Source:** City of Birmingham Finance Department

<sup>a</sup>The legal debt limit is set forth in section 117.4a of Act 279 of 1909 (Home Rule City Act). This defines allowed deductions.

<sup>b</sup>Act No. 202, P.A. 1943 as amended by Act No. 42, P.A. 1960 defines assessed valuation.

<sup>c</sup>See Summary of Outstanding Debt 2016-2017 in Debt Administration section of this budget.



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

**City of Birmingham**  
**Ratio of Net General Obligation Bonded Debt to Taxable Value and**  
**Net General Obligation Bonded Debt per Capita**  
**Last Ten Fiscal Years**

<b>Fiscal Year Ended</b>				<b>Gross</b>	<b>Less: Debt</b>	<b>Less: Debt</b>
<b>June 30</b>	<b>Population<sup>f</sup></b>	<b>Taxable Value<sup>a</sup></b>		<b>Bonded Debt<sup>b</sup></b>	<b>Service Fund<sup>c,d</sup></b>	<b>Payable From Enterprise Revenues<sup>e</sup></b>
2006	19,337	\$1,850,065,330	\$	56,064,933	\$ 102,105	\$ 1,725,000
2007	19,490	1,971,748,670		52,321,372	107,427	725,000
2008	19,555	2,112,231,051		52,569,570	103,268	-
2009	19,286	2,100,386,533		49,760,886	116,047	-
2010	20,460	2,024,142,830		46,115,399	92,639	-
2011	20,103	1,878,120,360		42,258,891	59,120	-
2012	20,284	1,786,600,280		38,114,277	27,942	-
2013	20,682	1,791,720,590		33,779,352	16,734	-
2014	20,920	1,842,028,420		30,450,734	17,962	-
2015	21,805	1,895,084,170		26,556,678	36,390	-

<sup>a</sup>See "Assessed and Taxable Values" schedule in this section.

<sup>b</sup>*Gross Bonded Debt* includes general-obligation (g.o.) bonds and contractual obligations supported by property taxes. The g.o. bonds have been issued by the City. The contractual obligations represent the City share of bonds issued by other governmental entities. (See the Debt Administration section of this budget for details.) *Gross Bonded Debt* also includes the Brownfield redevelopment loan from the State of Michigan which is funded by property taxes captured through tax-incremental financing. The amount for *Gross Bonded Debt* does not include revenue bonds or contractual obligations repaid from the Enterprise Funds (user charges).

All amounts are net of related premiums, discounts, and adjustments.

<sup>c</sup>Amount restricted for repayment of general-obligation bonds in the governmental activities.

Prior to the 2016-2017 budget, this column reported Cash in the Debt-Service Fund(s). Beginning with the 2016-17 budget, this column more appropriately reports Restricted Net Assets in the Debt-Service Fund(s). For years 2006 through 2008, there is no change in amount. The differences for years 2009 - 2014 are small and have a negligible effect on Net Bonded Debt.

<sup>d</sup>Beginning in fiscal year 2003 and in accordance with GASB 34, several bond issues are now more appropriately accounted for in the Sewage-Disposal Fund rather than the Debt-Service Funds. These bond issues include the 2000 Sewer Improvement bonds, the CSO obligations, the George W. Kuhn Drain bonds, and the North Arm Drain bonds.

<sup>e</sup>These amounts represent the general-obligation bonds repaid from the Automobile Parking System Fund. They were paid in full in fiscal year 2008.

<sup>f</sup>Data for fiscal year 2011 is from U.S. Census Bureau for 2010. Estimates for fiscal years 2006-2010 and 2012-2015 are from SEMCOG (Southeast Michigan Council of Governments).

		Ratio of Net Bonded Debt to		Net Bonded	
<u>Net Bonded Debt</u>		<u>Taxable Value</u>		<u>Debt Per Capita</u>	
\$	54,237,828	2.93%	\$	2,805	
	51,488,945	2.61%		2,642	
	52,466,302	2.48%		2,683	
	49,644,839	2.36%		2,574	
	46,022,760	2.27%		2,249	
	42,199,771	2.25%		2,099	
	38,086,335	2.13%		1,878	
	33,762,618	1.88%		1,632	
	30,432,772	1.65%		1,455	
	26,520,288	1.40%		1,216	

**City of Birmingham**  
**Ratio of Annual Debt-Service Expenditures**  
**For General-Obligation Bonded Debt<sup>a</sup>**  
**To Total General Governmental Expenditures**  
**Last Ten Fiscal Years**

<b>Fiscal Year Ended</b>			<b>Total Debt</b>	<b>Total General</b>	<b>Ratio of Debt</b>
<b><u>June 30</u></b>	<b><u>Principal</u></b>	<b><u>Interest</u></b>	<b><u>Service</u></b>	<b><u>Governmental</u></b>	<b><u>Service To</u></b>
				<b><u>Expenditures<sup>b</sup></u></b>	<b><u>General</u></b>
					<b><u>Governmental</u></b>
					<b><u>Expenditures</u></b>
2006	\$ 2,556,808	\$ 2,123,907	\$ 4,680,715	\$ 35,257,933	13.28%
2007	2,928,064	1,929,315	4,857,379	32,398,174	14.99%
2008	3,097,609	1,872,582	4,970,191	32,091,958	15.49%
2009	3,211,453	1,869,365	5,080,818	33,354,892	15.23%
2010	3,608,306	1,695,534	5,303,840	34,172,346	15.52%
2011	3,860,578	1,469,010	5,329,588	30,045,688	17.74%
2012	4,148,136	1,402,953	5,551,090	31,737,646	17.49%
2013	4,337,888	1,282,339	5,620,227	33,302,692	16.88%
2014	3,689,895	1,159,807	4,849,702	33,268,479	14.58%
2015	3,850,277	1,040,542	4,890,819	37,676,088	12.98%

**Source:** City of Birmingham Finance Department

<sup>a</sup>Includes all general-obligation bonds and all contractual obligations supported by property taxes.

Any general-obligation bonds not supported by property taxes have been excluded. All of the excluded bonds were reported in Enterprise Funds in fiscal year 2009-2010 and prior. The Brownfield Redevelopment Loan, obtained in fiscal year 2005-2006, is also not included. Repayment of this loan is funded by property taxes captured through tax-incremental financing.

<sup>b</sup>Includes all expenditures of the General Fund, Special Revenue Funds, Debt-Service Fund, and Capital Projects Fund, including expenditures for debt-service and capital outlay.

**City of Birmingham**  
**Computation of Direct and Overlapping Bonded Debt**  
**General-Obligation Bonds**  
**June 30, 2015**

<b>Jurisdiction</b>	<b>Net General Obligation Bonded Debt Outstanding</b>	<b>Estimated Percent Applicable to Government</b>	<b>Amount Applicable to Government</b>
DIRECT - City of Birmingham <sup>a</sup>	\$ 26,520,288	100.00%	\$ 26,520,288
OVERLAPPING <sup>b</sup>			
Birmingham School District	197,340,000	43.43%	85,704,762
Oakland County	426,396,226	3.78%	16,117,777
Oakland County Community College	54,540,000	3.80%	2,072,520
Oakland Intermediate School District	2,355,000	3.81%	89,726
TOTAL	<u>\$ 707,151,514</u>		<u>\$ 130,505,073</u>

<sup>a</sup>See "Ratio of Net General Obligation Bonded Debt to Taxable Value" schedule in this section for calculation of this number. This amount includes bonded debt and contractual obligations supported by property taxes. It also includes the Brownfield loan which is funded by property taxes captured through tax-incremental financing. The amount is net of all related premiums, discounts, adjustments. It is also net of funds restricted to repayment of debt.

<sup>b</sup>Information provided by the City's bonding agent, Bendzinski & Co., courtesy of the Municipal Advisory Council of Michigan. The percentages for each overlapping entity are calculated by dividing the City's 2014 taxable value by the taxable value for each entity.



**City of Birmingham  
Principal Employers  
Current Year and Nine Years Ago**

<b>Employer</b>	<b>Product or Service</b>	<b>2016<sup>a</sup></b>		
		<b>Employees</b>	<b>Rank</b>	<b>Percentage of Total City Employment<sup>c</sup></b>
Birmingham Public Schools <sup>d</sup>	Primary education	1,100	1	6.32%
McCann Worldgroup	Advertising and marketing	700	2	4.02%
Townsend Hotel	Hotel/restaurant	210	3	1.21%
ShiftDigital	Digital marketing & technology	161	4	0.92%
City of Birmingham <sup>e</sup>	Government services	141	5	0.81%
Kroger Co. of Michigan	Supermarket chain	140	6	0.80%
Birmingham Family YMCA	Health & fitness	130	7	0.75%
Coldwell Banker Weir Manuel	Real estate sales	120	8	0.69%
UBS Financial Services	Wealth management	106	9	0.61%
Hall & Hunter Realtor	Real estate sales	104	10	0.60%
Munder Capital Management	Investment counselors			
Uptown Entertainment	Theater operator			
Morgan Stanley	Securities broker			
Peabody's of Birmingham	Restaurant			
Cameron Mitchell Restaurants	Restaurant			
<b>Total</b>		<b>2,912</b>		<b>16.73%</b>

<sup>a</sup>Sources include Reference USA, an on-line data base (<http://www.referenceusa.com>) and previous Top Employer lists used by the Birmingham Finance Dept.

All companies in the top ten for 2016 were contacted directly to obtain or confirm 2016 employment data. Those that did not respond have not been included.

Numbers reported by the employers may include part-time employees; or, in the case of realtors, the numbers may include independent contractors.

<sup>b</sup>The primary source is the 2007 Community Profile prepared by Oakland County Planning & Economic Development as modified by the City Finance Department.

<sup>c</sup>The source for total employment data is SEMCOG (Southeast Michigan Council of Governments).

The number used for 2007 is 22,802 based on an estimate for 2000. The number used for 2016 is 17,417 based on an estimate for 2015 by SEMCOG.

These numbers do not include construction, farming, or military employment.

They do include full-time and part-time as well as the self-employed.

<sup>d</sup>The 2016 number represents all school district employees, not just employees working within Birmingham city limits.

<sup>e</sup>Reflects budgeted full-time positions excluding component units.

2007 <sup>b</sup>		
Employees	Rank	Percentage of Total City Employment <sup>c</sup>
867	1	3.80%
275	2	1.21%
175	6	0.77%
180	4	0.79%
189	3	0.83%
177	5	0.78%
150	7	0.66%
120	8	0.53%
115	9	0.50%
110	10	0.48%
2,358		10.35%

**City of Birmingham**  
**Demographic and Economic Statistics**  
**Last Ten Calendar Years**

<b>Calendar</b>		<b>Number</b>	<b>Median</b>	<b>Per</b>		<b>Total</b>	<b>Public</b>	
<b>Year</b>	<b>Population<sup>a</sup></b>	<b>of</b>	<b>Household</b>	<b>Capita</b>	<b>Median</b>	<b>School</b>	<b>School</b>	<b>Unemployment</b>
		<b>Households<sup>a</sup></b>	<b>Income<sup>b</sup></b>	<b>Income<sup>c</sup></b>	<b>Age<sup>d</sup></b>	<b>K-12<sup>e</sup></b>	<b>K-12<sup>f</sup></b>	<b>Rate<sup>g</sup></b>
2006	19,490	9,385	\$ 106,523				2,271	3.5
2007	19,555	9,460	106,515				2,311	3.8
2008	19,286	9,350	85,657	\$ 70,065			2,366	4.5
2009	20,460	8,943	86,913	70,208			2,397	8.6
2010	20,103	9,039	101,529	69,151	41.9	3,452	2,457	8.1
2011	20,284	9,062	100,473	67,580	41.6	3,464	2,617	6.4
2012	20,682	9,192	100,789	68,806	41.5	3,467	2,685	5.6
2013	20,920	9,250	98,750	67,663	40.8	3,442	2,717	5.1
2014	21,805	9,592	107,161	69,172	40.5	3,749	2,765	4.4
2015	22,219	9,724					2,535	3.1

**Sources:**

<sup>a</sup>2010 data is from U.S. Census Bureau for 2010.

Estimates for 2006-2009 and 2011-2015 are from SEMCOG, Southeast Michigan Council of Governments.

<sup>b</sup> 2006-2009 Estimates are from Oakland County Planning & Economic Development. 2010-2014 estimates are from US Census Bureau 5-Yr American Community Survey.

<sup>c</sup>Estimated per capita income figures for non-census years are not readily available below the county level. The amount shown for 2008 is an estimate based on revised values for three surrounding communities within Oakland County with a population greater than 20,000. It is assumed that no significant changes occurred in the relative values between Birmingham and these larger surrounding communities between 2000 (the most recent U.S. Census year) and 2008. This estimate was prepared by the Birmingham Finance Department. 2009 - 2014 estimates are from the US Census Bureau 5-Yr American Community Survey.

<sup>d</sup> 2010 data is from U.S. Census Bureau for 2010.

2011- 2014 estimates are from US Census Bureau 5-Yr American Community Survey.

<sup>e</sup>Represents Birmingham residents enrolled in public and private schools, kindergarten through high school.

2010-2014 estimates are from U.S. Census Bureau 5-Yr American Community Survey.

<sup>f</sup>Per Birmingham Public Schools. Data reflects enrollment of Birmingham residents.

<sup>g</sup>Data is from the Michigan Department of Technology, Management and Budget (DTMB) and reflects the annual average as of December 31.

## City of Birmingham

### Miscellaneous Statistical Data

Original Incorporation	01/08/1864	Village Form
Second Charter	06/02/1885	Village Form
Third Charter	1917	Manager, Trustee Form
First City Charter	1927	Commission Form
Current Home Rule City Charter	04/03/1933	Manager, Commission Form

Area Incorporated: 4.73 square miles

Streets and Alleys		Water Distribution System	
Miles of streets:	84.95	Customers	8,545
Major	21.87	Meters	8,663
Local	63.08	Miles of water mains	100.85
Sidewalks in miles	129.13	Fire hydrants:	
Bridges	9	City-owned	862
		Privately owned	0
		Total number of line gate valves	1,289
		Storage tanks: 500,000 gal. each	2

Building Data 2014-2015		Sewage Collection System	
Building permits	990	Miles of sanitary sewers	115.41
Construction value	\$94,517,000		

2015-2016 Fire Protection (Budgeted positions)		Parking System	
Stations	2	Parking structures	5
Regular firefighters (not including chiefs)	27	Parking-metered spaces	1,238
Volunteers	0	Total public parking spaces	4,817

2015-2016 Police Protection (Budgeted positions)		Election Data	
Precincts	1	Registered voters, Nov. 2015	16,830
Regular police (not including chiefs)	29	Ballots cast, Nov. 2015 election	3,853
Auxiliary	17	Percent voting	23%
		Registered voters, June 30, 2015	16,506

2015-2016 Budgeted Employees (not including Library)		Library 2014-2015	
Full-time personnel	143	Registered patrons	44,674
Part-time personnel	109	Book collections	143,623

Population Data			
1970 federal census	26,170	Audiovisual collections	43,039
1980 federal census	21,689	Items circulated	593,922
1990 federal census	19,997	Patron visits	288,124
2000 federal census	19,291	Circulation per capita (1)	16.8
2010 federal census	20,103	Program attendance	27,190

(1) Based on population for the service area of the library: Birmingham, Beverly Hills, and Bingham Farms.



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **GLOSSARY OF KEY CONCEPTS**

**Accrual Basis:** Accounting which recognizes transactions when they occur, regardless of the timing of related cash flows. The application of accrual accounting techniques prevents distortions in financial-statement representations because of shifts in the timing of cash flows and related underlying economic events near the end of a fiscal period. The accrual basis of accounting is utilized in developing the Enterprise Funds' budgets.

**Activity:** A specific and distinguishable line of work performed by one or more organizational components of a governmental unit for the purpose of accomplishing a function for which the unit is responsible. For example, "Elections" is an activity of the City Clerk's Office.

**Appropriation:** An authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose.

**Approved Budget:** The revenue and expenditure plan for the City for the fiscal year as reviewed and approved by the City Commission.

**Assessed Valuation:** The taxable value placed upon property as a basis for levying taxes, equal to 50% of market value, as required by state law.

**Assets:** Resources owned or held by a government which have monetary value.

**Available (Undesignated) Fund Balance:** The funds remaining from the prior year which are available for appropriation and expenditure in the current year.

**Balanced Budget:** A budget in which total estimated expenditures/expenses, including an accrued deficit in the budget, shall not exceed the total estimated revenues, including an available unappropriated surplus.

**Bond (Debt Instrument):** A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital improvements.

**Budget:** A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

**Budget Adjustment:** Adjustment made to the budget during the fiscal year by the City Commission to account properly for unanticipated changes which occur in revenues and/or expenditures and for program initiatives approved during the fiscal year.

**Budget Calendar:** The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.

**Budgetary Center:** A general operating department of a local governmental unit, or any other department, institution, board, commission, agency, office, program, activity or function to which money is appropriated by the local unit.

**Capital Asset:** An asset used in City operations, costing more than \$1,500 (\$500 for computer equipment), and having a useful life of more than one year. A capital asset may be infrastructure or non-infrastructure. Examples of infrastructure include roads, bridges, sidewalks, water system, sewer system, street lighting system. Examples of non-infrastructure capital assets include land, land improvements, buildings, building improvements, vehicles, machinery and equipment, furniture and computer equipment

**Capital Budget:** A plan of proposed capital expenditures and the means of financing them. The capital budget is enacted as part of the City's consolidated budget, which includes both operating and capital outlays and is based on a capital improvements program (CIP).

**Capital Improvements Program:** A plan for capital expenditures to be incurred each year over a period of five future years, setting forth each capital project, the amount to be expended in each year, and the method of financing those expenditures.

**Capital Outlay/Expenditure:** An expenditure which results in the acquisition of a capital asset, or an addition/improvement to an existing capital asset. (See Capital Asset.)

**Capital Projects Fund:** A fund created to account for all resources used for the acquisition of designated fixed assets by a governmental unit, except those financed by special assessment or by an Enterprise Fund.

**Component Units:** Legally separate organizations for which the elected officials of the primary government are financially accountable. In addition, a component unit can be another organization for which the nature and significance of its relationship with a primary government is such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

**Debt-Service Fund:** A fund to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

**Department:** A major administrative division of government.

**Depreciation:** That portion of the cost of a capital asset used during the year to provide service.

**Encumbrances:** Obligations in the form of purchase orders for contract commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is set up.

**Enterprise Funds:** A fund established to account for operations that are financed and operated in a manner similar to a private business; i.e., the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis shall be financed or recovered primarily through user charges. Birmingham has Enterprise Funds for water, sewers,

parking and golf courses. Enterprise Funds, unlike governmental funds, record land, buildings and equipment as assets and expense depreciation on them.

**Expenditure:** The cost of goods delivered and services rendered, whether paid or unpaid, including expenses, debt retirement not reported as a liability of the fund from which retired, or capital outlay.

**Fiscal Year:** A twelve-month period designated as the operating year for an entity. The fiscal year for the City of Birmingham is July 1- June 30.

**Fund:** A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein, which are segregated for the purpose of carrying on specific activities.

**Fund Balance:** The difference between the financial assets of the fund and certain liabilities expected to be liquidated in the near future from those assets, i.e., the equity (net assets) in a governmental fund.

**General Fund:** The City's major operating fund, which accounts for all financial resources except those required to be accounted for in another fund.

**Goal:** A long-term, attainable target for an organization – its vision of the future.

**Governmental Accounting Standards Board (GASB):** The purpose of the Governmental Standards Board is to establish and improve standards of state and local governmental accounting and financial reporting standards.

**Governmental Funds:** A fund that is used to account for governmental activities that are principally supported by taxes and intergovernmental revenues. Please see definition of Fund.

**Infrastructure:** The basic physical framework or foundation of the City; i.e., its roads, bridges, sidewalks, water system and sewer system.

**Labor Burden:** All benefits provided to employees other than direct compensation.

**Liability:** Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date. NOTE: The term does not include encumbrances.

**Line-Item Budget:** A budget which emphasizes allocations of resources to specific organizational units or particular objects of expenditures, such as personnel services, supplies, and capital outlay. Line-item budgets may be organized to provide accountability at varying levels, such as departments, divisions or agencies.

**Local Streets:** Streets within and under the jurisdiction of the City, exclusive of state trunk-line highways, county roads and streets included in the Major Street system.



**Long-Term Debt:** Debts that will not be paid or otherwise satisfied within one year or the normal operating cycle.

**Major Streets:** Those City streets of the greatest general importance to the City. This category includes streets carrying relatively high traffic volume in serving one or more of the following: extensions to state trunk lines on county primary roads; traffic demands created by industry, commercial, educational, or other traffic-generating centers; circulation of traffic in and around the Central Business District; designated truck routes; or connector streets served by an extensive network of Local Streets.

**Mill:** A taxation unit equal to one dollar of tax obligation for every \$1,000 of taxable valuation of property.

**Millage:** The total tax obligation per \$1,000 of assessed valuation of property.

**Modified Accrual:** Accounting which recognizes revenues in the accounting period in which they are both measurable and available to finance expenditures. Expenditures are generally recognized in the accounting period in which they are both measurable and incurred. The modified accrual basis of accounting is utilized in the preparation of budgets for all governmental fund types, which include the General Fund, Special Revenue Funds and the Debt Service Fund contained in this document.

**Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget:** Items which cause expenditure objects (personnel, supplies, other and capital) to vary up or down by a material amount from last year's budget.

**Object:** An expenditure category within each activity made up of sub-objects. City objects include personnel services, supplies, other charges and capital outlays.

**Objective:** A specific measurable and observable result of an organization's activity which advances the organization toward one of its goals.

**Other Charges:** An expenditures object within an activity which includes, for example, professional services, utilities, rents and transportation.

**Performance Measures:** Specific quantitative measures of work performed within an activity or program (e.g., total miles of streets cleaned). Also, a specific qualitative measure of results obtained through a program of activity (e.g., reduced incidence of vandalism because of a new street-lighting program).

**Personnel Services:** Items of expenditures in the operating budget for salaries and wages paid for services performed by City employees and the incidental fringe-benefit costs associated with City employment.

**Policy:** A plan, course of action or guiding principle designed to set parameters for decision and actions.

**Proprietary Funds:** A fund used to account for a government's business-type activities that are intended to recover all or a significant portion of their costs through user fees and charges. Please see definition of Fund.

**Recommended Budget:** The City's revenue and expenditure plan for the fiscal year, as prepared and recommended by the City Manager for City Commission consideration.

**Revenue:** An addition to the assets of a fund which does not increase a liability, does not represent the recovery of an expenditure, does not represent the cancellation of a liability without a corresponding increase in any other liability or a decrease in assets, and does not represent a contribution of fund capital to enterprise or to intra-governmental service funds.

**Sewage Fund:** This Enterprise Fund accounts for the operation of the City's sewer system. The revenues consist of charges for services to City businesses and residences.

**Special Revenue Fund:** A fund to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes.

**State Equalized Value (SEV):** The proportion of true cash value at which property shall be assessed. SEV is 50% of true cash value.

**Supplies:** An expenditures object within an activity which includes all supplies that have a useful life of less than one year and/or a purchase price of less than \$500.

**Taxable Value:** A value that is established for real and personal property for use as a basis for levying property taxes.

**Unassigned fund balance:** Residual net resources, i.e., surplus (total fund balance in the general fund in excess of non-spendable, restricted, committed, and assigned fund balance) or deficit (excess of non-spendable, restricted and committed fund balance over total fund balance).

**User Charges:** The payment of a fee for direct receipt of a public service by the party who benefits from the service.

**Water-Supply System Receiving Fund:** This Enterprise Fund accounts for the operation of the City's water system. The revenues consist of charges for services to City businesses and residences.



*City of Birmingham, Michigan  
2016-2017 Recommended Budget*

## **ABBREVIATIONS & ACRONYMS**

APS	Automobile Parking System
CAFR	Comprehensive Annual Financial Report
CBD	Central Business District
CDBG	Community Development Block Grant
CDD	Community Development Department
CIP	Capital Improvements Program
CLEMIS	Courts and Law Enforcement Management Information System
CPR	Cardio-Pulmonary Resuscitation
CSO	Combined Sewer Overflow
DPS	Department of Public Services
DWSD	Detroit Water and Sewerage Department
EMS	Emergency Medical Service
EMTs	Emergency Medical Technicians
EPS	Engineering and Public Services
FAR	Birmingham Friends And Relatives Conservatory for the Ice Arena
FY	Fiscal Year
GAAFR	Governmental Auditing, Accounting & Financial Reporting
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographic Information System
HAVA	Help America Vote Act
MDEQ	Michigan Department of Environmental Quality
MFRs	Medical First Responders
MIOSHA	Michigan Occupational Safety and Health Act
MTTB	Multi-Modal Transportation Board
MSFTC	Michigan State Firefighter and Training Council
NFPA	National Fire Protection Association
NPDES	National Pollution Discharge Elimination System
SEV	State Equalized Value
SOCRRA	South Oakland Resource Recovery Authority
SOCWA	South Oakland County Water Authority
TIF	Tax Increment Financing
TV	Taxable Value



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