

**BIRMINGHAM CITY COMMISSION AGENDA**  
**PUBLIC HEARINGS ON 2017-2018 RECOMMENDED BUDGET**  
**APRIL 22, 2017**  
**MUNICIPAL BUILDING, 151 MARTIN**  
**8:30 A.M.**

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.

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mark Nickita, Mayor

**II. ROLL CALL**

Cherilynn Brown, City Clerk

**III. PUBLIC HEARING – 2017-2018 RECOMMENDED BUDGET**

		<u>Budget Page #</u>
8:30 A.M.	1. Budget Presentation – Video .....	None
8:45 A.M.	2. General Fund	
	Commission.....	88
	Manager's Office.....	94
	City Hall & Grounds.....	100
	Property Maintenance-Library.....	106
	Legal.....	238
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9:15 A.M.	Community Development	
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9:45 A.M.	Public Safety	
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10:15 A.M.	Engineering.....	182
	Sidewalks .....	188
	Alleys .....	192
10:30 A.M.	Public Services	
	General .....	198
	Property Maintenance .....	202
	Weed/Snow Enforcement .....	206
	Ice Sports Arena .....	210
	Community Activities .....	216
	Parks & Recreation .....	220
11:00 A.M.	3. Special Revenue Funds	
	Major Streets .....	252
	Local Streets .....	263
	Community Development Block Grant .....	270
	Solid-Waste Disposal .....	274
11:30 A.M.	4. Enterprise Funds	
	Automobile Parking System .....	302
	Water Supply System .....	312
	Sewage Disposal .....	322
	Municipal Golf Courses.....	330 & 334
12:00 P.M.	5. Information Technology .....	342

## **12:15 – 12:45 - LUNCH**

		<u>Budget</u>	<u>Page #</u>
12:45 P.M.	6. Birmingham Historical Museum		
	Allen House .....	228	
	Hunter House .....	232	
1:00 P.M.	7. Principal Shopping District .....	366	
1:15 P.M.	8. Baldwin Public Library .....	355	
1:30 P.M.	9. Brownfield Redevelopment Authority .....	372	
1:40 P.M.	10. Triangle District Corridor Improvement Authority.....	376	
1:50 P.M.	11. Greenwood Cemetery Perpetual Care Fund.....	292	
2:00 P.M.	12. Debt Service Fund.....	282	
2:10 P.M.	13. Capital Projects Fund .....	379	
2:20 P.M.	14. Public Comment		

### **IV. ADJOURN**

*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 2017-2018 BUDGET**

### **City Commission**

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

### **City Manager**

**Joseph A. Valentine**

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

**Mark Gerber**





***City of Birmingham, Michigan  
2017-2018 Recommended Budget***

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## COMMUNITY PROFILE





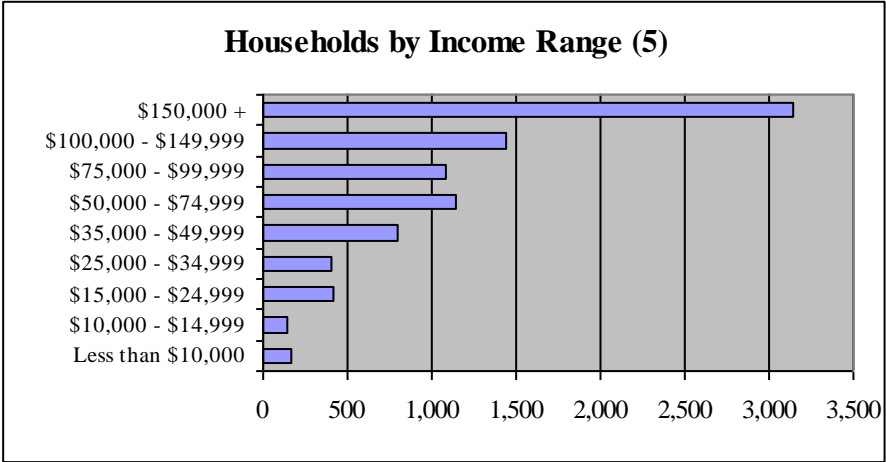
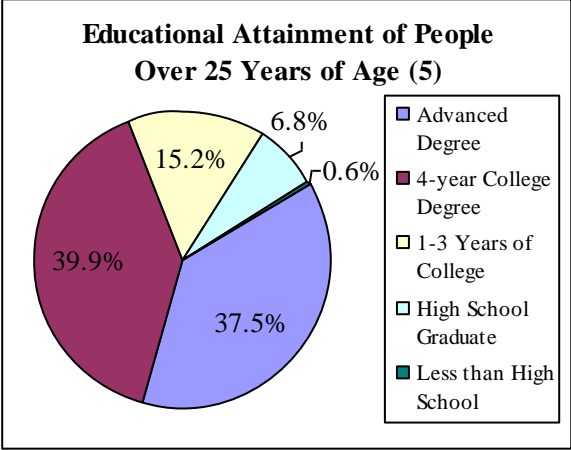
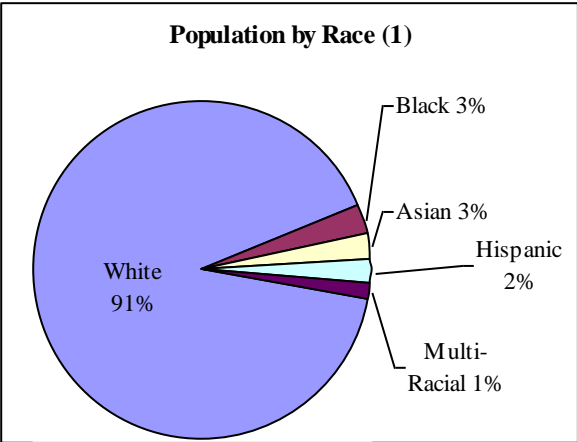
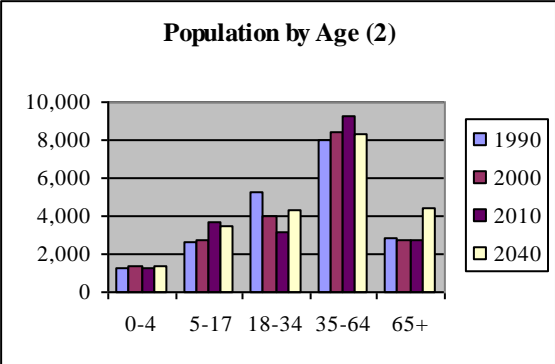
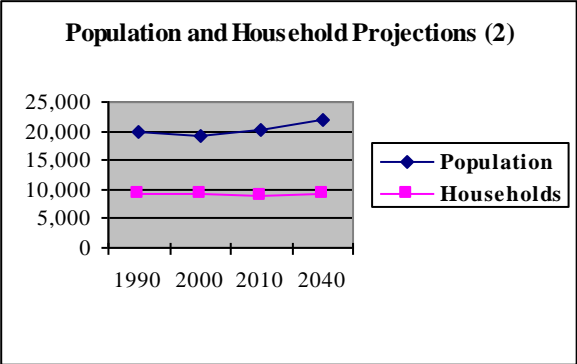
- According to the 2010 U.S. Census, Birmingham currently has a population of 20,103 with the Southeast Michigan Council of Governments (SEMCOG) projecting growth to a population of 21,800 by 2040.
- The average selling price of a single-family home was \$510,300 in 2016, a slight decrease from the prior 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 4<sup>th</sup> in Best Places to Live in Michigan (2016) by Niche.
- Birmingham was ranked 4<sup>th</sup> in Safest Places in Michigan (2016) with populations of 20,000 or more by ValuePenguin.
- 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



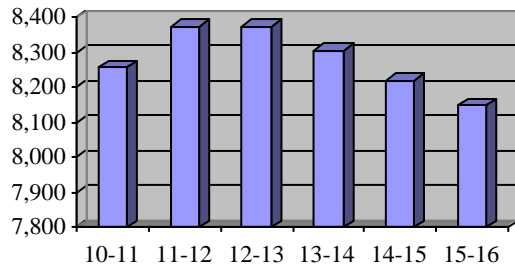
Median  
Household  
Income (5)  
\$108,135



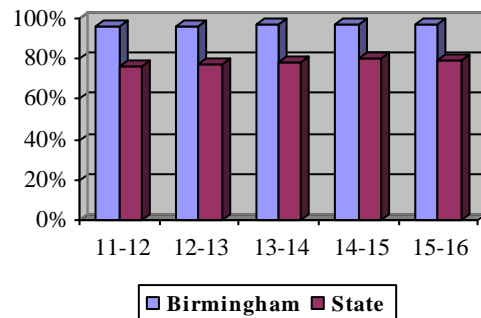
# City of Birmingham, Michigan

## Education (6)

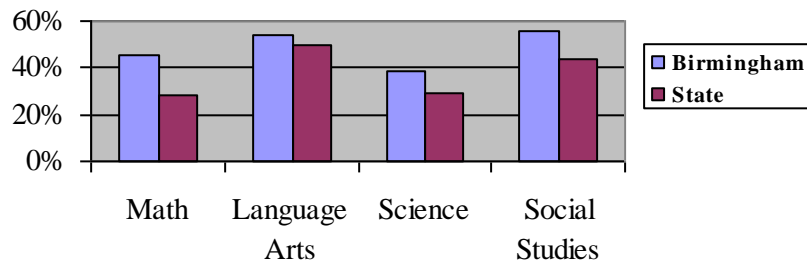
**Birmingham Public Schools  
All Students (3)**



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

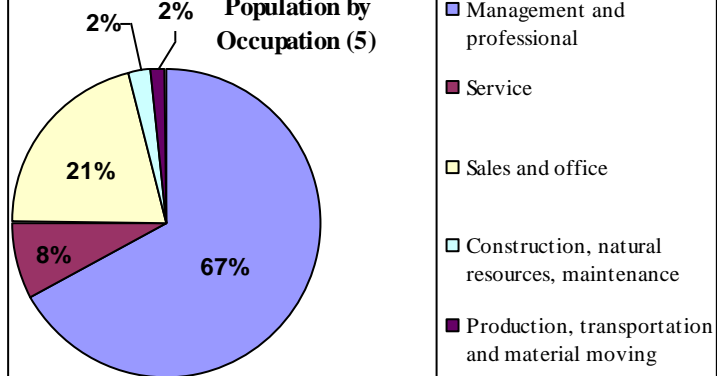


**Birmingham Public Schools 11th Grade M-STEP Results  
% of Students at Advanced or Proficient Levels  
2014-2015 (3)**

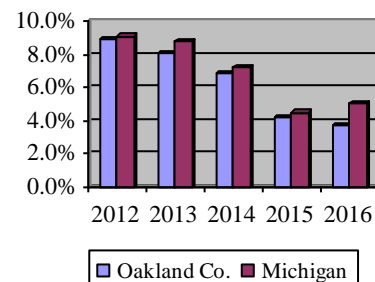


## Labor

**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 2017-2018 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.

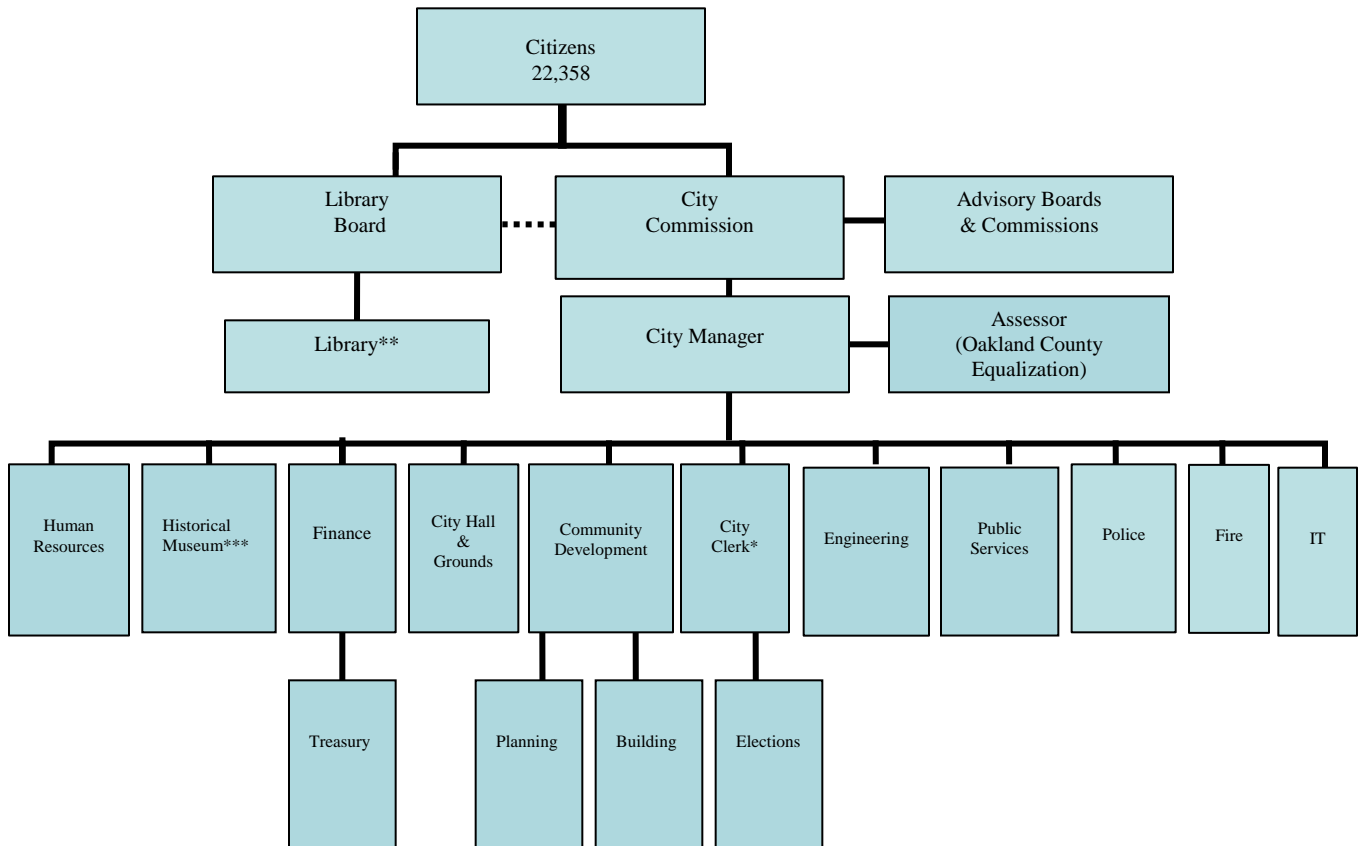
The budget document has been set up to provide information to all interested parties regarding the amount, type and nature of services provided. It specifically identifies personnel costs and the amounts of supplies, other charges and capital items that are associated with an activity’s performance of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

### 2017-2018 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, 2016**

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, 2016.

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.



April 7, 2017

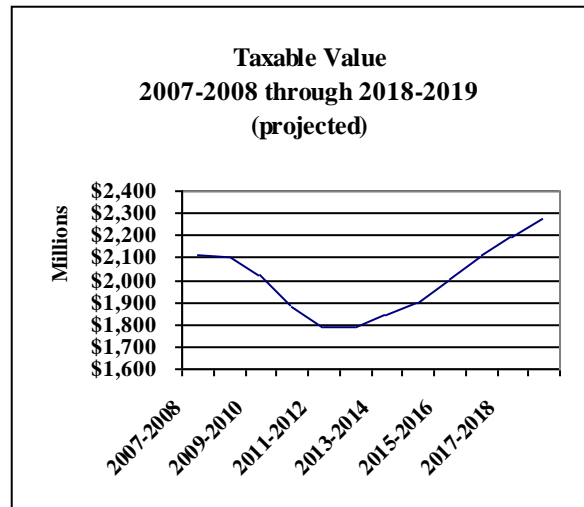
To the Honorable Mayor and City Commission Members:

With this letter, I am pleased to submit the recommended 2017-2018 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 (2018-2019) 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. Over the next four years taxable values declined by approximately 16%. Then in 2013-2014 the City's taxable value began to increase as the real estate market recovered. As a result of investment in the City, taxable values have increased significantly in the past two fiscal years, increasing 5.6% in 2015-2016 and 5.5% in 2016-2017. The 2016-2017 taxable values were just shy of the peak reached in 2007-2008. The recommended budget for 2017-2018 anticipates a 4% increase in taxable values, while 2018-2019 is projected increase 3.5%.



Property tax revenue is the City's single largest revenue source and accounts for 69% of the City's General Fund revenues (excluding draw from fund balance) and 46% of all revenues (excluding transfers).

The future for the state and our local economy is looking stable. The automotive industry, which was severely hurt by the financial crisis, has rebounded significantly. U.S. auto sales were up .3% in 2016 breaking the previous year's record. Most experts believe that auto sales will decrease slightly in the coming years but will still remain strong. The state's unemployment rate has decreased from a high of 14.9% in 2009 to 5.1% at the end of 2016, while Oakland County's rate has decreased from 14.8% to 3.7% at the end of 2016. As a result of low interest rates and low unemployment, building permit revenue has been strong since fiscal year 2013-2014. The number of building permits issued has grown from approximately 3,300 in fiscal year 2012-2013 to approximately 4,200 in fiscal year 2015-2016. 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.

### Legacy Costs

Pension contributions are projected to decrease slightly by \$42,000 for fiscal year 2017-2018 and then increase in 2018-2019 by \$116,000. Retiree health care costs are projected to decrease approximately \$694,000 in fiscal year 2017-2018 and then remain approximately the same in 2018-2019. These amounts were calculated using the actuary contribution rates as prescribed in the June 30, 2016 valuations for retirement and retiree health care funds and staffing as of the time of budget preparation. Future retirements of individuals in 2017-2018 and 2018-2019 would reduce the above costs. The City has managed these costs by closing both systems and providing new employees with defined contribution retirement and retiree health savings 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, 19 full-time positions have been added since fiscal year 2012-2013. As part of a strategic realignment, the 2017-2018 recommended budget proposes to increase the number of full-time employees by four. This brings the total number of full-time staff to 150 (excluding the Baldwin Public Library) which is 78% of the full-time staff the City employed in fiscal year 1999-2000. The budget recommends the following changes: add a full-time planner to replace a part-time planner and intern, add an assistant city manager, add a communications director, add a dispatcher, add a parks and forestry operator, and replace the full-time IT manager with a contractual IT manager.

### 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 2017-2018 includes a total of \$7.5 million in capital improvements, excluding component units. 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***

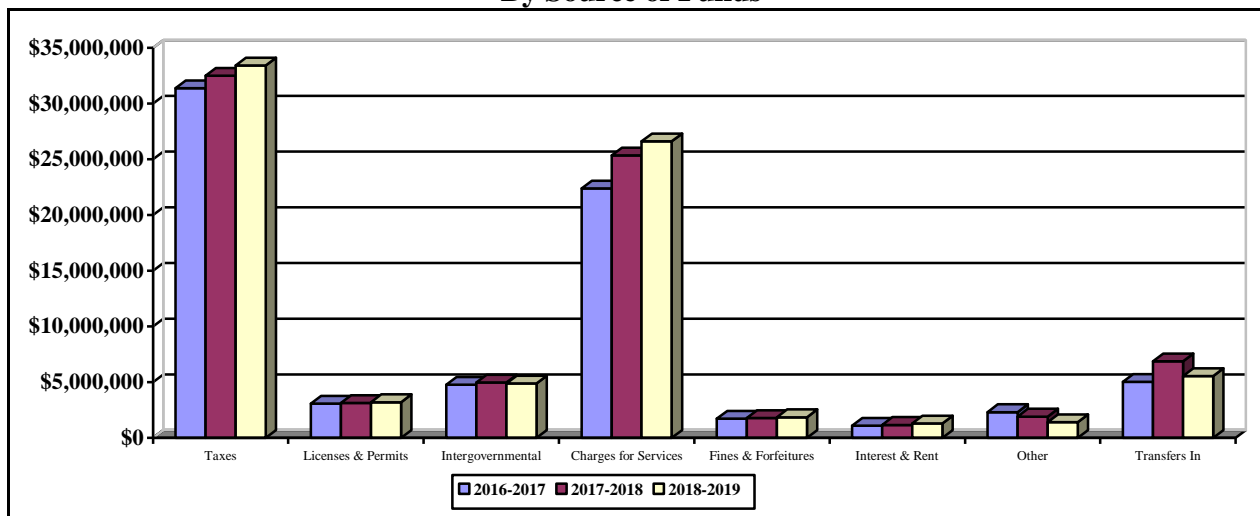
The total recommended budget for fiscal year 2017-2018 for all funds, including component units, is \$72,229,900. Overall this represents a decrease of \$10,743,629, or 13%, from the prior year's amended budget as explained further in this letter:



	Amended <u>2016-2017 Budget</u>	Recommended <u>2017-2018 Budget</u>	Planned <u>2018-2019 Budget</u>
General Fund	\$ 32,261,789	\$ 33,981,640	\$ 33,091,690
Special Revenue Funds	10,956,935	6,590,300	8,485,910
Debt Service Fund	1,627,600	1,650,950	1,584,750
Capital Projects Fund	3,942,920	1,344,070	410,000
Permanent Fund	-	-	20,000
Enterprise Fund	26,190,338	22,578,650	22,451,950
Internal Service Fund	1,174,027	971,500	890,000
Component Units	6,819,920	5,112,790	5,235,090
Citywide Total	<u>\$ 82,973,529</u>	<u>\$ 72,229,900</u>	<u>\$ 72,169,390</u>

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

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



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

#### **Property Taxes**

Property taxes comprise 46% of all 2017-2018 budgeted revenue, excluding transfers. Property taxes are budgeted in the General Fund, Solid Waste Fund, Debt Service Fund, Water Fund, Sewer Fund, Baldwin Library Fund, and the Brownfield Redevelopment Authority Fund. Property taxes are used for the general operations of the city and library and for the payment of city debt. Property tax revenue is proposed to increase from the 2016-2017 budget by approximately 3.6% as a result of an increase in taxable value. For the 2017-2018 recommended budget, the Oakland County Assessing Department estimated a preliminary increase of 4% 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 2017-2018 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 3% 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. See the Sewage Disposal Fund Summary for more information.

Automobile Parking Fees – Charges for services in the Automobile Parking System comprise 11% of the total 2017-2018 budgeted revenue, excluding transfers. These fees include monthly permits, transient parking fees, on-street meter collections, and parking-related charges. Parking fees for 2017-2018 are estimated based on the current year revenue projections. Parking fee revenue is budgeted to increase approximately 50% as a result of an increase monthly parking fees and an increase in metered parking to reflect current market rates and planned strategic investment in the system. See the Automobile Parking System Fund Summary for more information.

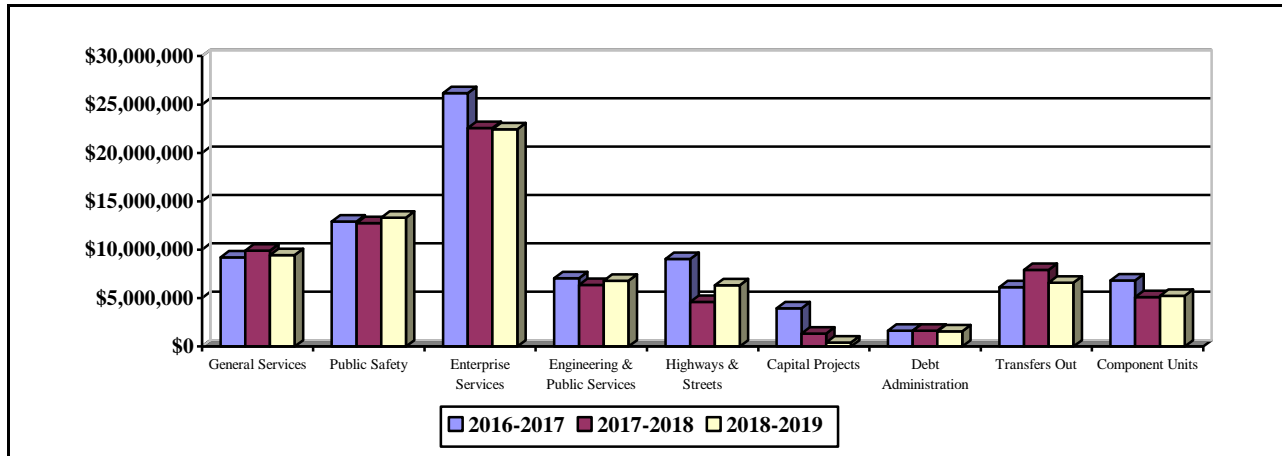
Water Fees – Charges for services in the Water Fund comprise 6% of the total 2017-2018 budgeted revenue, excluding transfers. Water fees include water use charge, meter repair and base charge, and connection and inspection fees. These fees are proposed to increase 2% in 2017-2018. Water use rates are 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. See the Water-Supply System Receiving Fund Summary for more information.

### Licenses and Permits

Building Permits – Building permit revenues comprise 3% of the total 2017-2018 budgeted revenue, excluding transfers. Building permit revenues are proposed to increase slightly from the 2016-2017 budget. Building permits are predicted to remain steady as building activity still remains strong. The biggest factor contributing to the strong building activity is a strong economy with low unemployment and historically low interest rates. Several technological and office enhancements which are planned for the Building Department in 2017-2018 will be paid from these revenues.

### *Expenditure Comparisons:*

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



The two largest areas of expenditures in the 2017-2018 recommended budget are Enterprise Services and Public Safety. These two areas together represent approximately 50% of the total budget. Overall, total expenditures decreased \$10.8 million from the 2016-2017 amended budget of \$83 million to the 2017-2018 recommended budget of \$72.2 million. Significant changes between the 2016-2017 amended budget and the 2017-2018 recommended budget include: 1) \$2.6 million decrease in expenditures in the Capital Projects Fund due to construction of the new Chesterfield Fire Station started in 2016-2017; 2) \$3.6 million decrease in Enterprise Services as a result of a decrease in capital outlay in the Sewer Fund (\$2 million), the Water Fund (\$.9 million), and the Automotive Parking System (\$.6 million); 3) \$1.7 million decrease in Component Units as a result of renovations at the Baldwin Public Library started in 2016-2017; and 4) \$4.4 million decrease in Highways and Streets as a result of significant road projects budgeted in 2016-2017. These decreases were partially offset by an increase in Transfers Out of \$1.7 million.

### **BUDGET HIGHLIGHTS**

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

Total capital outlay for all budgeted funds totals \$7.5 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 2017-2018 are the following:

- \*Sewer improvements and repairs totaling \$1.9 million
- \*\$.6 million in water-main improvements and repairs
- \*\$1.6 million of improvements to the City's streets and sidewalks
- \*Automobile Parking System improvements totaling \$1.5 million
- \*\$.4 million for a new roof at the Baldwin Public Library
- \*\$.5 million for new streetlights on Old Woodward Ave.

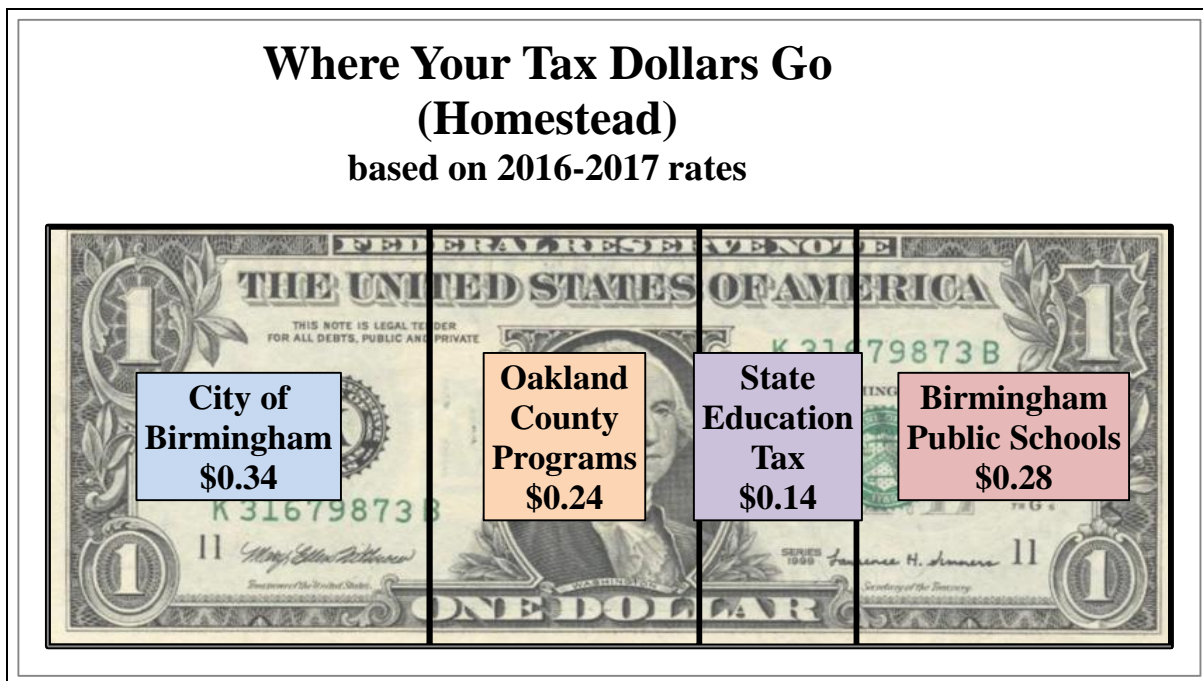
Also, \$1.2 million in vehicle and equipment replacement is planned as well as continued implementation of the Downtown Birmingham 2016 Plan and Triangle District Urban Design Plan.

### ***Property Taxes***

As indicated below, the City's total proposed tax levy of 14.6975 mills represents a decrease of .0639 mills from the prior year's total levy of 14.7614 mills. The City's operating levy is proposed to increase slightly to 11.2481 from the prior year's levy of 11.1843 mills. Included in the City's operating levy for 2017-2018 are .0844 mills for the North Arm Drain; .1828 mills for the George W. Kuhn Drain debt requirements; .3431 mills for the Water Fund; and 2.1962 mills for street improvements. The refuse and debt service levy are proposed to decrease slightly as a result of higher taxable values and refinancing of debt. The levy for the library, at 1.4100 mills, is proposed to remain the same as the prior year's levy as part of a two year increase to partially fund renovations of the adult services area at the library.

	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Recommended</u>	<u>Planned</u>
City Operating Levy	11.6883	11.6883	11.6883	11.4943	11.1843	11.2481	11.1986
Library Levy	1.1000	1.1000	1.1000	1.1000	1.4100	1.4100	1.3957
Refuse Levy	0.8798	0.9253	0.9585	0.9170	0.8687	0.8349	0.8079
Debt Levy	<u>1.7960</u>	<u>1.3599</u>	<u>1.3394</u>	<u>1.3156</u>	<u>1.2984</u>	<u>1.2045</u>	<u>1.1559</u>
Total	<u>15.4641</u>	<u>15.0735</u>	<u>15.0862</u>	<u>14.8269</u>	<u>14.7614</u>	<u>14.6975</u>	<u>14.5581</u>

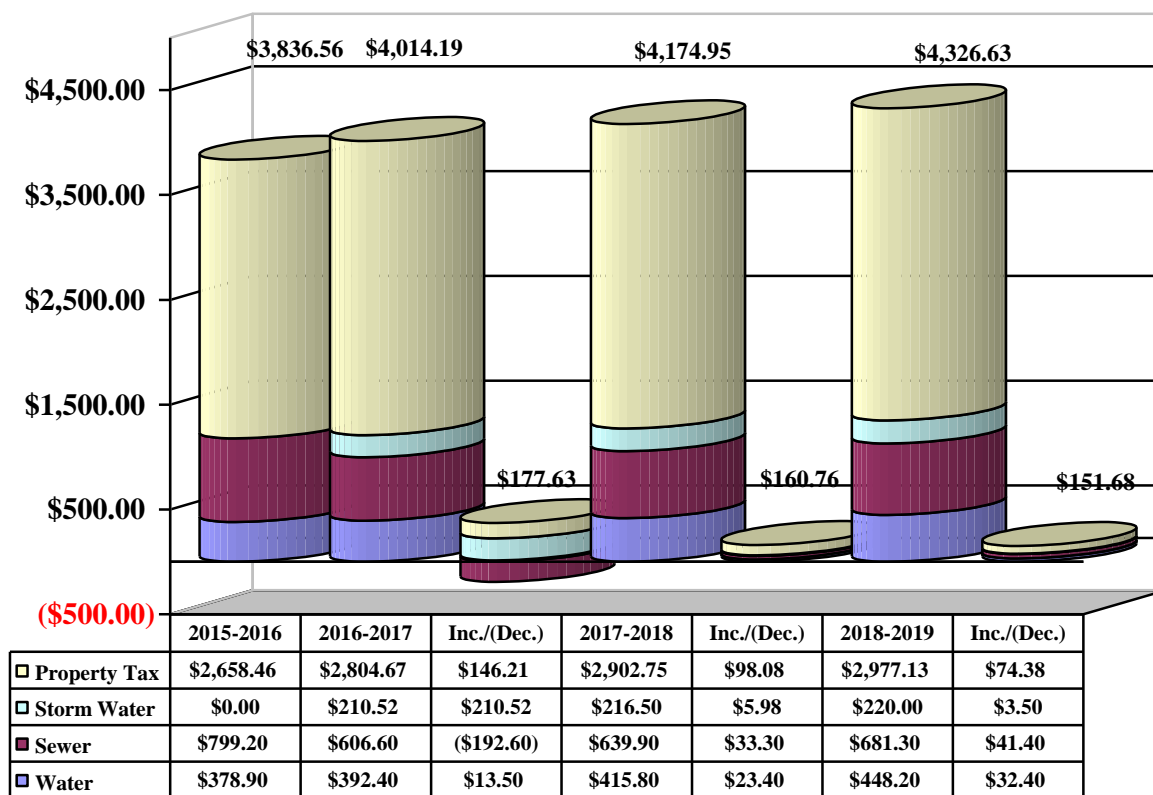
The City collects taxes for many governmental entities. As indicated below, the City retains approximately 34 cents of every property tax dollar paid by taxpayers:



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

Combined water and sewer rates are proposed to increase from \$11.10 to \$11.73, or 5.7%. Water rates are proposed to increase 6% as a result of a 3% increase in the cost of water from Southeastern Oakland County Water Authority (SOCWA), a 2% increase in maintenance costs, and a 1% decrease in the number of units of water sold, and a decrease of 9% in water service revenue. Sewer rates are proposed to increase 5.5% as a result of higher sanitary sewage disposal costs of 3%, a 6% increase in maintenance costs, and a 1% decrease in the number of units of water sold. For more detail, please see the Water Fund and Sewer Fund summaries located in the Enterprise Funds section of this document.

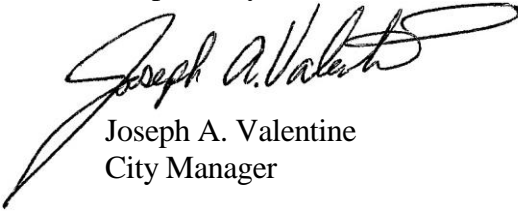
### **Average Cost to Residential Homeowner Combined Property Tax and Water and Sewer Bills 2017-2018 and 2018-2019**



Assumes an average taxable value (TV) of \$179,300 for 2015-2016, \$190,000 for 2016-2017, \$197,500 for 2017-2018 and \$204,500 for 2018-2019. 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 long, horizontal flourish extending to the right.

Joseph A. Valentine  
City Manager



*City of Birmingham, Michigan  
2017-2018 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 2017-2018 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 4% and 3.5% has been assumed for the two years, respectively. In addition, debt-service for the City's share of the three CSO's ended in 2016-2017. These two factors have resulted in an increase in operating property tax revenues for fiscal year 2017-2018 of approximately \$2.2 million, and for fiscal year 2018-2019 of approximately \$.7 million, 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 2017-2018 and 2018-2019 are projected to be 34.5% and 40.7%, 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 2017-2018 and 2018-2019. 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 decrease in 2017-2018 by approximately \$290,000, or 3%. The primary reason for the decrease is a reduction in retiree health care contributions of approximately \$690,000, or 19%, based on actuarially determined rates. Partially offsetting this decrease is an increase in hospitalization costs of approximately \$167,900, or 6%, and an increase in defined contribution retirement and retiree health savings costs of approximately \$215,000 as a result of new hires. Employee benefits are projected to increase in 2018-2019 by approximately \$386,000, or 4%. Hospitalization is projected to increase approximately 6%, or \$180,000. Pension contributions are also expected to increase approximately \$116,000, or 6%, based on actuary projections. Defined contribution retirement and retiree health savings costs are projected to increase approximately \$54,000 as a result of union negotiated increases.
- **State-Shared Revenues.** In fiscal year 2016-2017, it is projected that State-levied shared taxes will provide the City with about \$3.4 million in revenue in the form of revenue-sharing

General  
assumptions  
about economic  
conditions

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 2016-2017 projected amount has been budgeted for fiscal years 2017-2018 and 2018-2019 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 budgeted for 2017-2018 and 2018-2019 represents the estimated reimbursement based on the current levels of personal property tax exemptions.

- **Staffing Level.** Staffing levels have been recommended to increase overall by four full-time positions in fiscal year 2017-2018. The overall City personnel count is projected to increase by one position in fiscal year 2018-2019. The Baldwin Public Library is projected to increase its full-time staff by one position in 2018-2019.
- **Capital Improvements.** Budgeted capital improvements are consistent with the six-year capital improvements program.

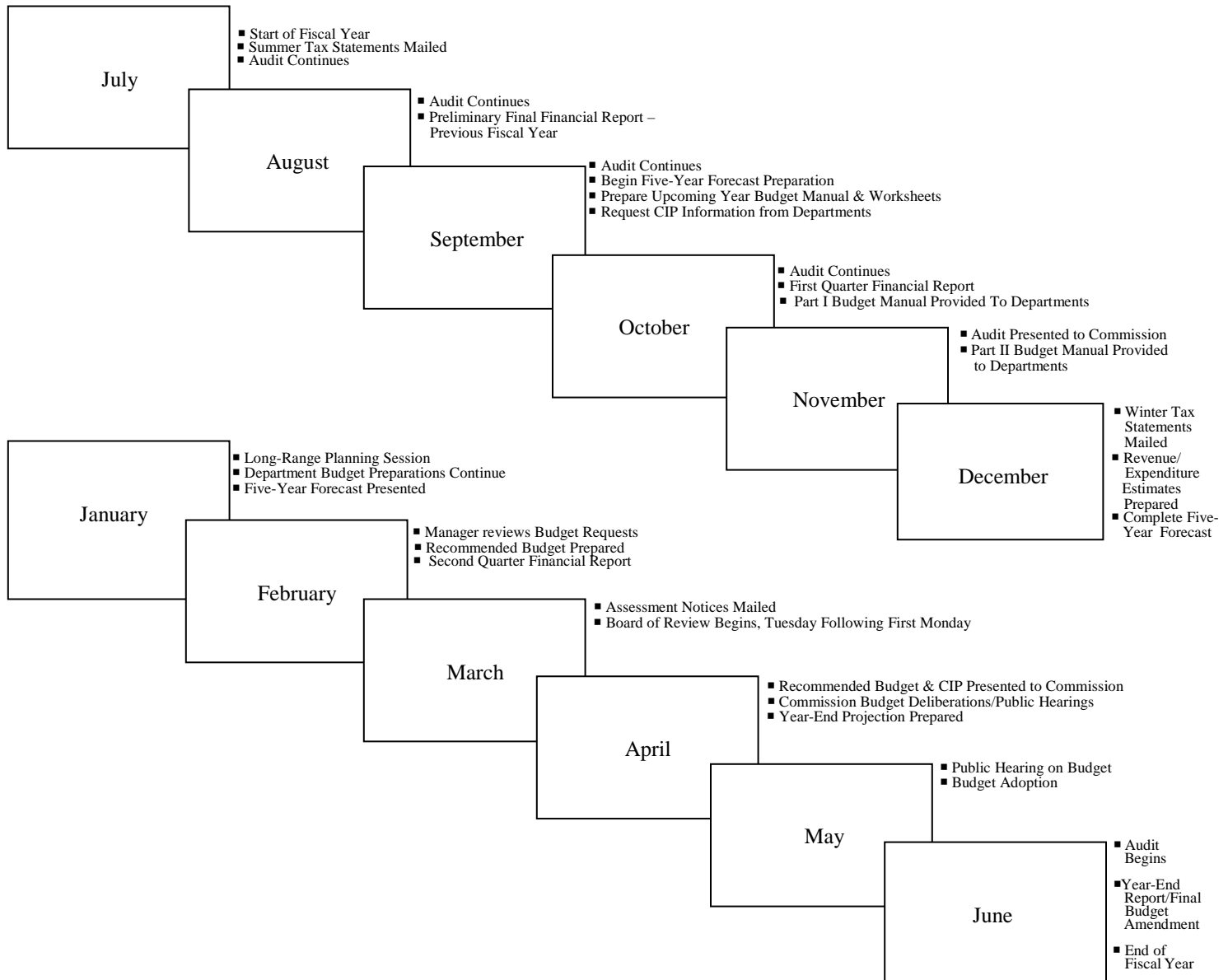
Based on the above budget assumptions and an informal needs assessment, the following is a list of priorities used for budget development:

- 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

2017 and  
2018  
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 (.90% for 2017-2018). 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 2017-2018, it is projected that the Charter maximum will be reduced from 20 mills to 11.9333 mills, which is a reduction from last year's Headlee maximum levy of 12.1237.

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

$$\begin{array}{rclclcl}
 \frac{\$2,110,188,780}{(2016 \text{ Taxable Value})} & - & \frac{\$15,826,416}{(\text{Losses})} & \times & \frac{1.009}{(\text{Headlee CPI}^*)} & = & \frac{\$2,113,211,625}{\text{Ceiling}} \\
 \\
 \frac{\$2,194,664,912}{(2017 \text{ Taxable Value})} & - & \frac{\$47,690,266}{(\text{Additions})} & = & \frac{\$2,146,974,646}{(2017 \text{ Adjusted})} & & \\
 \\
 \frac{\$2,113,211,625}{(\text{Ceiling})} & \div & \frac{\$2,146,974,646}{(2017 \text{ Adjusted})} & = & \frac{.9843}{(\text{Millage-Reduction Fraction})} & & \\
 \\
 \frac{12.1237}{(\text{Headlee Maximum})} & \times & \frac{.9843}{(\text{Reduction Fraction})} & = & \frac{11.9333}{(\text{Headlee Maximum})} & & \\
 2016 & & & & 2017 & & 
 \end{array}$$

\*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:

$$\begin{array}{lcl}
 \text{1) } 2016\text{-}17 \text{ mills levied for operating purposes} & \times & \frac{2016 \text{ TV} - \text{losses}}{2017 \text{ TV} - \text{additions}} = \text{Base tax rate } 13.4564 \times \frac{\$2,110,188,780 - \$15,826,416 = \$2,094,362,364}{\$2,194,664,912 - \$47,690,266 = \$2,146,974,646} = 13.1267 \\
 \\
 \text{2) Base tax rate} & \times & \frac{2017 \text{ TV}}{1,000} = \text{Base operating revenue } 13.1267 \times \frac{\$2,194,664,912}{1,000} = \$28,808,708 \\
 \\
 \text{3) Operating property tax revenue 2017-2018 budget} & = & \$29,494,920 \\
 \\
 \text{4) Subtract base operating revenue (step 2) from 2017-2018 operating tax revenue (step 3)} & & \begin{array}{r} \$29,494,920 \\ \underline{(\$28,808,708)} \\ \$686,212 \end{array} \\
 \text{Estimated additional (reduced) property taxes} & & \\
 \\
 \text{5) } \frac{\text{Additional (reduced) levy}}{(2017 \text{ TV} / 1,000)} & = & \frac{\$686,212}{\$2,194,664,912 / 1,000} = 0.3127 \text{ Increase in millage} \\
 \\
 \text{6) } \frac{\text{Additional (reduced) millage}}{\text{Base tax rate}} & = & \frac{0.3127}{13.1267} = 2.38\% \text{ Percentage increase}
 \end{array}$$

TV= Taxable Value

(Base tax rate includes general operating, Refuse, Library, 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  
2017-2018 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	✓
SPECIAL REVENUE FUNDS		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			
DEBT SERVICE FUND			
Parks & Recreation Bonds Fund	✓		
CAPITAL PROJECT FUND	✓		
Building Improvements			
Park Improvements			
PERMANENT FUND			
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  
2017-2018 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 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019
<b>REVENUES</b>				
TAXES	\$ 29,727,221	\$ 31,289,430	\$ 32,514,330	\$ 33,416,020
LICENSES & PERMITS	3,459,940	3,024,760	3,134,260	3,203,760
INTERGOVERNMENTAL	4,805,821	4,920,190	4,966,350	4,878,030
CHARGES FOR SERVICES	21,838,603	23,616,780	25,895,880	27,165,860
FINES & FORFEITURES	1,515,314	1,647,950	1,779,940	1,850,930
INTEREST & RENT	463,631	542,820	602,610	728,560
OTHER REVENUES	1,713,578	1,730,770	1,906,410	1,399,450
CONTRIBUTIONS/OPERATING TRANSFERS IN	4,215,800	4,520,000	6,861,570	5,545,000
<b>TOTAL REVENUES</b>	<b>\$ 67,739,908</b>	<b>\$ 71,292,700</b>	<b>\$ 77,661,350</b>	<b>\$ 78,187,610</b>
<b>EXPENDITURES</b>				
GOVERNMENTAL FUNDS:				
GENERAL GOVERNMENT	\$ 4,917,647	\$ 5,168,590	\$ 5,503,600	\$ 5,614,920
PUBLIC SAFETY	11,985,818	12,907,740	12,752,170	13,313,850
COMMUNITY DEVELOPMENT	2,207,371	3,070,480	3,395,720	2,906,990
ENGINEERING & PUBLIC SERVICES	5,775,387	7,506,187	6,358,810	6,785,290
HIGHWAYS & STREETS	6,403,349	8,959,070	4,618,050	6,349,530
COMMUNITY DEVELOPMENT BLOCK GRANT	43,246	31,340	32,020	32,020
CONTINGENCY	-	-	-	-
OPERATING TRANSFERS OUT	6,235,522	6,150,000	7,911,570	6,595,000
CAPITAL PROJECTS	455,485	3,742,190	1,344,070	410,000
DEBT SERVICE:	-	-	-	-
PRINCIPAL	1,055,000	1,155,000	1,310,000	1,295,000
INTEREST & FEES	516,484	414,870	340,950	289,750
COMPONENT UNITS:				
PRINCIPAL SHOPPING DISTRICT	1,208,459	1,163,950	1,300,010	1,280,450
BROWNFIELD REDEVELOPMENT AUTHORITY	115,343	234,020	329,460	362,060
CORRIDOR IMPROVEMENT AUTHORITY	16,266	1,000	-	-
BALDWIN PUBLIC LIBRARY	3,248,225	5,250,330	3,483,320	3,592,580
ENTERPRISE FUNDS:				
AUTOMOBILE PARKING SYSTEM	4,574,503	6,676,230	5,587,130	4,563,420
WATER-SUPPLY SYSTEM	4,989,878	5,819,060	5,143,210	5,749,630
SEWAGE DISPOSAL	11,073,766	11,374,230	10,639,110	10,952,430
GOLF COURSES	977,766	1,103,690	1,209,200	1,186,470
INTERNAL SERVICE FUND:				
INFORMATION TECHNOLOGY	791,500	1,150,460	971,500	890,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 66,591,015</b>	<b>\$ 81,878,437</b>	<b>\$ 72,229,900</b>	<b>\$ 72,169,390</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$ 1,148,893</b>	<b>\$ (10,585,737)</b>	<b>\$ 5,431,450</b>	<b>\$ 6,018,220</b>
RECLASSIFICATION OF CAPITAL OUTLAY	\$ 3,557,120	\$ 7,403,870	\$ 4,204,350	\$ 3,587,050
<b>INCREASE (DECREASE) IN FUND BALANCE / NET POSITION</b>	<b>\$ 4,706,013</b>	<b>\$ (3,181,867)</b>	<b>\$ 9,635,800</b>	<b>\$ 9,605,270</b>
<b>FUND BALANCE / NET POSITION, BEGINNING OF YEAR</b>	<b>\$ 115,914,699</b>	<b>\$ 120,620,712</b>	<b>\$ 117,438,845</b>	<b>\$ 127,074,645</b>
<b>FUND BALANCE / NET POSITION, END OF YEAR</b>	<b>\$ 120,620,712</b>	<b>\$ 117,438,845</b>	<b>\$ 127,074,645</b>	<b>\$ 136,679,915</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 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019	ACTUAL 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019	ACTUAL 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019
<b>REVENUES</b>												
TAXES	\$ 20,353,128	\$ 21,086,810	\$ 23,302,640	\$ 24,013,490	\$ 1,825,954	\$ 1,824,000	\$ 1,820,000	\$ 1,820,000	\$ 1,564,850	\$ 1,626,220	\$ 1,648,700	\$ 1,582,500
LICENSES & PERMITS	3,459,940	3,024,760	3,134,260	3,203,760	-	-	-	-	-	-	-	-
INTERGOVERNMENTAL	2,056,103	2,137,240	2,014,620	2,040,820	1,709,647	1,652,700	1,916,680	1,784,990	4,018	4,000	4,000	4,000
CHARGES FOR SERVICES	2,790,043	2,812,710	2,873,130	2,930,130	21,144	23,600	9,600	5,900	-	-	-	-
FINES & FORFEITURES	1,475,443	1,615,250	1,744,940	1,815,930	39,871	32,700	35,000	35,000	-	-	-	-
INTEREST & RENT	219,225	279,690	294,290	362,490	42,838	34,820	59,910	75,740	1,941	2,000	2,990	3,610
OTHER REVENUES	234,843	119,250	333,090	168,590	75,084	279,860	452,370	94,240	-	-	-	-
CONTRIBUTIONS/TRANSFERS IN	-	-	100,000	100,000	3,830,000	4,200,000	4,800,000	5,000,000	-	-	-	-
<b>TOTAL REVENUES</b>	\$ 30,588,725	\$ 31,075,710	\$ 33,796,970	\$ 34,635,210	\$ 7,544,538	\$ 8,047,680	\$ 9,093,560	\$ 8,815,870	\$ 1,570,809	\$ 1,632,220	\$ 1,655,690	\$ 1,590,110
<b>EXPENDITURES</b>												
GENERAL GOVERNMENT	\$ 4,917,647	\$ 5,168,590	\$ 5,503,600	\$ 5,594,920	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PUBLIC SAFETY	11,977,212	12,899,240	12,746,220	13,192,350	8,606	8,500	5,950	121,500	-	-	-	-
COMMUNITY DEVELOPMENT	2,207,371	3,070,480	3,395,720	2,906,990	-	-	-	-	-	-	-	-
ENGINEERING & PUBLIC SERVICES	4,096,617	5,616,677	4,424,530	4,802,430	1,678,770	1,889,510	1,934,280	1,982,860	-	-	-	-
HIGHWAYS & STREETS	-	-	-	-	6,403,349	8,959,070	4,618,050	6,349,530	-	-	-	-
COMMUNITY DEVELOPMENT BLOCK GRANT	-	-	-	-	43,246	31,340	32,020	32,020	-	-	-	-
CONTINGENCY	-	-	-	-	-	-	-	-	-	-	-	-
OPERATING TRANSFERS OUT	6,235,522	6,150,000	7,911,570	6,595,000	-	-	-	-	-	-	-	-
CAPITAL PROJECTS	-	-	-	-	-	-	-	-	-	-	-	-
DEBT SERVICE:												
PRINCIPAL	-	-	-	-	-	-	-	-	1,055,000	1,155,000	1,310,000	1,295,000
INTEREST & FEES	-	-	-	-	-	-	-	-	516,484	414,870	340,950	289,750
<b>TOTAL EXPENDITURES</b>	\$ 29,434,369	\$ 32,904,987	\$ 33,981,640	\$ 33,091,690	\$ 8,133,971	\$ 10,888,420	\$ 6,590,300	\$ 8,485,910	\$ 1,571,484	\$ 1,569,870	\$ 1,650,950	\$ 1,584,750
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	\$ 1,154,356	\$ (1,829,277)	\$ (184,670)	\$ 1,543,520	\$ (589,433)	\$ (2,840,740)	\$ 2,503,260	\$ 329,960	\$ (675)	\$ 62,350	\$ 4,740	\$ 5,360
<b>FUND BALANCE, BEGINNING OF YEAR</b>	\$ 13,157,930	\$ 14,312,286	\$ 12,483,009	\$ 12,298,339	\$ 4,888,344	\$ 4,298,911	\$ 1,458,171	\$ 3,961,431	\$ 36,390	\$ 35,715	\$ 98,065	\$ 102,805
<b>FUND BALANCE, END OF YEAR</b>	\$ 14,312,286	\$ 12,483,009	\$ 12,298,339	\$ 13,841,859	\$ 4,298,911	\$ 1,458,171	\$ 3,961,431	\$ 4,291,391	\$ 35,715	\$ 98,065	\$ 102,805	\$ 108,165

**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 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019	ACTUAL 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019	ACTUAL 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,743,932	\$ 24,537,030	\$ 26,771,340	\$ 27,415,990
-	-	-	-	-	-	-	-	3,459,940	3,024,760	3,134,260	3,203,760
-	120,400	20,040	20,040	-	-	-	-	3,769,768	3,914,340	3,955,340	3,849,850
-	-	-	-	285,937	200,000	200,000	200,000	3,097,124	3,036,310	3,082,730	3,136,030
-	-	-	-	-	-	-	-	1,515,314	1,647,950	1,779,940	1,850,930
35,740	30,660	14,170	6,820	1,236	3,800	11,600	15,700	300,980	350,970	382,960	464,360
27,931	28,540	4,980	4,680	-	-	-	-	337,858	427,650	790,440	267,510
371,900	320,000	1,186,570	445,000	-	-	-	-	4,201,900	4,520,000	6,086,570	5,545,000
\$ 435,571	\$ 499,600	\$ 1,225,760	\$ 476,540	\$ 287,173	\$ 203,800	\$ 211,600	\$ 215,700	\$ 40,426,816	\$ 41,459,010	\$ 45,983,580	\$ 45,733,430
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 4,917,647	\$ 5,168,590	\$ 5,503,600	\$ 5,614,920
-	-	-	-	-	-	-	-	11,985,818	12,907,740	12,752,170	13,313,850
-	-	-	-	-	-	-	-	2,207,371	3,070,480	3,395,720	2,906,990
-	-	-	-	-	-	-	-	5,775,387	7,506,187	6,358,810	6,785,290
-	-	-	-	-	-	-	-	6,403,349	8,959,070	4,618,050	6,349,530
-	-	-	-	-	-	-	-	43,246	31,340	32,020	32,020
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	6,235,522	6,150,000	7,911,570	6,595,000
455,485	3,742,190	1,344,070	410,000	-	-	-	-	455,485	3,742,190	1,344,070	410,000
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	1,055,000	1,155,000	1,310,000	1,295,000
-	-	-	-	-	-	-	-	516,484	414,870	340,950	289,750
\$ 455,485	\$ 3,742,190	\$ 1,344,070	\$ 410,000	\$ -	\$ -	\$ -	\$ 20,000	\$ 39,595,309	\$ 49,105,467	\$ 43,566,960	\$ 43,592,350
\$ (19,914)	\$ (3,242,590)	\$ (118,310)	\$ 66,540	\$ 287,173	\$ 203,800	\$ 211,600	\$ 195,700	\$ 831,507	\$ (7,646,457)	\$ 2,416,620	\$ 2,141,080
\$ 4,316,496	\$ 4,296,582	\$ 1,053,992	\$ 935,682	\$ 34,339	\$ 321,512	\$ 525,312	\$ 736,912	\$ 22,433,499	\$ 23,265,006	\$ 15,618,549	\$ 18,035,169
\$ 4,296,582	\$ 1,053,992	\$ 935,682	\$ 1,002,222	\$ 321,512	\$ 525,312	\$ 736,912	\$ 932,612	\$ 23,265,006	\$ 15,618,549	\$ 18,035,169	\$ 20,176,249

**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 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019	ACTUAL 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019
<b>REVENUES:</b>								
TAXES	\$ -	\$ -	\$ -	\$ -	\$ 91,184	\$ 236,100	\$ 328,500	\$ 462,500
INTERGOVERNMENTAL	-	-	-	-	15,467	-	-	-
CHARGES FOR SERVICES	-	-	-	-	1,500	3,000	3,000	1,500
INTEREST & RENT	6,476	6,000	3,900	4,670	1,144	1,400	1,130	1,340
OTHER REVENUES	1,076,663	1,082,560	1,091,970	1,107,340	14,939	17,160	20,600	21,200
CONTRIBUTIONS	-	-	-	-	13,900	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 1,083,139</b>	<b>\$ 1,088,560</b>	<b>\$ 1,095,870</b>	<b>\$ 1,112,010</b>	<b>\$ 138,134</b>	<b>\$ 257,660</b>	<b>\$ 353,230</b>	<b>\$ 486,540</b>
<b>EXPENDITURES:</b>								
PERSONNEL SERVICES	\$ 448,256	\$ 412,260	\$ 405,910	\$ 410,430	\$ -	\$ -	\$ -	\$ -
SUPPLIES	10,717	6,500	6,500	6,750	-	-	-	-
OTHER CHARGES	749,486	745,190	887,600	863,270	87,791	206,460	301,900	334,500
CAPITAL OUTLAY	-	-	-	-	-	-	-	-
DEBT SERVICE	-	-	-	-	27,552	27,560	27,560	27,560
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,208,459</b>	<b>\$ 1,163,950</b>	<b>\$ 1,300,010</b>	<b>\$ 1,280,450</b>	<b>\$ 115,343</b>	<b>\$ 234,020</b>	<b>\$ 329,460</b>	<b>\$ 362,060</b>
<b>INCREASE (DECREASE) IN FUND BALANCE</b>	<b>\$ (125,320)</b>	<b>\$ (75,390)</b>	<b>\$ (204,140)</b>	<b>\$ (168,440)</b>	<b>\$ 22,791</b>	<b>\$ 23,640</b>	<b>\$ 23,770</b>	<b>\$ 124,480</b>
<b>FUND BALANCE, BEGINNING OF YEAR</b>	<b>\$ 827,053</b>	<b>\$ 701,733</b>	<b>\$ 626,343</b>	<b>\$ 422,203</b>	<b>\$ 35,303</b>	<b>\$ 58,094</b>	<b>\$ 81,734</b>	<b>\$ 105,504</b>
<b>FUND BALANCE, END OF YEAR</b>	<b>\$ 701,733</b>	<b>\$ 626,343</b>	<b>\$ 422,203</b>	<b>\$ 253,763</b>	<b>\$ 58,094</b>	<b>\$ 81,734</b>	<b>\$ 105,504</b>	<b>\$ 229,984</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 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019	ACTUAL 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019	ACTUAL 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019
\$ -	\$ -	\$ -	\$ -	\$ 2,190,339	\$ 2,941,970	\$ 3,079,480	\$ 3,155,230	\$ 2,281,523	\$ 3,178,070	\$ 3,407,980	\$ 3,617,730
-	-	-	-	961,848	964,950	978,610	995,780	977,315	964,950	978,610	995,780
-	-	-	-	98,513	85,340	95,350	95,350	100,013	88,340	98,350	96,850
183	100	100	100	16,950	16,500	11,000	19,000	24,753	24,000	16,130	25,110
-	-	-	-	-	200,000	-	-	1,091,602	1,299,720	1,112,570	1,128,540
-	-	-	-	-	-	-	-	13,900	-	-	-
\$ 183	\$ 100	\$ 100	\$ 100	\$ 3,267,650	\$ 4,208,760	\$ 4,164,440	\$ 4,265,360	\$ 4,489,106	\$ 5,555,080	\$ 5,613,640	\$ 5,864,010
\$ -	\$ -	\$ -	\$ -	\$ 1,924,277	\$ 1,999,980	\$ 2,098,060	\$ 2,151,320	\$ 2,372,533	\$ 2,412,240	\$ 2,503,970	\$ 2,561,750
-	-	-	-	67,275	85,500	75,000	77,500	77,992	92,000	81,500	84,250
16,266	1,000	-	-	645,877	554,410	590,060	615,560	1,499,420	1,507,060	1,779,560	1,813,330
-	-	-	-	610,796	2,610,440	720,200	748,200	610,796	2,610,440	720,200	748,200
-	-	-	-	-	-	-	-	27,552	27,560	27,560	27,560
\$ 16,266	\$ 1,000	\$ -	\$ -	\$ 3,248,225	\$ 5,250,330	\$ 3,483,320	\$ 3,592,580	\$ 4,588,293	\$ 6,649,300	\$ 5,112,790	\$ 5,235,090
\$ (16,083)	\$ (900)	\$ 100	\$ 100	\$ 19,425	\$ (1,041,570)	\$ 681,120	\$ 672,780	\$ (99,187)	\$ (1,094,220)	\$ 500,850	\$ 628,920
\$ 34,168	\$ 18,085	\$ 17,185	\$ 17,285	\$ 1,472,740	\$ 1,492,165	\$ 450,595	\$ 1,131,715	\$ 2,369,264	\$ 2,270,077	\$ 1,175,857	\$ 1,676,707
\$ 18,085	\$ 17,185	\$ 17,285	\$ 17,385	\$ 1,492,165	\$ 450,595	\$ 1,131,715	\$ 1,804,495	\$ 2,270,077	\$ 1,175,857	\$ 1,676,707	\$ 2,305,627



**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 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019	ACTUAL 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019
<b>REVENUES</b>								
TAXES	\$ -	\$ -	\$ -	\$ -	\$ 500,092	\$ 750,000	\$ 750,000	\$ 750,000
INTERGOVERNMENTAL	-	-	-	-	-	-	-	-
CHARGES FOR SERVICES	5,350,823	6,615,040	8,011,000	8,806,200	4,255,508	4,222,530	4,576,490	4,687,820
INTEREST & RENT	57,879	76,800	100,230	120,560	4,909	5,200	16,720	26,810
OTHER REVENUES	11,928	-	-	-	456	-	-	-
CONTRIBUTIONS	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 5,420,630</b>	<b>\$ 6,691,840</b>	<b>\$ 8,111,230</b>	<b>\$ 8,926,760</b>	<b>\$ 4,760,965</b>	<b>\$ 4,977,730</b>	<b>\$ 5,343,210</b>	<b>\$ 5,464,630</b>
<b>EXPENSES</b>								
PERSONNEL SERVICES	\$ 365,215	\$ 532,150	\$ 526,840	\$ 540,570	\$ 939,189	\$ 1,069,100	\$ 1,067,270	\$ 1,103,670
SUPPLIES	36,188	50,000	50,000	50,000	106,274	195,000	195,000	197,000
DEPRECIATION	904,373	1,109,990	1,149,990	1,157,290	864,213	797,070	818,820	851,700
OTHER CHARGES	1,975,764	2,010,190	2,337,000	2,385,560	2,369,448	2,499,090	2,512,120	2,562,260
CAPITAL OUTLAY	1,292,963	2,973,900	1,523,300	430,000	710,754	1,258,800	550,000	1,035,000
DEBT SERVICE	-	-	-	-	-	-	-	-
CONTINGENCY	-	-	-	-	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 4,574,503</b>	<b>\$ 6,676,230</b>	<b>\$ 5,587,130</b>	<b>\$ 4,563,420</b>	<b>\$ 4,989,878</b>	<b>\$ 5,819,060</b>	<b>\$ 5,143,210</b>	<b>\$ 5,749,630</b>
<b>INCOME (LOSS) BEFORE OPERATING TRANSFERS</b>	<b>\$ 846,127</b>	<b>\$ 15,610</b>	<b>\$ 2,524,100</b>	<b>\$ 4,363,340</b>	<b>\$ (228,913)</b>	<b>\$ (841,330)</b>	<b>\$ 200,000</b>	<b>\$ (285,000)</b>
OPERATING TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING TRANSFERS OUT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>INCREASE (DECREASE) IN NET POSITION AFTER TRANSFERS</b>	<b>\$ 846,127</b>	<b>\$ 15,610</b>	<b>\$ 2,524,100</b>	<b>\$ 4,363,340</b>	<b>\$ (228,913)</b>	<b>\$ (841,330)</b>	<b>\$ 200,000</b>	<b>\$ (285,000)</b>
RECLASSIFICATION OF CAPITAL OUTLAY	\$ 1,251,559	\$ 2,973,900	\$ 1,523,300	\$ 430,000	\$ 702,842	\$ 1,258,800	\$ 550,000	\$ 1,035,000
<b>INCREASE (DECREASE) IN NET POSITION</b>	<b>\$ 2,097,686</b>	<b>\$ 2,989,510</b>	<b>\$ 4,047,400</b>	<b>\$ 4,793,340</b>	<b>\$ 473,929</b>	<b>\$ 417,470</b>	<b>\$ 750,000</b>	<b>\$ 750,000</b>
<b>NET POSITION - BEGINNING OF YEAR</b>	<b>\$ 26,540,550</b>	<b>\$ 28,638,236</b>	<b>\$ 31,627,746</b>	<b>\$ 35,675,146</b>	<b>\$ 21,148,177</b>	<b>\$ 21,622,106</b>	<b>\$ 22,039,576</b>	<b>\$ 22,789,576</b>
<b>NET POSITION - END OF YEAR</b>	<b>\$ 28,638,236</b>	<b>\$ 31,627,746</b>	<b>\$ 35,675,146</b>	<b>\$ 40,468,486</b>	<b>\$ 21,622,106</b>	<b>\$ 22,039,576</b>	<b>\$ 22,789,576</b>	<b>\$ 23,539,576</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 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019	ACTUAL 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019	ACTUAL 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019
\$ 3,201,674	\$ 2,824,330	\$ 1,585,010	\$ 1,632,300	\$ -	\$ -	\$ -	\$ -	\$ 3,701,766	\$ 3,574,330	\$ 2,335,010	\$ 2,382,300
7,818	6,880	6,880	6,880	-	-	-	-	7,818	6,880	6,880	6,880
7,325,464	7,970,290	8,434,990	8,730,590	1,151,653	1,126,250	1,134,300	1,150,350	18,083,448	19,934,110	22,156,780	23,374,960
34,739	25,500	21,720	18,370	31,023	50,650	52,590	58,630	128,550	158,150	191,260	224,370
269,029	-	-	-	1,660	400	400	400	283,073	400	400	400
-	-	-	-	-	-	-	-	-	-	-	-
\$ 10,838,724	\$ 10,827,000	\$ 10,048,600	\$ 10,388,140	\$ 1,184,336	\$ 1,177,300	\$ 1,187,290	\$ 1,209,380	\$ 22,204,655	\$ 23,673,870	\$ 24,690,330	\$ 25,988,910
\$ 518,402	\$ 562,870	\$ 572,070	\$ 585,920	\$ 486,056	\$ 533,600	\$ 518,790	\$ 520,680	\$ 2,308,862	\$ 2,697,720	\$ 2,684,970	\$ 2,750,840
70,096	50,000	50,000	50,000	163,232	177,800	185,800	190,700	375,790	472,800	480,800	487,700
1,639,429	1,715,680	1,766,180	1,837,430	109,014	109,000	111,000	113,000	3,517,029	3,731,740	3,845,990	3,959,420
5,836,945	6,028,140	6,165,460	6,372,610	201,473	223,290	231,610	220,090	10,383,630	10,760,710	11,246,190	11,540,520
1,767,046	2,751,300	1,890,000	1,960,000	17,991	60,000	62,000	42,000	3,788,754	7,044,000	4,025,300	3,467,000
391,848	266,240	195,400	146,470	-	-	-	-	391,848	266,240	195,400	146,470
-	-	-	-	-	-	-	-	-	-	-	-
\$ 10,223,766	\$ 11,374,230	\$ 10,639,110	\$ 10,952,430	\$ 977,766	\$ 1,103,690	\$ 1,109,200	\$ 1,086,470	\$ 20,765,913	\$ 24,973,210	\$ 22,478,650	\$ 22,351,950
\$ 614,958	\$ (547,230)	\$ (590,510)	\$ (564,290)	\$ 206,570	\$ 73,610	\$ 78,090	\$ 122,910	\$ 1,438,742	\$ (1,299,340)	\$ 2,211,680	\$ 3,636,960
\$ -	\$ -	\$ 775,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 775,000	\$ -
\$ (850,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (100,000)	\$ (100,000)	\$ (850,000)	\$ -	\$ (100,000)	\$ (100,000)
\$ (235,042)	\$ (547,230)	\$ 184,490	\$ (564,290)	\$ 206,570	\$ 73,610	\$ (21,910)	\$ 22,910	\$ 588,742	\$ (1,299,340)	\$ 2,886,680	\$ 3,536,960
\$ 1,501,601	\$ 2,751,300	\$ 1,890,000	\$ 1,960,000	\$ 17,992	\$ 60,000	\$ 62,000	\$ 42,000	\$ 3,473,994	\$ 7,044,000	\$ 4,025,300	\$ 3,467,000
\$ 1,266,559	\$ 2,204,070	\$ 2,074,490	\$ 1,395,710	\$ 224,562	\$ 133,610	\$ 40,090	\$ 64,910	\$ 4,062,736	\$ 5,744,660	\$ 6,911,980	\$ 7,003,960
\$ 38,769,008	\$ 40,035,567	\$ 42,239,637	\$ 44,314,127	\$ 2,951,510	\$ 3,176,072	\$ 3,309,682	\$ 3,349,772	\$ 89,409,245	\$ 93,471,981	\$ 99,216,641	\$ 106,128,621
\$ 40,035,567	\$ 42,239,637	\$ 44,314,127	\$ 45,709,837	\$ 3,176,072	\$ 3,309,682	\$ 3,349,772	\$ 3,414,682	\$ 93,471,981	\$ 99,216,641	\$ 106,128,621	\$ 113,132,581

**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 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019	ACTUAL 2015-2016	PROJECTED 2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019
<b>REVENUES</b>								
INTERGOVERNMENTAL REVENUE	\$ 50,920	\$ 34,020	\$ 25,520	\$ 25,520	\$ 50,920	\$ 34,020	\$ 25,520	\$ 25,520
CHARGES FOR SERVICES	558,018	558,020	558,020	558,020	558,018	558,020	558,020	558,020
INTEREST & RENT	9,348	9,700	12,260	14,720	9,348	9,700	12,260	14,720
OTHER REVENUES	1,045	3,000	3,000	3,000	1,045	3,000	3,000	3,000
CONTRIBUTIONS	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 619,331</b>	<b>\$ 604,740</b>	<b>\$ 598,800</b>	<b>\$ 601,260</b>	<b>\$ 619,331</b>	<b>\$ 604,740</b>	<b>\$ 598,800</b>	<b>\$ 601,260</b>
<b>EXPENSE</b>								
PERSONNEL SERVICES	\$ 340,385	\$ 159,650	\$ 150,270	\$ 152,790	\$ 340,385	\$ 159,650	\$ 150,270	\$ 152,790
SUPPLIES	9,891	71,500	61,600	41,580	9,891	71,500	61,600	41,580
DEPRECIATION	168,443	251,400	256,680	256,680	168,443	251,400	256,680	256,680
OTHER CHARGES	181,263	308,040	323,900	318,900	181,263	308,040	323,900	318,900
CAPITAL OUTLAY	91,518	359,870	179,050	120,050	91,518	359,870	179,050	120,050
<b>TOTAL EXPENSES</b>	<b>\$ 791,500</b>	<b>\$ 1,150,460</b>	<b>\$ 971,500</b>	<b>\$ 890,000</b>	<b>\$ 791,500</b>	<b>\$ 1,150,460</b>	<b>\$ 971,500</b>	<b>\$ 890,000</b>
<b>INCOME (LOSS) BEFORE OPERATING TRANSFERS</b>	<b>\$ (172,169)</b>	<b>\$ (545,720)</b>	<b>\$ (372,700)</b>	<b>\$ (288,740)</b>	<b>\$ (172,169)</b>	<b>\$ (545,720)</b>	<b>\$ (372,700)</b>	<b>\$ (288,740)</b>
<b>INCREASE (DECREASE) IN NET POSITION AFTER TRANSFERS</b>	<b>\$ (172,169)</b>	<b>\$ (545,720)</b>	<b>\$ (372,700)</b>	<b>\$ (288,740)</b>	<b>\$ (172,169)</b>	<b>\$ (545,720)</b>	<b>\$ (372,700)</b>	<b>\$ (288,740)</b>
RECLASSIFICATION OF CAPITAL OUTLAY	\$ 83,126	\$ 359,870	\$ 179,050	\$ 120,050	\$ 83,126	\$ 359,870	\$ 179,050	\$ 120,050
<b>INCREASE (DECREASE) IN NET POSITION</b>	<b>\$ (89,043)</b>	<b>\$ (185,850)</b>	<b>\$ (193,650)</b>	<b>\$ (168,690)</b>	<b>\$ (89,043)</b>	<b>\$ (185,850)</b>	<b>\$ (193,650)</b>	<b>\$ (168,690)</b>
<b>NET POSITION, BEGINNING OF YEAR</b>	<b>\$ 1,702,691</b>	<b>\$ 1,613,648</b>	<b>\$ 1,427,798</b>	<b>\$ 1,234,148</b>	<b>\$ 1,702,691</b>	<b>\$ 1,613,648</b>	<b>\$ 1,427,798</b>	<b>\$ 1,234,148</b>
<b>NET POSITION, END OF YEAR</b>	<b>\$ 1,613,648</b>	<b>\$ 1,427,798</b>	<b>\$ 1,234,148</b>	<b>\$ 1,065,458</b>	<b>\$ 1,613,648</b>	<b>\$ 1,427,798</b>	<b>\$ 1,234,148</b>	<b>\$ 1,065,458</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.



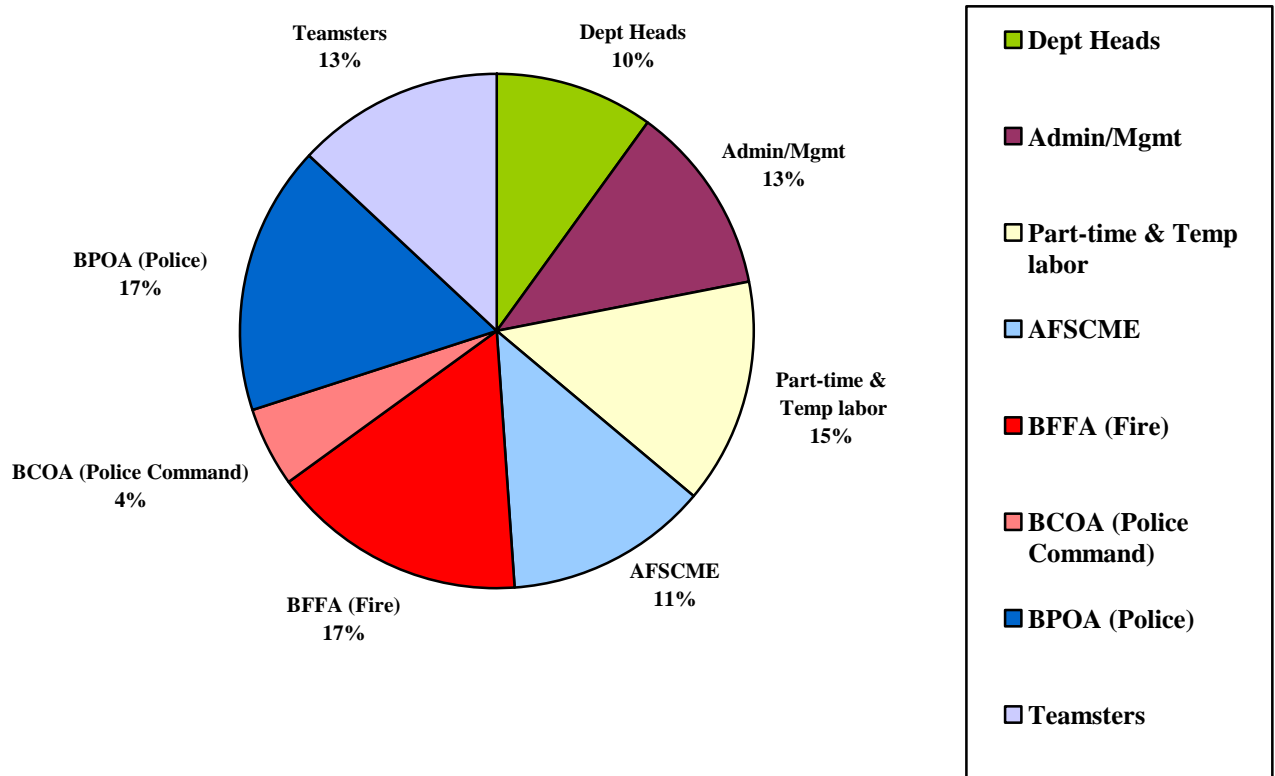
*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## PERSONNEL

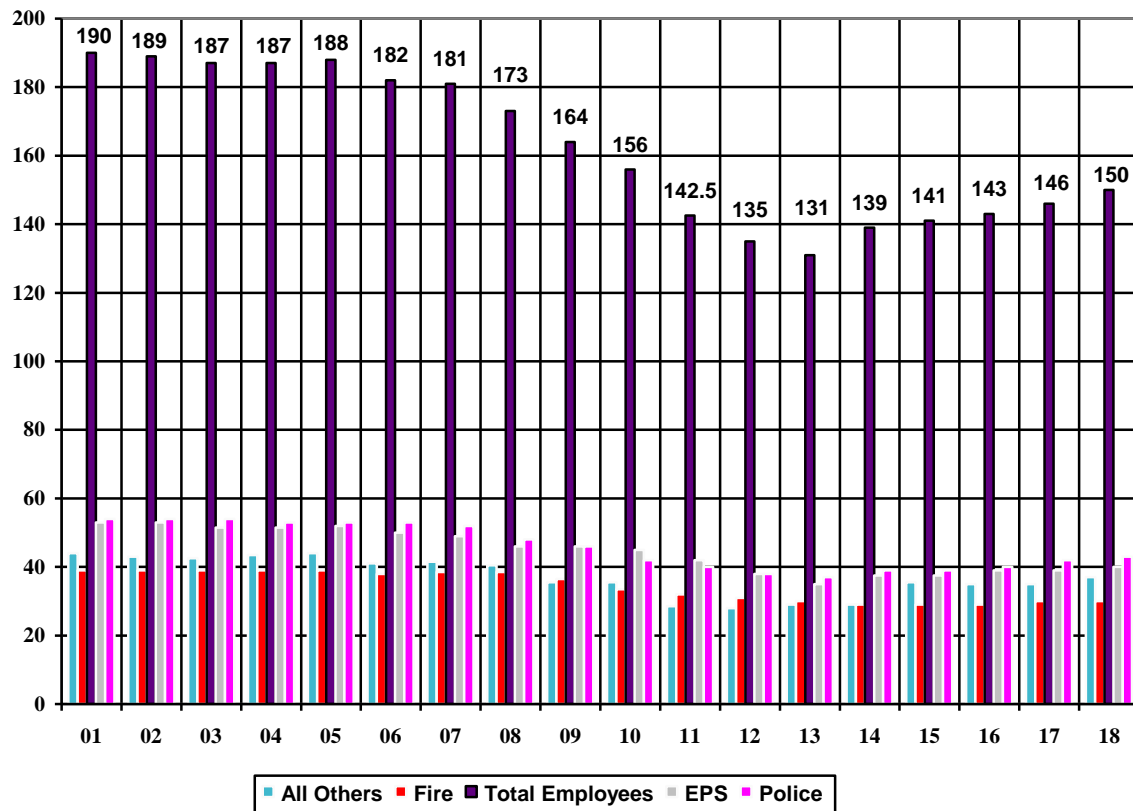
For fiscal year 2017-2018 and 2018-2019 budgets, the City Manager has recommended 150 full-time staff positions and 105 part-time employees (151 full-time in 2018-2019). Of the full-time positions, 144 are budgeted within the General Fund, 3 in the Equipment Funds, 1 in the Principal Shopping District Fund, and 2 in the Golf Course Funds. In addition, there are 16 full-time positions (17 full-time in 2018-2019) and 60 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 42 full-time positions, or 22%, since fiscal year 1999-2000. The 2017-2018 recommended budget includes the addition of four full-time positions. This will bring the total of full-time positions to 150 (excluding the Library).

Over an eight 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, added 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's 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.

For fiscal year 2017-2018, the City Manager's Department added a full-time assistant city manager position and a full-time communications director position. The Human Resources Department eliminated the vacant part-time intern position and replaced it with a part-time human resources assistant position. The Police Department added a full-time dispatcher position, eliminated the vacant part-time police service aide position and added a part-time parking enforcement assistant. The part-time fire marshall's position was eliminated in the Fire Department. The Planning Department eliminated the part-time planning intern position, removed one part-time planner position and added a full-time city planner's position. The Department of Public Services added one full-time operator parks & forestry position. The Information Technology department outsourced a management position and eliminated the vacant full-time information technology manager's position. These changes result in 150 full-time positions and 105 part-time positions for the 2017-2018 fiscal year, which is an increase of four full-time positions and a decrease of three part-time positions from the prior fiscal year.

The 2018-2019 full-time staffing level is planned to increase by one. The Department of Public Services is planning to add a full-time operator parks & forestry position. The part-time staffing level is planned to remain the same. This will result in 151 full-time positions and 105 part-time positions for the 2018-2019 fiscal year.

# PERSONNEL SUMMARY

2017-2018 BUDGETED POSITION PAY	ACTIVITY/POSITION	APPROVED 2014-2015		APPROVED 2015-2016		APPROVED 2016-2017		RECOMMEND 2017-2018		PLANNED 2018-2019	
		FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME
	<b>MANAGER'S OFFICE</b>										
\$125,500	City Manager	1		1		1		1		1	
\$25,603	Assistant to City Manager (shared with Human Resources)	.5		.5		.5		.5		.5	
\$100,000	Assistant City Manager							1		1	
\$60,000	Communications Coordinator							1		1	
		1.5	0	1.5	0	1.5	0	3.5	0	3.5	0
	<b>CLERK</b>										
\$90,109	City Clerk	1		1		1		1		1	
\$59,121	Deputy Clerk	1		1		1		1		1	
\$0	Clerical		1		1		0		0		0
\$10,837	Clerical Assistant		2		2		3		3		3
		2	3	2	3	2	3	2	3	2	3
	<b>HUMAN RESOURCES DEPARTMENT</b>										
\$86,532	Human Resources Manager			1		1		1		1	
\$53,560	Human Resources Coordinator			1		1		1		1	
\$0	Human Resources Director/Assistant City Manager	1		0		0		0		0	
\$0	Human Resources Generalist	1		0		0		0		0	
\$25,603	Assistant to City Manager (shared with Manager's office)	.5		.5		.5		.5		.5	
\$30,375	Human Resources Consultant				1		1		1		1
\$0	Human Resources Intern				1		1		0		0
\$21,216	Human Resources Assistant								1		1
		2.5	0	2.5	2	2.5	2	2.5	2	2.5	2
	<b>FINANCE AND TREASURY DEPARTMENT</b>										
\$110,689	Director of Finance/Treasurer	1		1		1		1		1	
\$82,992	Assistant Finance Director	1		1		1		1		1	
\$67,912	Deputy Treasurer	1		1		1		1		1	
\$0	Billing Manager	1		1		0		0		0	
\$75,754	Senior Accountant	1		1		1		1		1	
\$52,998	Finance Assistant/Accountant	1		1		1		1		1	
\$52,000	Finance Assistant Administrative/Accounting Administrator	1		1		1		1		1	
\$55,862	Payroll Coordinator/Part-time Accounts Payable	1		1		1		1		1	
\$21,602	Part-time Purchasing Assistant/Accounts Payable Clerk		2		1		1		1		1
\$0	Finance Intern		0		0		0		0		0
\$46,866	Utility Billing Designee/Part-time Accounts Payable	1		1		1		1		1	
\$50,303	Senior Clerk/Cashier	1		1		1		1		1	
\$46,866	Clerk Typist B	1	0	1	0	1	0	1	0	1	0
\$50,303	Secretary	1		1		1		1		1	
\$12,480	Treasury Clerical		0		0		1		1		1
\$28,487	Treasury Consultant		1		1		1		1		1
		12	3	12	2	11	3	11	3	11	3

# PERSONNEL SUMMARY

2017-2018 BUDGETED POSITION PAY	ACTIVITY/POSITION	APPROVED 2014-2015		APPROVED 2015-2016		APPROVED 2016-2017		RECOMMEND 2017-2018		PLANNED 2018-2019	
		FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME
\$72,384 \$54,707	<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		3		3		3
\$1,920	Museum Seasonal Staff				2		1		1		1
		0	3	0	5	0	5	0	5	0	5
	<b>POLICE</b>										
\$111,297	Police Chief	1		1		1		1		1	
\$0	Deputy Chief	1		1		0		0		0	
\$93,309	Commander	1		2		3		3		3	
\$86,060	Lieutenant	4		3		4		4		4	
\$76,758	Sergeants	6		6		7		7		7	
\$63,283	Police Officer	17		18		17		17		17	
\$50,160	Police Dispatcher	6		6		7		8		8	
\$34,132	Part-time Police Dispatcher		6		6		4		4		4
\$77,958	Staff & Services Coordinator	1		1		1		1		1	
\$40,576	Parking Meter Maintenance		2		2		2		2		2
\$33,766	Parking Enforcement Assistant	1	4	1	4	1	4	1	5	1	5
\$37,733	Clerk Typist	1	3	1	3	1	3	1	3	1	3
\$0	Part-time Clerical		0		0		0		0		0
\$0	Part-time Police Service Aide				1		1		0		0
\$7,017	Crossing Guard		11		11		12		12		12
		39	26	40	27	42	26	43	26	43	26
	<b>FIRE</b>										
\$106,018	Fire Chief	1		1		1		1		1	
\$94,598	Assistant Fire Chief	1		1		1		1		1	
\$0	Fire Marshall		1		1		1		0		0
\$69,992	Deputy Fire Marshall					1		1		1	
\$80,235	Fire Captain	3		3		3		3		3	
\$74,838	Fire Lieutenant	3		6		6		6		6	
\$64,900	Firefighter/AEMT	21		18		18		18		18	
		29	1	29	1	30	1	30	0	30	0

# PERSONNEL SUMMARY

2017-2018 BUDGETED POSITION PAY	ACTIVITY/POSITION	APPROVED 2014-2015		APPROVED 2015-2016		APPROVED 2016-2017		RECOMMEND 2017-2018		PLANNED 2018-2019	
		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>										
\$105,810	Building Official	1		1		1		1		1	
\$81,910	Assistant Building Official	1		1		2		2		2	
\$74,055	Building Inspector	2	1	2	1	2	0	2	0	2	0
\$70,946	Plumbing/Heating Inspector	1		1		1		1		1	
\$72,007	Electrical Inspector	1		1		1		1		1	
\$33,280	Part-time Building Inspector				1		1		1		1
\$6,400	Substitute Inspectors		3		3		2		2		2
\$34,048	Code Enforcement Officer	1	2	1	2	0	3	0	3	0	3
\$55,862	Development Coordinator	1		1		1		1		1	
\$54,398	Office Coordinator	1		1		1		1		1	
\$47,397	Clerical	1		1		2		2		2	
\$15,423	Part-time Clerical		2		2		2		2		2
		10	8	10	9	11	8	11	8	11	8
	<b>PLANNING</b>										
\$107,224	Planning Director	1		1		1		1		1	
\$81,557	Senior Planner	1		1		1		1		1	
\$52,000	City Planner/GIS Technician							1		1	
\$23,150	City Planner		2		2		2		1		1
\$29,120	Planning Intern		0		1		1		0		0
\$21,965	Planning Clerical		2		2		2		2		2
		2	4	2	5	2	5	3	3	3	3
	<b>ENGINEERING</b>										
\$107,745	City Engineer	1		1		1		1		1	
\$90,730	Assistant City Engineer	1		1		1		1		1	
\$80,875	Senior Engineering Technician	1		1		1		1		1	
\$61,823	Public Works Inspector			1		1		1		1	
\$40,841	Public Works Inspector - Part-time		3		3		3		3		3
\$12,730	Engineering Intern		1		1		1		1		1
		3	4	4	4	4	4	4	4	4	4

# PERSONNEL SUMMARY

2017-2018 BUDGETED POSITION PAY	ACTIVITY/POSITION	APPROVED 2014-2015		APPROVED 2015-2016		APPROVED 2016-2017		RECOMMEND 2017-2018		PLANNED 2018-2019	
		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>										
\$104,204	Director of Public Services	1		1		1		1		1	
\$0	Assistant Director of Public Services		1	1	0	0	0	0	0	0	0
\$64,000	Public Works Manager	1		0		1		1		1	
\$69,971	Parks & Recreation Manager	1		1		1		1		1	
\$59,490	Recreation Coordinator	1		1		1		1		1	
\$50,303	Secretary	1		1		1		1		1	
\$15,253	Part-time Clerical		3		3		3		3		3
\$18,000	DPS Intern		1		1		1		1		1
\$26,348	Public Relations Specialist (shared with Principal Shopping District)		.5		.5		.5		.5		.5
\$63,856	Foreman-Streets/Water/Sewer			1		1		1		1	
\$63,856	Foreman-Parks/Forestry/Arena			1		1		1		1	
\$60,954	Assistant Foreman-Parks/Forestry/Arena	1		1		1		1		1	
\$60,954	Assistant Foreman-Streets/Water/Sewer	2		2		2		2		2	
\$0	Parks & Forestry Coordinator	0		1		1		1		1	
\$55,211	Specialist-Streets/Water/Sewer	3		3		2		2		2	
\$56,604	Specialist-Parks/Forestry/Arena	1		1		1		1		1	
\$50,844	Technician-Streets/Water/Sewer	4		4		4		4		4	
\$53,783	Technician-Parks/Forestry/Arena	1		1		1		1		1	
\$47,860	Operator-Streets/Water/Sewer	7		7		7		7		7	
\$46,300	Operator-Parks/Forestry/Arena	5		3		4		5		6	
\$54,707	Traffic Sign Maintenance	1		1		1		1		1	
\$16,250	Temporary Laborer		16		16		16		16		16
		30	21.5	31	20.5	31	20.5	32	20.5	33	20.5
	<b>GENERAL FUND TOTAL</b>	<u>133.0</u>	<u>74</u>	<u>136.0</u>	<u>79</u>	<u>139.0</u>	<u>78</u>	<u>144.0</u>	<u>75</u>	<u>145.0</u>	<u>75</u>
	<b>INFORMATION TECHNOLOGY</b>										
\$0	IT Manager	1		1		1		0		0	
\$57,788	IT Technician	1		1		1		1		1	
\$18,637	IT Technician Assistant	0			2		2		2		2
\$0	IT Technician Assistant Part-time		1		0		0		0		0
\$0	IT Intern		1		0		0		0		0
		2	2	2	2	2	2	1	2	1	2
	<b>DPS-GARAGE</b>										
\$55,522	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>3</u>	<u>2</u>	<u>3</u>	<u>2</u>

# PERSONNEL SUMMARY

2017-2018 BUDGETED POSITION PAY	ACTIVITY/POSITION	APPROVED 2014-2015		APPROVED 2015-2016		APPROVED 2016-2017		RECOMMEND 2017-2018		PLANNED 2018-2019	
		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		1		1		0		0		0
\$38,205	PSD Special Event Specialist		1		1		1		1		1
\$34,245	PSD Office Specialist		1		1		1		1		1
\$26,348	Public Relations Specialist (shared with Dept of Public Services)		.5		.5		.5		.5		.5
\$16,640	PSD Special Event Assistant		0		0		1		1		1
\$0	PSD Intern		1		1		0		0		0
	<b>PRINCIPAL SHOPPING DISTRICT FUND TOTAL</b>	<u>1</u>	<u>4.5</u>	<u>1</u>	<u>4.5</u>	<u>1</u>	<u>3.5</u>	<u>1</u>	<u>3.5</u>	<u>1</u>	<u>3.5</u>
	<b>GOLF COURSES</b>										
\$69,971	Golf Manager	1		1		1		1		1	
\$58,344	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>	<u>2</u>	<u>25</u>	<u>2</u>	<u>25</u>	<u>2</u>	<u>25</u>	<u>2</u>	<u>25</u>	<u>2</u>	<u>25</u>
	<b>GRAND TOTAL (NOT INCLUDING LIBRARY)</b>	<u>140</u>	<u>105</u>	<u>143</u>	<u>110</u>	<u>146</u>	<u>108</u>	<u>150</u>	<u>105</u>	<u>151</u>	<u>105</u>
	<b>LIBRARY</b>										
\$93,995	Library Director	1		1		1		1		1	
\$67,870	Library Associate Director	1		1		1		1		1	
\$53,572	Library Department Head/Coordinator	4		5		5		5		5	
\$49,109	Technology Trainer	1		1		1		1		1	
\$23,806	Librarian/Administrative Assistant		1		1		1		1		1
\$45,115	Bookkeeper	1		1		1		1		1	
\$30,200	Paraprofessional		4		5		3		3		3
\$35,098	Librarian	4	7	3	9	5	4	5	6	6	6
\$26,351	Library Assistant II/III	1	2	1	2	1	2	1	2	1	2
\$10,221	Library Assistant I		11		11		15		15		15
\$6,413	Library Page		10		11		8		7		7
\$2,570	Substitute Librarian		20		21		20		23		23
\$14,953	Library Maintenance Assistant		2		3		3		3		3
	<b>LIBRARY FUND TOTAL</b>	<u>13</u>	<u>57</u>	<u>13</u>	<u>63</u>	<u>16</u>	<u>56</u>	<u>16</u>	<u>60</u>	<u>17</u>	<u>60</u>
	<b>GRAND TOTAL CITY</b>	<u>153</u>	<u>162</u>	<u>156</u>	<u>173</u>	<u>162</u>	<u>164</u>	<u>166</u>	<u>165</u>	<u>168</u>	<u>165</u>



*City of Birmingham, Michigan  
2017-2018 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.

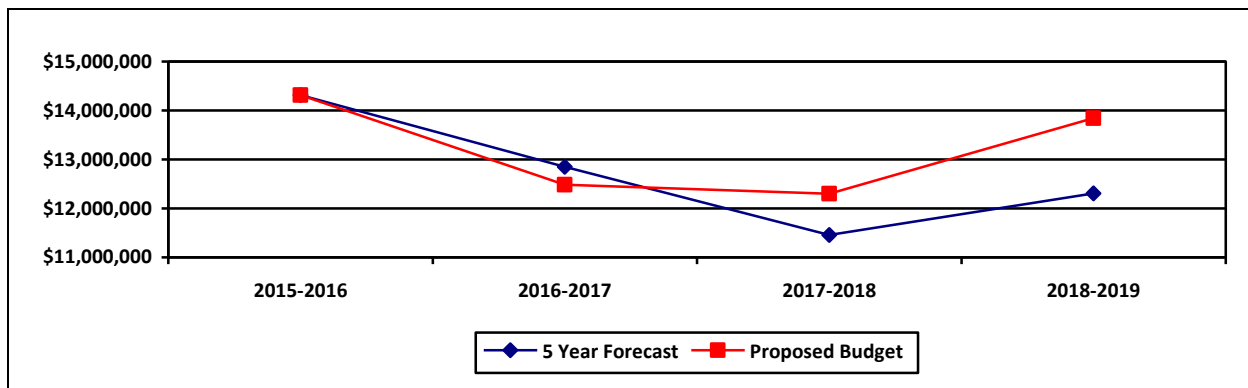
### **General Fund Overview**

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 2015-2016</u></b>	<b><u>Budget 2016-2017</u></b>	<b><u>Projected 2016-2017</u></b>	<b><u>Recommended 2017-2018</u></b>	<b><u>Planned 2018-2019</u></b>
Revenues	\$ 30,588,725	\$ 31,233,190	\$ 31,075,710	\$ 33,796,970	\$ 34,635,210
Expenditures	(29,434,369)	(32,261,789)	(32,904,987)	(33,981,640)	(33,091,690)
Revenues over (under)					
Expenditures	1,154,356	(1,028,599)	(1,829,277)	(184,670)	1,543,520
Beginning Fund Balance	13,157,930	14,312,286	14,312,286	12,483,009	12,298,339
Ending Fund Balance	<u>\$ 14,312,286</u>	<u>\$ 13,283,687</u>	<u>\$ 12,483,009</u>	<u>\$ 12,298,339</u>	<u>\$ 13,841,859</u>

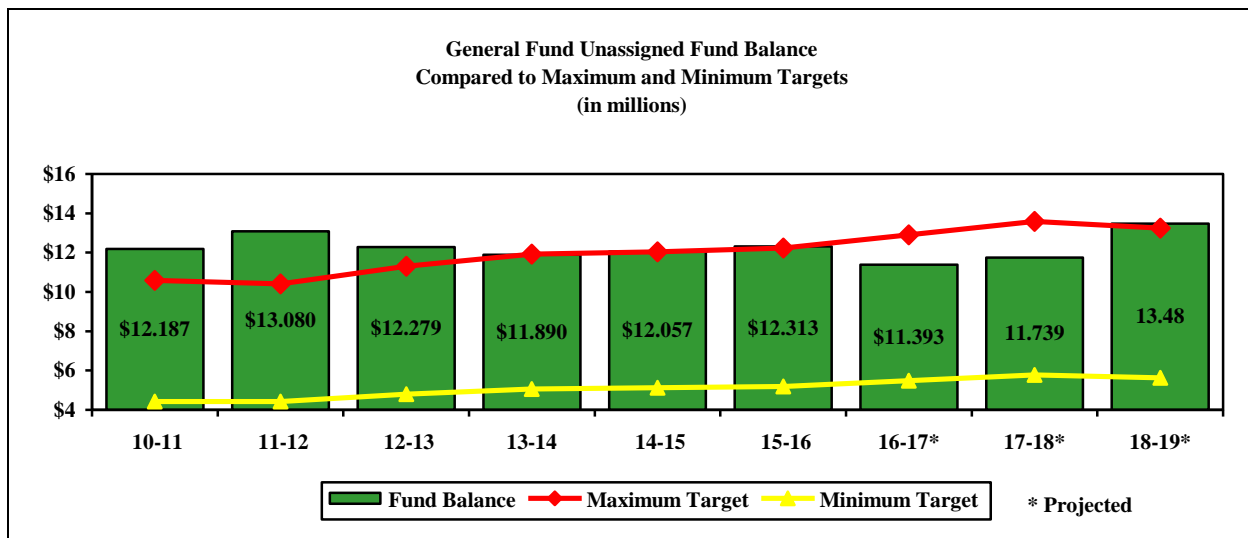


The recommended budget decreases fund balance by \$184,670, or 1.5% from the projected 2016-2017 projected fund balance. Below is a comparison of the recommended budget ending fund balance as compared to the 5 year forecast as presented at the Long Range Planning Meeting in January 2017:



The recommended budget's fund balance is greater than the 5 year forecast model by approximately \$842,800 in 2017-2018 and \$1,535,000 in 2018-2019. Significant changes to the forecast for 2017-2018 include: higher property tax revenue (\$155,000), higher building permit revenue (\$337,000), an increase in general government expenditures (\$409,000), an increase in building and planning department expenditures (\$535,000), and lower transfers to the Capital Projects Fund (\$1,506,000).

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 2017-2018 budget maintains unassigned balance at 34.5% which is within the City's fund balance policy as shown below.



## General Fund Revenues

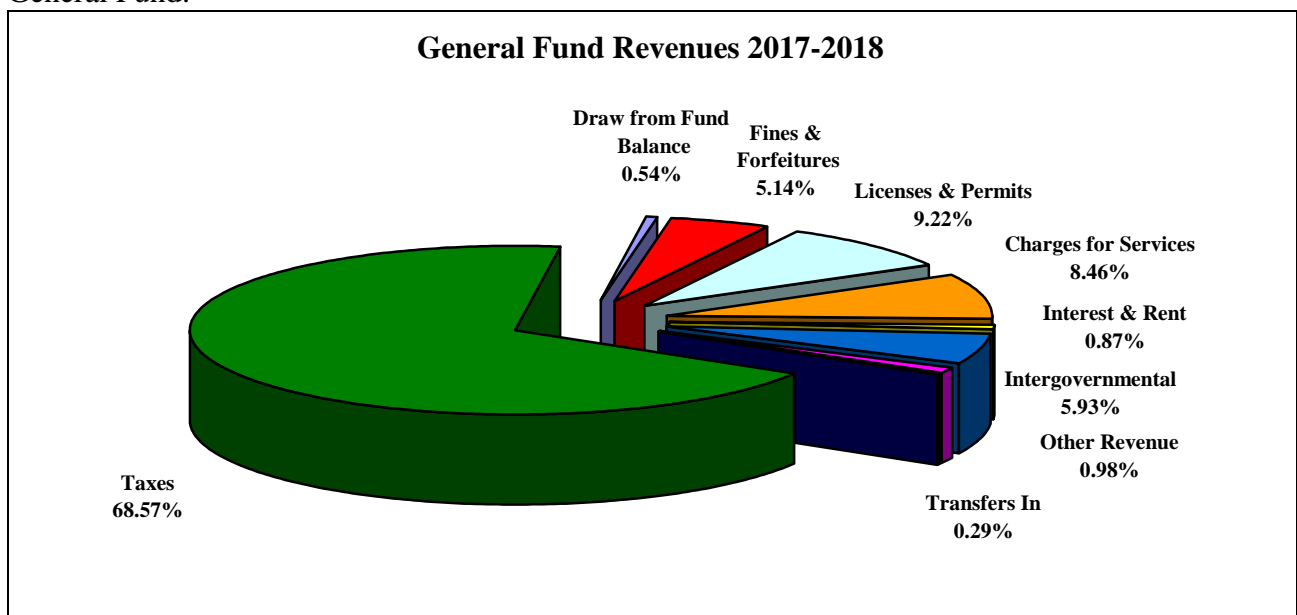
### Revenue Overview

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 2017-2018 General Fund revenue is recommended to increase by \$2,563,780, or 8.2%, over 2016-2017 (less Draw from Fund Balance). Approximately 87% of the increase is the result of higher property tax revenue.

Description	Actual 2015-2016	Budget 2016-2017	Projected 2016-2017	Recommended 2017-2018	Planned 2018-2019
Draw Fund Balance	\$0	\$1,028,599	\$0	\$184,670	\$0
Taxes	20,353,128	21,081,640	21,086,810	23,302,640	24,013,490
Licenses and Permits	3,459,940	3,070,540	3,024,760	3,134,260	3,203,760
Intergovernmental	2,056,103	2,078,000	2,137,240	2,014,620	2,040,820
Charges for Services	2,790,043	2,800,400	2,812,710	2,873,130	2,930,130
Fines and Forfeitures	1,475,443	1,686,060	1,615,250	1,744,940	1,815,930
Interest and Rent	219,225	275,810	279,690	294,290	362,490
Other Revenue	234,843	240,740	119,250	333,090	168,590
Transfers In	0	0	0	100,000	100,000
<b>General Fund Total</b>	<b>\$30,588,725</b>	<b>\$32,261,789</b>	<b>\$31,075,710</b>	<b>\$33,981,640</b>	<b>\$34,635,210</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 February 28, before they are added to the county tax rolls.

For fiscal year 2017-2018, the City's property tax revenue represents 68.57% of General Fund revenues. Property tax revenues are projected to increase by approximately 10.54% from the prior fiscal year's budget. The increase is a result of an increase in taxable value as explained below and the expiration of the Combined Sewer Overflow (CSO) debt payments in 2016-2017. The City's recommended operating millage of 11.2481 mills, excluding refuse, library, and debt allocation for the Debt-Service Fund, is recommended to increase from the prior year's operating millage. The operating millage provides funding for General Fund City operations, debt-service payments for the George W. Kuhn Drain bonds, and the North Arm Drain bonds, and a significant contribution to the street funds.

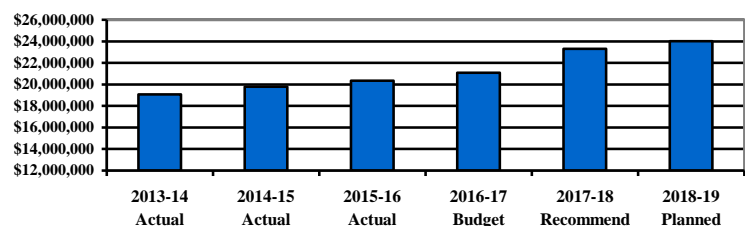
Personal property tax revenue is expected to decline as a result of recent legislation: small taxpayers with total personal property valued at less than \$80,000 will be able to sign a tax exemption for personal property; additionally, recent legislation will phase out the industrial portion of personal 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 2017 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, 2015, and 2016 there was an increase of 2.71%, 5.76%, and 5.45%, respectively, in taxable value. For fiscal years 2017-2018 and 2018-2019, taxable values are expected to increase by 4.00% and 3.50%, respectively, as a result of improvement in the housing market.

**Property Taxes**

<b>Fiscal Year</b>		<b>Amount</b>	<b>% Change</b>
2013-14	Actual	\$19,062,025	3.3%
2014-15	Actual	19,797,130	3.9%
2015-16	Actual	20,353,128	2.8%
2016-17	Budget	21,081,640	3.6%
2017-18	Recommend	23,302,640	10.5%
2018-19	Planned	24,013,490	3.1%

**Property Taxes**



## **LICENSES AND PERMITS**

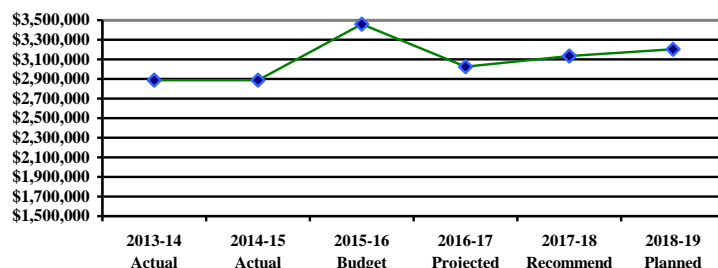
Licenses and Permits include rental housing fees, telecommunications permit, cable franchise fees, and fees received primarily for new construction and building improvements to property. These fees represent electrical, building and plumbing permits, in addition to landlord licenses, board review fees, and associated inspection fees. This revenue category represents 9.22% of total budgeted General Fund revenues for fiscal year 2017-2018.

Revenues generated from licenses and permits are projected to increase by \$109,500, or 3.62%, from the prior fiscal year's updated projected numbers. This is primarily attributable to an anticipated increase in building permit revenue of \$84,260, or 3.7%, as reinvestment in the City continues.

**Licenses and Permits**

<b>Fiscal Year</b>		<b>Amount</b>	<b>% Change</b>
2013-14	Actual	\$2,886,951	35.3%
2014-15	Actual	2,888,639	0.06%
2015-16	Actual	3,459,940	19.8%
2016-17	Projected	3,024,760	-12.6%
2017-18	Recommend	3,134,260	3.6%
2018-19	Planned	3,203,760	2.2%

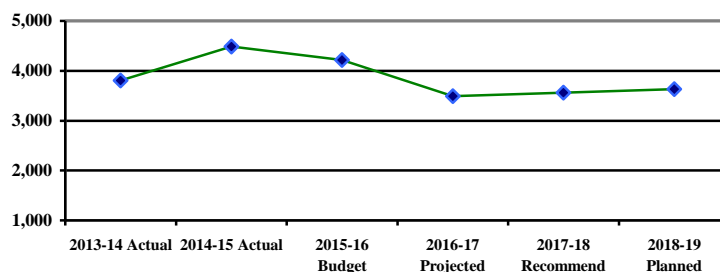
**Licenses and Permits**



**Number of Permits Issued**

<b>Fiscal Year</b>		<b>Amount</b>	<b>% Change</b>
2013-14	Actual	3,805	16.5%
2014-15	Actual	4,484	17.8%
2015-16	Actual	4,218	-5.9%
2016-17	Projected	3,488	-17.3%
2017-18	Recommend	3,558	2.0%
2018-19	Planned	3,630	2.0%

**Number of Permits Issued**



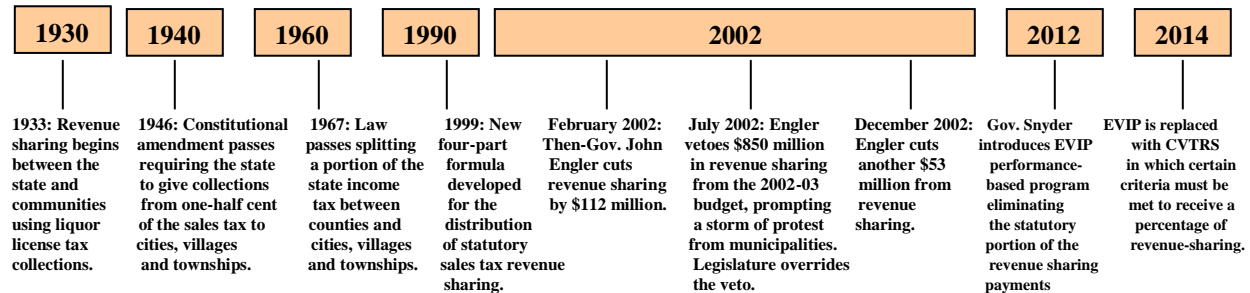
## **INTERGOVERNMENTAL REVENUE**

This source of revenue represents grants and shared revenues received from federal, state or county governments and represents 5.93% of General Fund revenues for fiscal year 2017-2018. 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 decrease by \$63,380, or 3.1%, from the prior fiscal year's budget due to the State's economy and the establishment of the Local Community Stabilization Authority act (LCSA) for lost personal property tax revenue.

## Revenue Sharing Time Line

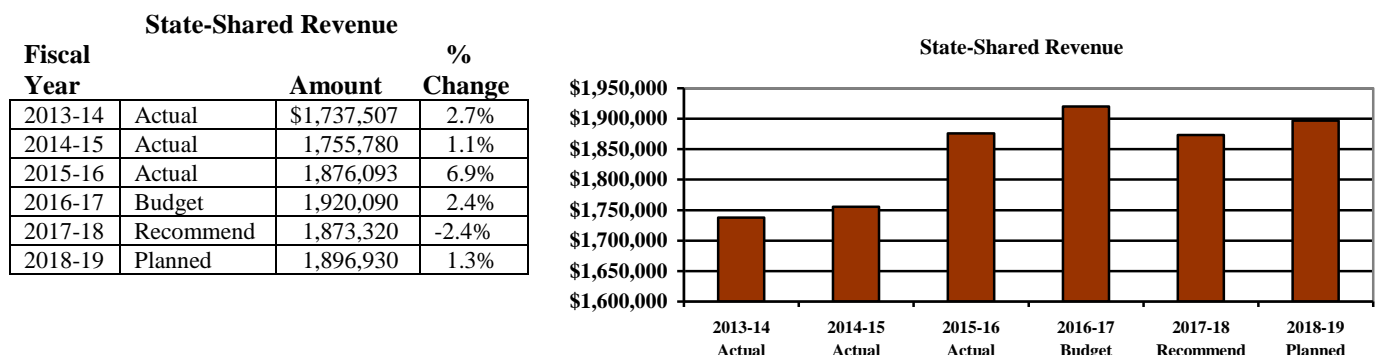
Revenue sharing has a long history in Michigan and constitutes a hefty percentage of many municipal budgets.



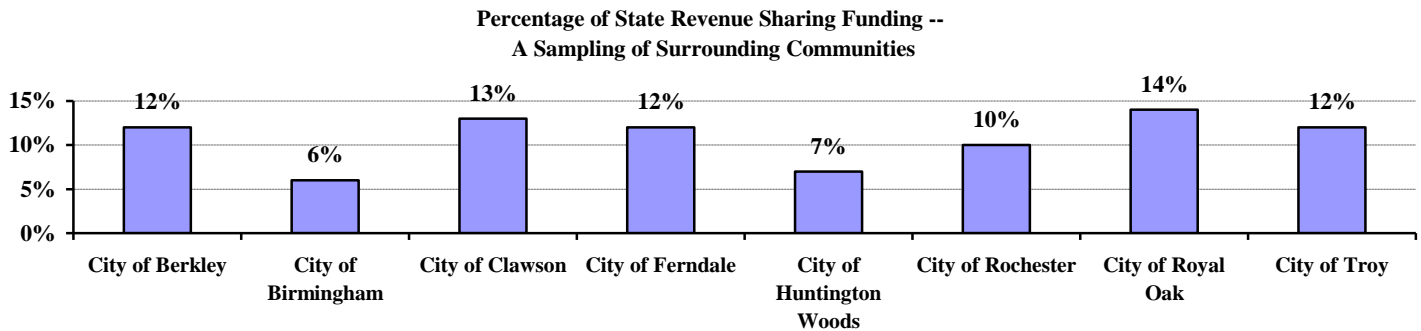
Source: Detroit Free Press dated 3/03/03 and then updated annually by City staff

The state-shared sales, liquor tax, and LCSA revenues represent 93% of the intergovernmental revenue source for the City of Birmingham. Revenue-sharing projections for fiscal year 2017-2018 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.

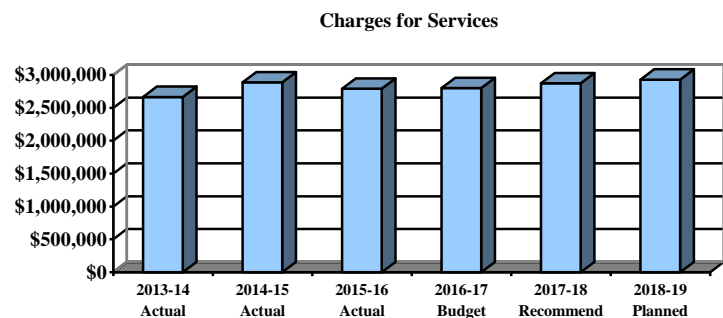


## **CHARGES FOR SERVICES**

This revenue category accounts for the various fees charged for City services and recreational programs. This source represents 8.46% of General Fund revenues.

In 2017-2018, charges for services are expected to increase overall by 2.6%, or \$72,730, from the prior fiscal year's budget. A portion of this increase is due to higher fire department EMS transports and sidewalk repair revenue. Additionally, there is an estimated increase in interdepartmental service charges as personnel changes result in higher charge-out rates leading to an increase in labor cost from the Major Street Fund, the Springdale Golf Course Fund, and the Automobile Parking System Fund. In 2018-2019, charges for services are estimated to increase by 2.0%, or \$57,000, due to higher dispatch service charges.

Charges for Services			
Fiscal Year		Amount	% Change
2013-14	Actual	\$2,666,924	9.5%
2014-15	Actual	2,886,995	8.3%
2015-16	Actual	2,790,043	-3.4%
2016-17	Budget	2,800,400	0.4%
2017-18	Recommend	2,873,130	2.6%
2018-19	Planned	2,930,130	2.0%

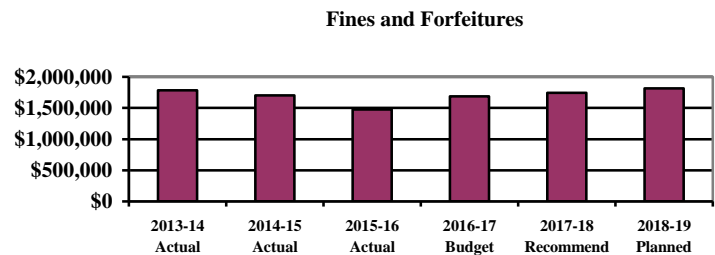


## **FINES AND FORFEITURES**

This revenue source represents 5.14% 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 2017-2018, total fines and

forfeitures are estimated to increase by \$58,880, or 3.5%, from the 2016-2017 fiscal year budget as a result of an expected increase in parking fine revenue.

Fines and Forfeitures			
Fiscal Year		Amount	% Change
2013-14	Actual	\$1,784,431	30.3%
2014-15	Actual	1,703,518	-4.5%
2015-16	Actual	1,475,443	-13.4%
2016-17	Budget	1,686,060	14.3%
2017-18	Recommend	1,744,940	3.5%
2018-19	Planned	1,815,930	4.1%

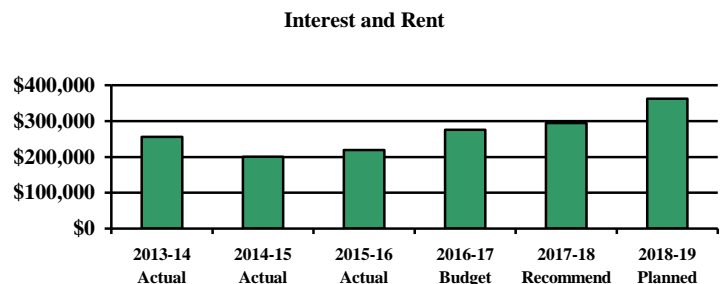


## **INTEREST AND RENT**

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 2017-2018, total interest and rent is estimated to increase by \$18,480, or 6.70%, from the 2016-2017 fiscal year budget as a result of an increase in the rate of return on investments.

Interest and Rent			
Fiscal Year		Amount	% Change
2013-14	Actual	\$255,655	458.8%
2014-15	Actual	200,201	-21.7%
2015-16	Actual	219,225	9.5%
2016-17	Budget	275,810	25.8%
2017-18	Recommend	294,290	6.7%
2018-19	Planned	362,490	23.2%



## **OTHER REVENUE**

This category represents 0.98% of General Fund revenues and includes revenue which cannot be classified in other categories. Examples of such revenues include special assessment revenue, City auction revenue, police miscellaneous fees, penalties on invoices, and one-time revenue sources. Other revenue is estimated to increase by \$92,350, or 38.4%, from the prior fiscal year's budget due to increased sidewalk special assessment revenue.

## **TRANSFERS IN**

The transfer in from Lincoln Hills Golf Course of \$100,000 represents a partial repayment of a series of loans from the General Fund to the golf course for clubhouse renovation and deficits incurred during the economic downturn.

## **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 2017-2018, the City's budgeted expenditures exceed budgeted revenues by \$184,670, and therefore, a draw from fund balance is necessary. For fiscal year 2018-2019, there is no planned use of fund balance.



**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**GENERAL FUND REVENUE SUMMARY**  
**BY ACCOUNT**

ACCT.		2015-2016 ACTUAL		2016-2017 BUDGET		2017-2018 RECOMMEND		2018-2019 PLANNED	
NUM.	DESCRIPTION	\$	%	\$	%	\$	%	\$	%
USE OF FUND BALANCE									
400.0000	APPROP FUND BAL/RET EARN	0	0.00%	1,028,599	3.19%	184,670	0.54%	0	0.00%
	USE OF FUND BALANCE	0	0.00%	1,028,599	3.19%	184,670	0.54%	0	0.00%
TAXES									
402.0001	PROPERTY TAXES	20,315,235	66.41%	21,032,640	65.19%	23,253,640	68.43%	23,964,490	69.19%
402.0002	FEE IN LIEU OF TAXES	16,827	0.06%	19,000	0.06%	19,000	0.06%	19,000	0.05%
402.0004	PROVISION FOR TAX LOSS	(82,340)	-0.27%	(100,000)	-0.31%	(100,000)	-0.29%	(100,000)	-0.29%
402.0005	PENALTIES & INTEREST	103,406	0.34%	130,000	0.40%	130,000	0.38%	130,000	0.38%
	TAXES	20,353,128	66.54%	21,081,640	65.35%	23,302,640	68.57%	24,013,490	69.33%
LICENSES AND PERMITS									
451.0000	BUSINESS LICEN & PERMITS	64,926	0.21%	57,220	0.18%	63,550	0.19%	64,280	0.19%
452.0000	RENTAL HOUSING FEES	140,873	0.46%	135,000	0.42%	137,000	0.40%	140,000	0.40%
476.0000	BUILDING PERMITS	2,651,421	8.67%	2,315,600	7.18%	2,336,700	6.88%	2,411,550	6.96%
479.0001	PLANNING REVIEW FEES	11,875	0.04%	4,000	0.01%	4,200	0.01%	3,200	0.01%
479.0002	PLANNING BOARD REVIEW FEE	37,000	0.12%	42,000	0.13%	59,200	0.17%	50,150	0.14%
479.0004	BOARD ZONING APPL/RVW FEE	9,240	0.03%	11,020	0.03%	14,710	0.04%	14,570	0.04%
479.0005	HDC REVIEW FEES	7,300	0.02%	10,150	0.03%	12,200	0.04%	11,450	0.03%
479.0008	DRB REVIEW FEE	14,650	0.05%	15,050	0.05%	19,200	0.06%	17,050	0.05%
479.0009	ADMINISTRATIVE APPROVAL	15,704	0.05%	15,000	0.05%	15,000	0.04%	12,000	0.03%
479.0010	BOARD ZONING/HOUSING/TRADES APPEALS	2,170	0.01%	0	0.00%	0	0.00%	0	0.00%
479.0011	ENGINEERING PERMITS/FEES	79,319	0.26%	70,000	0.22%	71,050	0.21%	72,120	0.21%
481.0000	CABLE FRANCHISE FEES	352,810	1.15%	340,000	1.05%	345,100	1.02%	350,280	1.01%
483.0000	DOG & CAT LICENSES	6,277	0.02%	5,500	0.02%	5,600	0.02%	5,600	0.02%
489.0000	TELECOMMUNICATIONS PERMIT	66,375	0.22%	50,000	0.15%	50,750	0.15%	51,510	0.15%
	LICENSES AND PERMITS	3,459,940	11.31%	3,070,540	9.52%	3,134,260	9.22%	3,203,760	9.25%
INTERGOVERNMENTAL									
502.0000	EMERGENCY MGMT ASSISTANCE	13,180	0.04%	13,180	0.04%	20,160	0.06%	20,160	0.06%
542.0000	STATE ACT 302 GRANT	5,884	0.02%	6,390	0.02%	6,540	0.02%	6,540	0.02%
549.0000	STATE SHARED LIQUOR TAX	27,703	0.09%	40,000	0.12%	40,000	0.12%	40,000	0.12%
558.0000	ELECTION REIMBURSEMENT	11,904	0.04%	11,000	0.03%	12,000	0.04%	12,000	0.03%
568.0000	ACT 32 DISPATCH TRAINING	10,125	0.03%	11,000	0.03%	9,310	0.03%	9,310	0.03%
569.0000	LOCAL COMMUNITY STABILIZATION AUTHORITY	128,426	0.42%	67,000	0.21%	70,000	0.21%	70,000	0.20%
574.0001	CONSTITUTIONAL SALES TAX	1,530,240	5.00%	1,623,370	5.03%	1,573,600	4.63%	1,597,210	4.61%
574.0002	STATUTORY SALES TAX	189,724	0.62%	189,720	0.59%	189,720	0.56%	189,720	0.55%
581.0004	DNA AND SEX OFFENDER REGISTRATION	250	0.00%	100	0.00%	100	0.00%	100	0.00%
581.0007	CLEMIS REPORT SHARED REVENUE	5,827	0.02%	6,100	0.02%	6,340	0.02%	6,530	0.02%
583.0001	POLICE LIAISON	132,340	0.43%	110,140	0.34%	86,850	0.26%	89,250	0.26%
588.0000	CABLE BOARD GRANT	0	0.00%	0	0.00%	0	0.00%	0	0.00%
599.0000	LOCAL GRANTS	500	0.00%	0	0.00%	0	0.00%	0	0.00%
	INTERGOVERNMENTAL	2,056,103	6.72%	2,078,000	6.44%	2,014,620	5.93%	2,040,820	5.89%
CHARGES FOR SERVICES									
607.0000	LAND ACCESS FEES	67	0.00%	60	0.00%	60	0.00%	60	0.00%
609.0000	POLICE BOND POST FEE	210	0.00%	250	0.00%	250	0.00%	250	0.00%
610.0000	PASSPORT APPLICATION FEE	17,990	0.06%	18,000	0.06%	18,000	0.05%	18,000	0.05%
614.0000	APPLICATION FEE SPEC EVNT	4,340	0.01%	4,000	0.01%	4,000	0.01%	4,000	0.01%
617.0001	BASEBALL ENTRY FEES	0	0.00%	3,300	0.01%	3,500	0.01%	3,500	0.01%
617.0002	LEISURE ACTIVITY PASS	21,810	0.07%	20,000	0.06%	21,000	0.06%	21,000	0.06%
618.0001	MUSEUM ENDOWMENT INCOME	38,543	0.13%	38,000	0.12%	39,000	0.11%	40,000	0.12%
618.0002	MUSEUM MISCELLAN INCOME	2,428	0.01%	800	0.00%	800	0.00%	1,000	0.00%
618.0003	MUSEUM ADMISSIONS	3,783	0.01%	3,700	0.01%	3,800	0.01%	4,000	0.01%
626.0003	WEED CUTTING	21,652	0.07%	17,000	0.05%	22,000	0.06%	22,000	0.06%

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**GENERAL FUND REVENUE SUMMARY**  
**BY ACCOUNT**

ACCT.		2015-2016 ACTUAL		2016-2017 BUDGET		2017-2018 RECOMMEND		2018-2019 PLANNED	
NUM.	DESCRIPTION	\$	%	\$	%	\$	%	\$	%
626.0004	SIDEWALK CONSTRUCTION	14,978	0.05%	20,000	0.06%	45,000	0.13%	45,000	0.13%
626.0005	SNOW REMOVAL ENFORCEMENT	1,655	0.01%	5,000	0.02%	6,000	0.02%	7,000	0.02%
627.0002	BEVERLY HILLS DISPATCH SERVICES	344,076	1.12%	336,200	1.04%	326,910	0.96%	364,230	1.05%
629.0001	POLICE PBT CHARGE	13,660	0.04%	22,420	0.07%	8,500	0.03%	8,500	0.02%
629.0002	POLICE COST RECOVERY - FILMS	0	0.00%	0	0.00%	500	0.00%	500	0.00%
629.0003	BACKGROUND INVESTIGATION-LIQUOR LICENSES	4,500	0.01%	3,000	0.01%	3,000	0.01%	3,000	0.01%
631.0001	FIRE DEPT EMS TRANSPORTS	328,193	1.07%	305,000	0.95%	330,000	0.97%	330,000	0.95%
634.0002	EPS SPECIAL EVENT FEES	45,492	0.15%	50,000	0.15%	50,000	0.15%	50,000	0.14%
634.0003	POLICE SPECIAL EVENT FEES	18,723	0.06%	25,000	0.08%	22,500	0.07%	22,500	0.06%
634.0004	FIRE SPECIAL EVENT FEES	3,892	0.01%	3,000	0.01%	3,000	0.01%	3,000	0.01%
634.0005	COMM DEV SPECIAL EVENT	4,556	0.01%	5,000	0.02%	5,790	0.02%	5,880	0.02%
639.0001	CLASSES	100,969	0.33%	90,000	0.28%	95,000	0.28%	95,000	0.27%
641.0202	CHARGES TO MAJOR STREET	147,381	0.48%	168,710	0.52%	179,600	0.53%	181,950	0.53%
641.0203	CHARGES TO LOCAL STREETS	189,267	0.62%	181,260	0.56%	192,600	0.57%	194,970	0.56%
641.0248	CHARGES TO CDBG FUND	446	0.00%	0	0.00%	0	0.00%	0	0.00%
641.0271	CHARGES TO BALDWIN PUBLIC LIBRARY	104,890	0.34%	104,890	0.33%	104,890	0.31%	104,890	0.30%
641.0401	CHARGES TO CAPITAL PROJECTS FUND	6,485	0.02%	0	0.00%	0	0.00%	0	0.00%
641.0584	CHARGES TO SPRINGDALE GOLF COURSE	17,160	0.06%	17,690	0.05%	16,120	0.05%	16,390	0.05%
641.0585	CHARGES TO AUTO PARKING SYSTEM	97,885	0.32%	85,740	0.27%	86,390	0.25%	87,140	0.25%
641.0590	CHARGES TO SEWAGE DISPOSAL SYSTEM	359,943	1.18%	353,290	1.10%	369,610	1.09%	374,700	1.08%
641.0591	CHARGES TO WATER SUPPLY SYSTEM	237,967	0.78%	278,350	0.86%	292,290	0.86%	296,380	0.86%
641.0597	CHARGES TO LINCOLN HILL GOLF COURSE	17,160	0.06%	17,690	0.05%	16,120	0.05%	16,390	0.05%
645.0001	MUSEUM - GIFT SHOP	120	0.00%	150	0.00%	0	0.00%	0	0.00%
646.0001	ADULT OPEN SKATE FEES	16,331	0.05%	14,000	0.04%	15,000	0.04%	15,000	0.04%
646.0002	CHILDREN OPEN SKATE FEES	16,319	0.05%	13,000	0.04%	14,000	0.04%	14,000	0.04%
646.0003	MAIN ARENA RENTAL	374,308	1.22%	400,000	1.24%	375,000	1.10%	375,000	1.08%
646.0004	STUDIO ARENA RENTAL	14,664	0.05%	16,000	0.05%	16,000	0.05%	16,000	0.05%
646.0005	SHOW & ADMISSIONS	36,650	0.12%	27,000	0.08%	30,000	0.09%	30,000	0.09%
646.0006	SKATE RENTAL	10,435	0.03%	8,500	0.03%	8,000	0.02%	8,000	0.02%
646.0007	CONCESSION SALES	41,295	0.14%	38,000	0.12%	40,000	0.12%	41,000	0.12%
646.0008	COIN LOCKERS	445	0.00%	400	0.00%	400	0.00%	400	0.00%
646.0010	VENDING	1,598	0.01%	1,500	0.00%	1,500	0.00%	1,500	0.00%
646.0011	ADVERTISING	6,340	0.02%	4,500	0.01%	4,500	0.01%	4,500	0.01%
654.0001	TENNIS CLUB RENTAL	62,354	0.20%	63,000	0.20%	63,000	0.19%	63,000	0.18%
654.0004	IN THE PARK CONCERT DONAT	7,981	0.03%	9,000	0.03%	9,000	0.03%	10,000	0.03%
654.0005	SHELTER RENTAL	4,742	0.02%	4,700	0.01%	5,000	0.01%	5,000	0.01%
654.0006	FIELD/PARK USE FEES	9,630	0.03%	7,500	0.02%	9,500	0.03%	9,500	0.03%
654.0016	DOG PARK PASS	15,510	0.05%	15,000	0.05%	15,000	0.04%	15,000	0.04%
654.0017	SHAIN PARK RENTAL	1,220	0.00%	800	0.00%	1,000	0.00%	1,000	0.00%
CHARGES FOR SERVICES		2,790,043	9.12%	2,800,400	8.68%	2,873,130	8.45%	2,930,130	8.46%
FINES AND FORFEITURES									
656.0000	PARKING FINES	394,008	1.29%	425,000	1.32%	536,340	1.58%	589,970	1.70%
657.0000	48TH DISTRICT COURT	1,033,994	3.38%	1,200,560	3.72%	1,157,100	3.41%	1,174,460	3.39%
658.0000	CIVIL REIMBURSEMENT - RESTITUTION	29,486	0.10%	32,500	0.10%	32,500	0.10%	32,500	0.09%
659.0000	FALSE ALARM CHARGES	12,130	0.04%	21,500	0.07%	12,500	0.04%	12,500	0.04%
661.0000	IMPOUND FEES	5,825	0.02%	6,500	0.02%	6,500	0.02%	6,500	0.02%
FINES AND FORFEITURES		1,475,443	4.82%	1,686,060	5.23%	1,744,940	5.13%	1,815,930	5.24%
INTEREST AND RENT									
664.0000	INVESTMENT INCOME	162,430	0.53%	216,210	0.67%	233,850	0.69%	301,190	0.87%
666.0001	SPECIAL ASSESSMENT INTEREST	287	0.00%	2,100	0.01%	2,100	0.01%	2,100	0.01%
667.0000	LEASE PAYMENTS	55,008	0.18%	56,000	0.17%	56,840	0.17%	57,700	0.17%
669.0000	PISTOL RANGE RENT INCOME	1,500	0.00%	1,500	0.00%	1,500	0.00%	1,500	0.00%
INTEREST AND RENT		219,225	0.72%	275,810	0.85%	294,290	0.87%	362,490	1.05%

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**GENERAL FUND REVENUE SUMMARY**  
**BY ACCOUNT**

ACCT.		2015-2016 ACTUAL		2016-2017 BUDGET		2017-2018 RECOMMEND		2018-2019 PLANNED	
NUM.	DESCRIPTION	\$	%	\$	%	\$	%	\$	%
OTHER REVENUE									
672.0101	FUTURE SPECIAL ASSESSMENT REVENUE	0	0.00%	108,450	0.34%	225,000	0.66%	58,000	0.17%
672.0804	WILLITS ALLEY	343	0.00%	340	0.00%	340	0.00%	340	0.00%
672.0809	REAR YARD SIDEWALK NORTH OLD WOODWARD	262	0.00%	260	0.00%	260	0.00%	260	0.00%
672.0829	S. ETON - EAST SIDE SIDEWALK	2,869	0.01%	0	0.00%	0	0.00%	0	0.00%
672.0843	RAIL DISTRICT SIDEWALKS	10,755	0.04%	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	37,944	0.12%	13,000	0.04%	13,000	0.04%	13,000	0.04%
672.0864	HAMILTON PAVING - N.OLD WDWRD TO WDWRD	0	0.00%	25,000	0.08%	25,000	0.07%	25,000	0.07%
674.0001	CITIZEN DONATIONS FIREWOR	8,616	0.03%	15,000	0.05%	0	0.00%	0	0.00%
676.0000	TREASURER'S CERTIFICATE	10	0.00%	50	0.00%	50	0.00%	50	0.00%
677.0001	SUNDRY & MISCELLANEOUS	23,720	0.08%	16,000	0.05%	20,000	0.06%	20,000	0.06%
677.0002	EPS MISCELLANEOUS	2,505	0.01%	15,000	0.05%	15,000	0.04%	15,000	0.04%
677.0003	POLICE MISCELLANEOUS	26,134	0.09%	40,000	0.12%	27,500	0.08%	30,000	0.09%
678.0000	CABLE BOARD SURPLUS	122,613	0.40%	0	0.00%	0	0.00%	0	0.00%
679.0001	DPS VENDING/COFFEE	(9)	0.00%	300	0.00%	100	0.00%	100	0.00%
681.0000	BUILDING DEPARTMENT	300	0.00%	1,000	0.00%	500	0.00%	500	0.00%
682.0000	PENALTIES ON INVOICE	(1,311)	0.00%	0	0.00%	0	0.00%	0	0.00%
OTHER REVENUE		234,843	0.77%	240,740	0.75%	333,090	0.98%	168,590	0.49%
TRANSFERS IN									
699.0597	TRANSFER FROM LINCOLN HILLS GOLF COURSE	0	0.00%	0	0.00%	100,000	0.29%	100,000	0.29%
		0	0.00%	0	0.00%	100,000	0.29%	100,000	0.29%
GENERAL FUND TOTAL		30,588,725	100.00%	32,261,789	100.00%	33,981,640	100.00%	34,635,210	100.00%

## General Fund Expenditures

### **Expenditure Overview**

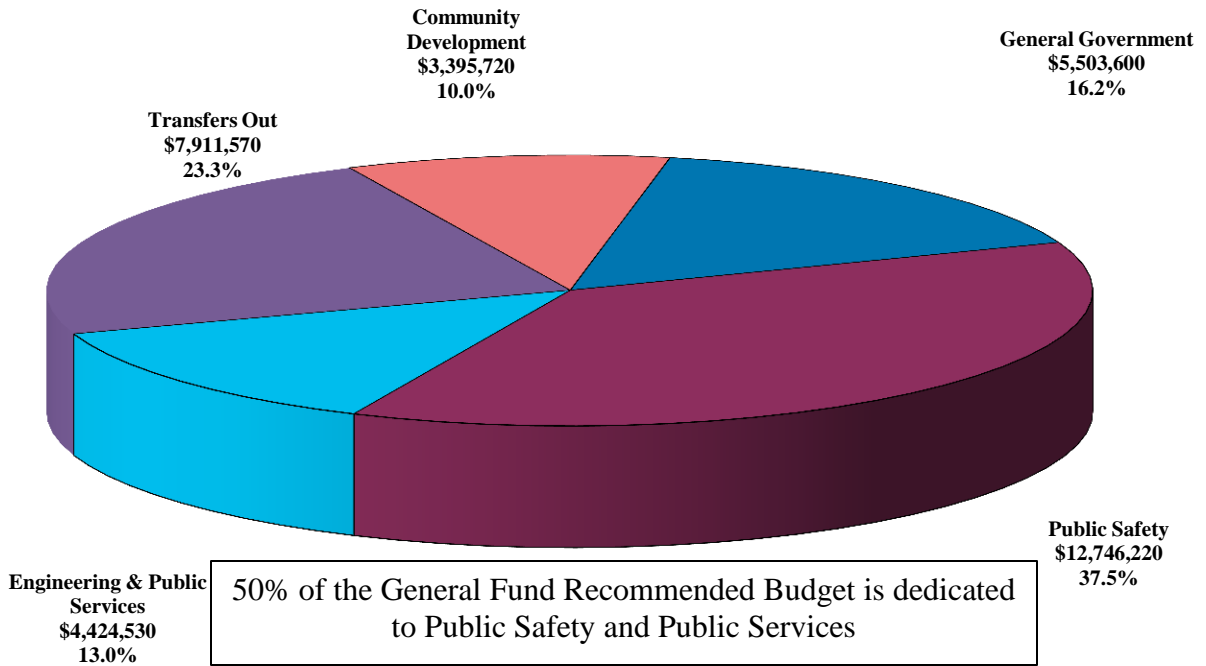
General Fund expenditures are budgeted on a budgetary center basis (or functional basis). The different budgetary centers include: General Government which includes the City's administrative services such as city commission, city manager, accounting and treasury functions, legal, human resources, assessing, 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	Planned
	<u>2015-2016</u>	<u>2016-2017</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>
General Government	\$ 4,917,647	\$ 5,289,965	\$ 5,168,590	\$ 5,503,600	\$ 5,594,920
Public Safety	11,977,212	12,896,767	12,899,240	12,746,220	13,192,350
Engineering & Public Services	4,096,617	5,198,157	5,616,677	4,424,530	4,802,430
Community Development	2,207,371	2,726,900	3,070,480	3,395,720	2,906,990
Transfers Out	<u>6,235,522</u>	<u>6,150,000</u>	<u>6,150,000</u>	<u>7,911,570</u>	<u>6,595,000</u>
Total	<u>\$ 29,434,369</u>	<u>\$ 32,261,789</u>	<u>\$ 32,904,987</u>	<u>\$ 33,981,640</u>	<u>\$ 33,091,690</u>

The recommended budget is proposed to increase \$1,719,851, or 5.3%, from the 2016-2017 amended budget. The increase is mainly attributable to an increase in Transfers Out (\$1,761,570). Transfers Out increased as a result of an increase in transfers to the Sewage Disposal Fund of \$775,000 to reimburse this fund for litigation costs and to the Capital Projects Fund of \$866,570 to primarily fund a new roof at the Baldwin Public Library and replace streetlights on Old Woodward Ave. after that street is renovated. These details will be discussed in depth in the individual department or fund budgets.

**2017-2018 General Fund Expenditures**  
**Total Recommended Budget: \$33,981,640**



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>2015-2016</u>	<u>2016-2017</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>
Personnel Services	\$ 17,433,567	\$ 18,688,920	\$ 18,657,167	\$ 19,019,980	\$ 19,721,980
Supplies	638,723	690,147	684,402	693,630	692,360
Other Charges	4,475,917	5,297,271	5,509,158	5,697,920	5,342,500
Capital Outlay	650,640	1,435,451	1,904,260	658,540	739,850
Transfers Out	<u>6,235,522</u>	<u>6,150,000</u>	<u>6,150,000</u>	<u>7,911,570</u>	<u>6,595,000</u>
Total	<u>\$ 29,434,369</u>	<u>\$ 32,261,789</u>	<u>\$ 32,904,987</u>	<u>\$ 33,981,640</u>	<u>\$ 33,091,690</u>

Personnel Services is recommended to increase \$331,060, or 1.8%, as a result of adding a full-time assistant city manager, communications director, planner, dispatcher and parks and forestry operator.

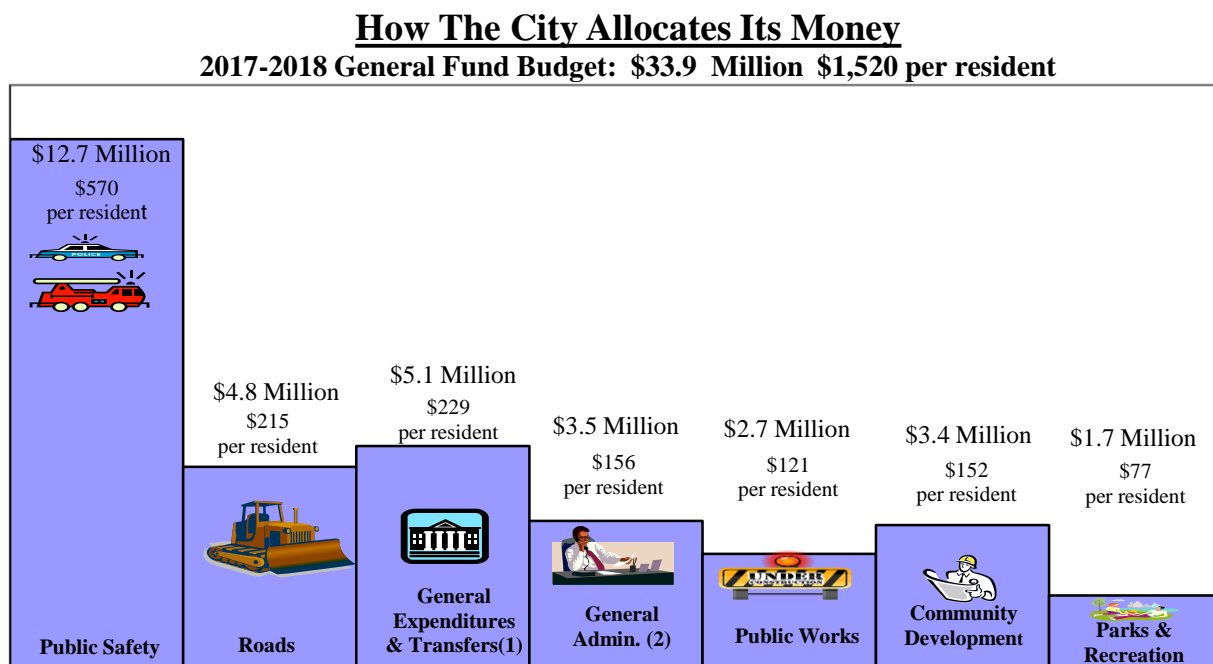
Supplies are recommended to remain approximately the same as the previous year.

Other Charges is recommended to increase \$400,649, or 7.6%, as a result of contractual building inspection and plan review costs to assist with an increase in building activity, street lighting electrical expense, and costs associated with a city-wide master plan.

Capital Outlay is recommended to decrease \$776,911, or 54.1%, primarily from a decrease in sidewalk improvements in 2017-2018.

Transfers Out is recommended to increase \$1,761,570, or 28.6%, which is attributable a transfer to the Sewage Disposal Fund of \$775,000 to reimburse the fund for litigation costs and an increase in transfers to the Capital Projects Fund of \$866,570 to primarily fund a new roof at the Baldwin Public Library and replace streetlights on Old Woodward Ave. after that street is renovated..

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  
2017-2018 RECOMMENDED BUDGET  
GENERAL FUND  
EXPENDITURES BY BUDGETARY CENTER

DEPT.		ACTIVITY	BUDGET	MANAGER	
NUMBER	DESCRIPTION			RECOMMEND	PLANNED
		2015-2016	2016-2017	2017-2018	2018-2019
<u>GENERAL GOVERNMENT</u>					
101.000	COMMISSION	55,550	59,100	62,560	63,160
170.000	MANAGER'S OFFICE	318,161	300,610	516,750	521,670
191.000	FINANCE	689,278	809,450	807,320	817,300
215.000	CLERK	341,259	348,100	332,030	334,500
253.000	TREASURY	646,690	656,360	662,860	674,090
257.000	ASSESSING	200,871	201,020	206,870	206,870
262.000	ELECTIONS	27,397	66,407	27,410	34,010
265.001	CITY HALL AND GROUNDS	566,312	547,552	523,790	506,370
265.002	CITY PROP MAINT - LIBRARY	120,094	38,648	40,200	35,200
266.000	LEGAL	418,974	485,000	456,000	456,000
270.000	HUMAN RESOURCES	342,819	421,470	413,790	417,070
274.000	PENSION ADMINISTRATION	(1)	0	0	0
299.000	GENERAL ADMINISTRATION	1,050,174	1,104,607	1,239,770	1,366,590
804.001	HUNTER HOUSE	13,898	14,200	12,900	12,900
804.002	ALLEN HOUSE	126,171	237,441	201,350	149,190
	GENERAL GOVERNMENT TOTAL	4,917,647	5,289,965	5,503,600	5,594,920
<u>PUBLIC SAFETY</u>					
301.000	POLICE	6,048,860	6,411,169	6,320,160	6,599,360
301.001	DISPATCH	891,222	1,003,100	1,047,180	1,063,800
336.000	FIRE	5,031,199	5,473,098	5,369,480	5,519,790
337.000	EMERGENCY PREPAREDNESS	5,931	9,400	9,400	9,400
	PUBLIC SAFETY TOTAL	11,977,212	12,896,767	12,746,220	13,192,350
<u>ENGINEERING AND PUBLIC SERVICES</u>					
441.001	ENGINEERING	711,702	833,060	868,530	870,900
441.002	PUBLIC SERVICES - GENERAL	251,828	276,680	300,490	298,490
441.003	PROPERTY MAINTENANCE	845,260	881,181	888,910	916,490
441.004	COMMUNITY ACTIVITIES	273,438	299,544	271,220	278,860
441.007	WEED/SNOW ENFORCEMENT	28,621	32,150	50,540	51,090
444.001	SIDEWALKS	297,732	1,062,303	300,100	691,200
444.002	ALLEYS	231,874	77,697	25,000	25,000
751.000	PARKS	863,326	1,054,358	1,047,630	1,002,650
752.000	ICE SPORTS ARENA	592,836	681,184	672,110	667,750
	ENGINEERING AND PUBLIC SERVICES TOTAL	4,096,617	5,198,157	4,424,530	4,802,430
<u>COMMUNITY DEVELOPMENT</u>					
371.000	BUILDING	1,754,318	2,029,430	2,612,130	2,353,560
721.000	PLANNING	453,053	697,470	783,590	553,430
	COMMUNITY DEVELOPMENT TOTAL	2,207,371	2,726,900	3,395,720	2,906,990

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
GENERAL FUND  
EXPENDITURES BY BUDGETARY CENTER

DEPT.		ACTIVITY	BUDGET	MANAGER	
NUMBER	DESCRIPTION			RECOMMEND	PLANNED
		2015-2016	2016-2017	2017-2018	2018-2019
<u>TRANSFER OUT</u>					
136.000	48TH DISTRICT COURT	1,019,722	1,150,000	1,150,000	1,150,000
999.000	TRANSFERS OUT	5,215,800	5,000,000	6,761,570	5,445,000
	TRANSFER OUT TOTAL	6,235,522	6,150,000	7,911,570	6,595,000
GENERAL FUND TOTAL		29,434,369	32,261,789	33,981,640	33,091,690



CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
GENERAL FUND  
EXPENDITURES BY BUDGETARY CENTER AND OBJECT

DESCRIPTION	ACTIVITY	BUDGET	MANAGER	PLANNED
	2015-2016	2016-2017	RECOMMEND 2017-2018	2018-2019
<u>GENERAL GOVERNMENT</u>				
PERSONNEL SERVICES	2,577,678	2,684,950	2,994,670	3,162,340
SUPPLIES	106,773	124,367	117,800	117,240
OTHER CHARGES	2,132,633	2,349,781	2,346,130	2,315,340
CAPITAL OUTLAY	100,563	130,867	45,000	0
GENERAL GOVERNMENT TOTAL	4,917,647	5,289,965	5,503,600	5,594,920
<u>PUBLIC SAFETY</u>				
PERSONNEL SERVICES	10,876,375	11,601,819	11,568,610	11,999,520
SUPPLIES	261,448	291,730	301,720	299,920
OTHER CHARGES	812,388	848,700	841,080	848,060
CAPITAL OUTLAY	27,001	154,518	34,810	44,850
PUBLIC SAFETY TOTAL	11,977,212	12,896,767	12,746,220	13,192,350
<u>ENGINEERING AND PUBLIC SERVICES</u>				
PERSONNEL SERVICES	2,239,707	2,423,181	2,400,770	2,463,220
SUPPLIES	257,487	243,550	246,710	250,160
OTHER CHARGES	1,082,911	1,416,860	1,460,050	1,394,050
CAPITAL OUTLAY	516,512	1,114,566	317,000	695,000
ENGINEERING AND PUBLIC SERVICES TOTAL	4,096,617	5,198,157	4,424,530	4,802,430
<u>COMMUNITY DEVELOPMENT</u>				
PERSONNEL SERVICES	1,739,807	1,978,970	2,055,930	2,096,900
SUPPLIES	13,015	30,500	27,400	25,040
OTHER CHARGES	447,985	681,930	1,050,660	785,050
CAPITAL OUTLAY	6,564	35,500	261,730	0
COMMUNITY DEVELOPMENT TOTAL	2,207,371	2,726,900	3,395,720	2,906,990
<u>TRANSFER OUT</u>				
TRANSFERS OUT	6,235,522	6,150,000	7,911,570	6,595,000
TRANSFER OUT TOTAL	6,235,522	6,150,000	7,911,570	6,595,000
<u>TOTAL EXPENDITURES BY OBJECT</u>				
PERSONNEL SERVICES	17,433,567	18,688,920	19,019,980	19,721,980
SUPPLIES	638,723	690,147	693,630	692,360
OTHER CHARGES	4,475,917	5,297,271	5,697,920	5,342,500
CAPITAL OUTLAY	650,640	1,435,451	658,540	739,850
TRANSFERS OUT	6,235,522	6,150,000	7,911,570	6,595,000
	29,434,369	32,261,789	33,981,640	33,091,690

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**GENERAL FUND EXPENDITURE SUMMARY**  
**BY ACCOUNT**

ACCT.		2015-2016 ACTUAL		2016-2017 BUDGET		2017-2018 RECOMMEND		2018-2019 PLANNED	
NUM.	DESCRIPTION	\$	%	\$	%	\$	%	\$	%
<b>PERSONNEL SERVICES</b>									
702.00	SALARIES & WAGES DIRECT	9,983,351	33.92%	10,478,969	32.48%	10,883,070	32.03%	11,157,120	33.72%
703.00	ADMINSTRATION COST	116,280	0.40%	117,420	0.36%	97,190	0.29%	99,000	0.30%
706.00	LABOR BURDEN	7,333,934	24.92%	8,092,531	25.08%	7,929,580	23.33%	8,224,430	24.85%
709.00	WAGE ADJUSTMENT EXPENSE	0	0.00%	0	0.00%	110,140	0.32%	241,430	0.73%
	<b>PERSONNEL SERVICES</b>	<b>17,433,565</b>	<b>59.23%</b>	<b>18,688,920</b>	<b>57.93%</b>	<b>19,019,980</b>	<b>55.97%</b>	<b>19,721,980</b>	<b>59.60%</b>
<b>SUPPLIES</b>									
727.00	POSTAGE	43,125	0.15%	51,150	0.16%	50,150	0.15%	50,150	0.15%
728.00	PUBLICATIONS	6,553	0.02%	24,660	0.08%	12,340	0.04%	12,340	0.04%
729.00	OPERATING SUPPLIES	367,495	1.25%	351,207	1.09%	361,340	1.06%	363,750	1.10%
730.00	PRISONER ROOM & BOARD	7,254	0.02%	8,870	0.03%	8,500	0.03%	8,500	0.03%
731.00	LEIN/CLEMIS EXPENSE	33,590	0.11%	40,150	0.12%	53,620	0.16%	43,040	0.13%
732.00	TOWING SERVICES	416	0.00%	1,000	0.00%	1,000	0.00%	1,000	0.00%
733.00	PHOTOGRAPHIC EXPENSES	438	0.00%	500	0.00%	520	0.00%	520	0.00%
734.00	AMMUNITION	16,860	0.06%	20,780	0.06%	21,610	0.06%	22,470	0.07%
735.00	BUILDING SUPPLIES	8,386	0.03%	8,500	0.03%	9,500	0.03%	9,500	0.03%
736.00	APPARATUS SUPPLIES	4,808	0.02%	6,000	0.02%	5,000	0.01%	5,000	0.02%
738.00	PUBLIC FIRE EDUCATION	3,093	0.01%	4,000	0.01%	4,000	0.01%	4,000	0.01%
740.00	FOOD & BEVERAGE	26,869	0.09%	35,000	0.11%	35,000	0.10%	35,000	0.11%
741.00	MEDICAL SUPPLIES	18,858	0.06%	19,000	0.06%	19,000	0.06%	19,000	0.06%
743.00	UNIFORM ALLOWANCE	63,502	0.22%	75,680	0.23%	69,580	0.20%	75,620	0.23%
744.00	CLEANING ALLOWANCE	13,750	0.05%	14,200	0.04%	14,520	0.04%	14,520	0.04%
745.00	FOOD ALLOWANCE	20,725	0.07%	22,950	0.07%	22,950	0.07%	22,950	0.07%
752.00	COLLECTION CARE SUPPLIES	3,004	0.01%	6,500	0.02%	5,000	0.01%	5,000	0.02%
	<b>SUPPLIES</b>	<b>638,726</b>	<b>2.17%</b>	<b>690,147</b>	<b>2.14%</b>	<b>693,630</b>	<b>2.04%</b>	<b>692,360</b>	<b>2.09%</b>
<b>OTHER CHARGES</b>									
801.01	ATTORNEY RETAINER	153,682	0.52%	160,000	0.50%	166,000	0.49%	166,000	0.50%
801.02	OTHER LEGAL	278,781	0.95%	353,000	1.09%	318,000	0.94%	318,000	0.96%
802.01	AUDIT	29,818	0.10%	30,500	0.09%	31,110	0.09%	31,710	0.10%
802.02	INVESTMENT MANAGEMENT	390,869	1.33%	508,280	1.58%	384,020	1.13%	379,160	1.15%
802.03	INVESTMENT CUSTODIAL	50,868	0.17%	53,650	0.17%	45,600	0.13%	45,030	0.14%
802.04	ACTUARY	32,275	0.11%	36,000	0.11%	36,000	0.11%	36,500	0.11%
802.05	INVESTMENT PERFORMANCE	23,335	0.08%	24,000	0.07%	24,000	0.07%	24,000	0.07%
802.06	INVESTMENT CONSULTANT	68,634	0.23%	71,280	0.22%	62,800	0.18%	62,020	0.19%
802.07	GFOA REVIEW FEES	540	0.00%	990	0.00%	990	0.00%	990	0.00%
804.01	ENGINEERING CONSULTANTS	450	0.00%	1,000	0.00%	1,000	0.00%	1,000	0.00%
811.00	OTHER CONTRACTUAL SERVICE	866,286	2.94%	1,352,001	4.19%	1,665,680	4.90%	1,327,280	4.01%
812.00	CONTRACT LABOR SVC BUREAU	486	0.00%	0	0.00%	0	0.00%	0	0.00%
815.01	ELECTION WORKERS	14,843	0.05%	18,600	0.06%	12,000	0.04%	18,600	0.06%
815.02	CODIFICATION	7,997	0.03%	7,000	0.02%	7,000	0.02%	7,000	0.02%
816.01	JANITORIAL CONTRACT	30,089	0.10%	32,820	0.10%	33,820	0.10%	33,820	0.10%
816.02	WINDOW CONTRACT	4,100	0.01%	4,100	0.01%	4,100	0.01%	4,100	0.01%
818.01	INSTRUCTORS	46,808	0.16%	48,000	0.15%	48,000	0.14%	48,000	0.15%
818.03	IN THE PARK PROGRAM	24,494	0.08%	24,000	0.07%	24,000	0.07%	24,000	0.07%
819.00	TREE TRIMMING CONTRACT	10,515	0.04%	12,500	0.04%	12,500	0.04%	12,500	0.04%
820.01	BOARD OF REVIEW	4,102	0.01%	3,800	0.01%	3,800	0.01%	3,800	0.01%
820.02	OAKLAND COUNTY CONTRACT	207,478	0.70%	208,400	0.65%	214,250	0.63%	214,250	0.65%
821.01	PHYSICAL EXAMINATIONS	12,375	0.04%	12,830	0.04%	12,830	0.04%	12,830	0.04%
821.02	RECRUITMENT TESTING & EXM	6,401	0.02%	3,500	0.01%	3,500	0.01%	3,500	0.01%

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**GENERAL FUND EXPENDITURE SUMMARY**  
**BY ACCOUNT**

ACCT.		2015-2016 ACTUAL		2016-2017 BUDGET		2017-2018 RECOMMEND		2018-2019 PLANNED	
NUM.	DESCRIPTION	\$	%	\$	%	\$	%	\$	%
824.01	COLLECTION AGENCY FEES	6,613	0.02%	6,000	0.02%	7,000	0.02%	7,000	0.02%
825.01	DOWNTOWN ACTION PLAN	0	0.00%	20,000	0.06%	30,000	0.09%	0	0.00%
851.00	TELEPHONE	64,922	0.22%	59,620	0.18%	70,010	0.21%	70,110	0.21%
861.00	TRANSPORTATION	1,493	0.01%	3,000	0.01%	3,100	0.01%	3,100	0.01%
901.00	PRINTING & PUBLISHING	102,653	0.35%	98,900	0.31%	99,200	0.29%	97,400	0.29%
905.01	CELEBRATE BIRMINGHAM	8,130	0.03%	9,500	0.03%	9,500	0.03%	9,500	0.03%
905.02	SISTER CITY PROGRAM	65	0.00%	200	0.00%	200	0.00%	200	0.00%
905.03	MEMORIAL DAY CELEBRATION	333	0.00%	400	0.00%	400	0.00%	400	0.00%
920.00	ELECTRIC UTILITY	242,142	0.82%	261,900	0.81%	263,400	0.78%	264,800	0.80%
921.00	GAS UTILITY CHARGES	77,146	0.26%	106,100	0.33%	100,500	0.30%	102,500	0.31%
922.00	WATER UTILITY	112,881	0.38%	116,450	0.36%	168,550	0.50%	168,550	0.51%
923.00	STREET LIGHTING UTILITY	505,050	1.72%	516,600	1.60%	564,000	1.66%	564,000	1.70%
930.02	ELEVATOR MAINTENANCE	6,346	0.02%	7,483	0.02%	6,900	0.02%	6,900	0.02%
930.03	ICE SHOW EXPENSE/ICE ARENA MAINTENANCE	22,392	0.08%	46,000	0.14%	36,000	0.11%	36,000	0.11%
930.04	HVAC MAINTENANCE	23,668	0.08%	14,500	0.04%	14,500	0.04%	14,500	0.04%
930.05	BUILDING MAINTENANCE	10,361	0.04%	14,000	0.04%	14,000	0.04%	14,000	0.04%
930.06	GENERATOR MAINTENANCE	3,700	0.01%	2,500	0.01%	2,500	0.01%	2,500	0.01%
933.01	FIRE APPARATUS MAINTENANCE	12,467	0.04%	14,000	0.04%	12,000	0.04%	12,000	0.04%
933.02	EQUIPMENT MAINTENANCE	80,042	0.27%	98,347	0.30%	90,190	0.27%	90,940	0.27%
933.04	RADIO & VEHICLE MAINT.	56,151	0.19%	56,060	0.17%	61,800	0.18%	63,550	0.19%
933.08	PISTOL RANGE BUILDING MAINTENANCE	10,069	0.03%	14,000	0.04%	14,000	0.04%	14,000	0.04%
935.01	PROPERTY MAINT/VIOLATIONS	0	0.00%	2,000	0.01%	2,000	0.01%	2,000	0.01%
935.03	QUARTON LAKE MAINTENANCE	61,657	0.21%	75,000	0.23%	75,000	0.22%	75,000	0.23%
940.00	COPIER RENTAL	659	0.00%	1,600	0.00%	0	0.00%	0	0.00%
941.00	EQUIPMENT RENTAL OR LEASE	648,132	2.20%	645,910	2.00%	652,070	1.92%	654,330	1.98%
942.00	COMPUTER EQUIPMENT RENTAL	538,070	1.83%	538,070	1.67%	538,070	1.58%	538,070	1.63%
955.01	TRAINING	32,325	0.11%	51,510	0.16%	54,930	0.16%	52,790	0.16%
955.02	EDUC/TRAINING ACT 302	4,898	0.02%	6,930	0.02%	6,540	0.02%	6,540	0.02%
955.03	MEMBERSHIP & DUES	32,525	0.11%	43,150	0.13%	42,840	0.13%	45,090	0.14%
955.04	CONFERENCES & WORKSHOPS	47,963	0.16%	55,090	0.17%	64,470	0.19%	65,730	0.20%
955.05	DISPATCH TRAINING ACT 32	3,792	0.01%	14,340	0.04%	9,300	0.03%	9,300	0.03%
956.01	EMPLOYEE ACTIVITY	3,719	0.01%	3,000	0.01%	3,000	0.01%	3,000	0.01%
956.02	EMPLOYEE PARKING	38,230	0.13%	40,800	0.13%	40,800	0.12%	40,800	0.12%
957.02	OTHER CASUALTY INSURANCE	11,650	0.04%	12,360	0.04%	11,500	0.03%	11,500	0.03%
957.04	LIAB INSURANCE PREMIUMS	289,280	0.98%	289,280	0.90%	289,280	0.85%	289,280	0.87%
962.00	MISCELLANEOUS	3,056	0.01%	430	0.00%	3,300	0.01%	3,300	0.01%
964.00	RETIREMENT EXPENSE CREDIT	(682,462)	-2.32%	(795,850)	-2.47%	(654,190)	-1.93%	(649,360)	-1.96%
965.00	DIRECT CREDIT	(169,422)	-0.58%	(118,160)	-0.37%	(119,740)	-0.35%	(120,910)	-0.37%
OTHER CHARGES		4,475,922	15.21%	5,297,271	16.42%	5,697,920	16.77%	5,342,500	16.14%
CAPITAL OUTLAY									
971.01	MACHINERY & EQUIPMENT	32,970	0.11%	134,440	0.42%	83,540	0.25%	20,500	0.06%
972.00	FURNITURE	6,564	0.02%	35,500	0.11%	215,000	0.63%	24,350	0.07%
977.00	BUILDINGS	101,494	0.34%	109,971	0.34%	55,000	0.16%	0	0.00%
981.01	PUBLIC IMPROVEMENTS	171,977	0.58%	1,087,141	3.37%	305,000	0.90%	695,000	2.10%
985.64	GRAEFIELD RD. SIDEWALKS-W. SIDE	0	0.00%	2,294	0.01%	0	0.00%	0	0.00%
985.71	HAMILTON ALLEY	225,009	0.76%	37,091	0.11%	0	0.00%	0	0.00%
985.72	HAMILTON AVE SIDEWALKS	112,626	0.38%	29,014	0.09%	0	0.00%	0	0.00%
985.74	OLD WOODWARD AVE SIDEWALKS	0	0.00%	0	0.00%	0	0.00%	0	0.00%
CAPITAL OUTLAY		650,640	2.21%	1,435,451	4.45%	658,540	1.94%	739,850	2.24%

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
GENERAL FUND EXPENDITURE SUMMARY  
BY ACCOUNT

ACCT.		2015-2016 ACTUAL		2016-2017 BUDGET		2017-2018 RECOMMEND		2018-2019 PLANNED	
NUM.	DESCRIPTION	\$	%	\$	%	\$	%	\$	%
TRANSFERS OUT									
999.02	TRANSFER TO MAJOR STREETS	1,580,000	5.37%	1,550,000	4.80%	2,100,000	6.18%	2,500,000	7.55%
999.05	TRANSFER TO SEWAGE DISPOSAL	0	0.00%	0	0.00%	775,000	2.28%	0	0.00%
999.20	TRANSFER TO LOCAL STREETS	2,250,000	7.64%	2,650,000	8.21%	2,700,000	7.95%	2,500,000	7.55%
999.24	TRANSFER TO BROWNFIELD REDEVELOPMENT	13,900	0.05%	0	0.00%	0	0.00%	0	0.00%
999.40	TRANSFER TO CAPITAL PROJECTS	371,900	1.26%	320,000	0.99%	1,186,570	3.49%	445,000	1.34%
999.67	TRANSFER TO RISK MANAGEMENT	1,000,000	3.40%	480,000	1.49%	0	0.00%	0	0.00%
999.99	48TH DISTRICT COURT	1,019,722	3.46%	1,150,000	3.56%	1,150,000	3.38%	1,150,000	3.48%
TRANSFERS OUT		6,235,522	21.18%	6,150,000	19.06%	7,911,570	23.28%	6,595,000	19.93%
GENERAL FUND TOTAL									
		29,434,375	100.00%	32,261,789	100.00%	33,981,640	100.00%	33,091,690	100.00%



*City of Birmingham, Michigan  
2017-2018 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**  
**2017-2018 RECOMMENDED BUDGET**  
**COMMISSION**

101-101.000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	920	1,400	1,400	1,400	1,400	1,400
706.00	LABOR BURDEN	72	220	220	220	220	220
	PERSONNEL SERVICES	992	1,620	1,620	1,620	1,620	1,620
SUPPLIES							
729.00	OPERATING SUPPLIES	1,037	1,500	1,500	1,900	1,900	1,500
	SUPPLIES	1,037	1,500	1,500	1,900	1,900	1,500
OTHER CHARGES							
861.00	TRANSPORTATION	0	100	100	100	100	100
901.00	PRINTING & PUBLISHING	14,747	15,000	15,000	15,000	15,000	15,000
933.02	EQUIPMENT MAINTENANCE	258	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	11,018	14,810	14,810	15,000	15,000	15,000
955.04	CONFERENCES & WORKSHOPS	6,658	7,000	7,000	7,000	7,000	8,000
962.00	MISCELLANEOUS	2,651	130	130	3,000	3,000	3,000
	OTHER CHARGES	53,522	55,980	55,980	59,040	59,040	60,040
COMMISSION TOTAL		55,551	59,100	59,100	62,560	62,560	63,160

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

- 1. 729.00 Operating Supplies** – The increase of \$400, or 27%, is for the purchase of business cards.



## *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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Years meeting General Fund balance policy	34	35	36	37
Years earning AAA bond rating	14	15	16	17

## *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**

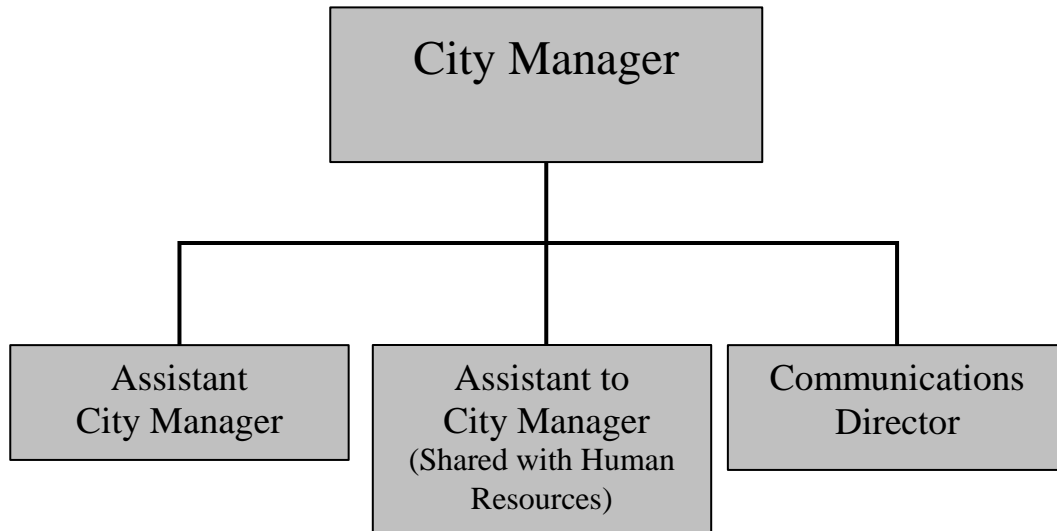
	Actual FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Number of advisory boards and committees	30	31	29	29
Number of appointed board and committee members serving	179	177	184	177



*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## **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**  
**2017-2018 RECOMMENDED BUDGET**  
**MANAGER'S OFFICE**

101-170,000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	155,501	152,400	152,960	312,900	312,900	313,100
706.00	LABOR BURDEN	148,279	130,820	130,820	186,300	186,300	191,180
	PERSONNEL SERVICES	303,780	283,220	283,780	499,200	499,200	504,280
<b>SUPPLIES</b>							
728.00	PUBLICATIONS	39	40	40	40	40	40
729.00	OPERATING SUPPLIES	1,095	1,200	1,200	1,360	1,360	1,200
	SUPPLIES	1,134	1,240	1,240	1,400	1,400	1,240
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	546	0	0	0	0	0
851.00	TELEPHONE	604	700	700	700	700	700
861.00	TRANSPORTATION	93	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	1,008	1,500	1,500	1,500	1,500	1,500
955.04	CONFERENCES & WORKSHOPS	1,045	3,000	3,000	3,000	3,000	3,000
	OTHER CHARGES	13,246	16,150	16,150	16,150	16,150	16,150
<b>MANAGER'S OFFICE TOTAL</b>		<b>318,160</b>	<b>300,610</b>	<b>301,170</b>	<b>516,750</b>	<b>516,750</b>	<b>521,670</b>

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

- 1. 702.00 Salaries and Wages** – An increase of \$160,500, or 105.3%, reflects two new full-time positions – Assistant City Manager and a Communications Director position.
- 2. 706.00 Labor Burden** – The increase of \$55,480, or 42.4%, is a result of adding two new full-time positions leading to an increase in hospitalization costs (\$32,960), defined contribution retirement (\$8,050), retiree health savings contributions (\$3,640), FICA (\$12,280) and other wage related fringe benefit costs (\$6,920). Offsetting the increase is a decrease in retiree health-care contributions (\$8,370) as recommended by the City's actuary.
- 3. 729.00 Operating Supplies** – An increase of \$160, or 13.3%, reflects the cost of new business cards.

### ***Significant Notes to 2018-2019 Planned Amounts***

- 1. 706.00 Labor Burden** – An increase of \$4,880, or 2.6%, reflects an increase in hospitalization costs (\$3,060) and pension contributions (\$1,710) as recommended by the City's actuary.

## ***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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Years meeting General Fund balance policy	34	35	36	37
Years earning AAA bond rating	14	15	17	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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
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

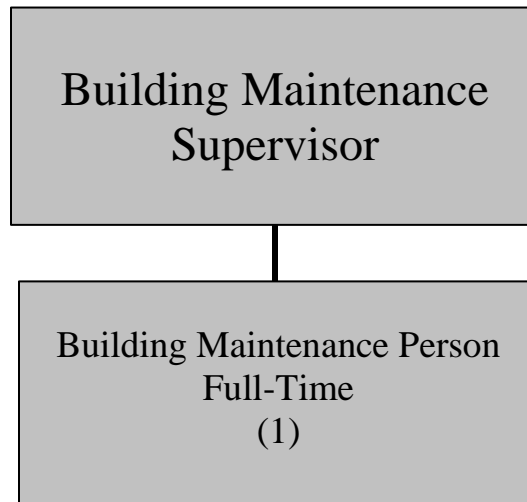




*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## **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**  
**2017-2018 RECOMMENDED BUDGET**  
**CITY HALL AND GROUNDS**

101-265.001-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	132,509	131,750	131,750	132,820	132,820	133,020
706.00	LABOR BURDEN	152,050	124,470	124,470	114,200	114,200	116,580
	PERSONNEL SERVICES	284,559	256,220	256,220	247,020	247,020	249,600
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	20,647	19,000	19,000	19,000	19,000	19,000
743.00	UNIFORM ALLOWANCE	509	1,000	1,000	1,000	1,000	1,000
	SUPPLIES	21,156	20,000	20,000	20,000	20,000	20,000
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	65,209	73,394	70,000	57,500	57,500	57,500
816.01	JANITORIAL CONTRACT	28,529	31,320	31,320	32,320	32,320	32,320
816.02	WINDOW CONTRACT	4,100	4,100	4,100	4,100	4,100	4,100
851.00	TELEPHONE	1,986	2,000	2,000	2,000	2,000	2,000
920.00	ELECTRIC UTILITY	81,798	79,000	79,000	79,000	79,000	79,000
921.00	GAS UTILITY CHARGES	7,770	13,000	13,000	13,000	13,000	13,000
922.00	WATER UTILITY	11,328	11,000	11,000	11,000	11,000	11,000
930.02	ELEVATOR MAINTENANCE	2,720	3,201	3,200	3,200	3,200	3,200
930.04	HVAC MAINTENANCE	9,904	8,000	8,000	8,000	8,000	8,000
930.05	BUILDING MAINTENANCE	4,058	4,000	4,000	4,000	4,000	4,000
930.06	GENERATOR MAINTENANCE	3,700	2,500	2,500	2,500	2,500	2,500
933.02	EQUIPMENT MAINTENANCE	1,142	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	96	100	100	100	100	100
955.04	CONFERENCES & WORKSHOPS	0	100	100	100	100	100
	OTHER CHARGES	238,290	251,665	248,270	236,770	236,770	236,770
<b>CAPITAL OUTLAY</b>							
977.00	BUILDINGS	22,308	19,667	19,670	20,000	20,000	0
	CAPITAL OUTLAY	22,308	19,667	19,670	20,000	20,000	0
<b>CITY HALL AND GROUNDS TOTAL</b>							
		566,313	547,552	544,160	523,790	523,790	506,370

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

- 1. 702.00 Salaries and Wages Direct** – The increase of \$1,070, or 0.8%, reflects scheduled union wage increases.
- 2. 706.00 Labor Burden** – The decrease of \$10,270, or 8.3%, is primarily the result of a decrease in hospitalization costs (\$9,690) as a result of a change in medical coverage and retiree health-care contributions (\$1,690) as recommended by the City's actuary.
- 3. 811.00 Other Contractual Service** – The original budget for this account in 2016-2017 was \$59,000. It was increased to \$73,394 as a result of an encumbrance from 2015-2016. This account includes entry doors maintenance, roof inspections and repairs at city hall.
- 4. 977.00 Buildings** – The \$20,000 budget includes repairing the concrete and curbs at the city hall parking lot.

### ***Significant Notes to 2018-2019 Planned Amounts***

- 1. 706.00 Labor Burden** – The increase of \$2,380, or 2.1%, primarily reflects an increase in hospitalization costs (\$1,510) and pension contributions (\$770) as recommended by the City's actuary.

## *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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
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	4	4	4
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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
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	\$ 15,000	\$ 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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
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	\$ 4,790.00	\$ 61,695.00	TBD	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**  
**2017-2018 RECOMMENDED BUDGET**  
**CITY PROPERTY MAINTENANCE - LIBRARY**

101-265.002-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	2,885	3,000	3,000	3,000	3,000	3,000
	SUPPLIES	2,885	3,000	3,000	3,000	3,000	3,000
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	22,717	15,000	15,000	15,000	15,000	15,000
930.02	ELEVATOR MAINTENANCE	3,216	3,448	3,448	3,200	3,200	3,200
930.04	HVAC MAINTENANCE	13,764	6,000	6,000	6,000	6,000	6,000
930.05	BUILDING MAINTENANCE	6,303	6,000	6,000	6,000	6,000	6,000
933.02	EQUIPMENT MAINTENANCE	1,605	2,000	2,000	2,000	2,000	2,000
	OTHER CHARGES	47,605	32,448	32,448	32,200	32,200	32,200
<b>CAPITAL OUTLAY</b>							
977.00	BUILDINGS	69,604	3,200	3,200	5,000	5,000	0
	CAPITAL OUTLAY	69,604	3,200	3,200	5,000	5,000	0
<b>CITY PROP MAINT - LIBRARY TOTAL</b>		<b>120,094</b>	<b>38,648</b>	<b>38,648</b>	<b>40,200</b>	<b>40,200</b>	<b>35,200</b>

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

- 1. 977.00 Buildings** – The \$5,000 budgeted in 2017-2018 is for repairs to the loading dock.

## *Performance Goals, Objectives and Measures*

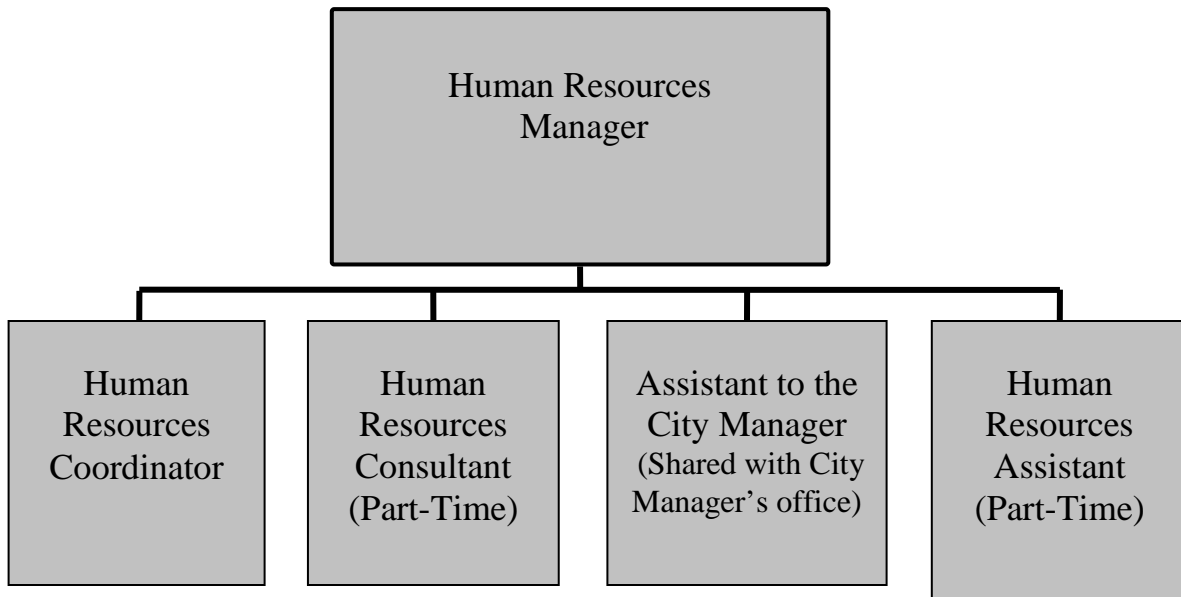
**GOAL:** To continue maintenance programs for the inspection and repair of the existing HVAC systems, fire alarms, fire sprinkler systems and elevator equipment. (*Long-Term Municipal Goals 1a, 5*)

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

<b><u>MEASURES</u></b>	Actual FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
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**  
**2017-2018 RECOMMENDED BUDGET**  
**HUMAN RESOURCES**

101-270,000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	179,019	217,290	210,610	217,790	217,790	218,690
706.00	LABOR BURDEN	72,307	93,350	92,990	85,170	85,170	87,550
	PERSONNEL SERVICES	251,326	310,640	303,600	302,960	302,960	306,240
SUPPLIES							
729.00	OPERATING SUPPLIES	2,831	3,300	3,300	3,300	3,300	3,300
	SUPPLIES	2,831	3,300	3,300	3,300	3,300	3,300
OTHER CHARGES							
801.01	ATTORNEY RETAINER	9,676	10,000	10,000	10,000	10,000	10,000
801.02	OTHER LEGAL	2,409	15,000	10,000	15,000	15,000	15,000
811.00	OTHER CONTRACTUAL SERVICE	7,406	10,560	10,560	10,560	10,560	10,560
821.01	PHYSICAL EXAMINATIONS	12,375	12,000	12,000	12,000	12,000	12,000
821.02	RECRUITMENT TESTING & EXM	6,401	3,500	6,280	3,500	3,500	3,500
861.00	TRANSPORTATION	283	300	500	300	300	300
901.00	PRINTING & PUBLISHING	23,822	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	3,370	14,000	12,000	14,000	14,000	14,000
955.03	MEMBERSHIP & DUES	850	1,280	1,280	1,280	1,280	1,280
955.04	CONFERENCES & WORKSHOPS	1,440	1,200	1,210	1,200	1,200	1,200
	OTHER CHARGES	88,662	107,530	103,520	107,530	107,530	107,530
HUMAN RESOURCES TOTAL							
		342,819	421,470	410,420	413,790	413,790	417,070

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

- 1. 706.00 Labor Burden** – The decrease of \$8,180, or 8.7%, is primarily the result of a decrease in hospitalization costs (\$7,780) due to a change in coverage status and a decrease in retiree health-care contributions (\$780) as recommended by the City's actuary.

***Significant Notes to 2018-2019 Planned Amounts***

- 1. 706.00 Labor Burden** – The increase of \$2,380, or 2.8%, primarily reflects an increase in hospitalization costs (\$1,450), FICA and pension contributions (\$760) as recommended by the City's actuary.

## *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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Number of settled collective bargaining agreements	2	4	4	3

**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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Police (BPOA)	Contract expires 6/30/16. Begin negotiations	Agreement in place	Agreement in place	Contract expires 6/30/19. Begin negotiations
Fire (BFFA)	Agreement in place	Contract expires 6/30/17. Begin negotiations	Agreement in place	Agreement in place
Police Command (BCOA)	Contract expires 6/30/16. Begin negotiations	Agreement in place	Agreement in place	Contract expires 6/30/19. Begin negotiations
Teamsters Local 214	Agreement in place	Agreement in place	Contract expires 6/30/18. Begin negotiations	Agreement in place
AFSCME Local 988	Contract expires 6/30/16. Begin negotiations	Agreement in place	Agreement in place	Agreement in place

## *Performance Goals, Objectives and Measures*

**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.

### **MEASURES**

	Actual FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Percentage of employees who successfully completed enrolled courses	100%	100%	100%	100%
Number of employees participating in Educational Assistance Program	6	8	9	9

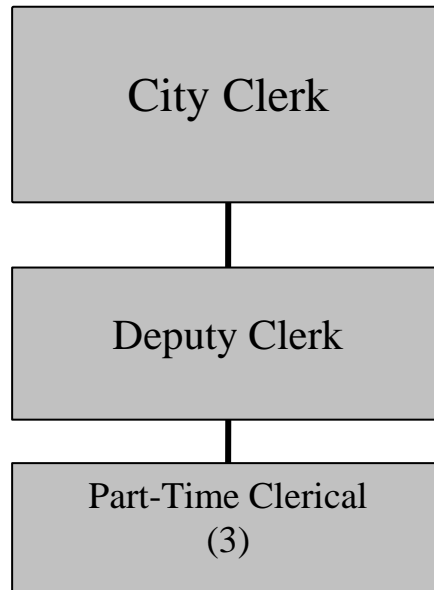




*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## **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 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**  
**2017-2018 RECOMMENDED BUDGET**  
**CLERK**

101-215,000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	185,589	187,610	182,190	184,240	184,240	184,240
706.00	LABOR BURDEN	108,196	111,650	107,930	98,950	98,950	101,420
	PERSONNEL SERVICES	293,785	299,260	290,120	283,190	283,190	285,660
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	1,700	2,000	2,000	2,000	2,000	2,000
	SUPPLIES	1,700	2,000	2,000	2,000	2,000	2,000
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	2,400	2,400	2,400	2,400	2,400	2,400
815.02	CODIFICATION	7,997	7,000	7,000	7,000	7,000	7,000
861.00	TRANSPORTATION	296	300	300	300	300	300
901.00	PRINTING & PUBLISHING	3,381	5,000	5,000	5,000	5,000	5,000
933.02	EQUIPMENT MAINTENANCE	5,166	7,500	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	555	600	600	600	600	600
955.03	MEMBERSHIP & DUES	600	570	570	570	570	570
955.04	CONFERENCES & WORKSHOPS	1,491	1,600	1,600	1,600	1,600	1,600
	OTHER CHARGES	43,756	46,840	46,840	46,840	46,840	46,840
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	2,019	0	0	0	0	0
	CAPITAL OUTLAY	2,019	0	0	0	0	0
<b>CLERK TOTAL</b>							
		341,260	348,100	338,960	332,030	332,030	334,500

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

- 1. 702.00 Salaries and Wages Direct** – The decrease of \$3,370, or 1.8%, reflects a change associated with the new City Clerk.
- 2. 706.00 Labor Burden** – The decrease of \$12,700, or 11.4%, primarily reflects a decrease in retiree health-care contributions (\$11,800) and pension contributions (\$10,780) as recommended by the City's actuary. These costs were primarily offset by an increase in hospitalization costs (\$1,220), defined contribution retirement (\$8,120) and retiree health savings contributions (\$1,820).

### ***Significant Notes to 2018-2019 Planned Amounts***

- 1. 706.00 Labor Burden** – The increase of \$2,470, or 2.5%, primarily reflects an increase in hospitalization costs (\$1,280) and pension contributions (\$1,170) as recommended by the City's actuary.

## ***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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
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.

Clerks have been notified by the State Bureau of Elections that new optical scan election equipment will be rolled out in time for the August 2017 election. This will require additional training of staff and subsequent training of Election Inspectors.

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
ELECTIONS

101-262,000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
SUPPLIES							
729.00	OPERATING SUPPLIES	8,519	10,587	10,590	10,590	10,590	10,590
	SUPPLIES	8,519	10,587	10,590	10,590	10,590	10,590
OTHER CHARGES							
815.01	ELECTION WORKERS	14,843	18,600	22,500	12,000	12,000	18,600
861.00	TRANSPORTATION	183	200	200	200	200	200
901.00	PRINTING & PUBLISHING	637	1,100	1,100	1,100	1,100	1,100
921.00	GAS UTILITY CHARGES	605	0	600	600	600	600
933.02	EQUIPMENT MAINTENANCE	1,338	1,640	1,640	1,640	1,640	1,640
941.00	EQUIPMENT RENTAL OR LEASE	1,272	1,280	1,280	1,280	1,280	1,280
	OTHER CHARGES	18,878	22,820	27,320	16,820	16,820	23,420
CAPITAL OUTLAY							
971.01	MACHINERY & EQUIPMENT	0	33,000	33,000	0	0	0
	CAPITAL OUTLAY	0	33,000	33,000	0	0	0
ELECTIONS TOTAL		27,397	66,407	70,910	27,410	27,410	34,010

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

- 1. 815.01 Election Workers** – The decrease of \$6,600, or 35%, reflects the decrease in the number of elections from the prior year.

***Significant Notes to 2018-2019 Planned Amounts***

- 1. 815.01 Election Workers** – The increase of \$6,600, or 55%, reflects the increase 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.

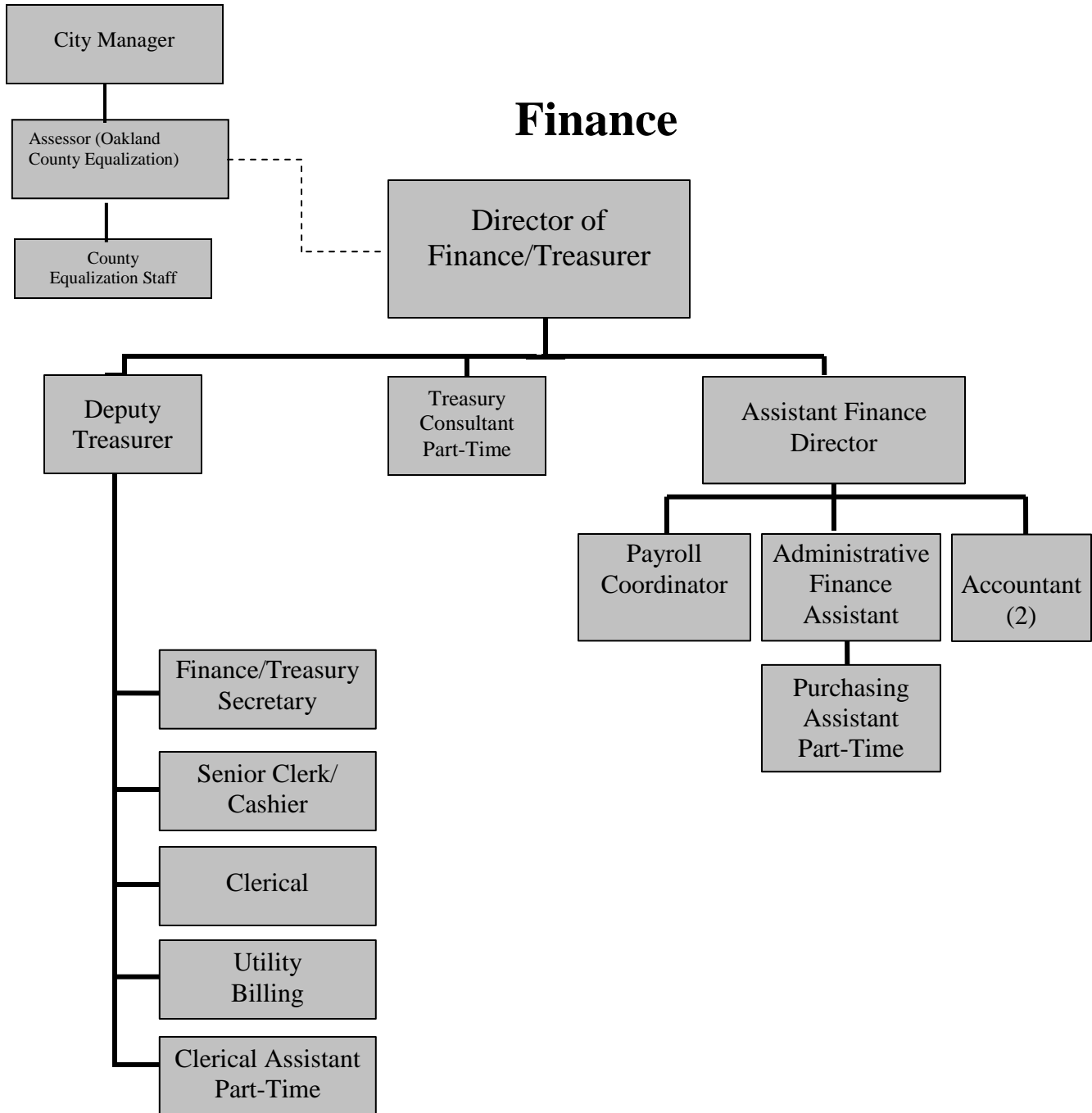
<b><u>MEASURES</u></b>	Actual FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Number of training classes for Clerk's office staff through the Bureau of Elections	4	4	4	4
Elections conducted	3	2	2	1
Percent of voter turnout	21%, 53%, 46%	18%, 76%	30%, 80%	20%

**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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Number of training classes for election inspectors	18	12	16	12
Number of public service announcements through the website, quarterly, or cable TV	9	6	6	6

## 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 88 active members, including the Baldwin Library employees, 6 former employees who have left their accumulated contributions in the system in order to qualify for reciprocal benefits, 13 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**  
**2017-2018 RECOMMENDED BUDGET**  
**FINANCE**

101-191.000-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	377,401	450,430	437,530	456,430	456,430	457,980
706.00	LABOR BURDEN	288,920	321,820	281,120	313,510	313,510	322,010
	PERSONNEL SERVICES	666,321	772,250	718,650	769,940	769,940	779,990
SUPPLIES							
728.00	PUBLICATIONS	65	810	870	870	870	870
729.00	OPERATING SUPPLIES	8,600	4,000	5,000	5,000	5,000	5,000
	SUPPLIES	8,665	4,810	5,870	5,870	5,870	5,870
OTHER CHARGES							
802.07	GFOA REVIEW FEES	540	990	930	990	990	990
811.00	OTHER CONTRACTUAL SERVICE	1,303	2,150	2,000	2,150	2,150	2,150
812.00	CONTRACT LABOR SVC BUREAU	486	0	7,680	0	0	0
861.00	TRANSPORTATION	179	550	550	550	550	550
901.00	PRINTING & PUBLISHING	2,799	5,100	5,200	5,300	5,300	5,300
942.00	COMPUTER EQUIPMENT RENTAL	50,700	50,700	50,700	50,700	50,700	50,700
955.01	TRAINING	93	200	200	200	200	200
955.03	MEMBERSHIP & DUES	880	1,100	590	1,120	1,120	1,120
955.04	CONFERENCES & WORKSHOPS	203	600	600	600	600	600
965.00	DIRECT CREDIT	(42,890)	(29,000)	(29,000)	(30,100)	(30,100)	(30,170)
	OTHER CHARGES	14,293	32,390	39,450	31,510	31,510	31,440
FINANCE TOTAL							
		689,279	809,450	763,970	807,320	807,320	817,300

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

- 1. 706.00 Labor Burden** – The decrease of \$8,310, or 2.6%, primarily reflects a decrease in hospitalization costs (\$10,990) and retiree health-care contributions (\$3,360) as recommended by the City's actuary. These costs were offset by an increase in pension contributions (\$5,430) as recommended by the City's actuary.
- 2. 729.00 Operating Supplies** – The increase of \$1,000, or 25%, reflects an increase in the cost of office supplies.
- 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 2018-2019 Planned Amounts***

- 1. 706.00 Labor Burden** – An increase of \$8,500, or 2.7%, is primarily due to an increase in hospitalization costs (\$4,230) and pension contributions (\$3,680) as recommended by the City's actuary.

## ***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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Financial reports available on City website	17	19	22	25
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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
Number of purchase orders, including blanket purchase orders, issued	303	300	300	300
Number of 1099's issued	102	104	100	100
Accounts payable checks issued	7,641	7,800	7,800	7,800
Percent of A/P checks issued without error	99%	99%	99%	99%
Number of payroll checks/direct deposit notices issued	7,836	8,000	8,000	8,000
Percentage of Direct Deposits issued	76%	77%	78%	78%
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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
Avg. days to compile monthly financial statements	17	17	15	15
Days to prepare audit schedules and year-end journal entries	46	48	48	48
Days to compile CAFR	30	30	30	30
Bank statements reconciled-monthly	30	32	32	32
Financial statement correcting entries by auditors	4	2	0	0
Years received GFOA CAFR Award	27	28	29	30
Years received GFOA Budget Award	27	28	29	30
Years received AAA bond rating	14	15	16	17



**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**TREASURY**

101-253,000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	326,517	311,810	317,200	315,630	315,630	319,510
706.00	LABOR BURDEN	272,256	279,550	262,230	279,610	279,610	287,700
	PERSONNEL SERVICES	598,773	591,360	579,430	595,240	595,240	607,210
SUPPLIES							
728.00	PUBLICATIONS	513	510	520	520	520	520
729.00	OPERATING SUPPLIES	2,324	2,700	2,700	2,700	2,700	2,700
	SUPPLIES	2,837	3,210	3,220	3,220	3,220	3,220
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	42,711	54,000	54,000	54,000	54,000	54,000
820.02	OAKLAND COUNTY CONTRACT	11,017	11,500	11,500	11,500	11,500	11,500
824.01	COLLECTION AGENCY FEES	6,613	6,000	7,000	7,000	7,000	7,000
861.00	TRANSPORTATION	318	400	400	400	400	400
901.00	PRINTING & PUBLISHING	2,604	3,000	3,000	3,000	3,000	3,000
933.02	EQUIPMENT MAINTENANCE	911	1,000	1,440	1,440	1,440	1,440
942.00	COMPUTER EQUIPMENT RENTAL	36,000	36,000	36,000	36,000	36,000	36,000
955.01	TRAINING	390	600	600	600	600	600
955.03	MEMBERSHIP & DUES	265	550	550	550	550	550
965.00	DIRECT CREDIT	(55,750)	(51,260)	(51,260)	(50,090)	(50,090)	(50,830)
	OTHER CHARGES	45,079	61,790	63,230	64,400	64,400	63,660
TREASURY TOTAL		646,689	656,360	645,880	662,860	662,860	674,090

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

- 1. 702.00 Salaries and Wages Direct** – The increase of \$3,820, or 1.2%, reflects additional overtime and scheduled wage increases for employees under union contract.
- 2. 706.00 Labor Burden** – The increase of \$60 is a result of an increase in hospitalization costs (\$4,180), pension contributions (\$1,380), and retiree health-savings contributions (\$1,820). This was offset by a decrease in retiree health-care contributions (\$7,640) 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 2018-2019 Planned Amounts***

- 1. 702.00 Salaries and Wages Direct** – The increase of \$3,880, or 1.3%, reflects scheduled wage increases for employees under union contract.
- 2. 706.00 Labor Burden** – The increase of \$8,090, or 2.9%, is the result of an increase in hospitalization costs (\$4,390) and pension contributions (\$3,140) as recommended by the City's actuary.

## ***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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
Tax bills issued	20,400	20,400	20,400	20,400
Utility bills issued	33,000	33,000	33,000	33,000
Special assessments/misc. invoices billed	1,100	1,200	1,200	1,200
Parking violation payments processed	23,000	32,000	32,000	32,000
General Investment Portfolio-average	\$61,271,916	\$63,700,000	\$63,700,000	\$63,700,000
Average rate of return on investments	.7%	.9%	1.25%	.1.50%
Rewrite procedure manual for each major function or task for new financial system	50%	60%	75%	100%
Number of staff meetings held	2	6	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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
Number of utility customers	8,660	8,670	8,670	8,670
Utility customers using automatic bill payments	900	900	900	900
Utility customers paying by credit card	1,570	2,000	2,000	2,000
Number of taxpayers	10,200	10,200	10,200	10,200
Taxpayers paying by credit cards	410	700	700	700
Parking tickets paid by cash or check	15,000	20,000	20,000	20,000
Parking tickets paid by credit card	8,000	12,000	12,000	12,000

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
ASSESSING

101-257,000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
706.00	LABOR BURDEN	247	250	250	250	250	250
	PERSONNEL SERVICES	247	250	250	250	250	250
SUPPLIES							
729.00	OPERATING SUPPLIES	61	70	70	70	70	70
	SUPPLIES	61	70	70	70	70	70
OTHER CHARGES							
820.01	BOARD OF REVIEW	4,102	3,800	3,800	3,800	3,800	3,800
820.02	OAKLAND COUNTY CONTRACT	196,461	196,900	202,750	202,750	202,750	202,750
	OTHER CHARGES	200,563	200,700	206,550	206,550	206,550	206,550
ASSESSING TOTAL							
		200,871	201,020	206,870	206,870	206,870	206,870

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

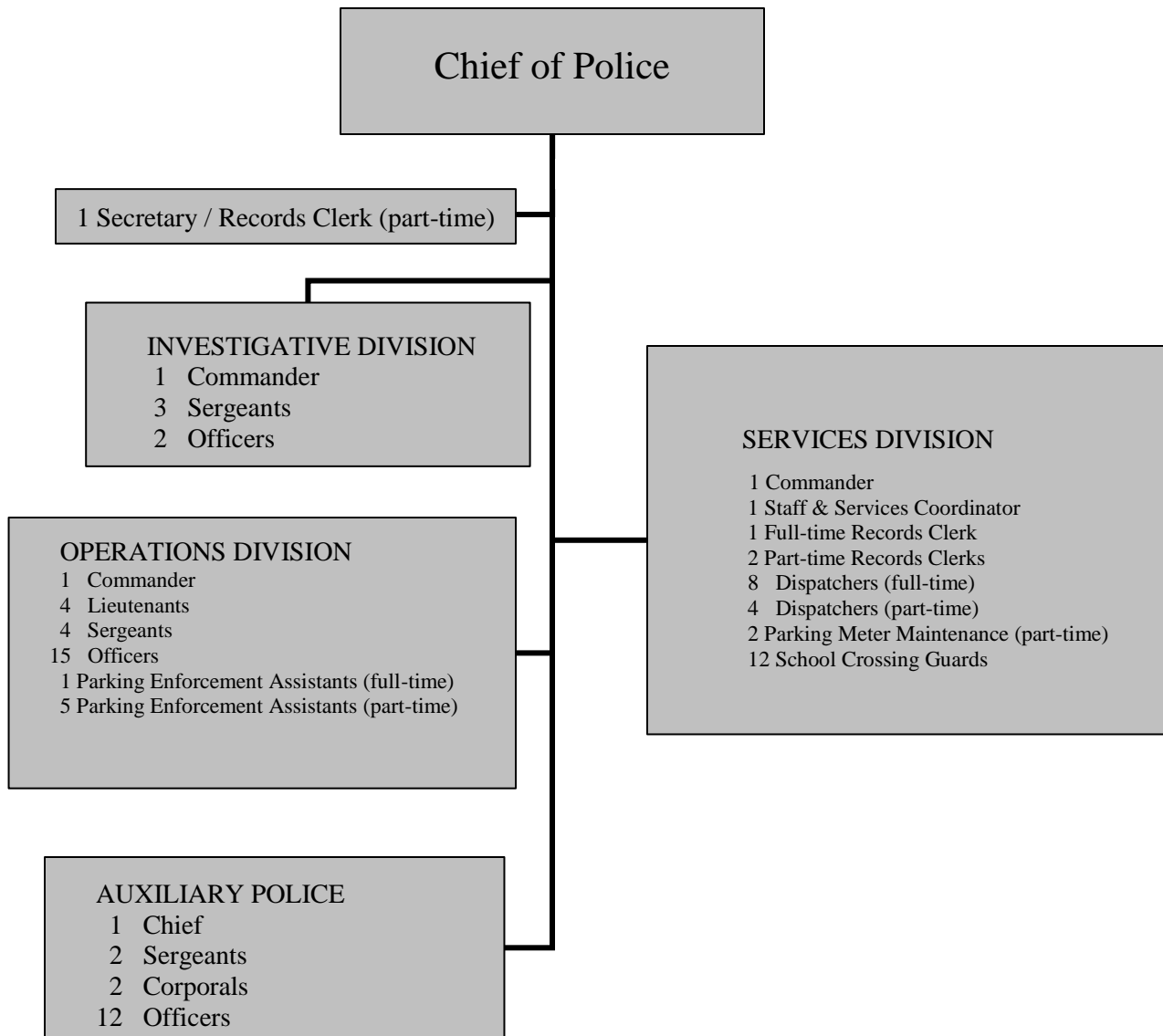
- 1. 820.02 Oakland County Contract** – The increase of \$5,850, or 3%, is for the increase in the contractual service cost between the City and the County.



*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## 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's 2017-18 and 2018-19 budgets will be influenced from the changes that occurred in the 2016-17 budget year. In 2016-17, the department made three major operational changes - a new command structure, the patrol operation moving to a twelve hour shift format and the addition of one new police officer to assist with identity theft/fraud investigations.

The police department is now divided into three separate divisions – Operations, Investigative and Services, each headed by a commander. The new command staff format has performed well and communications, department organization and delegation of work assignments have all improved.

For the past year, the department conducted a trial of working twelve hour shifts for the Operations Division. It was hoped that the twelve hour shift schedule would have several distinct advantages over the department's former eight hour shift format that included 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. The amount of sick time used should be reduced.
4. Overtime should be reduced.
5. Monthly schedules would be eliminated and administrative scheduling should improve allowing for greater flexibility for training, schools and conferences to be planned and implemented.

A comparison between 2015 and 2016 was conducted and the twelve hour shift format has delivered on all of its intended benefits:

1. The number of officers working on any given day was up and officer productivity also increased (tickets issued were up by 8% and arrests were up 19%).
2. A supervisor worked at all times.
3. The use of sick time by officers was reduced by 11%.
4. The amount of overtime paid to officers was reduced by 22%.
5. The department utilized a "training month" for the first time in which all four platoons were able to train together as a unit and complete all of their required annual re-certifications at one time.

The last component of the 2016-17 budget year was the addition of one new police officer to assist the department with identity theft/fraud investigations. The police department entered into a memorandum of understanding with the Federal Bureau of Investigation (FBI) to join the FBI Detroit Metropolitan Identity Theft and Financial Crimes Task Force based out of the Troy FBI office. The department has assigned an officer to the task force who will work with the FBI and receive cases from Birmingham that are linked to identity theft and fraud. Because of shifting manpower levels, the officer assigned to the FBI started his assignment in October of 2016.

As stated earlier, the police department is divided into three divisions. The Operations Division consists of 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 responsible for all criminal, narcotics, and liquor investigations. 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 responsible for preparation and administration of the Department's budget, purchasing, record-keeping, equipment maintenance, traffic counts, Freedom of Information Act (FOIA) requests, 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.

The department has a strong presence in a number of multi-jurisdictional task forces supported by inter-local agreements. In 2016, the department joined a new task force, the South Oakland County Crash Investigation Team (SOCCIT). The SOCCIT group investigates automobile crashes involving serious injuries or fatalities. It provides the department's accident investigators the opportunity to utilize their skills more often, allows for the sharing of highly technical and expensive equipment and opens roads up quicker as a result of more efficient investigations. These cooperative efforts are significant in increasing efficiency and providing fiscally responsible delivery of services. In addition to SOCCIT, the department has the following associations:

1. Special Investigations Unit (SIU): Made up of five area departments. Targets known/unknown offenders that commit crimes across jurisdictional boundaries including burglary, larceny, larceny from auto, fraud, robbery, assault and battery and other serious crimes.
2. Oakland County Narcotics Enforcement Team (NET): Made up of fourteen area departments. Targets local and cross jurisdictional drug sales and operations.
3. Major Case Assistance Team (MCAT): Consists of eight area departments. Assists member departments with large scale major investigations including homicide, rape and other serious felonies.
4. Oakland County Law Enforcement Tactical Response Coordination Group (OakTAC): Made up of thirty-five member agencies across Oakland County. Assists with large scale demonstrations or civil unrest situations. Also assists with active shooter response (ASR) training.
5. Consolidated 9-1-1 Public Safety Answering Point (PSAP) with the Beverly Hills Public Safety Department: Shared police/fire/EMS/dispatch operations.

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.

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**POLICE**

101-301.000-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	3,040,595	3,149,269	3,140,520	3,227,910	3,227,910	3,370,620
706.00	LABOR BURDEN	2,434,021	2,676,860	2,650,640	2,491,180	2,491,180	2,599,910
	<b>PERSONNEL SERVICES</b>	<b>5,474,616</b>	<b>5,826,129</b>	<b>5,791,160</b>	<b>5,719,090</b>	<b>5,719,090</b>	<b>5,970,530</b>
<b>SUPPLIES</b>							
728.00	PUBLICATIONS	270	650	650	650	650	650
729.00	OPERATING SUPPLIES	44,032	41,700	41,700	43,370	43,370	45,100
730.00	PRISONER ROOM & BOARD	7,254	8,870	8,500	8,500	8,500	8,500
731.00	LEIN/CLEMIS EXPENSE	3,228	3,500	3,500	15,400	15,400	3,500
732.00	TOWING SERVICES	416	1,000	1,000	1,000	1,000	1,000
733.00	PHOTOGRAPHIC EXPENSES	438	500	710	520	520	520
734.00	AMMUNITION	16,860	20,780	20,780	21,610	21,610	22,470
743.00	UNIFORM ALLOWANCE	34,852	45,800	45,800	39,700	39,700	45,740
744.00	CLEANING ALLOWANCE	6,950	7,000	7,120	7,120	7,120	7,120
	<b>SUPPLIES</b>	<b>114,300</b>	<b>129,800</b>	<b>129,760</b>	<b>137,870</b>	<b>137,870</b>	<b>134,600</b>
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	44,377	40,900	40,500	40,500	40,500	40,500
851.00	TELEPHONE	5,943	7,850	8,500	8,500	8,500	8,500
861.00	TRANSPORTATION	114	50	50	50	50	50
901.00	PRINTING & PUBLISHING	9,177	9,650	9,650	9,650	9,650	9,650
920.00	ELECTRIC UTILITY	2,296	2,100	2,300	2,300	2,300	2,300
921.00	GAS UTILITY CHARGES	891	1,900	1,700	1,700	1,700	1,700
922.00	WATER UTILITY	112	150	150	150	150	150
933.02	EQUIPMENT MAINTENANCE	21,386	17,500	17,500	18,250	18,250	19,000
933.04	RADIO & VEHICLE MAINT.	55,964	53,560	53,560	55,700	55,700	60,550
933.08	PISTOL RANGE BUILDING MAINTENANC	10,069	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	4,044	5,350	5,350	5,560	5,560	5,780
955.02	EDUC/TRAINING ACT 302	4,898	6,930	6,930	6,540	6,540	6,540
955.03	MEMBERSHIP & DUES	1,568	2,600	2,500	2,500	2,500	2,500
955.04	CONFERENCES & WORKSHOPS	22,915	16,510	16,510	21,610	21,610	22,470
	<b>OTHER CHARGES</b>	<b>459,944</b>	<b>455,240</b>	<b>455,390</b>	<b>463,200</b>	<b>463,200</b>	<b>469,880</b>
<b>CAPITAL OUTLAY</b>							
972.00	FURNITURE	0	0	0	0	0	24,350
	<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,350</b>
<b>POLICE TOTAL</b>							
		<b>6,048,860</b>	<b>6,411,169</b>	<b>6,376,310</b>	<b>6,320,160</b>	<b>6,320,160</b>	<b>6,599,360</b>

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

1. **702.00 Salaries and Wages Direct** – The increase of \$78,641, or 2.5%, reflects scheduled wage and step increases for police officers and administrative personnel under union contract.
2. **706.00 Labor Burden** – The decrease of \$185,680, or 6.9%, is primarily the result of a decrease in retiree health-care contributions (\$219,800) and pension contributions (44,320) as recommended by the City's actuary and due to employee retirements. This decrease was offset by an increase in hospitalization costs (\$4,360), defined contribution retirement (\$61,040) and retiree health savings contributions (\$1,500).
3. **731.00 Lein/Clemis Expense** – The increase of \$11,900, or 340%, is for the purchase of new Clemis approved MDC routers and ticket printers for patrol vehicles.
4. **743.00 Uniform Allowance** – The original budget in this account in 2016-2017 was \$31,300. It was increased by \$14,500 to \$45,800 for uniforms for new police officer hires. The increase of \$8,400, or 27%, from the original 2016-2017 budget reflects funding for uniforms and body armor for the auxiliary police unit.
5. **933.04 Radio & Vehicle Maintenance** – The increase of \$2,140, or 4%, is for radio system repair and changeovers to new interceptor utility vehicles.
6. **955.04 Conferences & Workshops** – The increase of \$5,100, or 31%, is for one commander to attend police staff and command school.

### ***Significant Notes to 2018-2019 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$142,710, or 4.4%, reflects scheduled wage and step increases for police officers and administrative personnel under union contract.
2. **706.00 Labor Burden** – The increase of \$108,730, or 4.4%, primarily reflects an increase in hospitalization costs (\$34,110), an increase in pension contributions (\$35,920) as recommended by the City's actuary, an increase in defined contribution retirement (\$24,490) and retiree-health savings contributions (\$1,510).
3. **731.00 Lein/Clemis Expense** – The decrease of \$11,900, or 77%, represents a return to normal budget levels.
4. **743.00 Uniform Allowance** – The increase of \$6,040, or 15%, reflects replacement of body armor vests for police officers.

5. **933.04 Radio & Vehicle Maintenance** – The increase of \$4,850, or 9%, is for radio system mics and holders.
6. **972.00 Furniture** – The \$24,350 budgeted in 2018-2019 is for the replacement of police department clerical office furniture.

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**DISPATCH**

101-301.001-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	506,019	522,180	532,230	592,970	592,970	605,140
706.00	LABOR BURDEN	303,655	282,740	289,490	334,920	334,920	347,510
	PERSONNEL SERVICES	809,674	804,920	821,720	927,890	927,890	952,650
SUPPLIES							
728.00	PUBLICATIONS	850	850	810	850	850	850
729.00	OPERATING SUPPLIES	2,270	3,650	3,650	3,800	3,800	3,950
731.00	LEIN/CLEMIS EXPENSE	27,035	31,850	31,850	33,120	33,120	34,440
743.00	UNIFORM ALLOWANCE	2,588	3,400	3,000	3,400	3,400	3,400
744.00	CLEANING ALLOWANCE	1,200	1,200	1,400	1,400	1,400	1,400
	SUPPLIES	33,943	40,950	40,710	42,570	42,570	44,040
OTHER CHARGES							
851.00	TELEPHONE	2,665	4,000	4,000	4,000	4,000	4,000
901.00	PRINTING & PUBLISHING	0	300	300	300	300	300
933.02	EQUIPMENT MAINTENANCE	24,511	33,620	33,500	30,000	30,000	30,000
933.04	RADIO & VEHICLE MAINT.	187	2,500	3,500	6,100	6,100	3,000
942.00	COMPUTER EQUIPMENT RENTAL	15,850	15,850	15,850	15,850	15,850	15,850
955.03	MEMBERSHIP & DUES	229	350	330	330	330	330
955.04	CONFERENCES & WORKSHOPS	371	4,330	4,330	4,330	4,330	4,330
955.05	DISPATCH TRAINING ACT 32	3,792	14,340	9,800	9,300	9,300	9,300
	OTHER CHARGES	47,605	75,290	71,610	70,210	70,210	67,110
CAPITAL OUTLAY							
971.01	MACHINERY & EQUIPMENT	0	81,940	81,940	6,510	6,510	0
	CAPITAL OUTLAY	0	81,940	81,940	6,510	6,510	0
DISPATCH TOTAL		891,222	1,003,100	1,015,980	1,047,180	1,047,180	1,063,800

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

1. **702.00 Salaries and Wages Direct** – The increase of \$70,790, or 13.6%, reflects the addition of a full-time dispatcher position and scheduled wage and step increases for the dispatchers.
2. **706.00 Labor Burden** – The increase of \$52,180, or 18.5%, is primarily the result of adding a new full-time position leading to an increase in hospitalization (\$19,770) and defined contribution retirement (\$10,060) costs. Additionally, the City's actuary has recommended an increase in pension (\$8,740) and retiree health-care (\$5,140) contributions.
3. **731.00 Lien/Clemis Expense** – The increase of \$1,270, or 4%, represents the increase in charges for records management systems, computer aided dispatch, secretary of state access, and other systems access.
4. **933.02 Equipment Maintenance** – The decrease of \$3,620, or 11%, reflects decreased maintenance due to replacement of the 9-1-1 system.
5. **933.04 Radio & Vehicle Maintenance** – The increase of \$3,600, or 144%, reflects costs associated with installation of a new countywide radio system.
6. **955.05 Dispatch Training Act 32** – The decrease of \$5,040, or 35%, reflects current funding from the State of Michigan for dispatcher state mandated training requirements.
7. **971.01 Machinery & Equipment** – The budgeted \$6,510 represents dispatch workstation upgrades for three dispatchers.

### ***Significant Notes to 2018-2019 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$12,170, or 2.1%, reflects scheduled wage and step increases for the dispatchers.
2. **706.00 Labor Burden** – The increase of \$12,590, or 3.8%, primarily reflects an increase in hospitalization costs (\$4,990), pension contributions (\$2,670) as recommended by the City's actuary, and defined contribution retirement costs (\$3,320).
3. **731.00 Lien/Clemis Expense** – The increase of \$1,320, or 4%, represents the increase in charges for records management systems, computer aided dispatch, secretary of state access, and other systems access.
4. **933.04 Radio & Vehicle Maintenance** – The decrease of \$3,100, or 51%, reflects the return to normal budget levels.



## *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 high school and citizen “ride alongs” with patrol units; 5) host college student interns.

<b><u>MEASURES</u></b>	<b>Actual FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
Hours spent on bike patrols, residential	30	30	30	30
Hours spent on bike patrols, Central Business District	50	50	60	60
Hours spent on foot patrols	600	600	600	600
Number of speaking assignments	20	20	20	20
Number of student / citizen ride- along	15	15	15	15
Hours spent on motorcycle patrol	200	200	220	220
College student interns	1	2	1	1

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

**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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Number of hours spent in lethal and non-lethal weapons and tactics training	928	980	980	980

## ***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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Conduct inspections and decoy operations at establishments with liquor licenses to promote compliance with state and local liquor laws	80	84	100	100

<p align="center"><b><i>Performance Goals, Objectives and Measures</i></b></p>
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**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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Conduct meetings with school groups	10	10	10	10
Attend Multi-Modal Board meetings	12	12	12	12
Conduct (2) traffic counts per week as weather permits	71	61	65	65

## ***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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</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	20	24	24	24
Crimedar and press briefings	52	52	52	52
Administer and update Police Department's Facebook page	40	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.

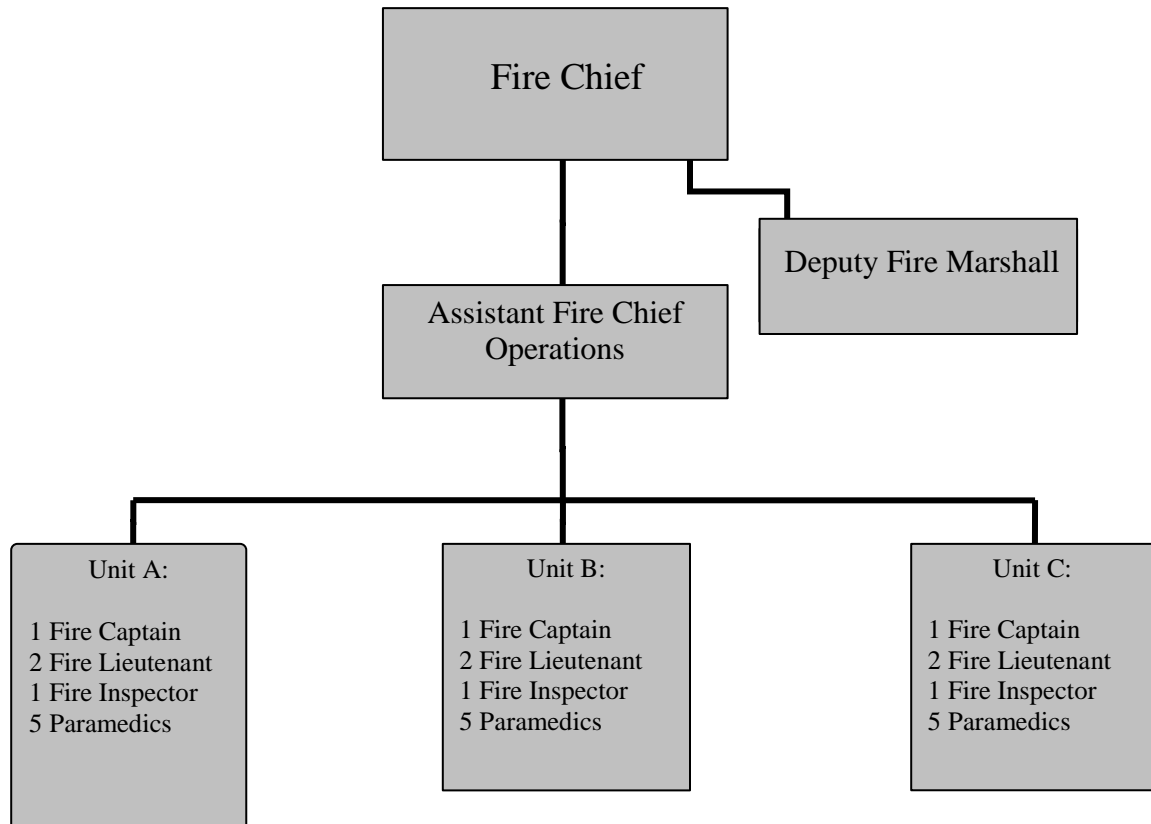
<b><u>MEASURES</u></b>	<b>Actual FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
Promote Operation Medicine Cabinet program to schools and community organizations	6	4	4	4
Number of collections and disposals of medications	133	150	160	160
Implement community service outreach program for onsite collection of expired and unneeded medications from Baldwin House residents	0	1	1	1



*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## **DEPARTMENT SUMMARY**

### **Fire**



The Fire Department will respond to an estimated 2,000 emergencies throughout the City in the fiscal year 2017– 2018. 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 2016. 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 component for the City that previously was paid to a private ambulance company. Since inception, EMS transport has generated over \$1,000,000 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 4,000 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 2017-2018.

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.

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**FIRE**

101-336,000-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	2,560,856	2,554,380	2,604,950	2,567,160	2,567,160	2,642,560
706.00	LABOR BURDEN	2,031,227	2,416,390	2,398,420	2,354,470	2,354,470	2,433,780
	PERSONNEL SERVICES	4,592,083	4,970,770	5,003,370	4,921,630	4,921,630	5,076,340
<b>SUPPLIES</b>							
728.00	PUBLICATIONS	240	100	100	100	100	100
729.00	OPERATING SUPPLIES	30,919	31,000	31,000	31,000	31,000	31,000
731.00	LEIN/CLEMIS EXPENSE	3,326	4,800	4,800	5,100	5,100	5,100
735.00	BUILDING SUPPLIES	8,386	8,500	9,700	9,500	9,500	9,500
736.00	APPARATUS SUPPLIES	4,808	6,000	5,000	5,000	5,000	5,000
738.00	PUBLIC FIRE EDUCATION	3,093	4,000	4,000	4,000	4,000	4,000
741.00	MEDICAL SUPPLIES	18,858	19,000	21,000	19,000	19,000	19,000
743.00	UNIFORM ALLOWANCE	16,724	13,480	13,480	13,480	13,480	13,480
744.00	CLEANING ALLOWANCE	5,600	6,000	6,000	6,000	6,000	6,000
745.00	FOOD ALLOWANCE	20,725	22,950	22,950	22,950	22,950	22,950
	SUPPLIES	112,679	115,830	118,030	116,130	116,130	116,130
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	5,395	5,700	5,000	5,000	5,000	5,000
821.01	PHYSICAL EXAMINATIONS	0	830	0	830	830	830
851.00	TELEPHONE	4,348	4,300	4,300	4,300	4,300	4,300
901.00	PRINTING & PUBLISHING	490	500	500	500	500	500
920.00	ELECTRIC UTILITY	28,117	25,500	28,000	26,800	26,800	28,200
921.00	GAS UTILITY CHARGES	10,776	16,000	10,000	10,000	10,000	12,000
922.00	WATER UTILITY	6,661	6,500	6,500	6,500	6,500	6,500
930.05	BUILDING MAINTENANCE	0	4,000	4,140	4,000	4,000	4,000
933.01	FIRE APPARATUS MAINTENANC	12,467	14,000	14,000	12,000	12,000	12,000
933.02	EQUIPMENT MAINTENANCE	17,881	20,200	15,000	17,350	17,350	17,350
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	14,432	14,750	14,500	14,500	14,500	14,500
955.03	MEMBERSHIP & DUES	3,544	5,640	5,640	5,640	5,640	5,640
955.04	CONFERENCES & WORKSHOPS	573	1,250	1,250	1,250	1,250	1,250
	OTHER CHARGES	299,434	313,920	303,580	303,420	303,420	306,820
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	27,001	19,500	19,500	28,300	28,300	20,500
977.00	BUILDINGS	0	53,078	53,070	0	0	0
	CAPITAL OUTLAY	27,001	72,578	72,570	28,300	28,300	20,500
<b>FIRE TOTAL</b>		5,031,197	5,473,098	5,497,550	5,369,480	5,369,480	5,519,790

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

1. **702.00 Salaries and Wages Direct** – The increase of \$12,780, or .5%, reflects scheduled salary step increases.
2. **706.00 Labor Burden** – The decrease of \$61,920, or 2.6%, is primarily the result of a decrease in retiree health-care contributions (\$171,570) as recommended by the City's actuary. This decrease was offset by an increase in hospitalization costs (\$52,200), pension contributions (\$6,210), worker's compensation (\$12,090), defined contribution retirement (\$36,540) and retiree health savings contributions (\$2,600).
3. **811.00 Other Contractual Service** – The decrease of \$700, or 12.3%, represents maintenance for the generator at Adams Fire Station completed in the prior fiscal year.
4. **920.00 Electric Utility** – The increase of \$1,300, or 5.1%, reflects anticipated costs based on current projections and short-term closure of the Chesterfield Fire Station.
5. **921.00 Gas Utility** – The decrease of \$6,000, or 37.5%, reflects anticipated costs based on current projections.
6. **971.01 Machinery & Equipment** – The \$28,300 is for firefighter turnout gear, replacement of hoses, nozzles and couplings, furniture for the Chesterfield Fire Station, workout equipment, and painting of the Adams Fire Station exterior.

### ***Significant Notes to 2018-2019 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$75,400, or 2.9% reflects scheduled step increases and an increase in longevity payments.
2. **706.00 Labor Burden** – The increase of \$79,310, or 3.4%, primarily reflects an increase in hospitalization costs (\$30,190), pension contributions (\$33,490) as recommended by the City's actuary, and defined contribution retirement costs (\$9,130).
3. **971.01 Machinery & Equipment** – The \$20,500 is for firefighter turn-out gear, the replacement of hoses, nozzles and couplings, additional painting at Adams Fire Station, and workout 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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Number of hydrants maintained	851	854	858	862
Number of hydrants flow tested	283	284	286	287
Number of hydrants reported to DPS for repair	35	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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Average response time	2:84	2:36	2:36	2:36
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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
CPR students	107	103	103	103
Percentage of students completing CPR training	100%	100%	100%	100%

<b><i>Performance Goals, Objectives and Measures</i></b>
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**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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Blood-pressure readings	92	81	90	90
Percentage change from prior year	28%	-32%	11%	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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
Fire inspections conducted in all buildings except single and duplex residential occupancies	1382	1395	1407	1420
Pre-planning inspections of locations with hazardous materials	3	5	7	7
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.

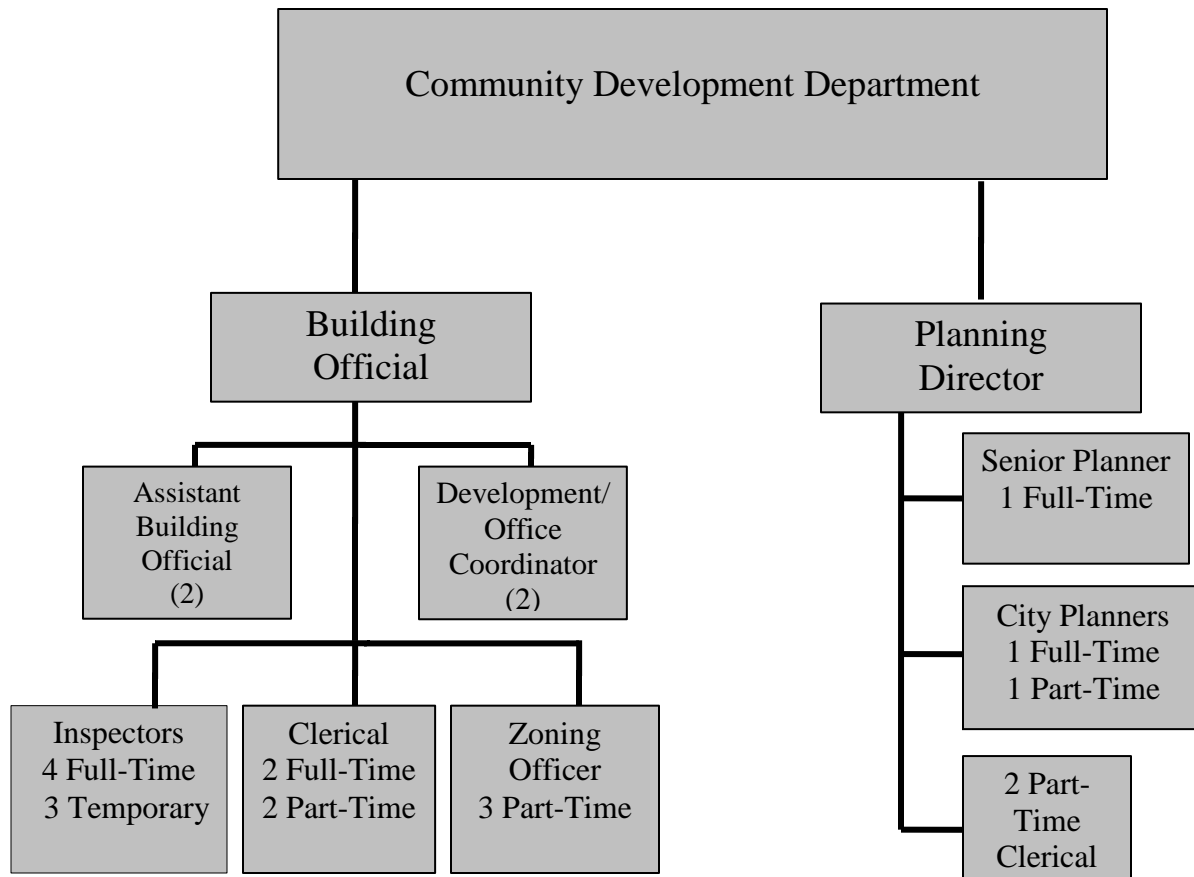
CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
EMERGENCY PREPAREDNESS

101-337.000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
SUPPLIES							
728.00	PUBLICATIONS	92	150	150	150	150	150
729.00	OPERATING SUPPLIES	434	5,000	5,000	5,000	5,000	5,000
	SUPPLIES	526	5,150	5,150	5,150	5,150	5,150
OTHER CHARGES							
851.00	TELEPHONE	1,458	750	750	750	750	750
955.01	TRAINING	947	500	500	500	500	500
955.03	MEMBERSHIP & DUES	3,000	3,000	3,000	3,000	3,000	3,000
	OTHER CHARGES	5,405	4,250	4,250	4,250	4,250	4,250
EMERGENCY PREPAREDNESS TOTAL		5,931	9,400	9,400	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.

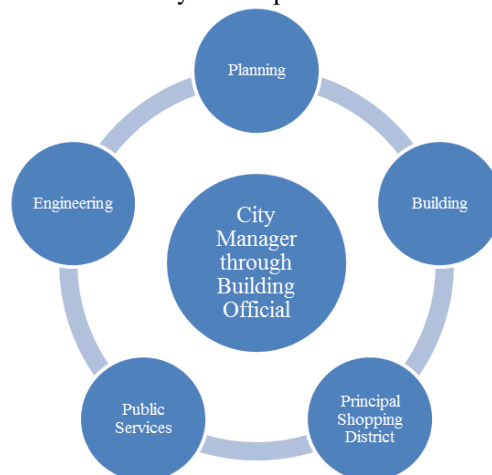
The Community Development Department reviews all plans submitted regarding the development of property located within the City of Birmingham. The Department assists applicants through the entire application process for rezoning, site plans, subdivision plats, lot splits and combinations, historic preservation, 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.

#### FUNCTIONAL ORGANIZATION SUMMARY Community Development Activities



**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**PLANNING**

101-721.000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	245,954	298,300	307,100	307,330	307,330	308,230
706.00	LABOR BURDEN	151,787	138,780	147,560	159,140	159,140	163,600
	PERSONNEL SERVICES	397,741	437,080	454,660	466,470	466,470	471,830
SUPPLIES							
728.00	PUBLICATIONS	1,170	500	480	500	500	500
729.00	OPERATING SUPPLIES	1,626	1,550	0	2,100	2,100	2,140
	SUPPLIES	2,796	2,050	480	2,600	2,600	2,640
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	16,051	202,500	197,170	258,000	248,000	43,000
825.01	DOWNTOWN ACTION PLAN	0	20,000	20,000	30,000	30,000	0
851.00	TELEPHONE	2,843	2,500	2,260	2,500	2,500	2,500
901.00	PRINTING & PUBLISHING	6,293	5,000	4,500	5,000	5,000	5,000
933.02	EQUIPMENT MAINTENANCE	1,556	1,500	1,460	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	911	1,920	1,200	1,980	1,980	2,020
955.03	MEMBERSHIP & DUES	1,680	2,500	2,500	2,520	2,520	2,520
955.04	CONFERENCES & WORKSHOPS	1,782	2,400	2,880	3,000	3,000	2,400
	OTHER CHARGES	51,136	258,340	251,990	324,520	314,520	78,960
CAPITAL OUTLAY							
972.00	FURNITURE	1,381	0	0	0	0	0
	CAPITAL OUTLAY	1,381	0	0	0	0	0
PLANNING TOTAL		453,054	697,470	707,130	793,590	783,590	553,430

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

1. **702.00 Salaries and Wages Direct** – The increase of \$9,030, or 3%, reflects the addition of a full-time city planner position and elimination of the planning intern position and a part-time planner position.
2. **706.00 Labor Burden** – The increase of \$20,360, or 14.7%, is primarily the result of an increase in hospitalization costs (\$18,270), defined contribution retirement (\$4,680) and retiree health savings contributions (\$1,820), and other benefit increases associated with the additional full-time position (\$2,550). Offsetting the increases is a decrease in retiree health-care contributions (\$7,880) as recommended by the City's actuary.
3. **811.00 Other Contractual Service** – The \$258,000 is for a citywide master plan (\$200,000), a Rail District linear park plan (\$5,000), traffic consulting services (\$10,000), document imaging services (\$10,000), a bike-pedestrian count at twelve locations (\$8,000), GIS consulting services (\$10,000), and bike racks (\$15,000).
4. **825.01 Downtown Action Plan** – The \$30,000 is for wayfinding post mounted via signs (\$30,000).

## *Manager Adjustment to Department-Requested Amounts*

<u>Account Number</u>	<u>Description</u>	<u>Amounts</u>
811.00	Other Contractual Service – Move GIS consulting services to IT	(\$10,000)
	Total adjustments	<u>(\$10,000)</u>

## *Significant Notes to 2018-2019 Planned Amounts*

1. **706.00 Labor Burden** – The increase of \$4,460, or 2.8%, primarily reflects an increase in hospitalization costs (\$3,410) and pension contributions (\$820) as recommended by the City's actuary.
2. **811.00 Other Contractual Service** – The \$43,000 is for a bike-pedestrian count (\$8,000), bike racks (\$15,000) document imaging services (\$10,000), and traffic consulting services (\$10,000).

## ***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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</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	12	10	10	9
Design Review Board meetings	9	9	9	9
Historic District Commission meetings	11	10	10	10
Historic District Study Committee meetings	1	0	1	0
Brownfield Redevelopment Authority meetings	4	4	3	3
Public Arts Board	3	7	7	7
Multi-Modal Transportation Board	8	8	8	8
Manager Staff meetings	48	48	48	48
Public design workshops/charrettes	2	1	1	1
Public educational seminars	1	1	1	1
Ordinance amendments	62	34	8	5
Rail District Sign Ordinance Comm.	0	0	0	0
Corridor Improvement Authority	1	1	2	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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
New outdoor dining establishments	2	3	2	2
Wayfinding and signage program	0	1	1	1
Newsrack program (Total installed)	8	5	4	4
New Historic markers (Total installed)	0	1	1	1
Bike Racks Downtown (New)	0	10	10	10
Civic space improvements	1	1	1	1
Right-of-way landscaping enhancements	0	1	1	1
Streetscape plans	2	4	4	2
Ad Hoc Rail District Committee meetings	3	3	0	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	Yes	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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
Community impact studies reviewed	4	3	3	3
Lot divisions reviewed	5	4	4	2
Site plans reviewed	42	42	40	35
Sign plans reviewed – Non-historic	41	40	40	35
Sign plans reviewed – Historic	25	20	20	19
Special Land Use Permit (SLUP) plans reviewed	10	7	7	5
Design plans reviewed – Non-historic	14	13	13	12
Historic design plans reviewed	16	13	13	12
Pre-Application Discussions	1	2	2	2
Regulated uses reviewed	0	1	1	1
Temporary use permits reviewed	2	2	2	2
Rezoning applications reviewed	75	7	2	1
Administrative approvals	147	150	150	120
Production film permits reviewed	14	12	12	11
Zoning Compliance Letters	8	8	8	7
Conduct regular staff meetings	38	30	30	30

## ***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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
Green Committee meetings	0	1	1	1
Green initiatives	0	1	1	1
Economic Development meetings	48	48	48	48
Bistros (New)	1	2	2	2
Speaking engagements	5	5	5	5
Conference exhibits	0	1	1	1
Broker roundtable sessions	0	1	1	1
Promotional materials	0	1	1	1
Expansion of GIS system	30 new layers	25 new layers	20 new layers	10 new layers
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	Adopt TIF Plan	Yes	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**  
**2017-2018 RECOMMENDED BUDGET**  
**BUILDING**

101-371.000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	808,298	964,590	980,540	999,760	999,760	1,013,910
706.00	LABOR BURDEN	533,768	577,300	582,300	589,700	589,700	611,160
	<b>PERSONNEL SERVICES</b>	<b>1,342,066</b>	<b>1,541,890</b>	<b>1,562,840</b>	<b>1,589,460</b>	<b>1,589,460</b>	<b>1,625,070</b>
<b>SUPPLIES</b>							
728.00	PUBLICATIONS	3,256	20,950	15,000	8,500	8,500	8,500
729.00	OPERATING SUPPLIES	6,963	7,500	7,500	16,300	16,300	13,900
	<b>SUPPLIES</b>	<b>10,219</b>	<b>28,450</b>	<b>22,500</b>	<b>24,800</b>	<b>24,800</b>	<b>22,400</b>
<b>OTHER CHARGES</b>							
804.01	ENGINEERING CONSULTANTS	450	1,000	1,000	1,000	1,000	1,000
811.00	OTHER CONTRACTUAL SERVICE	286,882	310,000	602,000	618,000	618,000	589,000
851.00	TELEPHONE	9,456	9,500	9,500	10,500	10,500	10,500
861.00	TRANSPORTATION	0	100	300	200	200	200
901.00	PRINTING & PUBLISHING	9,458	5,500	6,000	6,500	6,500	6,000
933.02	EQUIPMENT MAINTENANCE	1,556	2,000	2,000	2,000	2,000	2,000
935.01	PROPERTY MAINT/VIOLATIONS	0	2,000	1,000	2,000	2,000	2,000
941.00	EQUIPMENT RENTAL OR LEASE	21,000	21,000	45,000	24,000	24,000	24,000
942.00	COMPUTER EQUIPMENT RENTAL	57,600	57,600	57,600	57,600	57,600	57,600
955.01	TRAINING	3,782	7,090	6,460	7,340	7,340	4,940
955.03	MEMBERSHIP & DUES	3,541	2,900	2,930	2,100	2,100	3,950
955.04	CONFERENCES & WORKSHOPS	3,124	4,900	4,900	4,900	4,900	4,900
	<b>OTHER CHARGES</b>	<b>396,849</b>	<b>423,590</b>	<b>738,690</b>	<b>736,140</b>	<b>736,140</b>	<b>706,090</b>
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	0	0	0	46,730	46,730	0
972.00	FURNITURE	5,183	35,500	39,320	215,000	215,000	0
	<b>CAPITAL OUTLAY</b>	<b>5,183</b>	<b>35,500</b>	<b>39,320</b>	<b>261,730</b>	<b>261,730</b>	<b>0</b>
<b>BUILDING TOTAL</b>		<b>1,754,317</b>	<b>2,029,430</b>	<b>2,363,350</b>	<b>2,612,130</b>	<b>2,612,130</b>	<b>2,353,560</b>

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

1. **702.00 Salaries and Wages Direct** – The increase of \$35,170 or 3.6%, reflects an increase in overtime costs and scheduled wage increases for employees under union contract.
2. **706.00 Labor Burden** – The increase of \$12,400, or 2.1%, is primarily the result of an increase in hospitalization costs (\$11,450), defined contribution retirement (\$7,910) and retiree health savings contributions (\$3,640), and pension contributions (\$5,310) as recommended by the City's actuary. These increases were offset by a decrease in retiree health-care contributions (\$19,330) as recommended by the City's actuary.
3. **728.00 Publications** – The decrease of \$12,450, or 59%, reflects the prior year purchase of Michigan building code publications and brings the budget to normal levels consisting of general publications and online code subscriptions.
4. **729.00 Operating Supplies** – The increase of \$8,800, or 117%, is for the purchase of new workstation supplies and inspector work shirts and boots.
5. **811.00 Other Contractual Service** – The increase of \$308,000, or 99%, is for additional inspection services, code enforcement, large scale project review and other support services including microfilming and continuing software implementation of online inspections.
6. **941.00 Equipment Rental or Lease** – The increase of \$3,000, or 14%, is for an additional vehicle lease.
7. **971.01 Machinery & Equipment** – The \$46,730 is for the installation and upgrade of workstations and monitors for the building official, plan examiner, inspectors, and support staff.
8. **972.00 Furniture** – The \$215,000 is for new support staff workstation furniture, plans for the front counter redesign, demolition and construction of the front counter area.

### ***Significant Notes to 2018-2019 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$14,150 or 1.4%, reflects scheduled wage increases for employees under union contract.

2. **706.00 Labor Burden** – The increase of \$21,460, or 3.6%, primarily reflects an increase in hospitalization costs (\$12,020), pension contributions (\$3,150) as recommended by the City’s actuary, and defined contribution retirement costs (\$4,150).
3. **729.00 Operating Supplies** – The decrease of \$2,400, or 15%, reflects reduced expense for inspector work clothes.
4. **811.00 Other Contractual Service** – The decrease of \$29,000, or 5%, reflects reduced outside inspection services, and software implementation of online inspections completed in the 2017-2018 fiscal year.

## ***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, 2a, 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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
<i>Permits:</i>				
Total permits issued	4,218	3,488	3,558	3,630
Building permits issued	1,424	1,223	1,248	1,273
Mechanical permits issued	1,021	836	853	870
Plumbing permits issued	822	560	571	583
Electrical permits issued	951	869	886	904
<i>Plan Reviews:</i>				
Plan reviews performed	1,157	1,150	1,152	1,148
Residential plans reviewed	926	920	922	918
Commercial plans reviewed	231	230	230	230
<i>Inspections:</i>				
Total inspections performed	12,967	11,069	11,291	11,516
Building inspections	6,216	5,440	5,549	5,660
Mechanical inspections	2,527	1,812	1,848	1,885
Plumbing inspections	1,801	1,422	1,450	1,479
Electrical inspections	2,423	2,395	2,443	2,492
<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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
<i>Code Enforcement:</i>				
Total Enforcement Cases	1,880	4,038	4,315	4,531
Property maintenance:				
Commercial	260	283	311	327
Residential	173	200	220	231
Construction site maintenance	760	2540	2667	2800
Illegal sign cases	288	464	511	536
Miscellaneous cases	399	551	606	637
<i>Rental Program:</i>				
Rental inspections	1307	1,425	1,430	1,450
Biennial rental inspections	858	950	890	900
Rental re-inspections	449	375	385	400
Rental licenses issued	803	800	790	790
Licensed rental units	1816	1,800	1,795	1,800



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

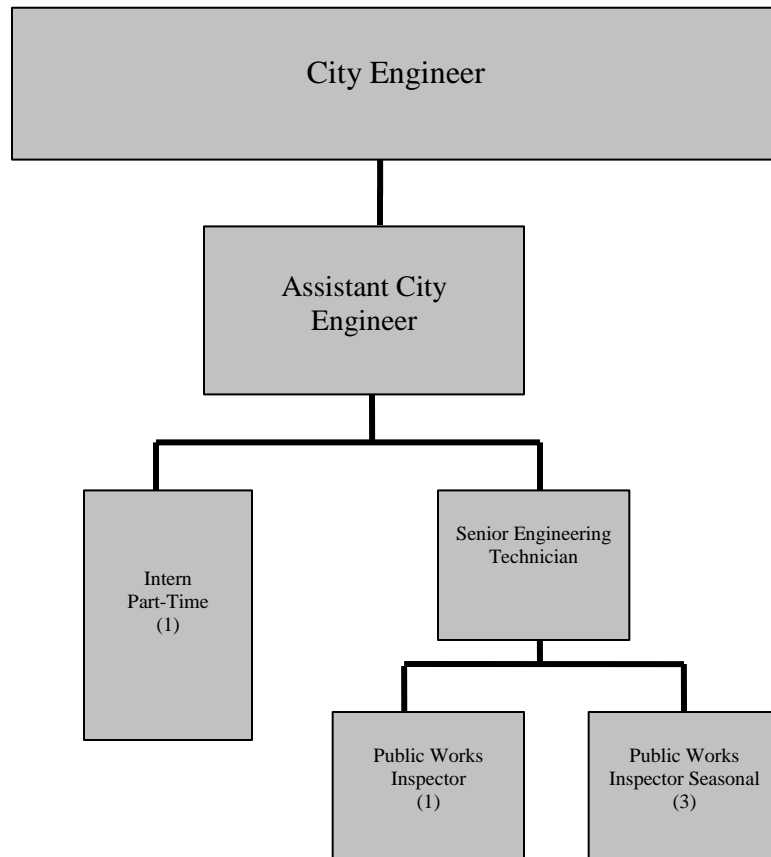
**GOAL:** Utilize the strength of our resources to help insure the economic success of the City by developing innovative methods of service delivery. *(Long-Term Municipal Goals 1a, 2a, 2b)*

**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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</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. New for 2017, the Department will oversee administration of the Storm Water Ordinance.
- 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. Starting in 2016, 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' alternate 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 continues to support the Community Development Department in providing technical advice on drainage review of building plans and a downtown action plan which enhances the functionality and beauty of the downtown.

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**ENGINEERING**

101-441.001-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	505,907	562,700	567,700	568,130	568,130	573,670
706.00	LABOR BURDEN	223,889	254,670	254,670	265,470	265,470	272,110
	PERSONNEL SERVICES	729,796	817,370	822,370	833,600	833,600	845,780
SUPPLIES							
729.00	OPERATING SUPPLIES	1,453	1,700	2,400	1,900	1,900	1,950
	SUPPLIES	1,453	1,700	2,400	1,900	1,900	1,950
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	0	0	10,000	20,000	20,000	10,000
851.00	TELEPHONE	4,123	4,210	4,210	4,300	4,300	4,400
901.00	PRINTING & PUBLISHING	723	350	350	350	350	350
933.02	EQUIPMENT MAINTENANCE	1,576	2,000	1,600	2,000	2,000	2,000
941.00	EQUIPMENT RENTAL OR LEASE	15,307	15,500	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	318	500	800	1,000	1,000	1,000
955.03	MEMBERSHIP & DUES	358	500	860	600	600	1,000
965.00	DIRECT CREDIT	(70,782)	(37,900)	(37,900)	(39,550)	(39,550)	(39,910)
	OTHER CHARGES	(19,547)	13,990	24,250	33,030	33,030	23,170
Totals for dept 441.001-ENGINEERING		711,702	833,060	849,020	868,530	868,530	870,900

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

1. **702.00 Salaries and Wages Direct** – The increase of \$5,430, or 1%, reflects scheduled wage increases for employees under union contract.
2. **706.00 Labor Burden** – The increase of \$10,800, or 4.2%, is primarily due to an increase in hospitalization costs (\$14,700) and defined contribution retirement (\$8,560) and retiree health savings contributions (\$1,040). Offsetting these increases is a decrease in retiree health-care contributions (\$15,380) as recommended by the City's actuary.
3. **811.00 Other Contractual Service** – The \$20,000 reflects outside engineering services for site plan evaluations.
4. **965.00 Direct Credit** – The \$39,550 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 2018-2019 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$5,540, or 1%, reflects scheduled wage increases for employees under union contract.
2. **706.00 Labor Burden** – The increase of \$6,640, or 2.5%, primarily reflects an increase in hospitalization costs (\$3,080) and pension contributions (\$2,810) as recommended by the City's actuary.
3. **965.00 Direct Credit** – The \$39,910 represents time spent by the engineering staff on sidewalk and alley projects. This time is charged to those respective activities in the General Fund.

### ***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>	Actual FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Plan preparation and approval phase	Design and bid sewer repairs on W. Maple Rd. corridor.	Design and bid Oak St. storm sewer, west of Chesterfield.	Secure backyard sewer easements in Quarton Lake	Bid storm sewer work, NW corner of City, Phase 1.
Construction of improvements throughout the subject areas	Construct sewer repairs on W. Maple Rd. corridor.	Construct Oak St. storm sewer west of Chesterfield.	Line sewers for several blocks north of Oak St., Quarton Lake.	Construct storm sewer work in NW Corner of City, Phase 1.

**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>	Actual FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Mile-years of street pavement service life gained (minimum of 52.3 suggested)	69.6	52.0	37.2	54.3
Sewers replaced (feet)	2,110	5,830	3,190	5,250
Water mains replaced (feet)	4,580	5,310	3,780	6,270

## *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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Parking structure maintenance, waterproofing, and concrete patching contracts	Complete restoration of Chester St.	Perform painting of steel in Park St. Structure.	Perform restoration of Pierce St., Levels 4-5	No work yet planned.
Parking system-enhancement projects	Replace traffic control equipment at Chester St.	Replace traffic equipment at Pierce, Park, Peabody, and N. Old Woodward	Replace lighting system at Chester St.	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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Right-of-way permits issued	311	280	250	250
Sidewalk/drive approach permits issued	211	200	150	150





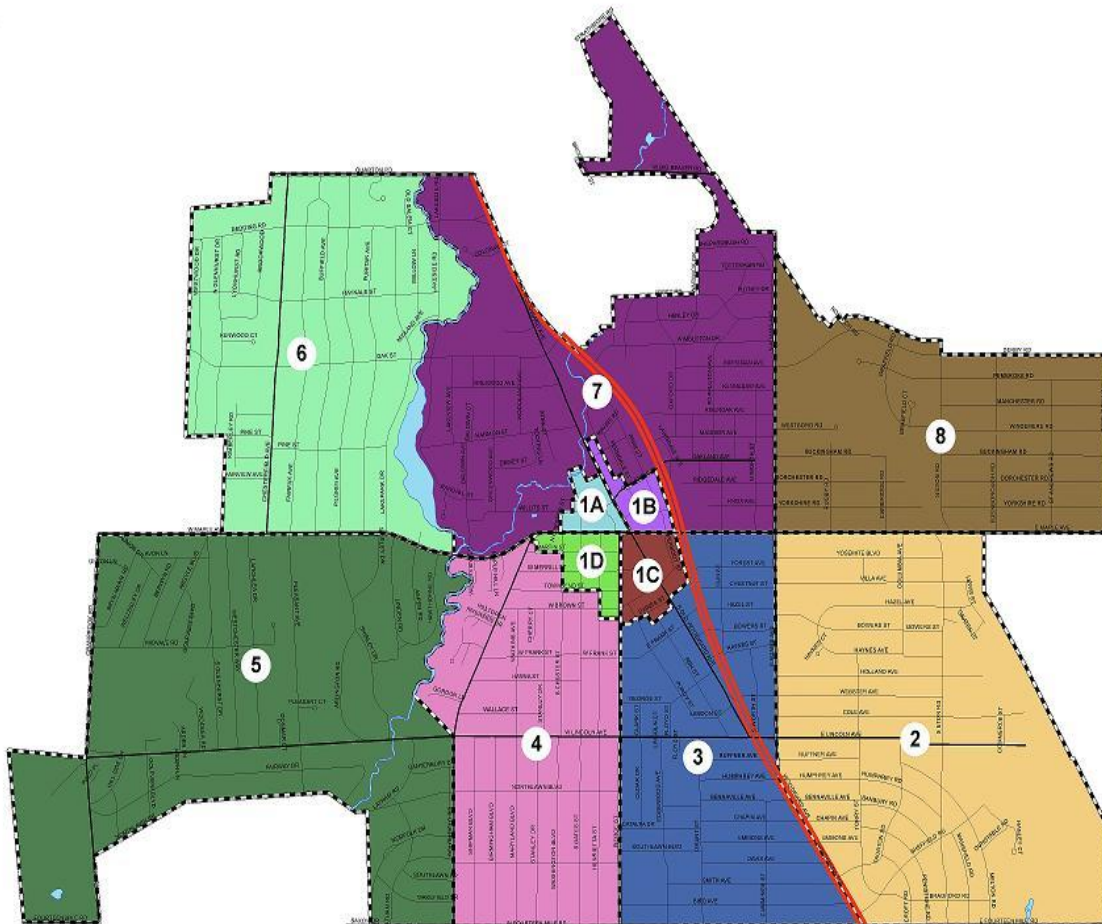
*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## 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 (4) areas and one of those areas is included in each year's program. The rest of the City is divided into seven (7) program areas and the programs are moved from one area to the next. It is the Engineering Department's goal to take seven (7) years to complete a full cycle of the City.

The 2017-18 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**  
**2017-2018 RECOMMENDED BUDGET**  
**SIDEWALKS**

101-444.001-

ACCT.		ACTIVITY		PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	0	0	520	0	0	0
703.00	ADMINISTRATION COST	17,640	37,160	16,000	17,000	17,000	18,000
706.00	LABOR BURDEN	0	0	240	0	0	0
	PERSONNEL SERVICES	17,640	37,160	16,760	17,000	17,000	18,000
SUPPLIES							
729.00	OPERATING SUPPLIES	73	0	0	0	0	0
	SUPPLIES	73	0	0	0	0	0
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	2,181	700	1,600	1,700	1,700	1,800
901.00	PRINTING & PUBLISHING	0	500	300	300	300	300
941.00	EQUIPMENT RENTAL OR LEASE	100	1,100	1,100	1,100	1,100	1,100
	OTHER CHARGES	2,281	2,300	3,000	3,100	3,100	3,200
CAPITAL OUTLAY							
981.01	PUBLIC IMPROVEMENTS	165,112	991,535	509,540	280,000	280,000	670,000
985.64	GRAEFIELD RD. SIDEWALKS-W. SIDE	0	2,294	0	0	0	0
985.72	HAMILTON AVE SIDEWALKS	112,626	29,014	51,000	0	0	0
985.74	OLD WOODWARD AVE SIDEWALKS	0	0	1,000,000	0	0	0
	CAPITAL OUTLAY	277,738	1,022,843	1,560,540	280,000	280,000	670,000
SIDEWALKS TOTAL							
		297,732	1,062,303	1,580,300	300,100	300,100	691,200

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

- 1. 981.01 Public Improvements** – The \$280,000 reflects the annual anticipated cost for sidewalk replacement.

***Significant Notes to 2018-2019 Planned Amounts***

- 2. 981.01 Public Improvements** – The \$670,000 reflects the annual anticipated cost for sidewalk replacement (\$280,000) and sidewalk and streetscape improvements on Maple Road between Chester Street and Woodward Avenue (\$390,000).



*City of Birmingham, Michigan  
2017-2018 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  
2017-2018 RECOMMENDED BUDGET  
ALLEYS

101-444.002-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
CAPITAL OUTLAY							
981.01	PUBLIC IMPROVEMENTS	6,865	40,606	25,000	25,000	25,000	25,000
985.71	HAMILTON ALLEY	225,009	37,091	0	0	0	0
	CAPITAL OUTLAY	231,874	77,697	25,000	25,000	25,000	25,000
ALLEYS TOTAL							
		231,874	77,697	25,000	25,000	25,000	25,000

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

- 1. 981.01 Public Improvements** – The \$25,000 reflects the annual anticipated costs for alley maintenance.

***Significant Notes to 2018-2019 Planned Amounts***

- 2. 981.01 Public Improvements** – The \$25,000 reflects the annual anticipated costs for alley maintenance.

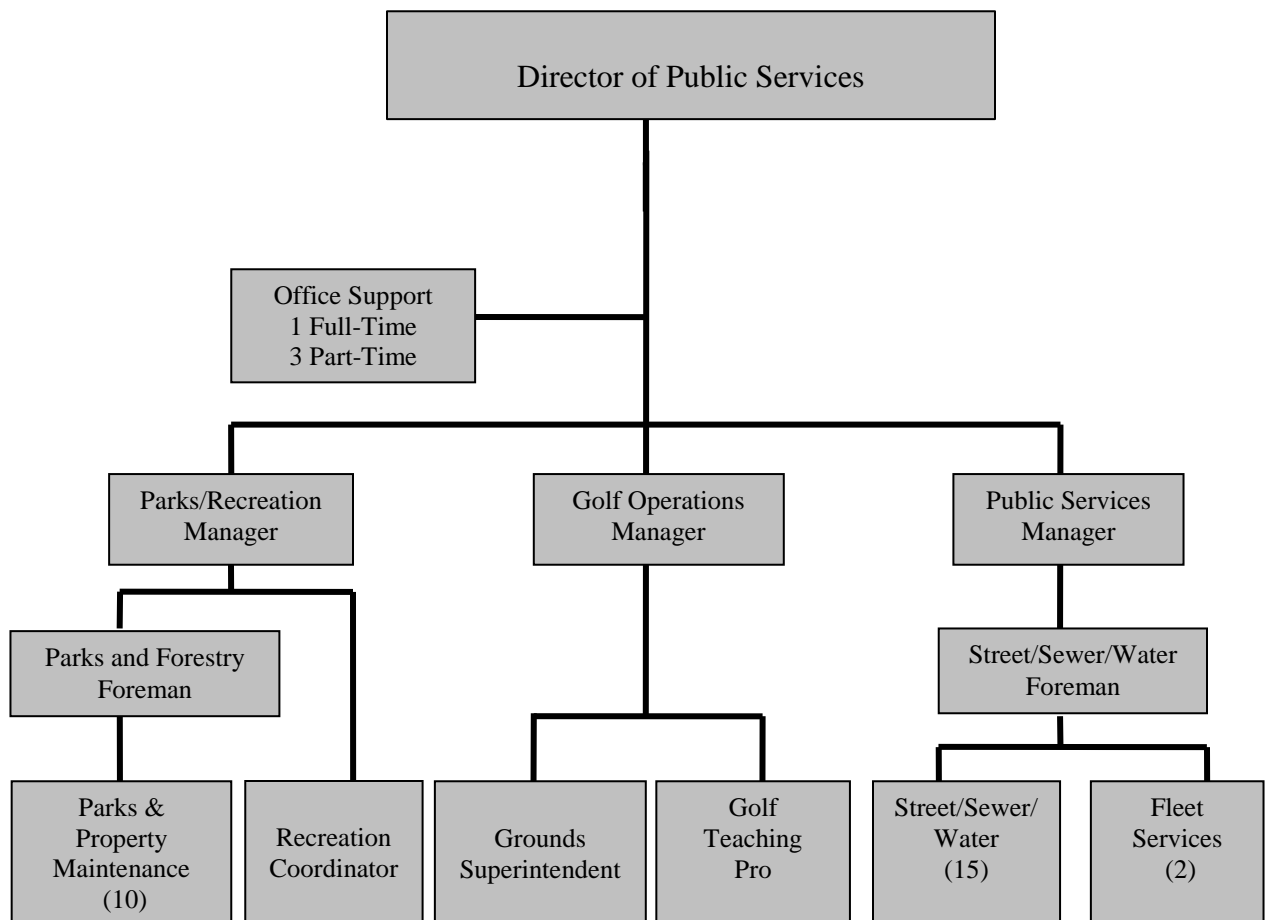




*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## DEPARTMENT SUMMARY

### Public Services



The Department of Public Services (DPS) comprises several divisions: Parks & Recreation, Ice Arena, Municipal Golf Courses, Street/Sewer/Water, Solid Waste and Equipment Purchases & 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.

The Department of 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, vehicle and equipment purchases, 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:

	2015-2016 <u>Actual</u>	2016-2017 <u>Budget</u>	2016-2017 <u>Projected</u>	2017-2018 <u>Requested</u>	2017-2018 <u>Recommended</u>	2018-2019 <u>Planned</u>
Salaries & Wages Direct	2,427,079	2,648,030	2,675,475	2,715,080	2,715,080	2,764,870
Labor Burden	1,762,997	2,030,651	2,074,422	1,970,120	1,970,120	2,069,720
Forestry Services	601,126	592,500	592,500	592,500	592,500	592,500
Lawn Maintenance	147,065	155,000	155,000	149,000	149,000	149,000
Snow and Ice Removal	333,700	577,420	502,420	530,560	530,560	542,940
Overall DPS Budget (excluding capital)	10,361,153	11,541,245	11,453,257	12,082,080	12,082,080	11,809,540

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**  
**2017-2018 RECOMMENDED BUDGET**  
**PUBLIC SERVICES - GENERAL**

101-441.002-

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	210	0	0	0	0	0
706.00	LABOR BURDEN	17	0	0	0	0	0
	PERSONNEL SERVICES	227	0	0	0	0	0
<b>SUPPLIES</b>							
727.00	POSTAGE	128	150	150	150	150	150
728.00	PUBLICATIONS	0	0	60	60	60	60
729.00	OPERATING SUPPLIES	28,079	28,000	28,000	30,800	30,800	30,800
743.00	UNIFORM ALLOWANCE	8,828	12,000	12,000	12,000	12,000	12,000
	SUPPLIES	37,035	40,150	40,210	43,010	43,010	43,010
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	27,585	29,770	29,770	39,360	39,360	39,360
851.00	TELEPHONE	16,957	15,800	18,000	20,000	20,000	20,000
861.00	TRANSPORTATION	25	0	0	0	0	0
901.00	PRINTING & PUBLISHING	2,795	2,200	2,200	2,200	2,200	2,200
920.00	ELECTRIC UTILITY	15,673	19,000	19,000	19,000	19,000	19,000
921.00	GAS UTILITY CHARGES	12,624	24,000	24,000	24,000	24,000	24,000
922.00	WATER UTILITY	3,314	4,000	4,200	4,200	4,200	4,200
940.00	COPIER RENTAL	659	1,600	0	0	0	0
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	3,484	6,000	6,460	8,650	8,650	8,650
955.03	MEMBERSHIP & DUES	3,218	5,000	5,000	5,260	5,260	5,260
955.04	CONFERENCES & WORKSHOPS	5,667	7,000	7,000	10,650	10,650	10,650
962.00	MISCELLANEOUS	405	0	0	0	0	0
	OTHER CHARGES	214,566	236,530	237,790	255,480	255,480	255,480
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	0	0	0	2,000	2,000	0
	CAPITAL OUTLAY	0	0	0	2,000	2,000	0
<b>PUBLIC SERVICES - GENERAL TOTAL</b>		251,828	276,680	278,000	300,490	300,490	298,490

<i>Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget</i>
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1. **729.00 Operating Supplies** – The increase of \$2,800, or 10%, primarily reflects copier supplies and maintenance previously recorded in account 940.00.
2. **811.00 Other Contractual Service** – The \$39,360 budget includes office cleaning services, security cards, HVAC maintenance, annual tree software fee, window cleaning services, building repairs, fuel upgrades and repairs, irrigation software, and RecPro software costs.
3. **851.00 Telephone** – The increase of \$4,200, or 27%, reflects increased use of electronic devices in the field.
4. **955.01 Training** – The increase of \$2,650, or 44%, includes group and certification training.
5. **955.04 Conferences & Workshops** – The increase of \$3,650, or 52%, reflects additional public service and park-related conferences.
6. **971.01 Machinery & Equipment** – The \$2,000 is for office chairs and furniture for the front office.

## *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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Resident welcome packet	70	75	75	80
Recycle bin sales	350	100	0	0
Media news alerts	13	15	17	20
E-notify subscribers	2456	2,831	3206	3300

**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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Departmental work requests	1254	1500	1500	1600
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; Baldwin Public Library; Public Services' facility; 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**  
**2017-2018 RECOMMENDED BUDGET**  
**PROPERTY MAINTENANCE**

101-441.003-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	344,312	331,510	331,510	338,430	338,430	346,380
706.00	LABOR BURDEN	271,256	309,179	309,160	294,440	294,440	310,510
	PERSONNEL SERVICES	615,568	640,689	640,670	632,870	632,870	656,890
SUPPLIES							
729.00	OPERATING SUPPLIES	58,526	59,700	59,700	60,800	60,800	62,200
	SUPPLIES	58,526	59,700	59,700	60,800	60,800	62,200
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	62,021	61,666	62,000	64,500	64,500	65,000
819.00	TREE TRIMMING CONTRACT	2,254	2,500	2,500	2,500	2,500	2,500
922.00	WATER UTILITY	28,444	31,000	45,000	45,000	45,000	45,000
941.00	EQUIPMENT RENTAL OR LEASE	78,448	81,600	81,600	83,240	83,240	84,900
	OTHER CHARGES	171,167	176,766	191,100	195,240	195,240	197,400
CAPITAL OUTLAY							
977.00	BUILDINGS	0	4,026	4,020	0	0	0
	CAPITAL OUTLAY	0	4,026	4,020	0	0	0
PROPERTY MAINTENANCE TOTAL							
		845,261	881,181	895,490	888,910	888,910	916,490

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

1. **702.00 Salaries and Wages Direct** – The increase of \$6,920, or 2.1%, reflects scheduled union wage increases and a new Teamster position.
2. **706.00 Labor Burden** – The decrease of \$14,739, or 4.8%, is primarily the result of a decrease in retiree health-care contributions (\$30,753) as recommended by the City's actuary. This decrease was offset by an increase in hospitalization costs (\$11,150) and an increase in defined contribution retirement (\$3,325) and retiree health savings contributions (\$1,030).
3. **922.00 Water Utility** – The increase of \$14,000, or 45%, reflects anticipated costs.

### ***Significant Notes to 2018-2019 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$7,950, or 2.3%, reflects scheduled step increases and a new Teamster position.
2. **706.00 Labor Burden** – The increase of \$16,070, or 5.5%, primarily reflects an increase in hospitalization costs (\$11,100), and an increase in pension contributions (\$2,860) as recommended by the City's actuary.
3. **729.00 Operating Supplies** – The increase of \$1,400, or 2%, reflects additional tree and shrub purchases.

## ***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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</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 2016, 29 properties were cut by the City. This reflects an increase of 12 properties from 2015.

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**  
**2017-2018 RECOMMENDED BUDGET**  
**WEED/SNOW ENFORCEMENT**

101-441.007-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	14,447	17,140	20,900	17,580	17,580	17,750
706.00	LABOR BURDEN	12,591	10,930	11,410	10,960	10,960	11,340
	PERSONNEL SERVICES	27,038	28,070	32,310	28,540	28,540	29,090
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	0	0	0	20,000	20,000	20,000
941.00	EQUIPMENT RENTAL OR LEASE	1,584	4,080	5,000	2,000	2,000	2,000
	OTHER CHARGES	1,584	4,080	5,000	22,000	22,000	22,000
WEED/SNOW ENFORCEMENT TOTAL							
		28,622	32,150	37,310	50,540	50,540	51,090

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

- 1. 811.00 Other Contractual Service** – The increase of \$20,000 represents contracting grass cutting and snow removal services.
- 2. 941.00 Equipment Rental or Lease** – The decrease of \$2,080, or 51%, represents anticipated usage of equipment.

## ***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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Mowed properties within the City	29	30	30	30
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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Cleared sidewalks within the City	0 properties	50 properties	50 properties	50 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 61<sup>st</sup> annual ice show. In addition, Parks and Recreation operation is housed year round in the facility office. During the summer of 2016, the Birmingham Ice Sports Arena hosted three Mom to Mom Sales and will again host Mom to Mom Sales during the 2016/2017 and 2017/2018 fiscal years. 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**  
**2017-2018 RECOMMENDED BUDGET**  
**ICE SPORTS ARENA**

101-752,000-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	180,903	197,330	197,325	196,640	196,640	198,640
706.00	LABOR BURDEN	84,201	91,854	91,854	89,970	89,970	93,610
	PERSONNEL SERVICES	265,104	289,184	289,179	286,610	286,610	292,250
SUPPLIES							
729.00	OPERATING SUPPLIES	29,967	16,000	16,000	16,000	16,000	16,000
740.00	FOOD & BEVERAGE	26,869	35,000	35,000	35,000	35,000	35,000
	SUPPLIES	56,836	51,000	51,000	51,000	51,000	51,000
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	0	16,000	16,000	17,000	17,000	17,000
818.01	INSTRUCTORS	46,808	48,000	48,000	48,000	48,000	48,000
851.00	TELEPHONE	3,077	2,000	2,500	2,500	2,500	2,500
901.00	PRINTING & PUBLISHING	2,060	5,000	4,000	4,000	4,000	4,000
920.00	ELECTRIC UTILITY	98,033	120,000	120,000	120,000	120,000	120,000
921.00	GAS UTILITY CHARGES	40,529	46,000	46,000	46,000	46,000	46,000
922.00	WATER UTILITY	19,671	19,000	19,000	19,000	19,000	19,000
930.03	ICE SHOW EXPENSE/ICE ARENA MAINTI	22,392	46,000	36,000	36,000	36,000	36,000
941.00	EQUIPMENT RENTAL OR LEASE	31,425	29,000	32,000	32,000	32,000	32,000
	OTHER CHARGES	263,995	331,000	323,500	324,500	324,500	324,500
CAPITAL OUTLAY							
971.01	MACHINERY & EQUIPMENT	3,950	0	0	0	0	0
977.00	BUILDINGS	2,950	10,000	10,000	10,000	10,000	0
	CAPITAL OUTLAY	6,900	10,000	10,000	10,000	10,000	0
ICE SPORTS ARENA TOTAL		592,835	681,184	673,679	672,110	672,110	667,750

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

1. **702.00 Salaries and Wages Direct** – The decrease of \$690, or 0.3%, reflects a decrease in DPS employee wages allocated to this activity offset by scheduled union wage increases and a new Teamster position.
2. **706.00 Labor Burden** – The decrease of \$1,884, or 2.1%, is the result of a decrease in retiree health-care contributions (\$4,983) as recommended by the City's actuary. This decrease was offset by an increase in hospitalization costs (\$2,600) and an increase in defined contribution retirement (\$460) and retiree health savings contributions (\$170).
3. **811.00 Other Contractual Service** – The \$17,000 budget includes electrical, plumbing, painting, cleaning, pest control, HVAC, and alarm services performed by outside sources.
4. **930.03 Ice Show Expense** – The decrease of \$10,000, or 22%, represents anticipated costs.
5. **941.00 Equipment Rental or Lease** – The increase of \$3,000, or 10%, represents anticipated usage.
6. **977.00 Buildings** – The \$10,000 is for parking lot security cameras.

### ***Significant Notes to 2018-2019 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$2,000, or 1%, reflects scheduled step increases and a new Teamster position.
2. **706.00 Labor Burden** – The increase of \$3,640, or 4%, reflects an increase in hospitalization costs (\$2,640) and an increase in pension contributions (\$520) as recommended by the City's actuary.

## ***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.	8,500 Participants	8,600 Participants	8,800 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
<b>Mom To Mom Sales</b> <b>(Saturday Sale)</b> Based on the number of tables reserved to vendors and numbers of buyers purchasing from vendors.	692 Vendors/Buyers	675 Vendors/Buyers	675 Vendors/Buyers	685 Vendors/Buyers
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.	300 Additional participants	400 Additional participants	500 Additional participants	500 Additional participants



*City of Birmingham, Michigan  
2017-2018 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 and in the Central Business District (CBD) sponsored by the Birmingham-Bloomfield Art Center and Common Ground; placement of United States flags in the 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**  
**2017-2018 RECOMMENDED BUDGET**  
**COMMUNITY ACTIVITIES**

101-441.004-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	114,344	106,980	106,980	105,660	105,660	107,820
706.00	LABOR BURDEN	79,825	91,564	93,794	86,960	86,960	91,340
	PERSONNEL SERVICES	194,169	198,544	200,774	192,620	192,620	199,160
SUPPLIES							
729.00	OPERATING SUPPLIES	25,747	25,000	25,000	26,000	26,000	26,500
	SUPPLIES	25,747	25,000	25,000	26,000	26,000	26,500
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	21,059	46,000	33,000	38,000	22,000	22,000
941.00	EQUIPMENT RENTAL OR LEASE	32,461	30,000	30,000	30,600	30,600	31,200
	OTHER CHARGES	53,520	76,000	63,000	68,600	52,600	53,200
COMMUNITY ACTIVITIES TOTAL		273,436	299,544	288,774	287,220	271,220	278,860

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

1. **702.00 Salaries and Wages Direct** – The decrease of \$1,320, or 1.2%, reflects a decrease in employee wages allocated to this activity offset by scheduled union wage increases and a new Teamster position.
2. **706.00 Labor Burden** – The decrease of \$4,604, or 5%, is primarily the result of a decrease in retiree health-care contributions (\$8,283) as recommended by the City's actuary. This decrease was offset by an increase in hospitalization costs (\$3,070), defined contribution retirement (\$860) and retiree health savings contributions (\$280).
3. **729.00 Operating Supplies** – The increase of \$1,000, or 4%, is for the expansion of the holiday lights program.
4. **811.00 Other Contractual Service** – The decrease of \$8,000, or 17%, represents anticipated costs.

### ***Manager Adjustment to Department-Requested Amounts***

<u>Account Number</u>	<u>Description</u>	<u>Amounts</u>
811.00	Other Contractual Service – Eliminate fireworks show.	(\$16,000)
Total adjustments		<u>(\$16,000)</u>

### ***Significant Notes to 2018-2019 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$2,160, or 2.0%, reflects scheduled step increases and a new Teamster position.
2. **706.00 Labor Burden** – The increase of \$4,380, or 5%, reflects an increase in hospitalization costs (\$3,060), and pension contributions (\$750) as recommended by the City's actuary.



<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>	<b>Actual FY 2015-2016</b>	<b>Projected FY 2016--2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
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**  
**2017-2018 RECOMMENDED BUDGET**  
**PARKS**

101-751.000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	231,486	239,580	241,450	244,160	244,160	248,330
706.00	LABOR BURDEN	158,678	172,584	174,554	165,370	165,370	173,720
	PERSONNEL SERVICES	390,164	412,164	416,004	409,530	409,530	422,050
SUPPLIES							
729.00	OPERATING SUPPLIES	77,817	66,000	66,000	64,000	64,000	65,500
	SUPPLIES	77,817	66,000	66,000	64,000	64,000	65,500
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	147,144	316,594	209,200	276,200	276,200	217,200
818.03	IN THE PARK PROGRAM	24,494	24,000	24,000	24,000	24,000	24,000
819.00	TREE TRIMMING CONTRACT	8,261	10,000	10,000	10,000	10,000	10,000
901.00	PRINTING & PUBLISHING	385	200	500	500	500	500
920.00	ELECTRIC UTILITY	12,796	12,200	12,200	12,200	12,200	12,200
921.00	GAS UTILITY CHARGES	730	1,200	1,200	1,200	1,200	1,200
922.00	WATER UTILITY	40,692	42,000	80,000	80,000	80,000	80,000
935.03	QUARTON LAKE MAINTENANCE	61,657	75,000	75,000	75,000	75,000	75,000
941.00	EQUIPMENT RENTAL OR LEASE	99,186	95,000	95,000	95,000	95,000	95,000
	OTHER CHARGES	395,345	576,194	507,100	574,100	574,100	515,100
PARKS TOTAL							
		863,326	1,054,358	989,104	1,047,630	1,047,630	1,002,650

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

1. **702.00 Salaries and Wages Direct** – The increase of \$4,580, or 1.9%, reflects scheduled union wage increases and a new Teamster position.
2. **706.00 Labor Burden** – The decrease of \$7,214, or 4.2%, is primarily the result of a decrease in retiree health-care contributions (\$15,263) as recommended by the City's actuary. This decrease was offset by an increase in hospitalization costs (\$5,820), defined contribution retirement (\$1,650) and retiree health savings (\$530).
3. **729.00 Operating Supplies** – The decrease of \$2,000, or 3%, reflects normal recurring costs.
4. **811.00 Other Contractual Service** – The \$276,200 budget is primarily for the mowing and other park maintenance contractors, design consultants, holiday décor services, Adams/Poppleton Park development, the new city logo change on park signage, invasive species removal and Rouge Trail maintenance.
5. **922.00 Water Utility** – The increase of \$38,000, or 90%, reflects increased irrigation and storm water fees.

### ***Significant Notes to 2018-2019 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$4,170, or 1.7%, reflects scheduled step increases and a new Teamster position.
2. **706.00 Labor Burden** – The increase of \$8,350, or 5.0%, primarily reflects an increase in hospitalization costs (\$5,820) and pension contributions (\$1,430) as recommended by the City's actuary.
3. **811.00 Other Contractual Services** – The decrease of \$59,000, or 21%, is primarily the result of the completion of the Adams/Poppleton Park development and implementation of the new city logo change on park signage in the prior year.

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

**GOAL:** Develop and implement the Parks and Recreation Master Plan 2017-2021 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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
Poppleton Park Site Plan	Begin	Complete		
Poppleton Park Renovations			Begin	
Pembroke Park Athletic Field		Complete		
Adams Park Site Plan	Begin	Ongoing	Ongoing	
Adams Park Renovations		Begin	Ongoing	
Park Signage		Ongoing	Ongoing	
Trail System Improvements				Begin
Barnum Park Athletic Field			Complete	
Parks and Recreation Master Plan 2017-2021		Begin	Complete	

## **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**  
**2017-2018 RECOMMENDED BUDGET**  
**GENERAL ADMINISTRATION**

101-299,000-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
709.00	WAGE ADJUSTMENT EXPENSE	0	0	0	110,140	110,140	241,430
	PERSONNEL SERVICES	0	0	0	110,140	110,140	241,430
SUPPLIES							
727.00	POSTAGE	42,901	50,000	50,000	50,000	50,000	50,000
729.00	OPERATING SUPPLIES	6,719	12,500	12,500	7,500	7,500	7,500
	SUPPLIES	49,620	62,500	62,500	57,500	57,500	57,500
OTHER CHARGES							
802.01	AUDIT	27,013	27,630	27,630	28,180	28,180	28,710
811.00	OTHER CONTRACTUAL SERVICE	94,210	125,010	119,810	104,810	104,810	99,810
851.00	TELEPHONE	9,858	4,810	9,960	9,960	9,960	9,960
901.00	PRINTING & PUBLISHING	23,281	20,000	20,000	20,000	20,000	20,000
905.01	CELEBRATE BIRMINGHAM	8,130	9,500	9,500	9,500	9,500	9,500
905.02	SISTER CITY PROGRAM	65	200	200	200	200	200
905.03	MEMORIAL DAY CELEBRATION	333	400	400	400	400	400
923.00	STREET LIGHTING UTILITY	505,050	516,600	555,000	564,000	564,000	564,000
933.02	EQUIPMENT MAINTENANCE	1,155	4,577	1,700	1,700	1,700	1,700
955.03	MEMBERSHIP & DUES	230	300	300	300	300	300
956.01	EMPLOYEE ACTIVITY	3,719	3,000	3,000	3,000	3,000	3,000
956.02	EMPLOYEE PARKING	38,230	40,800	40,800	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	1,000,554	1,042,107	1,077,580	1,072,130	1,072,130	1,067,660
GENERAL ADMINISTRATION TOTAL							
		1,050,174	1,104,607	1,140,080	1,239,770	1,239,770	1,366,590

<b><i>Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget</i></b>
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1. **729.00 Operating Supplies** – The decrease of \$5,000, or 40%, reflects normal levels as costs associated with a new city logo was incurred in the prior year.
2. **811.00 Other Contractual Service** – The \$104,810 represents costs associated with the installation of public art (\$5,000) and the outside agency contract with NEXT (\$99,810).
3. **851.00 Telephone** – The increase of \$5,150, or 107%, is based on current rates.
4. **923.00 Street Lighting Utility** – The increase of \$47,400, or 9%, is based on an expected rate increase from DTE for streetlights.
5. **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 2017-2018 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	4,500
Total	<u>\$412,020</u>

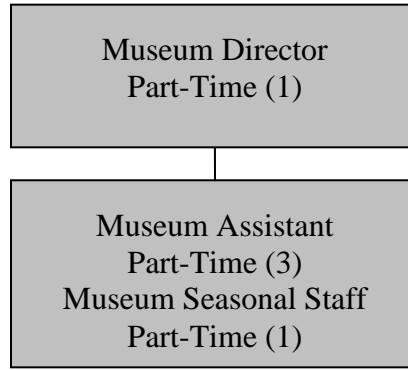




*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## **NON-DEPARTMENTAL SUMMARY**

### **Birmingham Museum**



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 cultural and 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 Fremont 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 museum. The Allen House site and the Hunter House are now known as the Birmingham Museum. 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, special events, honorariums, grants, and other donations. In addition, the Birmingham Historical Society (also known as the Friends of the Birmingham Museum) 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 the intention 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**  
**2017-2018 RECOMMENDED BUDGET**  
**ALLEN HOUSE**

101-804.002-

					DEPT.	MANAGER	
ACCT.	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED	
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	72,564	82,320	83,750	96,130	96,130	96,130
706.00	LABOR BURDEN	6,693	7,550	7,670	8,790	8,790	8,930
	PERSONNEL SERVICES	79,257	89,870	91,420	104,920	104,920	105,060
<b>SUPPLIES</b>							
727.00	POSTAGE	96	1,000	0	0	0	0
729.00	OPERATING SUPPLIES	2,538	3,500	3,000	3,000	3,000	3,000
752.00	COLLECTION CARE SUPPLIES	1,558	4,000	4,000	3,000	3,000	3,000
	SUPPLIES	4,192	8,500	7,000	6,000	6,000	6,000
<b>OTHER CHARGES</b>							
811.00	OTHER CONTRACTUAL SERVICE	9,630	33,657	24,000	41,000	41,000	10,000
816.01	JANITORIAL CONTRACT	1,560	1,500	1,500	1,500	1,500	1,500
851.00	TELEPHONE	1,045	600	0	0	0	0
901.00	PRINTING & PUBLISHING	0	1,500	350	1,500	1,500	200
920.00	ELECTRIC UTILITY	2,983	3,500	3,500	3,500	3,500	3,500
921.00	GAS UTILITY CHARGES	2,345	3,000	3,000	3,000	3,000	3,000
922.00	WATER UTILITY	170	300	200	200	200	200
930.02	ELEVATOR MAINTENANCE	410	834	500	500	500	500
930.04	HVAC MAINTENANCE	0	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	340	350	350	370	370	370
955.04	CONFERENCES & WORKSHOPS	877	1,600	1,250	1,630	1,630	1,630
	OTHER CHARGES	36,090	64,071	51,880	70,430	70,430	38,130
<b>CAPITAL OUTLAY</b>							
977.00	BUILDINGS	6,632	20,000	0	20,000	20,000	0
981.01	PUBLIC IMPROVEMENTS	0	55,000	55,000	0	0	0
	CAPITAL OUTLAY	6,632	75,000	55,000	20,000	20,000	0
<b>ALLEN HOUSE TOTAL</b>							
		126,171	237,441	205,300	201,350	201,350	149,190

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

- 1. 702.00 Salaries and Wages Direct** – The increase of \$13,810, or 16.8%, reflects the increase in hours for the museum director.
- 2. 706.00 Labor Burden** – The increase of \$1,240, or 16.4%, reflects the costs associated with the change in hours.
- 3. 811.00 Other Contractual Service** – The \$41,000 budget includes normal operating costs (\$10,000), plaster repair and interior painting (\$10,000), foundation and brick repair (\$15,000), and refinishing the entry doors (\$6,000).
- 4. 977.00 Buildings** – The \$20,000 is for signage with the new logo design.

### ***Significant Notes to 2018-2019 Planned Amounts***

- 1. 811.00 Other Contractual Service** – The \$10,000 budget includes normal operating costs.

## *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, and 5*)

**OBJECTIVE:** To: 1) establish a vital municipal museum and park serving a diverse audience; and 2) develop a comprehensive plan to create a welcoming, user-friendly setting, and to foster a greater awareness of, and access to, civic resources including the historic park, museum buildings, and museum collection, and 3) implement 2017-2020 Birmingham Museum Strategic Plan.

<b><u>MEASURES</u></b>	<b>Actual FY 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
Attendance (Allen House, Hunter House and Park)*	2,700	2,900	3,100	3,300
Public outreach figures and off-site program attendance**	650	800	900	1000
Public contact figures via website, social media, online content links, cable TV	34,800	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).	16,000	17,500	18,200	19,000
2017-2020 Strategic Plan implementation***	n/a	20% complete	40% complete	65% 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. \*\*\*2013-2016 Strategic Plan revised for 2017-2020.

## *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 Museum, and continue to digitize records, in accordance with accepted museum standards. (*Long-Term Municipal Goals 1a, 1b, 2a, 2b*)

**OBJECTIVE:** To: 1) continue to catalogue and digitize records per nationally accepted standards to enhance preservation and access; 2) improve efficiency and accuracy of records and documentation, 3) continue comprehensive review of existing collections and establish policies and best practices per nationally-accepted museum standards to protect and preserve the collection, and 4) provide improved service to the public.

### **MEASURES**

	Actual FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Total number of collection items electronically catalogued, and digitized*	4,200*	5,400	6,200	6,500
Total number of researchers and research inquiries utilizing the collection via walk-ins, emails, letters, phone, and online	300	375*	425*	500*

\*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  
2017-2018 RECOMMENDED BUDGET  
HUNTER HOUSE

101-804.001-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
SUPPLIES							
729.00	OPERATING SUPPLIES	627	1,000	1,022	800	800	800
752.00	COLLECTION CARE SUPPLIES	1,446	2,500	2,000	2,000	2,000	2,000
	SUPPLIES	2,073	3,500	3,022	2,800	2,800	2,800
OTHER CHARGES							
811.00	OTHER CONTRACTUAL SERVICE	7,457	6,000	6,000	6,000	6,000	6,000
851.00	TELEPHONE	559	600	0	0	0	0
920.00	ELECTRIC UTILITY	446	600	600	600	600	600
921.00	GAS UTILITY CHARGES	875	1,000	1,000	1,000	1,000	1,000
922.00	WATER UTILITY	2,488	2,500	2,500	2,500	2,500	2,500
	OTHER CHARGES	11,825	10,700	10,100	10,100	10,100	10,100
HUNTER HOUSE TOTAL		13,898	14,200	13,122	12,900	12,900	12,900

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

- 1. 851.00 Telephone** – The decrease of \$600 represents conversion of telephone service to voice-over internet protocol.





*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## **NON-DEPARTMENTAL SUMMARY**

### **Transfers Out**

This activity accounts for General Fund transfers to other City funds and organizations. In the recommended 2017-2018 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 \$1,157,100.
- 2. Transfer to Sewage Disposal** – This account is used to record cost reimbursement to the Sewage Disposal Fund from the General Fund for a portion of the Wolf vs City of Birmingham settlement.
- 3. 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.
- 4. Transfer to Capital Projects** – This account is used to record appropriations to the Capital Projects Fund from the General Fund.

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**TRANSFERS OUT**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT. REQUEST	MANAGER RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
48TH DISTRICT COURT							
999.99	48TH DISTRICT COURT	1,019,722	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000
	48TH DISTRICT COURT TOTAL	1,019,722	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000
TRANSFERS OUT							
999.02	TRANSFER TO MAJOR STREETS	1,580,000	1,550,000	2,050,000	2,100,000	2,100,000	2,500,000
999.05	TRANSFER TO SEWAGE DISPOSAL	0	0	0	775,000	775,000	0
999.20	TRANSFER TO LOCAL STREETS	2,250,000	2,650,000	2,150,000	2,700,000	2,700,000	2,500,000
999.24	TRANSFER TO BROWNFIELD REDEV	13,900	0	0	0	0	0
999.40	TRANSFER TO CAPITAL PROJECTS	371,900	320,000	320,000	1,186,570	1,186,570	445,000
999.67	TRANSFER TO RISK MANAGEMENT	1,000,000	480,000	480,000	0	0	0
	TRANSFERS OUT TOTAL	5,215,800	5,000,000	5,000,000	6,761,570	6,761,570	5,445,000
	TRANSFERS OUT TOTAL	6,235,522	6,150,000	6,150,000	7,911,570	7,911,570	6,595,000

## **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  
2017-2018 RECOMMENDED BUDGET  
LEGAL

101-266,000-

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
OTHER CHARGES							
801.01	ATTORNEY RETAINER	144,006	150,000	150,000	156,000	156,000	156,000
801.02	OTHER LEGAL	274,968	335,000	280,000	300,000	300,000	300,000
	OTHER CHARGES	418,974	485,000	430,000	456,000	456,000	456,000
LEGAL TOTAL		418,974	485,000	430,000	456,000	456,000	456,000

## **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 12/31/16</u>	<u>% of Fund</u>
Bradford & Marzec	Fixed-income	\$14,336,273	14.7%
C.S. McKee	Fixed-income	\$ 7,443,417	7.6%
Gabelli Asset Management	Small-cap value equity	\$ 9,055,758	9.3%
Lazard Asset Management	International equity	\$ 9,451,873	9.7%
Lazard	Emerging Market	\$ 5,197,756	5.3%
Systematic Financial	Mid-cap value	\$ 7,064,808	7.2%
Apex Capital Management	Mid-cap growth	\$ 8,183,786	8.4%

Abbey Capital	Managed Future Fund	\$ 5,464,259	5.6%
Cavendish Futures Fund	Managed Future Fund	\$ 5,009,134	5.1%
Westwood Holdings	Large-cap value	\$ 5,598,578	5.8%
Bahl Gaynor	Large-cap growth	\$ 5,669,515	5.8%
Vanguard 500 Index	Large-cap index	\$11,387,929	11.7%
Goldman Sachs	Alternative	<u>\$ 3,690,868</u>	<u>3.8%</u>
Total Fund		\$97,553,954	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 June 30, 2016, there were 107 total members in the Retirement System. The number of total members includes 88 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 June 30, 2016 there were 226 retirees and beneficiaries who are receiving benefits.

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**PENSION ADMINISTRATION**

101-274,000-

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
703.00	ADMINSTRATION COST	98,640	80,260	80,260	80,190	80,190	81,000
	PERSONNEL SERVICES	98,640	80,260	80,260	80,190	80,190	81,000
<b>SUPPLIES</b>							
728.00	PUBLICATIONS	58	100	100	100	100	100
729.00	OPERATING SUPPLIES	5	50	50	50	50	50
	SUPPLIES	63	150	150	150	150	150
<b>OTHER CHARGES</b>							
801.02	OTHER LEGAL	1,405	3,000	3,000	3,000	3,000	3,000
802.01	AUDIT	2,805	2,870	2,870	2,930	2,930	3,000
802.02	INVESTMENT MANAGEMENT	390,869	508,280	388,500	384,020	384,020	379,160
802.03	INVESTMENT CUSTODIAL	50,868	53,650	46,130	45,600	45,600	45,030
802.04	ACTUARY	32,275	36,000	36,000	36,000	36,000	36,500
802.05	INVESTMENT PERFORMANCE	23,335	24,000	23,500	24,000	24,000	24,000
802.06	INVESTMENT CONSULTANT	68,634	71,280	63,880	62,800	62,800	62,020
811.00	OTHER CONTRACTUAL SERVICE	0	0	900	0	0	0
955.03	MEMBERSHIP & DUES	100	100	100	100	100	100
955.04	CONFERENCES & WORKSHOPS	1,817	3,600	2,400	3,600	3,600	3,600
957.02	OTHER CASUALTY INSURANCE	11,650	12,360	11,150	11,500	11,500	11,500
962.00	MISCELLANEOUS	0	300	150	300	300	300
964.00	RETIREMENT EXPENSE CREDIT	(682,462)	(795,850)	(658,990)	(654,190)	(654,190)	(649,360)
	OTHER CHARGES	(98,704)	(80,410)	(80,410)	(80,340)	(80,340)	(81,150)
<b>PENSION ADMINISTRATION TOTAL</b>							
		(1)	0	0	0	0	0



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

1. **802.02 Investment Management** – The decrease of \$124,260, or 24%, reflects reduced fees paid to investment managers as a result of a lower market value.
2. **802.03 Investment Custodial** – The decrease of \$8,050, or 15%, is based on the projected market value of the assets managed.
3. **802.06 Investment Consultant** – The decrease of \$8,480, or 12%, is based on the projected value of assets managed.

### ***Significant Notes to 2018-2019 Planned Amounts***

1. **802.02 Investment Management** – The decrease of \$4,860, or 1%, reflects fees paid to investment managers adjusted for the projected value in the portfolio of assets managed.
2. **802.03 Investment Custodial** – The decrease of \$570, or 1%, is based on the projected market value in the portfolio of assets managed.
3. **802.06 Investment Consultant** – The decrease of \$780, or 1%, is based on the projected value in the portfolio of 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>	Actual FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Retirement Board meetings	4	4	4	4
Retirement Board Investment Committee	4	4	4	4
Number of active employees in retirement system	88	82	76	70
Number of retirees	226	230	234	238
Benefit estimates prepared	20	10	12	12
Retirement benefits processed	13	6	6	6
Investment return on portfolio	-4.4%	10%	4.0%	4.0%



*City of Birmingham, Michigan  
2017-2018 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  
2017-2018 RECOMMENDED BUDGET  
SPECIAL REVENUE FUNDS  
REVENUES BY SOURCE

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	PLANNED
	2015-2016	2016-2017	2016-2017	RECOMMEND 2017-2018	2018-2019
<u>MAJOR STREETS FUND</u>					
USE OF FUND BALANCE	0	1,478,017	0	0	6,730
INTERGOVERNMENTAL	1,071,959	1,153,830	1,125,960	1,397,260	1,241,370
INTEREST AND RENT	12,242	7,540	10,800	8,100	16,360
OTHER REVENUE	7,615	401,360	11,110	56,370	2,370
TRANSFERS IN	1,580,000	1,550,000	2,050,000	2,100,000	2,500,000
TOTAL	2,671,816	4,590,747	3,197,870	3,561,730	3,766,830
<u>LOCAL STREETS FUND</u>					
USE OF FUND BALANCE	0	1,214,778	0	0	0
INTERGOVERNMENTAL	583,937	484,890	490,900	482,900	507,100
INTEREST AND RENT	19,618	15,050	11,600	36,330	40,780
OTHER REVENUE	65,771	358,310	268,750	396,000	91,870
TRANSFERS IN	2,250,000	2,650,000	2,150,000	2,700,000	2,500,000
TOTAL	2,919,326	4,723,028	2,921,250	3,615,230	3,139,750
<u>SOLID WASTE FUND</u>					
USE OF FUND BALANCE	0	10,310	0	85,720	135,060
TAXES	1,825,954	1,820,000	1,824,000	1,820,000	1,820,000
INTERGOVERNMENTAL	10,505	0	4,500	4,500	4,500
CHARGES FOR SERVICES	21,144	22,400	23,600	9,600	5,900
INTEREST AND RENT	10,353	10,040	11,700	14,460	17,400
OTHER REVENUE	1,698	0	0	0	0
TOTAL	1,869,654	1,862,750	1,863,800	1,934,280	1,982,860
<u>COMMUNITY DEVELOPMENT BLOCK GRANT FUND</u>					
INTERGOVERNMENTAL	43,246	31,340	31,340	32,020	32,020
TOTAL	43,246	31,340	31,340	32,020	32,020
<u>LAW AND DRUG ENFORCEMENT FUND</u>					
USE OF FUND BALANCE	0	0	0	0	85,300
FINES AND FORFEITURES	39,871	37,500	32,700	35,000	35,000
INTEREST AND RENT	625	720	720	1,020	1,200
TOTAL	40,496	38,220	33,420	36,020	121,500
TOTAL REVENUES	7,544,538	11,246,085	8,047,680	9,179,280	9,042,960

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
SPECIAL REVENUE FUNDS  
EXPENDITURES BY FUND

DESCRIPTION	ACTIVITY 2015-2016	BUDGET 2016-2017	PROJECTED 2016-2017	MANAGER	
				RECOMMEND 2017-2018	PLANNED 2018-2019
MAJOR STREETS FUND	3,038,649	4,590,747	4,851,200	1,579,740	3,766,830
LOCAL STREETS FUND	3,364,700	4,463,598	4,107,870	3,038,310	2,582,700
SOLID WASTE FUND	1,678,770	1,862,750	1,889,510	1,934,280	1,982,860
COMMUNITY DEVELOPMENT BLOCK GRANT F	43,246	31,340	31,340	32,020	32,020
LAW AND DRUG ENFORCEMENT FUND	8,606	8,500	8,500	5,950	121,500
TOTAL EXPENDITURES	8,133,971	10,956,935	10,888,420	6,590,300	8,485,910



*City of Birmingham, Michigan  
2017-2018 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.

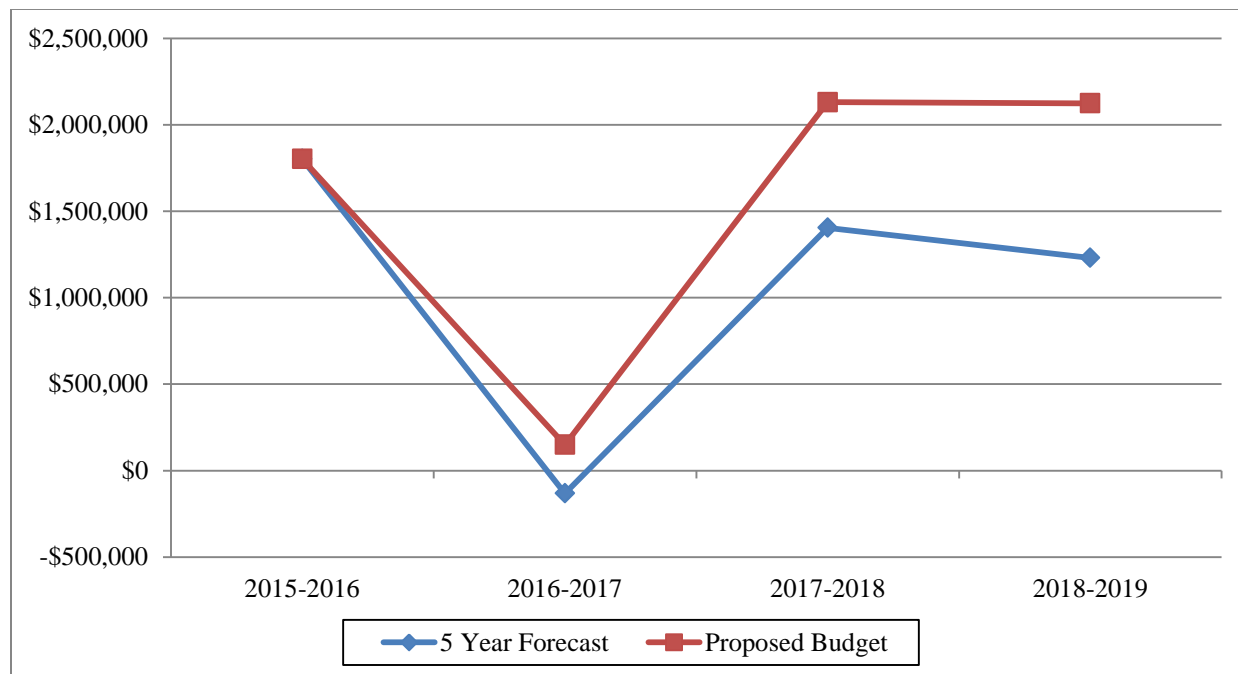
#### **Fund Overview**

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>2015-2016</u></b>	<b><u>Budget</u></b> <b><u>2016-2017</u></b>	<b><u>Projected</u></b> <b><u>2016-2017</u></b>	<b><u>Recommended</u></b> <b><u>2017-2018</u></b>	<b><u>Planned</u></b> <b><u>2018-2019</u></b>
Revenues	\$ 2,671,816	\$ 3,112,730	\$ 3,197,870	\$ 3,561,730	\$ 3,760,100
Expenditures	<u>(3,038,652)</u>	<u>(4,590,747)</u>	<u>(4,851,200)</u>	<u>(1,579,740)</u>	<u>(3,766,830)</u>
Revenues over (under)					
Expenditures	(366,836)	(1,478,017)	(1,653,330)	1,981,990	(6,730)
Beginning Fund Balance	<u>2,169,233</u>	<u>1,802,397</u>	<u>1,802,397</u>	<u>149,067</u>	<u>2,131,057</u>
Ending Fund Balance	<u>\$ 1,802,397</u>	<u>\$ 324,380</u>	<u>\$ 149,067</u>	<u>\$ 2,131,057</u>	<u>\$ 2,124,327</u>



The recommended budget increases fund balance by \$1,981,990, or 1,330% from the projected 2016 -2017 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 2017.



The proposed budget's fund balances are higher than the 5 year forecast model by \$726,422 and \$893,656 at the end of fiscal year 2017-2018 and 2018-2019, respectively. Significant changes to the 5 year forecast include increasing transfers from the General Fund by \$500,000 in 2016-2017 and \$500,000 in 2018-2019.

### **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 2017-2018 are estimated to be slightly higher.

Gas- and weight-tax distributions from the state contribute approximately 75% of the funding for street maintenance and construction costs for fiscal year 2017-2018. Locally-raised revenues and fund balance reserves must be used to offset the remaining costs. The recommended budget includes a transfer of \$2,100,000 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 2017-2018 total \$1,579,740. This amount is approximately \$2,459,190, or 61%, less than original budgeted expenditures for fiscal year 2016-2017. The primary reason for the decrease is a decrease in capital outlay for fiscal year 2017-2018.

Capital outlay in the amount of \$38,400 represents 2% of the total budget for 2017-2018. This amount includes the following road projects:

- \$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.

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
MAJOR STREET FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	RECOMMEND	PLANNED
	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<u>REVENUES</u>						
INTERGOVERNMENTAL	1,071,959	1,153,830	1,125,960	1,397,260		1,241,370
INTEREST AND RENT	12,242	7,540	10,800	8,100		16,360
OTHER REVENUE	7,615	401,360	11,110	56,370		2,370
TRANSFERS IN	1,580,000	1,550,000	2,050,000	2,100,000		2,500,000
REVENUES	2,671,816	3,112,730	3,197,870	3,561,730		3,760,100
<u>EXPENDITURES</u>						
PERSONNEL SERVICES	492,369	529,810	531,130	529,940		547,530
SUPPLIES	147,042	221,700	167,700	169,080		169,470
OTHER CHARGES	726,309	665,872	677,990	842,320		750,760
CAPITAL OUTLAY	1,672,932	3,173,365	3,474,380	38,400		2,299,070
EXPENDITURES	3,038,652	4,590,747	4,851,200	1,579,740		3,766,830
REVENUES OVER (UNDER) EXPENDITURES	(366,836)	(1,478,017)	(1,653,330)	1,981,990		(6,730)
BEGINNING FUND BALANCE	2,169,233	1,802,397	1,802,397	149,067		2,131,057
ENDING FUND BALANCE	1,802,397	324,380	149,067	2,131,057		2,124,327

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
MAJOR STREET FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	
	2015-2016	2016-2017	2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019
<u>REVENUES</u>					
INTERGOVERNMENTAL	1,071,959	1,153,830	1,125,960	1,397,260	1,241,370
INTEREST AND RENT	12,242	7,540	10,800	8,100	16,360
OTHER REVENUE	7,615	401,360	11,110	56,370	2,370
TRANSFERS IN	1,580,000	1,550,000	2,050,000	2,100,000	2,500,000
REVENUES	2,671,816	3,112,730	3,197,870	3,561,730	3,760,100
<u>EXPENDITURES</u>					
FINANCE DEPARTMENT	17,867	18,690	18,690	18,200	18,470
TRAFFIC CONTROLS	230,764	347,540	776,310	267,240	726,280
TRAFFIC ENGINEERING	92,791	35,450	41,950	43,280	43,850
CONSTRUCTION	1,678,715	3,049,785	2,951,800	57,260	1,852,450
BRIDGE MAINTENANCE	0	5,200	8,500	7,500	7,500
STREET MAINTENANCE	302,173	329,317	297,860	369,640	323,970
STREET CLEANING	162,528	132,060	142,060	173,690	143,990
STREET TREES	251,256	241,450	240,770	241,870	243,630
SNOW AND ICE CONTROL	208,916	372,780	317,780	341,460	345,990
HIGHWAYS & STREETS	93,642	58,475	55,480	59,600	60,700
EXPENDITURES	3,038,652	4,590,747	4,851,200	1,579,740	3,766,830
REVENUES OVER (UNDER) EXPENDITURES	(366,836)	(1,478,017)	(1,653,330)	1,981,990	(6,730)
BEGINNING FUND BALANCE	2,169,233	1,802,397	1,802,397	149,067	2,131,057
ENDING FUND BALANCE	1,802,397	324,380	149,067	2,131,057	2,124,327

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**MAJOR STREET FUND**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	210,479	241,060	242,190	245,300	245,300	252,500
703.00	ADMINSTRATION COST	105,090	96,860	96,860	100,120	100,120	101,450
706.00	LABOR BURDEN	176,800	191,890	192,080	184,520	184,520	193,580
	PERSONNEL SERVICES	492,369	529,810	531,130	529,940	529,940	547,530
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	147,042	221,700	167,700	169,080	169,080	169,470
	SUPPLIES	147,042	221,700	167,700	169,080	169,080	169,470
<b>OTHER CHARGES</b>							
802.01	AUDIT	3,257	3,330	3,330	3,400	3,400	3,470
804.01	ENGINEERING CONSULTANTS	93,642	55,475	55,480	56,600	56,600	57,700
804.02	CONTRACT TRAFFIC ENGINEER	64,161	9,650	16,150	16,250	16,250	16,350
805.01	URBAN/LANDSCAPE DESIGNER	0	3,000	0	3,000	3,000	3,000
811.00	OTHER CONTRACTUAL SERVICE	592	5,200	9,500	8,500	8,500	8,500
819.00	TREE TRIMMING CONTRACT	164,287	160,000	160,000	160,000	160,000	160,000
920.00	ELECTRIC UTILITY	16,005	21,150	18,500	18,500	18,500	18,500
937.02	CONTRACT LANE PAINTING	94,007	103,530	118,530	144,240	144,240	150,210
937.03	OAKLAND CNTY SIGNAL MAINT	64,004	43,080	58,500	62,570	62,570	49,500
937.04	CONTRACT MAINTENANCE	78,670	76,457	50,000	136,000	136,000	50,000
937.05	STREET LIGHTING CBD MAINT	18,880	20,000	20,000	40,000	40,000	40,000
941.00	EQUIPMENT RENTAL OR LEASE	128,804	165,000	168,000	193,260	193,260	193,530
	OTHER CHARGES	726,309	665,872	677,990	842,320	842,320	750,760
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	28,029	153,480	553,480	13,400	13,400	479,070
981.01	PUBLIC IMPROVEMENTS	1,649,263	3,019,885	2,920,900	25,000	25,000	1,820,000
985.67	QUARTON & CHESTERFIELD INTERSECTION IMPI	(4,360)	0	0	0	0	0
	CAPITAL OUTLAY	1,672,932	3,173,365	3,474,380	38,400	38,400	2,299,070
<b>MAJOR STREET FUND TOTAL</b>		<b>3,038,652</b>	<b>4,590,747</b>	<b>4,851,200</b>	<b>1,579,740</b>	<b>1,579,740</b>	<b>3,766,830</b>

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

1. **702.00 Salaries and Wages Direct** – The increase of \$4,240, or 2%, reflects scheduled union wage increases and a new Teamster position.
2. **703.00 Administrative Cost** – This account represents wages paid for administrative services performed by the following departments.

Police	\$ 54,060
Finance	14,800
Engineering	<u>31,260</u>
Total	\$100,120

3. **706.00 Labor Burden** – The decrease of \$7,370, or 4%, is primarily the result of a decrease in retiree health-care contributions (\$16,920) as recommended by the City's actuary. This decrease was offset by an increase in hospitalization costs (\$6,260), defined contribution retirement plan (\$1,730) and retiree health savings plan (\$770).
4. **729.00 Operating Supplies** – The decrease of \$52,620, or 24%, reflects the anticipated decrease in the cost of salt. 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. **804.02 Contract Traffic Engineer** – The increase of \$6,600, or 68%, reflects costs for the Transportation Improvement Association (TIA).
6. **937.02 Contract Lane Painting** – The increase of \$40,710, or 39%, provides funding for pavement markings and the continental crosswalk project.
7. **937.03 Oakland County Signal Maintenance** – The increase of \$19,490, or 45%, includes mast arm inspections.
8. **937.04 Contract Maintenance** – The original budget for 2016-2017 for this account was \$50,000. It was increased to \$76,457 as a result of an encumbrance from 2015-2016. The increase of \$86,000, or 172%, over the original budget, reflects cape sealing (\$54,000) and catch basin cleaning (\$32,000). This account represents lawn mowing, fertilizing and weed control, irrigation maintenance, and catch basin cleaning (done every other year).
9. **937.05 Street Lighting CBD Maintenance** – The increase of \$20,000, or 100%, represents street light post painting on West Maple Road.
10. **941.00 Equipment Rental or Lease** – The increase of \$28,260, or 17%, represents anticipated equipment usage.

**11. 971.01 Machinery & Equipment** – This account is for four portable speed/message sign boards (\$13,400).

**12. 981.01 Public Improvements** – The \$25,000 is for the following projects:

Concrete street repair in conjunction w/sidewalk replacement	\$25,000
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<i><b>Significant Notes to 2018-2019 Planned Amounts</b></i>
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**1. 702.00 Salaries and Wages Direct** – The increase of \$7,200, or 3%, reflects scheduled step increases and a new Teamster position.

**2. 706.00 Labor Burden** – The increase of \$9,060, or 5%, is primarily the result of an increase in hospitalization costs (\$6,250) and pension contributions (\$1,590) as recommended by the City's actuary.

**3. 937.03 Oakland County Signal Maintenance** – The decrease of \$13,070, or 21%, represents normal maintenance charges.

**4. 937.04 Contract Maintenance** – The decrease of \$86,000, or 63%, reflects a bi-annual catch basin cleaning and cape sealing done in the prior year.

**5. 971.01 Machinery & Equipment** – The \$479,070 is for the following traffic signal projects:

Signal replacement – Maple Rd. – Chester St. to Woodward Ave.	\$400,000
Signal replacement – Intersection – Maple Rd./Lakepark	<u>79,070</u>
Total	<u>\$479,070</u>

**6. 981.01 Public Improvements** – The \$1,820,000 is for the following projects:

Bowers St. – Woodward Ave. to S. Adams Rd.	\$ 230,000
Maple Rd. – Chester St. to Woodward Ave.	1,275,000
14 Mile Rd. – Greenfield Rd. to East City Limit (City's share)	190,000
Pavement maintenance and concrete repairs	100,000
Concrete street repair w/sidewalk improvements	<u>25,000</u>
Total	<u>\$1,820,000</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.

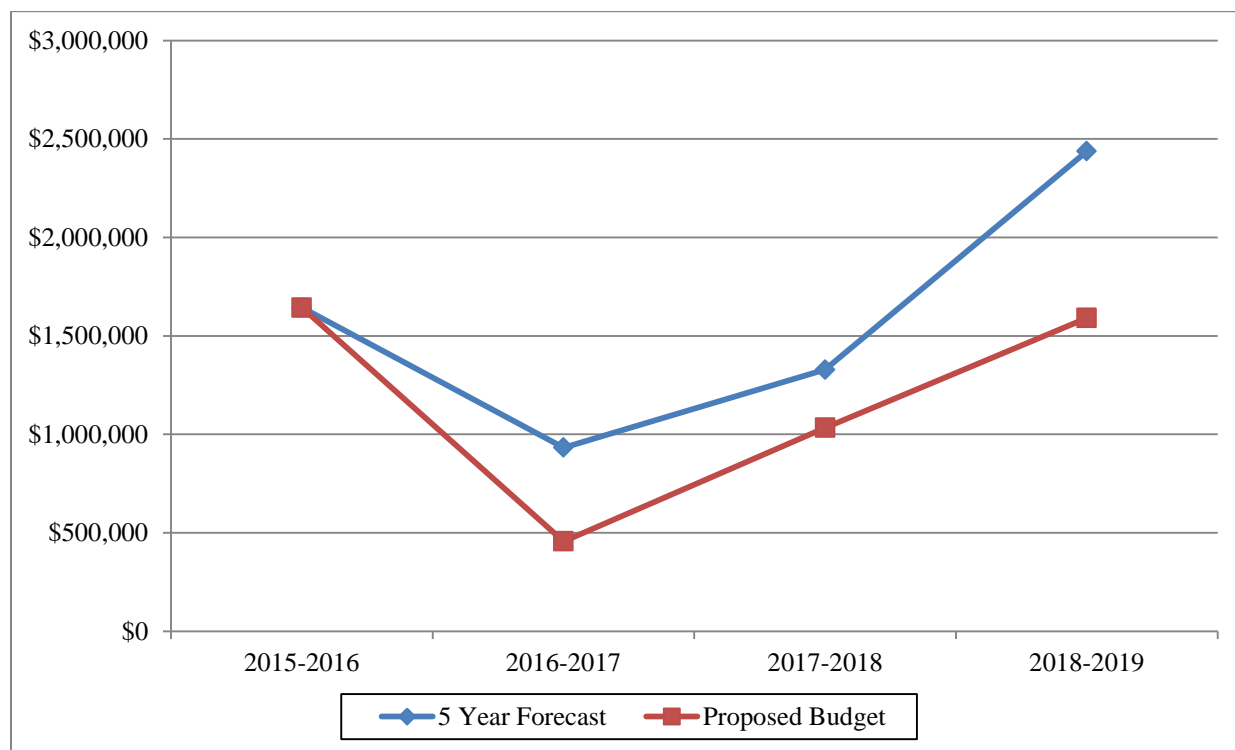
#### **Fund Overview**

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>2015-2016</u></b>	<b><u>Budget</u></b> <b><u>2016-2017</u></b>	<b><u>Projected</u></b> <b><u>2016-2017</u></b>	<b><u>Recommended</u></b> <b><u>2017-2018</u></b>	<b><u>Planned</u></b> <b><u>2018-2019</u></b>
Revenues	\$ 2,919,326	\$ 3,508,250	\$ 2,921,250	\$ 3,615,230	\$ 3,139,750
Expenditures	<u>(3,364,699)</u>	<u>(4,463,598)</u>	<u>(4,107,870)</u>	<u>(3,038,310)</u>	<u>(2,582,700)</u>
Revenues over (under)					
Expenditures	(445,373)	(955,348)	(1,186,620)	576,920	557,050
Beginning Fund Balance	<u>2,088,784</u>	<u>1,643,411</u>	<u>1,643,411</u>	<u>456,791</u>	<u>1,033,711</u>
Ending Fund Balance	<u>\$ 1,643,411</u>	<u>\$ 688,063</u>	<u>\$ 456,791</u>	<u>\$ 1,033,711</u>	<u>\$ 1,590,761</u>



The recommended budget increases fund balance by \$576,920, or 126% from the projected 2016 - 2017 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 2017.



The proposed budget's fund balance is less than the 5 year forecast model by \$294,479 at the end of fiscal year 2017-2018 and \$846,679 at the end of fiscal year 2018-2019. Significant changes include a decrease in transfers from the General Fund in fiscal year 2016-2017 of \$500,000 and in fiscal year 2018-2019 of \$1,500,000.

### **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 2017-2018 are estimated to be higher.

Gas- and weight-tax distributions from the state provide approximately 16% of the funding for street-maintenance and construction costs for fiscal year 2017-2018. 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 \$2,700,000. This transfer will also allow the Local Street Fund to maintain sufficient reserves.

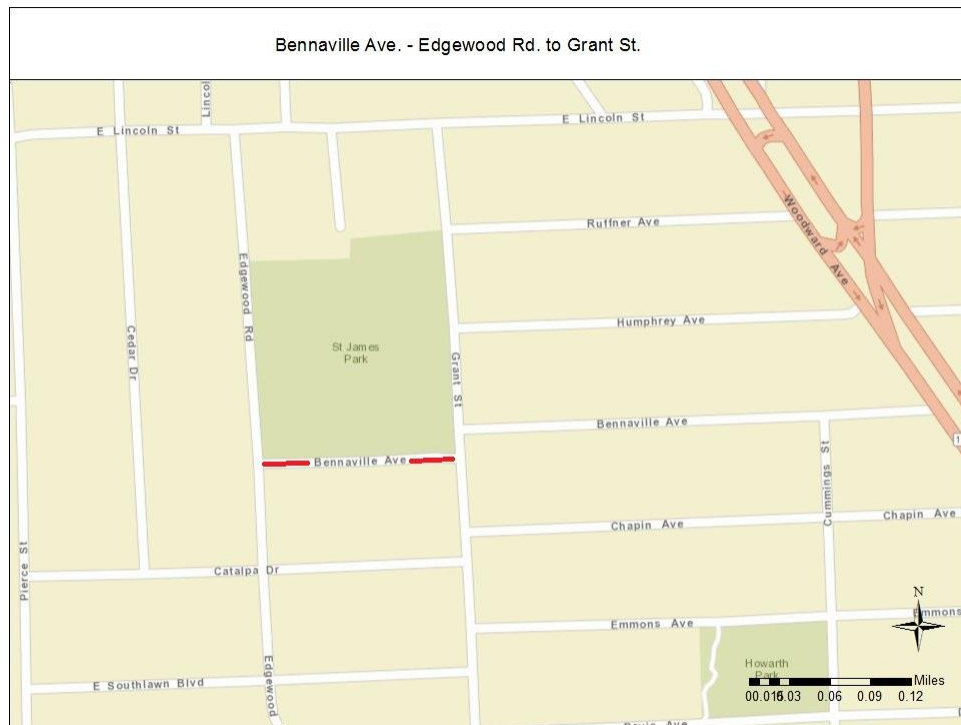
### **Expenditure Assumptions**

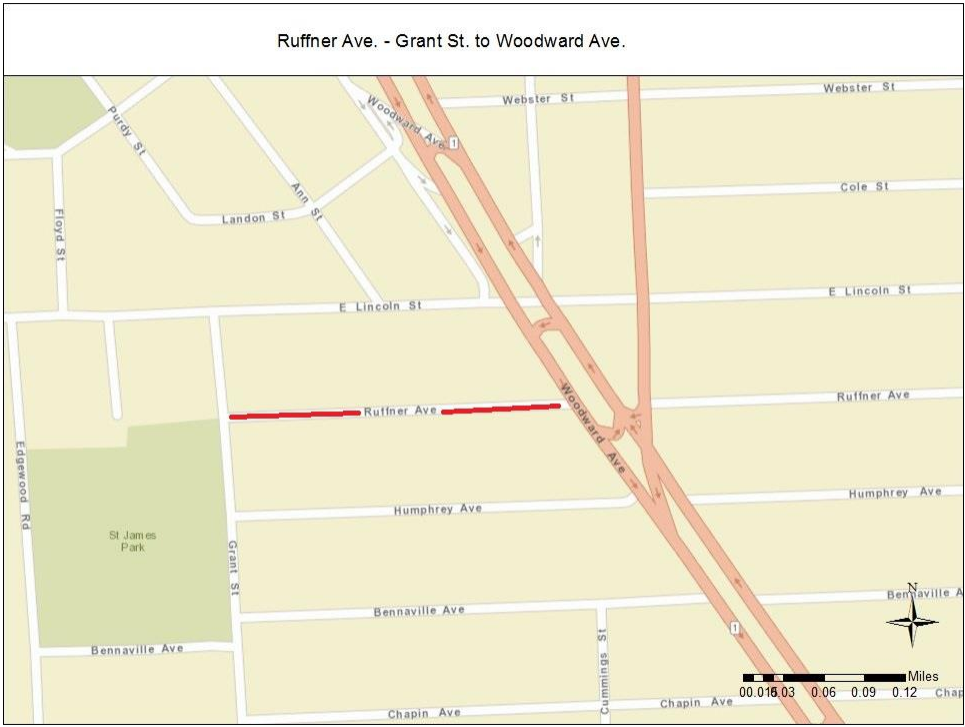
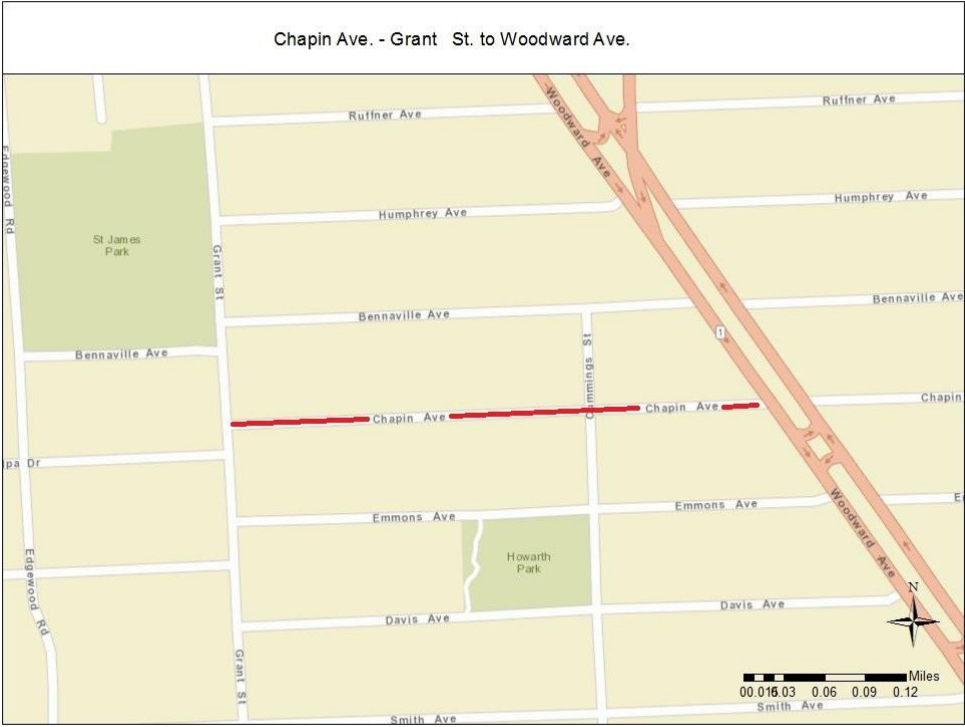
Recommended Local Street expenditures for fiscal year 2017-2018 total \$3,038,310, representing a decrease of \$210,510, or 6.5% from fiscal year 2016-2017's original budget.

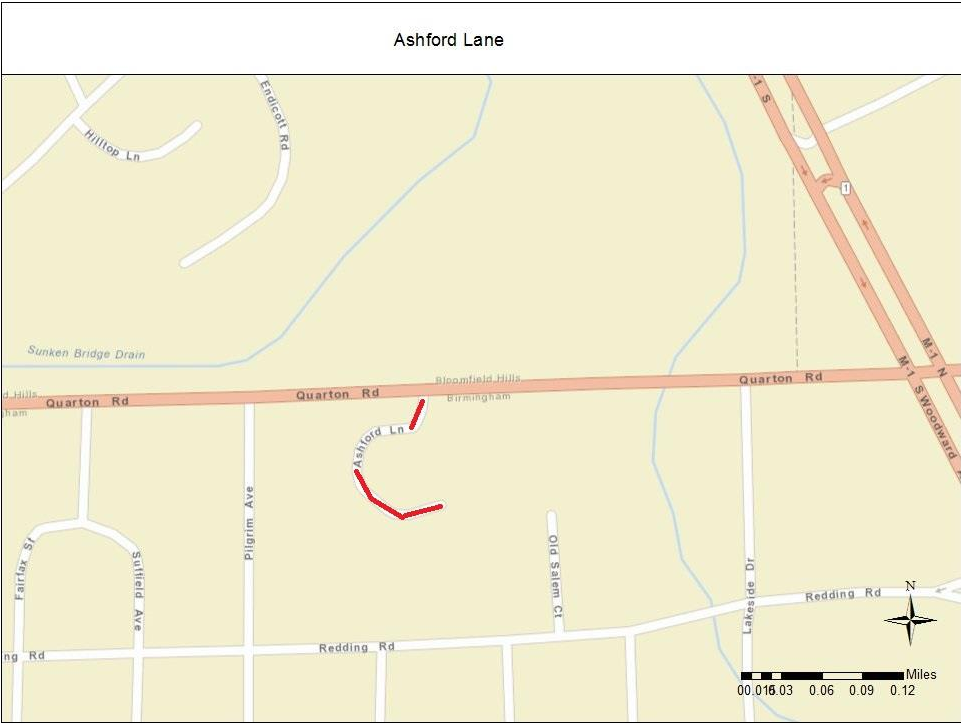
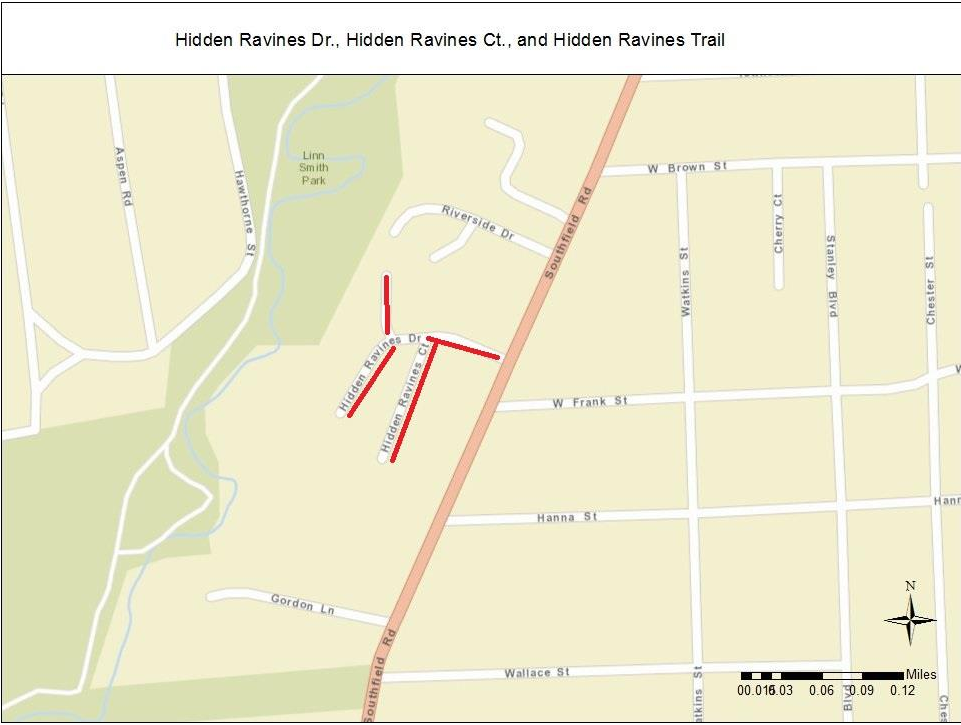
Capital improvements totaling \$1,253,000 represents 41% of the total budget for fiscal year 2017-2018. This amount includes the following road work:

- \$140,000 for reconstruction of Bennaville Ave. between Edgewood Ave. and Grant St.;
- \$400,000 for reconstruction of Chapin Ave. between Grant St. and Woodward Ave.;
- \$408,000 for reconstruction of Ruffner Ave. between Grant St. and Woodward Ave.;
- \$280,000 for resurfacing of various roads – Hidden Ravines Dr., Hidden Ravines Ct., Hidden Ravines Trail, Ashford Ln., and Millrace Rd.;
- \$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  
2017-2018 RECOMMENDED BUDGET  
LOCAL STREET FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	RECOMMEND	PLANNED
	2015-2016	2016-2017	2016-2017	2017-2018	2018-2019	
<u>REVENUES</u>						
INTERGOVERNMENTAL	583,937	484,890	490,900	482,900	507,100	
INTEREST AND RENT	19,618	15,050	11,600	36,330	40,780	
OTHER REVENUE	65,771	358,310	268,750	396,000	91,870	
TRANSFERS IN	2,250,000	2,650,000	2,150,000	2,700,000	2,500,000	
REVENUES	2,919,326	3,508,250	2,921,250	3,615,230	3,139,750	
<u>EXPENDITURES</u>						
PERSONNEL SERVICES	589,708	618,320	620,190	619,410	639,640	
SUPPLIES	96,871	164,566	144,570	134,700	133,700	
OTHER CHARGES	677,917	641,800	656,920	1,031,200	674,360	
CAPITAL OUTLAY	2,000,203	3,038,912	2,686,190	1,253,000	1,135,000	
EXPENDITURES	3,364,699	4,463,598	4,107,870	3,038,310	2,582,700	
REVENUES OVER (UNDER) EXPENDITURES	(445,373)	(955,348)	(1,186,620)	576,920	557,050	
BEGINNING FUND BALANCE	2,088,784	1,643,411	1,643,411	456,791	1,033,711	
ENDING FUND BALANCE	1,643,411	688,063	456,791	1,033,711	1,590,761	

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
LOCAL STREET FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	PLANNED
	2015-2016	2016-2017	2016-2017	RECOMMEND 2017-2018	2018-2019
<u>REVENUES</u>					
INTERGOVERNMENTAL	583,937	484,890	490,900	482,900	507,100
INTEREST AND RENT	19,618	15,050	11,600	36,330	40,780
OTHER REVENUE	65,771	358,310	268,750	396,000	91,870
TRANSFERS IN	2,250,000	2,650,000	2,150,000	2,700,000	2,500,000
REVENUES	2,919,326	3,508,250	2,921,250	3,615,230	3,139,750
<u>EXPENDITURES</u>					
FINANCE DEPARTMENT	25,177	26,370	26,370	25,600	25,960
TRAFFIC CONTROLS	32,828	29,050	30,670	32,240	31,730
TRAFFIC ENGINEERING	30,160	35,520	35,520	36,750	37,220
CONSTRUCTION	2,050,733	3,082,762	2,730,240	1,300,880	1,183,160
BRIDGE MAINTENANCE	0	2,000	2,000	2,000	2,000
STREET MAINTENANCE	388,000	379,346	399,350	692,160	391,480
STREET CLEANING	207,994	184,470	179,470	240,940	194,450
STREET TREES	503,186	499,440	499,610	498,640	499,750
SNOW AND ICE CONTROL	124,784	204,640	184,640	189,100	196,950
HIGHWAYS & STREETS	1,837	20,000	20,000	20,000	20,000
EXPENDITURES	3,364,699	4,463,598	4,107,870	3,038,310	2,582,700
REVENUES OVER (UNDER) EXPENDITURES	(445,373)	(955,348)	(1,186,620)	576,920	557,050
BEGINNING FUND BALANCE	2,088,784	1,643,411	1,643,411	456,791	1,033,711
ENDING FUND BALANCE	1,643,411	688,063	456,791	1,033,711	1,590,761

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**LOCAL STREET FUND**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	257,641	266,510	268,000	274,360	274,360	280,320
703.00	ADMINSTRATION COST	127,970	118,490	118,490	122,140	122,140	123,650
706.00	LABOR BURDEN	204,097	233,320	233,700	222,910	222,910	235,670
	<b>PERSONNEL SERVICES</b>	<b>589,708</b>	<b>618,320</b>	<b>620,190</b>	<b>619,410</b>	<b>619,410</b>	<b>639,640</b>
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	96,871	164,566	144,570	134,700	134,700	133,700
	<b>SUPPLIES</b>	<b>96,871</b>	<b>164,566</b>	<b>144,570</b>	<b>134,700</b>	<b>134,700</b>	<b>133,700</b>
<b>OTHER CHARGES</b>							
802.01	AUDIT	3,257	3,330	3,330	3,400	3,400	3,470
804.01	ENGINEERING CONSULTANTS	1,837	20,000	20,000	20,000	20,000	20,000
804.02	CONTRACT TRAFFIC ENGINEER	1,530	9,720	9,720	9,720	9,720	9,720
811.00	OTHER CONTRACTUAL SERVICE	1,740	2,000	2,200	4,000	4,000	4,000
819.00	TREE TRIMMING CONTRACT	426,324	420,000	420,000	420,000	420,000	420,000
937.03	OAKLAND CNTY SIGNAL MAINT	4,192	2,750	4,370	4,710	4,710	3,730
937.04	CONTRACT MAINTENANCE	71,767	26,000	21,000	386,000	386,000	30,000
941.00	EQUIPMENT RENTAL OR LEASE	167,270	158,000	176,300	183,370	183,370	183,440
	<b>OTHER CHARGES</b>	<b>677,917</b>	<b>641,800</b>	<b>656,920</b>	<b>1,031,200</b>	<b>1,031,200</b>	<b>674,360</b>
<b>CAPITAL OUTLAY</b>							
981.01	PUBLIC IMPROVEMENTS	1,659,249	2,234,562	1,785,260	1,253,000	1,253,000	1,135,000
985.70	CUMMINGS AVENUE	304,988	32,925	32,930	0	0	0
985.73	VILLA AVENUE	35,966	771,425	806,000	0	0	0
985.75	WEBSTER AVE/S. WORTH ST CAPE SEAL	0	0	62,000	0	0	0
	<b>CAPITAL OUTLAY</b>	<b>2,000,203</b>	<b>3,038,912</b>	<b>2,686,190</b>	<b>1,253,000</b>	<b>1,253,000</b>	<b>1,135,000</b>
<b>LOCAL STREET FUND TOTAL</b>		<b>3,364,699</b>	<b>4,463,598</b>	<b>4,107,870</b>	<b>3,038,310</b>	<b>3,038,310</b>	<b>2,582,700</b>



<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 \$7,850 or 3%, reflects scheduled union wage increases and a new Teamster position.
2. **703.00 Administrative Cost** – This account represents wages paid for administrative services performed by the following departments.

Police	\$ 54,060
Finance	22,200
Engineering	<u>45,880</u>
Total	<u>\$122,140</u>

3. **706.00 Labor Burden** – The decrease of \$10,410, or 5%, is primarily the result of a decrease in retiree health-care contributions (\$21,890) as recommended by the City's actuary. This decrease was offset by an increase in hospitalization costs (\$8,140) and an increase in contributions to the defined contribution retirement plan (\$2,300) and retiree health savings plan (\$950).
4. **729.00 Operating Supplies** – The decrease of \$29,866, or 18%, represents the anticipated cost. 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. **937.04 Contract Maintenance** – The increase of \$360,000, or 1385%, primarily represents a capesealing project (\$306,000). This account also represents lawn mowing, fertilizing and weed control, irrigation maintenance, and catch basin cleaning (done every other year).
6. **941.00 Equipment Rental or Lease** – The increase of \$25,370, or 16%, represents anticipated equipment usage.
7. **981.01 Public Improvements** – The \$1,253,000 is for the following projects:

Bennaville Ave. – Edgewood Ave. to Grant St.	\$ 140,000
Chapin Ave. – Grant St. to Woodward Ave.	400,000
Ruffner Ave. – Grant St. to Woodward Ave.	408,000
Hidden Ravines Dr. – Southfield Rd. to end	80,000
Hidden Ravines Ct. – Hidden Ravines Dr. to end	40,000
Hidden Ravines Trl. – Hidden Ravines Dr. to end	30,000
Ashford Lane – Quarton Rd. to end	80,000
Millrace Rd. – Lakeside Dr. to end	50,000
Concrete street repair in conjunction w/sidewalk replacement	<u>25,000</u>
Total	<u>\$1,253,000</u>

### *Significant Notes to 2018-2019 Planned Amounts*

1. **702.00 Salaries and Wages Direct** – The increase of \$5,960, or 2%, reflects scheduled step increases and a new Teamster position.
2. **706.00 Labor Burden** – The increase of \$12,760, or 6%, is primarily the result of an increase in hospitalization costs (\$8,100) and an increase in pension contributions (\$3,070) as recommended by the City’s actuary.
3. **937.04 Contract Maintenance** – The decrease of \$356,000, or 92%, represents normal operating costs for lawn mowing and general maintenance and cleaning.
4. **981.01 Public Improvements** – The \$1,135,000 is for the following projects:

Raynale St. – N. Glenhurst Dr. to Chesterfield Ave.	\$ 325,000
N. Glenhurst Dr. – Raynale St. to Oak St.	325,000
Brookwood St. – N. Glenhurst Dr. to Raynale St.	255,000
Kenwood Ct. – N. Glenhurst Dr. to 230 ft. east	80,000
Pavement maintenance and concrete repairs	125,000
Concrete street repair w/sidewalk improvements	<u>25,000</u>
Total	<u>\$1,135,000</u>



*City of Birmingham, Michigan  
2017-2018 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 28 program years and to date has received funds totaling \$1,181,771 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 and minor home repair 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 2017-2018 budget is based upon the application for CDBG funding submitted to Oakland County in December 2016. The projects in the application include:

Yard Services	\$ 6,306
Senior Outreach Services	3,300
Minor Home Repair	<u>22,414</u>
Total	<u>\$32,020</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 2018-2019.

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
COMMUNITY DEVELOPMENT BLOCK GRANT FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	PLANNED
	2015-2016	2016-2017	2016-2017	RECOMMEND 2017-2018	2018-2019
<u>REVENUES</u>					
INTERGOVERNMENTAL	43,246	31,340	31,340	32,020	32,020
REVENUES	43,246	31,340	31,340	32,020	32,020
<u>EXPENDITURES</u>					
OTHER CHARGES	43,246	31,340	31,340	32,020	32,020
EXPENDITURES	43,246	31,340	31,340	32,020	32,020
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**  
**2017-2018 RECOMMENDED BUDGET**  
**COMMUNITY DEVELOPMENT BLOCK GRANT FUND**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT. REQUEST	MANAGER RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
OTHER CHARGES							
836.01	BARRIER FREE IMPROVEMENTS	36,700	13,440	13,440	0	0	22,410
836.02	HOME CHORE PROGRAM	6,100	6,100	6,100	6,310	6,310	6,310
836.03	MINOR HOME REPAIR	0	8,500	8,500	22,410	22,410	0
836.05	ADMINISTRATION FEES	446	0	0	0	0	0
836.06	SENIOR OUTREACH SERVICES	0	3,300	3,300	3,300	3,300	3,300
OTHER CHARGES		43,246	31,340	31,340	32,020	32,020	32,020
<hr/>							
COMMUNITY DEV. BLOCK GRANT FUND		43,246	31,340	31,340	32,020	32,020	32,020



*City of Birmingham, Michigan  
2017-2018 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 (2015-2016 fiscal year):

***Municipal Solid Waste*** –10041.66 tons were collected and hauled to the Southeastern Oakland County Resource Recovery Authority (SOCRRA) facility.

***Landfill Material - City*** –2760 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*** –4337.38 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*** - 2260.15 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 2015-2016 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  
2017-2018 RECOMMENDED BUDGET  
SOLID WASTE FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	PLANNED
	2015-2016	2016-2017	2016-2017	RECOMMEND 2017-2018	2018-2019
<u>REVENUES</u>					
TAXES	1,825,954	1,820,000	1,824,000	1,820,000	1,820,000
INTERGOVERNMENTAL	10,505	0	4,500	4,500	4,500
CHARGES FOR SERVICES	21,144	22,400	23,600	9,600	5,900
INTEREST AND RENT	10,353	10,040	11,700	14,460	17,400
OTHER REVENUE	1,698	0	0	0	0
REVENUES	1,869,654	1,852,440	1,863,800	1,848,560	1,847,800
<u>EXPENDITURES</u>					
PERSONNEL SERVICES	125,513	152,810	154,570	152,320	157,560
SUPPLIES	8,032	8,500	8,500	10,000	10,000
OTHER CHARGES	1,531,005	1,681,440	1,706,440	1,761,960	1,805,300
CAPITAL OUTLAY	14,220	20,000	20,000	10,000	10,000
EXPENDITURES	1,678,770	1,862,750	1,889,510	1,934,280	1,982,860
REVENUES OVER (UNDER) EXPENDITURES	190,884	(10,310)	(25,710)	(85,720)	(135,060)
BEGINNING FUND BALANCE	571,819	762,705	762,705	736,995	651,275
ENDING FUND BALANCE	762,703	752,395	736,995	651,275	516,215

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**SOLID WASTE FUND**

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
PERSONNEL SERVICES							
702.00	SALARIES & WAGES DIRECT	68,474	83,190	83,190	85,590	85,590	87,370
706.00	LABOR BURDEN	57,039	69,620	71,380	66,730	66,730	70,190
	PERSONNEL SERVICES	125,513	152,810	154,570	152,320	152,320	157,560
SUPPLIES							
729.00	OPERATING SUPPLIES	8,032	8,500	8,500	10,000	10,000	10,000
	SUPPLIES	8,032	8,500	8,500	10,000	10,000	10,000
OTHER CHARGES							
802.01	AUDIT	1,403	1,440	1,440	1,460	1,460	1,490
827.01	RESIDENTIAL REFUSE PICKUP	1,432,464	1,559,000	1,559,000	1,602,500	1,602,500	1,645,810
827.03	CONTRACT WASTE REMOVAL	17,774	21,000	21,000	23,000	23,000	23,000
941.00	EQUIPMENT RENTAL OR LEASE	79,364	100,000	125,000	135,000	135,000	135,000
	OTHER CHARGES	1,531,005	1,681,440	1,706,440	1,761,960	1,761,960	1,805,300
CAPITAL OUTLAY							
971.01	MACHINERY & EQUIPMENT	14,220	20,000	20,000	10,000	10,000	10,000
	CAPITAL OUTLAY	14,220	20,000	20,000	10,000	10,000	10,000
SOLID WASTE FUND TOTAL		1,678,770	1,862,750	1,889,510	1,934,280	1,934,280	1,982,860

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

1. **702.00 Salaries and Wages Direct** – The increase of \$2,400, or 2.9%, reflects scheduled union wage increases and a new Teamster position.
2. **706.00 Labor Burden** – The decrease of \$2,890, or 4.2%, is primarily the result of a decrease in retiree health-care contributions (\$6,590) as recommended by the City's actuary. This decrease was offset by an increase in hospitalization costs (\$2,390), and defined contribution retirement (\$690) and retiree health savings contributions (\$290).
3. **729.00 Operating Supplies** – This account is for recycling bins, lids, and trash bags.
4. **827.01 Residential Refuse Pickup** – The increase of \$43,500, or 2.8%, reflects the change in the cost of pickup.
5. **941.00 Equipment Rental or Lease** – The increase of \$35,000, or 35%, reflects anticipated usage.
6. **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 2018-2019 Planned Amounts***

1. **702.00 Salaries and Wages Direct** – The increase of \$1,780, or 2.1%, reflects scheduled step increases and a new Teamster position.
2. **706.00 Labor Burden** – The increase of \$3,460, or 5.2%, is primarily an increase in hospitalization costs (\$2,370) and pension contributions (\$630) as recommended by the City's actuary.
3. **827.01 Residential Refuse Pickup** – The increase of \$43,310, or 2.7%, 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  
2017-2018 RECOMMENDED BUDGET  
LAW AND DRUG ENFORCEMENT FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER RECOMMEND	PLANNED
	2015-2016	2016-2017	2016-2017	2017-2018	2018-2019
<u>REVENUES</u>					
FINES AND FORFEITURES	39,871	37,500	32,700	35,000	35,000
INTEREST AND RENT	625	720	720	1,020	1,200
REVENUES	40,496	38,220	33,420	36,020	36,200
<u>EXPENDITURES</u>					
CAPITAL OUTLAY	8,606	8,500	8,500	5,950	121,500
EXPENDITURES	8,606	8,500	8,500	5,950	121,500
REVENUES OVER (UNDER) EXPENDITURES	31,890	29,720	24,920	30,070	(85,300)
BEGINNING FUND BALANCE	58,508	90,398	90,398	115,318	145,388
ENDING FUND BALANCE	90,398	120,118	115,318	145,388	60,088

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
LAW AND DRUG ENFORCEMENT FUND

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<hr/>							
CAPITAL OUTLAY							
971.01	MACHINERY & EQUIPMENT	8,606	8,500	8,500	5,950	5,950	121,500
	CAPITAL OUTLAY	8,606	8,500	8,500	5,950	5,950	121,500
<hr/>							
LAW & DRUG ENFORCEMENT FUND TOTAL		8,606	8,500	8,500	5,950	5,950	121,500

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

- 1. 971.01 Machinery & Equipment** – The \$5,950 budget is for police body armor.

***Significant Notes to 2018-2019 Planned Amounts***

- 1. 971.01 Machinery & Equipment** – The \$121,500 budget includes DVR equipment, mobile data computer replacements, car video replacements, and sub-machine guns.

## **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.



**2017-2018  
COMPARISON SCHEDULE  
DEBT-SERVICE FUND  
REVENUE BY SOURCE**

	<b>2015-2016 ACTUAL</b>	<b>2016-2017 BUDGET</b>	<b>2016-2017 PROJECTED</b>	<b>2017-2018 RECOMMEND</b>	<b>2018-2019 PLANNED</b>
<b>PARKS &amp; RECREATION BONDS</b>					
Property Taxes	\$1,564,850	\$1,626,220	\$1,626,220	\$1,648,700	\$1,582,500
Intergovernmental	4,018	4,000	4,000	4,000	4,000
Interest & Rent	<u>1,941</u>	<u>2,380</u>	<u>2,000</u>	<u>2,990</u>	<u>3,610</u>
<b>TOTAL</b>	<u>\$1,570,809</u>	<u>\$1,632,600</u>	<u>\$1,632,220</u>	<u>\$1,655,690</u>	<u>\$1,590,110</u>

**2017-2018  
COMPARISON SCHEDULE  
DEBT-SERVICE FUND  
EXPENDITURES BY ISSUE**

	<b>2015-2016 ACTUAL</b>	<b>2016-2017 BUDGET</b>	<b>2016-2017 PROJECTED</b>	<b>2017-2018 RECOMMEND</b>	<b>2018-2019 PLANNED</b>
<b>PARKS &amp; RECREATION BONDS</b>					
Principal – Bond	\$ 1,055,000	\$1,155,000	\$1,155,000	\$ 1,310,000	\$ 1,295,000
Interest – Bond	514,234	470,350	412,620	338,700	287,500
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>\$1,571,484</u>	<u>\$1,627,600</u>	<u>\$1,569,870</u>	<u>\$1,650,950</u>	<u>\$1,584,750</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, 2017, the principal and interest payments required for fiscal 2017-2018 and 2018-2019 and the funding sources are detailed in the schedules below. Total indebtedness will be \$18,072,421 and \$15,346,854 at June 30, 2017 and 2018, respectively. Total principal payments will be \$2,725,567 and \$2,807,317 for fiscal years 2017-2018 and 2018-2019, respectively. Interest requirements will be \$535,689 and \$435,027 for fiscal years 2017-2018 and 2018-2019, respectively.

### ***CITY OF BIRMINGHAM, MICHIGAN SUMMARY OF OUTSTANDING DEBT 2017-2018***

<b><u>Fund/Bond Issue</u></b>	<b><u>Debt Type</u></b>	<b><u>Funding Source</u></b>	<b><u>Debt Outstanding 6/30/17</u></b>	<b><u>Principal</u></b>	<b><u>Interest</u></b>	<b><u>Total</u></b>
<b><u>Sewage Disposal Fund</u></b>						
2016 Sewer Refunding (2004)	General Obligation	Property Taxes	\$ 4,015,000	\$ 880,000	\$ 120,900	\$ 1,000,900
George W. Kuhn Drain Bonds	Contractual Obligations	Property Taxes	2,514,465	339,020	60,590	399,610
North Arm Drain Bonds	Contractual Obligations	Property Taxes	703,498	170,584	13,910	184,494
	Sub-total Sewage Disposal Fund		<u>\$ 7,232,963</u>	<u>\$ 1,389,604</u>	<u>\$ 195,400</u>	<u>\$ 1,585,004</u>
<b><u>Debt Service Fund</u></b>						
2016 Parks & Recreation Refund 2006	General Obligation	Property Taxes	\$ 7,940,000	\$ 1,110,000	\$ 239,500	\$ 1,349,500
2016 Park & Recreation Refund 2008	General Obligation	Property Taxes	2,420,000	-	88,500	88,500
2008 Park & Recreation Bonds	General Obligation	Property Taxes	400,000	200,000	10,700	210,700
	Sub-total Debt Service Fund		<u>\$ 10,760,000</u>	<u>\$ 1,310,000</u>	<u>\$ 338,700</u>	<u>\$ 1,648,700</u>
<b><u>Brownfield Redevelopment Authority</u></b>						
MDEQ Loan	Contractual Obligation	Property Taxes	\$ 79,458	25,963	1,589	27,552
	<b>Total</b>		<u>\$ 18,072,421</u>	<u>\$ 2,725,567</u>	<u>\$ 535,689</u>	<u>\$ 3,261,256</u>

**CITY OF BIRMINGHAM, MICHIGAN**  
**SUMMARY OF OUTSTANDING DEBT**  
**2018-2019**

<u>Fund/Bond Issue</u>	<u>Debt Type</u>	<u>Funding Source</u>	<u>Debt Outstanding 6/30/18</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
<u>Sewage Disposal Fund</u>						
2016 Sewer Refunding (2004)	General Obligation	Property Taxes	\$ 3,135,000	\$ 965,000	\$ 84,000	\$ 1,049,000
George W. Kuhn Drain Bonds	Contractual Obligations	Property Taxes	2,175,445	345,904	52,434	398,338
North Arm Drain Bonds	Contractual Obligations	Property Taxes	<u>532,914</u>	<u>174,930</u>	<u>10,023</u>	<u>184,953</u>
	Sub-total Sewage Disposal Fund		\$ 5,843,359	\$ 1,485,834	\$ 146,457	\$ 1,632,291
<u>Debt Service Fund</u>						
2016 Parks & Recreation Refund 2006	General Obligation	Property Taxes	\$ 6,830,000	\$ 1,095,000	\$ 195,400	\$ 1,290,400
2016 Park & Recreation Refund 2008	General Obligation	Property Taxes	2,420,000	-	88,500	88,500
2008 Park & Recreation Bonds	General Obligation	Property Taxes	<u>200,000</u>	<u>200,000</u>	<u>3,600</u>	<u>203,600</u>
	Sub-total Debt Service Fund		\$ 9,450,000	\$ 1,295,000	\$ 287,500	\$ 1,582,500
<u>Brownfield Redevelopment Authority</u>						
MDEQ Loan	Contractual Obligation	Property Taxes	\$ 53,495	26,483	1,070	27,553
	<b>Total</b>		<u>\$ 15,346,854</u>	<u>\$ 2,807,317</u>	<u>\$ 435,027</u>	<u>\$ 3,242,344</u>

***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, 2017, is \$2,752,870,530 which means the City's legal debt limit is \$275,287,053. The City's total indebtedness at June 30, 2017 is \$18,072,421, or 6.6%, of the total limit allowed.

***General-Obligation Bonds***

The City's outstanding general-obligation bonds will total \$14,775,000 and \$12,585,000 at June 30, 2017 and 2018, respectively. These bonds were issued for sewer and park improvements.

***Contractual Obligations***

Contractual obligations will total \$3,297,421 and \$2,761,854 at June 30, 2017 and 2018, respectively. This amount represents the City's portion of Oakland County bonds related to 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 2017</u></b>	<b><u>2016</u></b>
Net bonded debt	\$17,982,421	\$22,585,798
Ratio of net bonded debt to assessed value	0.65%	0.82%
Debt per capita	\$804	\$1,016

### ***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 2008 and 2016 bond issues. 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%. These bonds were partially refunded in 2016. The 2016 \$14,375,000, general-obligation refunding bonds, refunded the 2006 Parks and Recreation Refunding Bonds, a portion of the 2008 Parks and Recreation Bonds, and the 2004 Sewer Improvement Refunding Bonds. \$10,360,000 of the \$14,375,000 bond issue was used to refund the above park and recreation bond issues. The refunding bonds are serial bonds due in varying annual installments through October 2028. The bonds bear interest rates ranging from 2% to 5%. The original bond proceeds were 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**

***Sewer Improvement Bonds*** – To accumulate monies for the payment of the 2016 \$14,375,000, general-obligation refunding bonds. The 2016 \$14,375,000, general-obligation refunding bonds, refunded the 2006 Parks and Recreation Refunding Bonds, a portion of the 2008 Parks and Recreation Bonds, and the 2004 Sewer Improvement Refunding Bonds. \$4,015,000 of the \$14,375,000 bond issue was used to refund the above sewer improvement bond. The refunding bonds are serial bonds due in varying annual installments through October 2028. The bonds bear interest rates ranging from 2% to 5%. The original bond issue was used for sewer relief and repair and was 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.

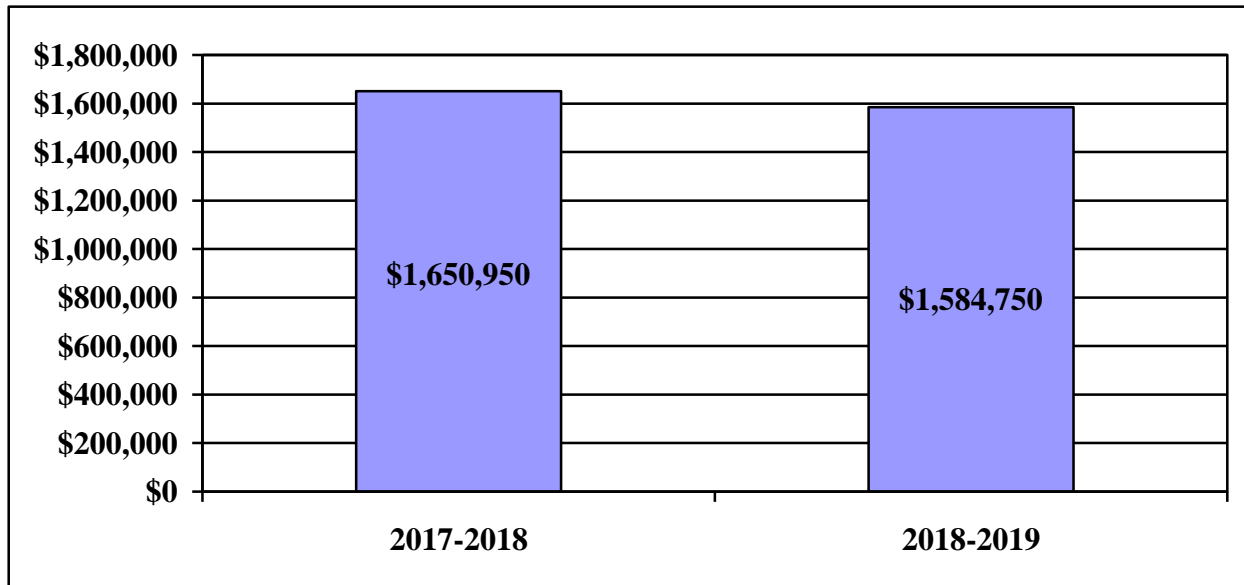
***George W. Kuhn Drain*** – To accumulate monies for the payment of the City's portion of Oakland County Drain Commission bonds related to the George W. Kuhn Drain Project. The cost of the project, which was completed in early 2010, was \$139,500,000. The County has issued eight bonds related to this 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.

## 2017-2018 and 2018-2019 Debt-Service Fund Park & Recreation Bond Expenditures

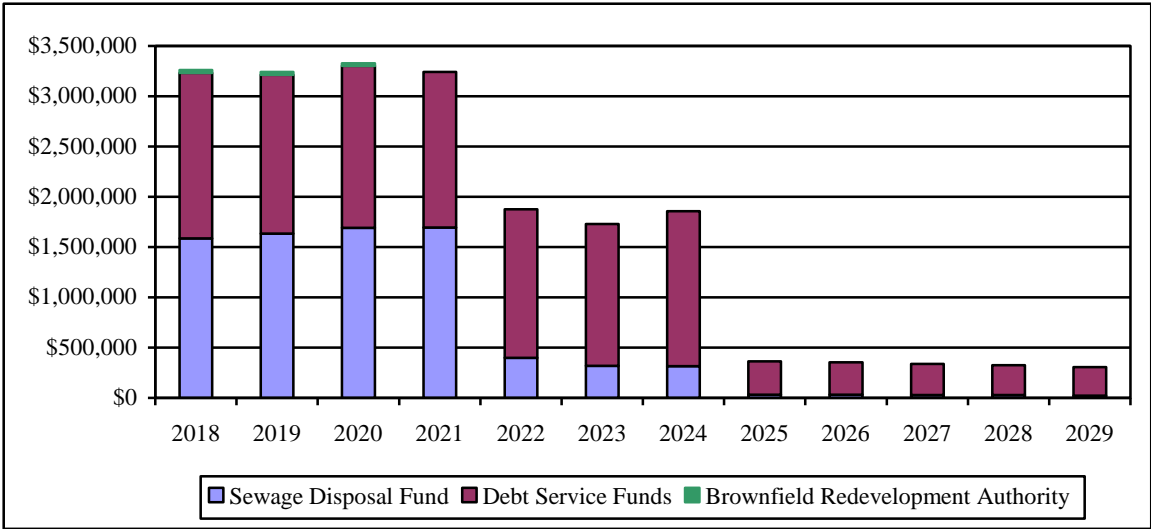


The annual requirements to pay both principal and interest on the bonds and contracts outstanding at June 30, 2017 are as follows.

Fiscal Year Ending	Sewage Disposal Fund	Debt Service Fund	Brownfield Redevelopment Authority
2018	\$ 1,585,004	\$ 1,648,700	\$ 27,552
2019	1,632,291	1,582,500	27,553
2020	1,691,785	1,609,500	27,552
2021	1,694,378	1,548,450	0
2022	397,670	1,476,800	0
Remainder (2023-2029)	<u>780,639</u>	<u>4,487,150</u>	<u>0</u>
<b>TOTAL</b>	<u>\$ 7,781,766</u>	<u>\$ 12,353,100</u>	<u>\$ 82,657</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  
2017-2018 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, P.A. 215 of 1937, and the City's Perpetual Care Funds 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 revenues from the sale of plots to be approximately \$200,000 for each of the next two years. Only investment earnings on the sale of plots and donations can be used for the care and maintenance of the cemetery.

#### **Expenditure Assumptions**

No expenditures have been proposed for 2017-2018 as there have not been sufficient accumulated investment earnings in the fund. In 2018-2019, a master plan for the cemetery is planned.

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
GREENWOOD CEMETERY PERPETUAL CARE FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	PLANNED
	2015-2016	2016-2017	2016-2017	RECOMMEND 2017-2018	2018-2019
<u>REVENUES</u>					
CHARGES FOR SERVICES	285,937	360,000	200,000	200,000	200,000
INTEREST AND RENT	1,236	2,720	3,800	11,600	15,700
REVENUES	287,173	362,720	203,800	211,600	215,700
<u>EXPENDITURES</u>					
OTHER CHARGES	0	0	0	0	20,000
EXPENDITURES	0	0	0	0	20,000
REVENUES OVER (UNDER) EXPENDITURES	287,173	362,720	203,800	211,600	195,700
BEGINNING FUND BALANCE	34,339	321,512	321,512	525,312	736,912
ENDING FUND BALANCE	321,512	684,232	525,312	736,912	932,612

***Significant Notes to 2018-2019 Planned Amounts***

- 1. 811.00 Other Contractual Service** – The \$20,000 is for a master plan for the cemetery.



*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## **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  
2017-2018 RECOMMENDED BUDGET  
ENTERPRISE FUNDS  
REVENUES BY SOURCE

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	
	2015-2016	2016-2017	2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019
<u>SPRINGDALE GOLF COURSE</u>					
DRAW FROM NET POSITION	0	9,870	0	29,520	0
CHARGES FOR SERVICES	436,595	485,700	485,980	473,100	483,650
INTEREST AND RENT	9,600	9,000	23,400	19,200	19,200
OTHER REVENUE	537	200	200	200	200
TOTAL	446,732	504,770	509,580	522,020	503,050
<u>AUTOMOBILE PARKING SYSTEM</u>					
DRAW FROM NET POSITION	0	539,402	0	0	0
CHARGES FOR SERVICES	5,350,823	5,322,690	6,615,040	8,011,000	8,806,200
INTEREST AND RENT	57,879	76,430	76,800	100,230	120,560
OTHER REVENUE	11,928	0	0	0	0
TOTAL	5,420,630	5,938,522	6,691,840	8,111,230	8,926,760
<u>SEWAGE DISPOSAL FUND</u>					
DRAW FROM NET POSITION	0	2,048,677	0	0	564,290
TAXES	3,201,674	2,826,330	2,824,330	1,585,010	1,632,300
INTERGOVERNMENTAL	7,818	7,820	6,880	6,880	6,880
CHARGES FOR SERVICES	7,325,464	8,184,610	7,970,290	8,434,990	8,730,590
INTEREST AND RENT	34,739	32,130	25,500	21,720	18,370
OTHER REVENUE	269,029	0	0	0	0
TRANSFERS IN	0	0	0	775,000	0
TOTAL	10,838,724	13,099,567	10,827,000	10,823,600	10,952,430
<u>WATER SUPPLY SYSTEM FUND</u>					
DRAW FROM NET POSITION	0	345,639	0	0	285,000
TAXES	500,092	750,000	750,000	750,000	750,000
CHARGES FOR SERVICES	4,255,508	4,473,030	4,222,530	4,576,490	4,687,820
INTEREST AND RENT	4,909	12,060	5,200	16,720	26,810
OTHER REVENUE	456	0	0	0	0
TRANSFERS IN	0	500,000	0	0	0
TOTAL	4,760,965	6,080,729	4,977,730	5,343,210	5,749,630
<u>LINCOLN HILLS GOLF COURSE</u>					
CHARGES FOR SERVICES	715,058	635,900	640,270	661,200	666,700
INTEREST AND RENT	21,423	30,130	27,250	33,390	39,430
OTHER REVENUE	1,123	200	200	200	200
TOTAL	737,604	666,230	667,720	694,790	706,330
TOTAL REVENUES	22,204,655	26,289,818	23,673,870	25,494,850	26,838,200

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
ENTERPRISE FUNDS  
EXPENSES BY FUND

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	
	2015-2016	2016-2017	2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019
SPRINGDALE GOLF COURSE	429,887	504,770	521,960	522,020	500,120
AUTOMOBILE PARKING SYSTEM	3,322,937	5,938,522	6,676,230	5,587,130	4,563,420
SEWAGE DISPOSAL FUND	9,572,166	13,099,567	11,374,230	10,639,110	10,952,430
WATER SUPPLY SYSTEM FUND	4,287,035	6,080,729	5,819,060	5,143,210	5,749,630
LINCOLN HILLS GOLF COURSE	529,884	566,750	581,730	687,180	686,350
TOTAL EXPENSES	18,141,909	26,190,338	24,973,210	22,578,650	22,451,950





*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## **FUND SUMMARY**

### **Automobile Parking System**

The City of Birmingham Automobile Parking System (APS) consists of the following:

	<u>Spaces</u>
Five (5) Parking Structures	3,579
Three (3) Metered Parking Lots	190
Street Meters	<u>1,072</u>
Total	4,841

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, 2016 represented approximately 99% of total revenue in the APS fund. Revenues generated from the five (5) parking decks represent 70% of the total budgeted revenue for this category. Included within this revenue source are monthly lease rates. The monthly lease rates were increased on March 1, 2017 for each structure, and are currently as follows:

<b>Pierce</b>	\$70.00
<b>Peabody</b>	\$70.00
<b>Park</b>	\$70.00
<b>Chester</b>	\$50.00
<b>North Woodward</b>	\$70.00

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 \$2.00 per hour, up to the maximum daily rate, which is \$10 per day at all parking structures. These represent increases from \$1.00 to \$2.00 per hour (all structures) and from \$5.00 to \$10.00 per day (4 of the 5 structures) and became effective July 1, 2016.

Surface lots and street meters account for 28% 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 should be noted that the parking meter rates are scheduled to increase by \$0.50 per hour when the meters are installed later this year. This increase is accounted for in the revenue projections.

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 12.3% 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 2015-2016, the reconstruction of Martin Street between Southfield Road and Chester Street, which included relocating parking gates and equipment, installing street lights, improving sidewalks and the main pedestrian entrance was completed at a cost of \$425,000. In the following fiscal year 2016-2017, new LED lights were installed in the Park Street Structure to replace the aging lights and reduce energy usage at a cost of \$300,000.

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 which delayed getting the elevator back in service. This work was originally scheduled to be completed the prior year, however due to equipment availability was delayed. 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 the structure.

In fiscal year 2017-2018, the structure beams and columns in the Park Street Parking Structure will be painted at a cost of \$900,000.

In fiscal year 2016-2017, \$650,000 is approved to upgrade the traffic control equipment in four structures. This equipment was installed in the Chester Street Parking Structure (trial run to see if it is receptive with the public) in 2015-2016 for \$230,000. The purpose of the trial was to introduce a 'Cashless' pay system throughout the parking structures, reducing costs and increasing efficiency.

Also, in 2017-2018 new LED lights are proposed in the Chester Street Parking Structure to replace the aging lights and reduce energy usage at an estimated cost of \$350,000.

For fiscal year 2018-2019, \$200,000 is proposed to resurface Parking Lot #6 at Woodward Ave. and Harmon St.

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
AUTOMOBILE PARKING SYSTEM  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	PLANNED
	2015-2016	2016-2017	2016-2017	RECOMMEND 2017-2018	2018-2019
<u>REVENUES</u>					
CHARGES FOR SERVICES	5,350,824	5,322,690	6,615,040	8,011,000	8,806,200
INTEREST AND RENT	57,879	76,430	76,800	100,230	120,560
OTHER REVENUE	11,928	0	0	0	0
REVENUES	5,420,631	5,399,120	6,691,840	8,111,230	8,926,760
<u>EXPENDITURES</u>					
FINANCE DEPARTMENT	114,535	116,290	116,290	114,440	115,000
PARKING METERS	132,995	184,685	1,010,460	465,350	465,920
GENERAL & ADMINISTRATIVE	357,151	205,030	197,680	313,680	250,670
PIERCE STREET STRUCTURE	611,890	929,567	786,070	1,567,660	691,710
PARK STREET STRUCTURE	585,573	1,728,038	2,014,280	663,920	681,420
PEABODY STREET STRUCTURE	862,476	907,545	794,670	470,460	487,310
NORTH WOODWARD STRUCTURE	477,469	678,708	607,540	508,150	525,080
LOT #6: N. WOODWARD/HARMON	34,616	46,490	48,400	46,360	247,790
LOT #7: BATES/HENRIETTA	42,410	59,890	59,860	60,220	61,600
CHESTER PARKING STRUCTURE	1,311,782	1,020,019	957,860	1,285,560	942,210
LOT #9: HAMILTON	19,331	35,610	36,100	34,960	36,320
LOT #10: KRESGE	16,574	26,650	28,040	26,550	27,560
LOT #11: OAK ST	7,701	0	18,980	29,820	30,830
EXPENDITURES	4,574,503	5,938,522	6,676,230	5,587,130	4,563,420
REVENUES OVER (UNDER) EXPENSES	846,128	(539,402)	15,610	2,524,100	4,363,340

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**AUTOMOBILE PARKING SYSTEM**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	168,920	228,940	246,420	248,310	248,310	252,480
703.00	ADMINSTRATION COST	87,649	85,740	85,740	86,390	86,390	86,970
706.00	LABOR BURDEN	108,646	191,120	199,990	192,140	192,140	201,120
	PERSONNEL SERVICES	365,215	505,800	532,150	526,840	526,840	540,570
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	36,188	48,545	50,000	50,000	50,000	50,000
	SUPPLIES	36,188	48,545	50,000	50,000	50,000	50,000
<b>OTHER CHARGES</b>							
802.01	AUDIT	13,325	13,630	13,630	13,910	13,910	14,180
811.00	OTHER CONTRACTUAL SERVICE	45,144	83,438	87,760	227,700	227,700	227,700
824.02	ARMORED CAR SERVICE	8,328	8,500	8,500	8,500	8,500	8,500
828.01	CENTRAL PARKING	1,523,077	1,700,000	1,505,000	1,505,000	1,505,000	1,580,000
851.00	TELEPHONE	18,267	12,500	19,550	16,300	16,300	16,600
901.00	PRINTING & PUBLISHING	951	750	750	750	750	750
901.03	PROMOTION	26,968	25,000	40,000	135,000	135,000	115,000
920.00	ELECTRIC UTILITY	177,271	203,500	165,500	147,050	147,050	138,600
922.00	WATER UTILITY	13,514	22,000	22,250	31,760	31,760	32,200
930.02	ELEVATOR MAINTENANCE	63,337	37,471	26,500	26,500	26,500	26,500
933.02	EQUIPMENT MAINTENANCE	0	2,000	1,000	1,000	1,000	1,000
933.09	PARKING METER WIRELESS & MAINT FEI	0	0	18,970	75,860	75,860	75,860
933.10	PARKING METER SENSOR MAINTENANCE	0	0	0	41,380	41,380	41,380
933.12	HANDHELD PARKING ENFORCEMENT MA	0	0	4,880	10,280	10,280	10,280
941.00	EQUIPMENT RENTAL OR LEASE	24,397	30,500	34,390	34,500	34,500	35,500
955.01	TRAINING	0	400	250	250	250	250
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	904,373	1,120,030	1,109,990	1,149,990	1,149,990	1,157,290
	OTHER CHARGES	2,880,137	3,320,979	3,120,180	3,486,990	3,486,990	3,542,850
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	193,000	869,000	646,580	233,300	233,300	190,000
971.02	PARKING METERS	17,968	31,738	485,710	25,000	25,000	25,000
971.03	PARKING METER SENSORS	0	0	333,300	15,000	15,000	15,000
977.00	BUILDINGS	598,338	1,158,725	1,506,590	1,250,000	1,250,000	0
981.01	PUBLIC IMPROVEMENTS	483,657	3,735	1,720	0	0	200,000
	CAPITAL OUTLAY	1,292,963	2,063,198	2,973,900	1,523,300	1,523,300	430,000
<b>AUTOMOBILE PARKING SYSTEM TOTAL</b>		<b>4,574,503</b>	<b>5,938,522</b>	<b>6,676,230</b>	<b>5,587,130</b>	<b>5,587,130</b>	<b>4,563,420</b>

<b><i>Notes and Adjustments to Department-Requested Amounts from Prior Year's Budget</i></b>
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1. **702.00 Salaries & Wages Direct** – The increase of \$19,370, or 8.5%, reflects the addition of hours allocated to Lot #11, as well as, scheduled union wage increases and a new Teamster position.

2. **703.00 Administration Cost** – This account represents wages paid for administrative services performed by the following departments:

Finance and Treasury	\$30,920
Engineering Services	<u>55,470</u>
Total	<u>\$86,390</u>

3. **706.00 Labor Burden** – The increase of \$1,020, or .5%, is the result of an increase in hospitalization costs (\$9,010), other fringe benefits costs (\$2,780), pension contributions (\$2,180), defined contribution retirement (\$2,070), and retiree health savings contributions (\$890). This increase was offset by a decrease in retiree health-care contributions (\$15,910), as recommended by the City's actuary.

4. **811.00 Other Contractual Service** – The increase of \$144,262, or 172.9%, reflects credit card fees for parking meters and the painting of parking meter heads and posts.

5. **828.01 Central Parking** – This account represents fees paid to Central Parking for management of the parking decks. The decrease of \$195,000, or 11.5%, reflects the anticipated fees for the fiscal year.

6. **901.03 Promotion** – The increase of \$110,000, or 440%, reflects the promotion of downtown valet service offered during construction.

7. **920.00 Electric Utility** – The decrease of \$56,450, or 27.7%, reflects anticipated usage.

8. **922.00 Water Utility** – The increase of \$9,760, or 44.4%, reflects anticipated costs.

9. **930.02 Elevator Maintenance** – The decrease of \$10,971, or 29.3%, reflects normal maintenance costs.

10. **933.09 Parking Meter Wireless & Maintenance Fees** – This account represents fees associated with the new parking meters.

- 11. 933.10 Parking Meter Sensor Maintenance** – This account represents maintenance associated with the sensors of the new parking meters.
- 12. 933.12 Handheld Parking Enforcement** – This account represents hardware for parking enforcement, as well as, software support and maintenance.
- 13. 968.01 Depreciation** – The increase of \$29,960, or 2.7%, reflects additional capital assets depreciation.
- 14. 971.01 Machinery & Equipment** – The \$233,300 includes an office remodel, new trash cans in the structures, signs, clearance bars, and barrier gates.
- 15. 971.03 Parking Meter Sensors** – The \$15,000 represents additional sensors for the new meters purchased in the prior fiscal year.
- 16. 977.00 Buildings** – The \$1,250,000 is for the Pierce Street Parking Structure concrete repairs and waterproofing of levels 4 and 5 (\$900,000), and the lighting retrofit at the Chester Parking Structure (\$350,000).

<i><b>Significant Notes to 2018-2019 Planned Amounts</b></i>
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- 1. 702.00 Salaries and Wages Direct** – The increase of \$4,170, or 1.7%, reflects scheduled wage increases for employees under contract and a new Teamster position.
- 2. 706.00 Labor Burden** – The increase of \$8,980, or 4.7%, reflects an increase in hospitalization costs (\$5,830), other fringe benefit costs (\$480), pension contributions (\$2,080), defined contribution retirement (\$370), retiree health-care contributions (\$50), and retiree health savings contributions (\$170).
- 3. 828.01 Central Parking** – The increase of \$75,000, or 5%, represents the anticipated level of fees paid to Central Parking for management of the parking decks.
- 4. 901.03 Promotion** – The decrease of \$20,000, or 14.8%, reflects the anticipated level of promotion costs.
- 5. 971.01 Machinery & Equipment** – The \$190,000 is for signs, clearance bars, and miscellaneous traffic equipment for the parking structures.
- 6. 981.01 Public Improvements** – The \$200,000 is for resurfacing Parking Lot #6.





*City of Birmingham, Michigan  
2017-2018 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 Chapter 114, Article IV, Section 114-298 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. . . . . \$ 4.36

Currently, the system has 8,512 customers who receive water service from the City, of which 7,920 are residential and 592 are commercial accounts.

### Revenue Assumptions

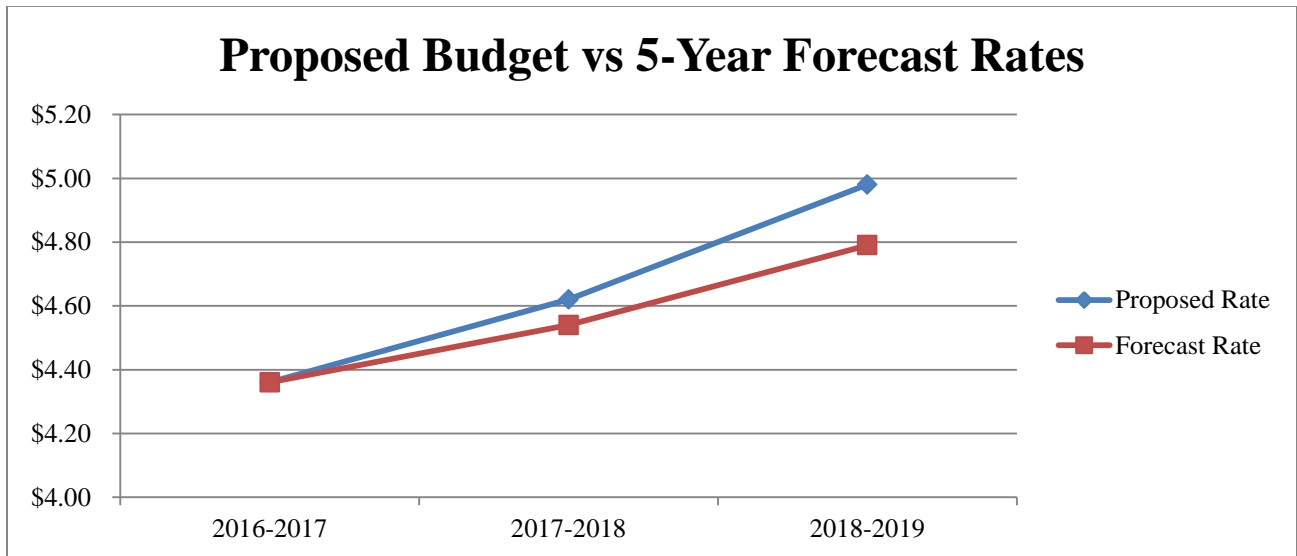
Total revenues are recommended to decrease \$391,880, or 7%, to \$5,343,210. The decrease in revenues is attributable to a decrease in transfers in which was partially offset by an increase in the water rate.

#### Charges for Services

Of the \$5,343,210 in total recommended revenues, \$4,576,490, or 86%, represents charges for water use and water service fees. Revenue from water use represents \$3,836,690, or 84%, of the total charges for services budget and 72% of the total revenue budget. The recommended budget for 2017-2018 includes a 6% rate increase in water rates. The average residential water bill would increase as follows:

Average Annual Bill*	Existing Rates (\$4.36/1,000 gal.)	Recommended Rates (\$4.62/1,000 gal.)	Annual Increase In Dollars	Percentage Increase
Cost of Water	\$392.40	\$415.80	\$23.40	6%

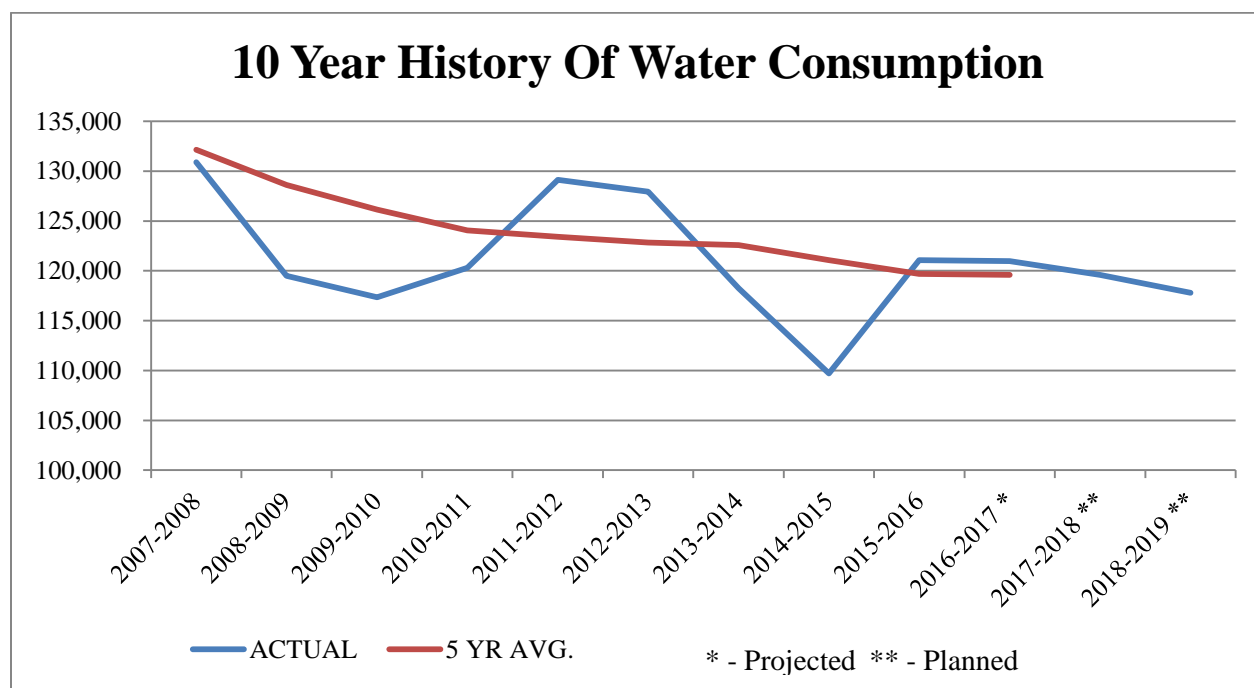
\* Based on 90,000 gallons per year. Assumes no change in average consumption and service through a 5/8" meter.



The proposed rate increase for 2017-2018 is \$0.08 higher than the 5-year forecast. The 5-year forecast assumed that water service revenue would remain constant. The proposed budget assumes a decrease in water service revenue of 10% as noted below.

Other charges for services, excluding water rates, are expected to decrease by \$76,500 as revenue from construction-related activity is expected to decrease in 2017-2018. Revenue from other charges is used to offset operating costs. As a result, the decrease in other revenue will contribute \$.08 of the water rate increase.

The 2017-2018 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 slightly in 2017-2018 as interest rates increase. 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 is expected to rise from 1% in 2016-2017 to 1.25% for 2017-2018.

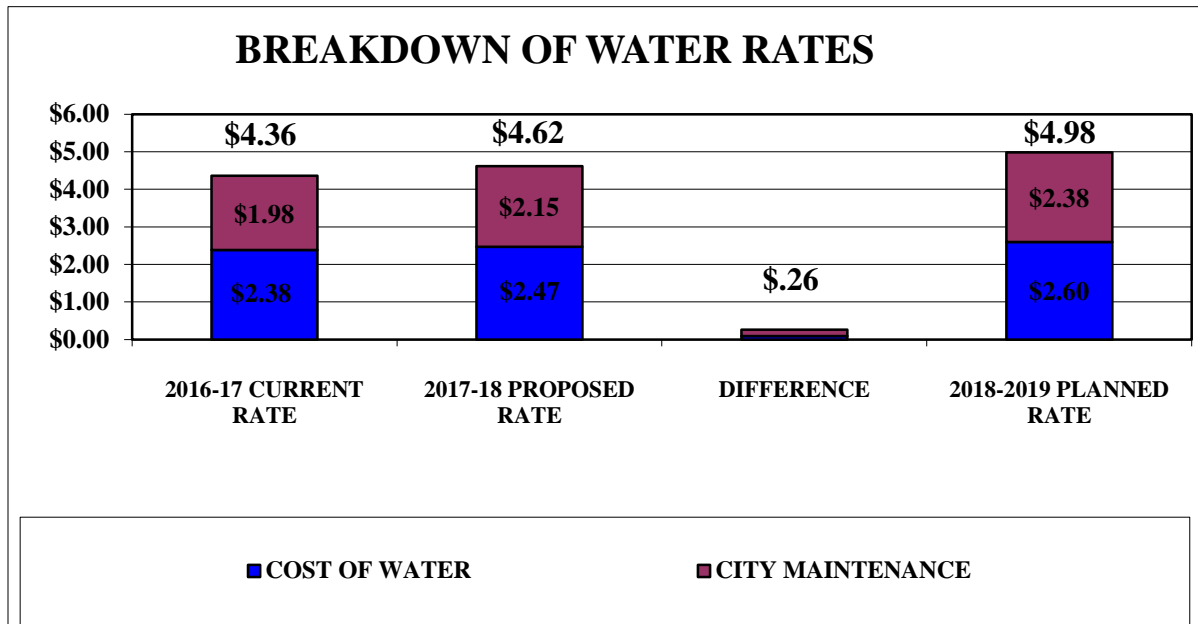
#### Property Taxes

The recommended budget includes \$750,000 in property taxes which will be used to build the reserves which have been depleted over the past four years as a result of large capital investments in the infrastructure.

### Expense Assumptions

Recommended operating costs of the Water-Supply Receiving Fund (which excludes capital outlay) for fiscal year 2017-2018 are \$4,593,210, an increase of \$108,120, or 2.4% from the prior year's original budget. Capital outlay of \$550,000 has been recommended, for a total budget of \$5,143,210.

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 2.5%. This increase resulted in this component of the rate to increase \$.09.

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. This component of the water rate is proposed to increase \$.17, or 8.5%. As stated earlier approximately \$.09 of the increase is the result of a projected decrease in water service revenue. The remaining \$.08 is the result of higher City operating costs as described below.

Operating costs, excluding the cost of water, are proposed to increase \$57,770, or 2.3%, over 2016-2017's original budget. The increase is mainly the result of several factors. First, other contractual services increased \$34,770 for projected concrete repair related to the City's annual sidewalk and concrete repair program. Secondly, equipment rental is projected to increase \$12,000 based on current usage. Finally, depreciation is projected to increase \$8,000 as a result of infrastructure improvements.

The City expects to replace water mains in connection with the street construction on Bennaville Ave., Chapin Ave., and Ruffner Ave. These projects will be funded out of the water fund's reserves and property taxes.

#### 2018-2019 Assumptions

The planned rate for 2018-2019 is expected to increase \$.36, or 7.8%. Assumptions used for this planned rate include a 4% overall increase in cost of water and a 2.8% increase in other operating costs. Water service revenue is projected to decrease by 10%. Planned water consumption is estimated to be lower by approximately 1.5%. The \$.36 increase is the result of an increase in water costs of \$.13 and a \$.23 increase in operating costs net of revenue.

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
WATER SUPPLY SYSTEM FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	PLANNED
	2015-2016	2016-2017	2016-2017	RECOMMEND 2017-2018	2018-2019
<u>REVENUES</u>					
TAXES	500,092	750,000	750,000	750,000	750,000
CHARGES FOR SERVICES	4,255,508	4,473,030	4,222,530	4,576,490	4,687,820
INTEREST AND RENT	4,909	12,060	5,200	16,720	26,810
OTHER REVENUE	456	0	0	0	0
TRANSFERS IN	0	500,000	0	0	0
REVENUES	4,760,965	5,735,090	4,977,730	5,343,210	5,464,630
<u>EXPENDITURES</u>					
PERSONNEL SERVICES	939,189	1,069,270	1,069,100	1,067,270	1,103,670
SUPPLIES	106,274	191,000	195,000	195,000	197,000
OTHER CHARGES	3,233,661	3,326,841	3,296,160	3,330,940	3,413,960
CAPITAL OUTLAY	710,754	1,493,618	1,258,800	550,000	1,035,000
EXPENDITURES	4,989,878	6,080,729	5,819,060	5,143,210	5,749,630
REVENUES OVER (UNDER) EXPENSES	(228,913)	(345,639)	(841,330)	200,000	(285,000)

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**WATER SUPPLY SYSTEM FUND**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	342,208	407,500	407,810	421,130	421,130	432,010
703.00	ADMINSTRATION COST	206,050	206,240	206,240	214,900	214,900	217,970
706.00	LABOR BURDEN	390,931	455,530	455,050	431,240	431,240	453,690
	PERSONNEL SERVICES	939,189	1,069,270	1,069,100	1,067,270	1,067,270	1,103,670
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	89,972	146,000	150,000	150,000	150,000	152,000
747.00	WATER METERS	16,302	45,000	45,000	45,000	45,000	45,000
	SUPPLIES	106,274	191,000	195,000	195,000	195,000	197,000
<b>OTHER CHARGES</b>							
802.01	AUDIT	4,087	4,180	4,180	4,260	4,260	4,350
811.00	OTHER CONTRACTUAL SERVICE	167,389	244,021	194,270	176,770	176,770	176,770
900.00	CONTRACTUAL PRINTING SVC	24,285	24,000	25,000	25,000	25,000	25,000
901.00	PRINTING & PUBLISHING	0	1,700	1,700	1,700	1,700	850
902.00	DEPT OF PUBLIC HEALTH FEE	5,238	5,240	5,240	5,240	5,240	5,240
920.00	ELECTRIC UTILITY	2,645	3,450	3,600	3,600	3,600	3,600
921.00	GAS UTILITY CHARGES	141	120	160	160	160	160
922.00	WATER UTILITY	231	200	220	220	220	220
924.00	WATER PURCHASES	1,952,114	2,001,050	2,020,480	2,051,400	2,051,400	2,102,300
941.00	EQUIPMENT RENTAL OR LEASE	196,631	215,000	227,000	227,000	227,000	227,000
955.01	TRAINING	110	750	750	250	250	250
955.03	MEMBERSHIP & DUES	277	250	190	220	220	220
957.04	LIAB INSURANCE PREMIUMS	16,300	16,300	16,300	16,300	16,300	16,300
968.01	DEPRECIATION	864,213	810,580	797,070	818,820	818,820	851,700
	OTHER CHARGES	3,233,661	3,326,841	3,296,160	3,330,940	3,330,940	3,413,960
<b>CAPITAL OUTLAY</b>							
981.01	PUBLIC IMPROVEMENTS	710,754	1,493,618	1,258,800	550,000	550,000	1,035,000
	CAPITAL OUTLAY	710,754	1,493,618	1,258,800	550,000	550,000	1,035,000
<b>WATER SUPPLY SYSTEM FUND TOTAL</b>							
		4,989,878	6,080,729	5,819,060	5,143,210	5,143,210	5,749,630



<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 \$13,630, or 3.3%, reflects an increased allocation of DPS employee wages to this activity, scheduled union wage increases, and a new Teamster position.
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	\$ 61,570
Finance and Treasury	<u>153,330</u>
Total	<u>\$214,900</u>

3. **706.00 Labor Burden** – The decrease of \$24,290, or 5.3%, is primarily the result of a decrease in retiree health-care contributions (\$46,970) as recommended by the City's actuary. This decrease is offset by an increase in hospitalization costs (\$14,790) and an increase in contributions to the defined contribution retirement plan (\$4,330), and retiree health-savings plan (\$1,550).
4. **729.00 Operating Supplies** – This account represents fire hydrants, paint, and 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 2016-2017 was \$142,000. It increased to \$244,021 as a result of an encumbrance from 2015-2016 related to concrete repairs. The increase of \$34,770, or 24.5%, from the 2016-2017 original budget is mostly for anticipated concrete repair.
6. **924.00 Water Purchases** – The increase of \$50,350, or 2.5%, reflects estimated costs from SOCWA.
7. **941.00 Equipment Rental or Lease** – The increase of \$12,000, or 5.6%, is a result of anticipated equipment usage.
8. **981.01 Public Improvements** – The \$550,000 is for the following water main improvements in conjunction with street improvement projects:

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.	<u>165,000</u>
Total	<u>\$550,000</u>

## *Significant Notes to 2018-2019 Planned Amounts*

1. **702.00 Salaries and Wages Direct** – The increase of \$10,880, or 2.6%, reflects scheduled step increases and a new Teamster position.
2. **706.00 Labor Burden** – The increase of \$22,450, or 5.2%, is primarily the result of an increase in hospitalization costs (\$14,690) and pension contributions (\$4,890) as recommended by the City's actuary.
3. **924.00 Water Purchases** – The increase of \$50,900, or 2.5%, reflects the anticipated increase based on the 2017-2018 rate increase.
4. **968.01 Depreciation** – The increase of \$32,880, or 4%, reflects additional capital assets depreciation.
5. **981.01 Public Improvements** – The \$1,035,000 is for water main improvements in conjunction with street improvement projects:

Maple Rd. - Chester St. to Woodward Ave.	\$ 250,000
Raynale St., N. Glenhurst Dr., Brookwood, Kenwood Ct.	595,000
Bowers St. - Woodward Ave. to S. Adams Rd.	<u>190,000</u>
Total	<u>\$1,035,000</u>



*City of Birmingham, Michigan  
2017-2018 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.

Pursuant to Chapter 114, Article IV, Section 114-298 of the City of Birmingham Code, sewer rates are as follows:

#### **Sewer Service Rate**

For each 1,000 gallons, or part thereof. . . . . \$ 6.74

Pursuant to Chapter 114, Article VI, Section 114-401 of the City of Birmingham Code, storm water rates are as follows:

Evergreen-Farmington Sewage Disposal District		
For each Equivalent Storm Water Unit (ESWU)		
Quarterly fixed fee		\$ 45.75
Monthly fixed fee		\$ 15.25
South Oakland County (GWK) Sewage Disposal District		
For each Equivalent Storm Water Unit (ESWU)		
Quarterly fixed fee		\$ 59.50
Monthly fixed fee		\$ 19.83

### Revenue Assumptions

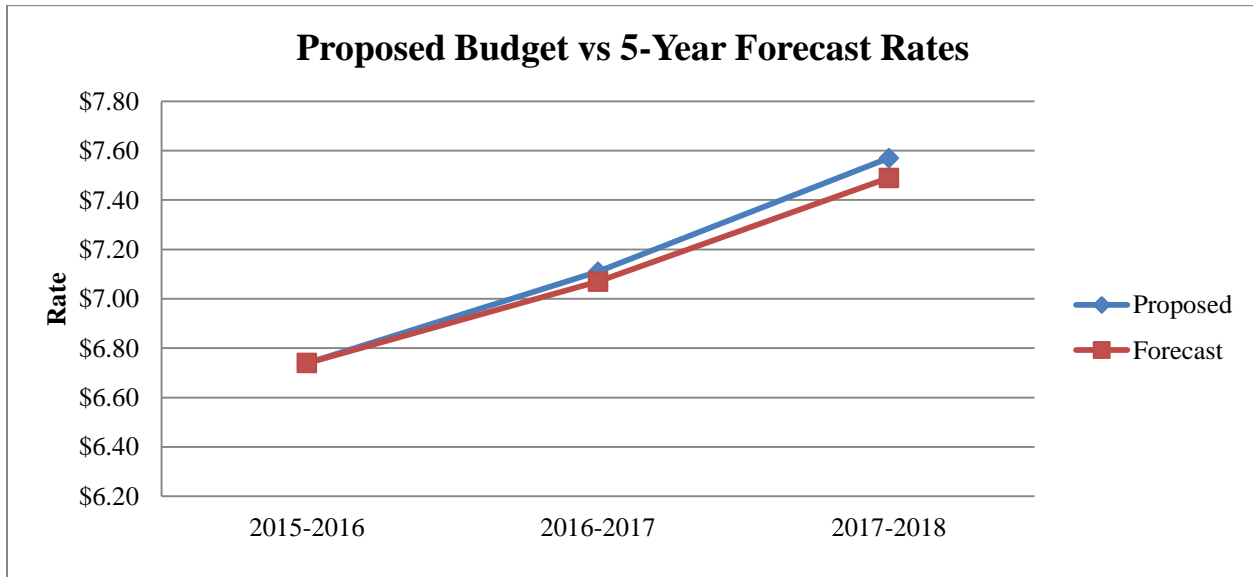
Total revenues are proposed to decrease \$227,920, or 2%, to \$10,823,600. Revenues consist of charges for services, property taxes, and interest income.

#### Charges for Services

Of the \$10,823,600 in total revenue, charges for services represent \$8,434,990, or 78%. Sanitary sewage and storm water disposal charges total \$8,374,990 and represent 99% of the overall charges for services revenue and 77% of the total revenue budget. An increase of \$.37, or 5.5%, to the existing rate has been recommended for 2017-2018, which will affect the average residential sewer bill as follows:

Average Annual Bill	Existing Rate (\$6.74/1000 gal.)	Recommended Rate (\$7.11/1000 gal.)	Annual Increase In Dollars	Percentage Increase
Cost of Sanitary Sewage Disposal	\$606.60	\$639.90	\$33.30	5.5%

\* Based on 90,000 gallons per year. This assumes no change in average consumption and service through a 5/8" meter.



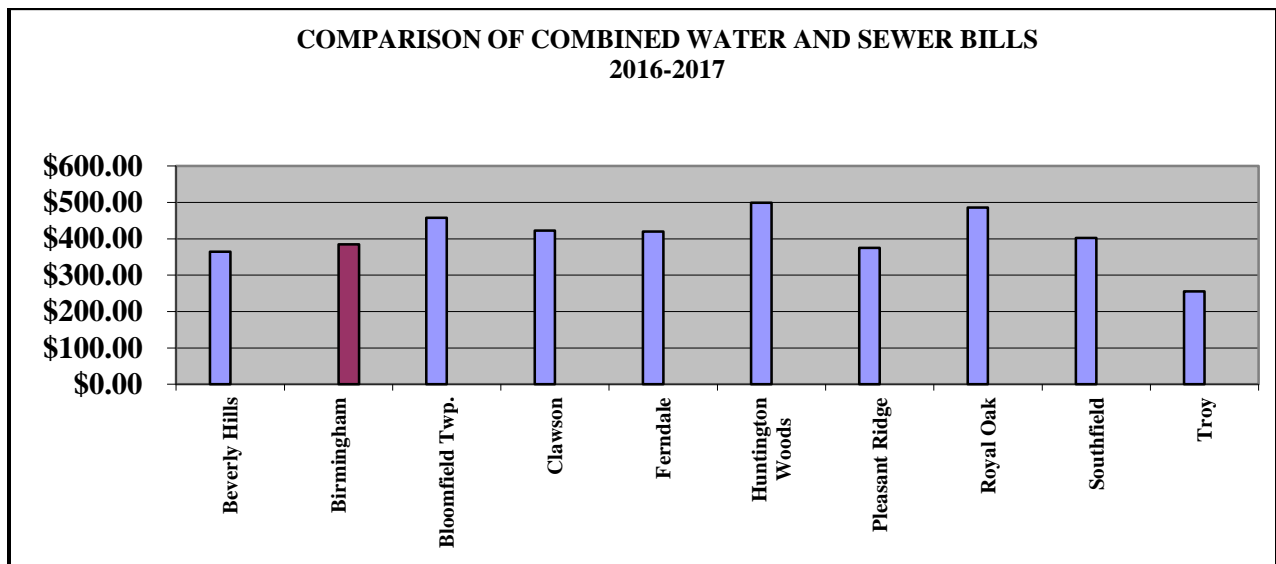
The 2017-2018 proposed rate \$7.11 is slightly higher than the forecasted rate of \$7.07 mainly due to higher proposed operation and maintenance costs than what was originally forecasted.

The rate increase of \$.37, or 5.5%, is the result of higher sewage disposal costs related to the Great Lakes Water Authority and Oakland County Water Resources Commission and an increase in maintenance and operating costs (see *Expense Assumptions*).

Below are projected rate increases for the two storm water districts:

<b>Annual Storm Water Bill</b>	<b>Existing Rate (per ESWU)</b>	<b>Recommended Rate (per ESWU)</b>	<b>Annual Increase In Dollars</b>	<b>Percentage Increase</b>
Evergreen-Farmington	\$183	\$188	\$5	2.7%
Southeast Oakland	\$238	\$245	\$7	2.9%

Below is a comparison of the City's 2016-2017 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 \$1,585,010, or 15%, of total revenue are recommended. The property taxes will be used to make debt-service payments on the following sewer-related debt: 2016 sewer improvement refunding bond; George W. Kuhn Drain bonds; and the North Arm Drain bond.

#### 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.

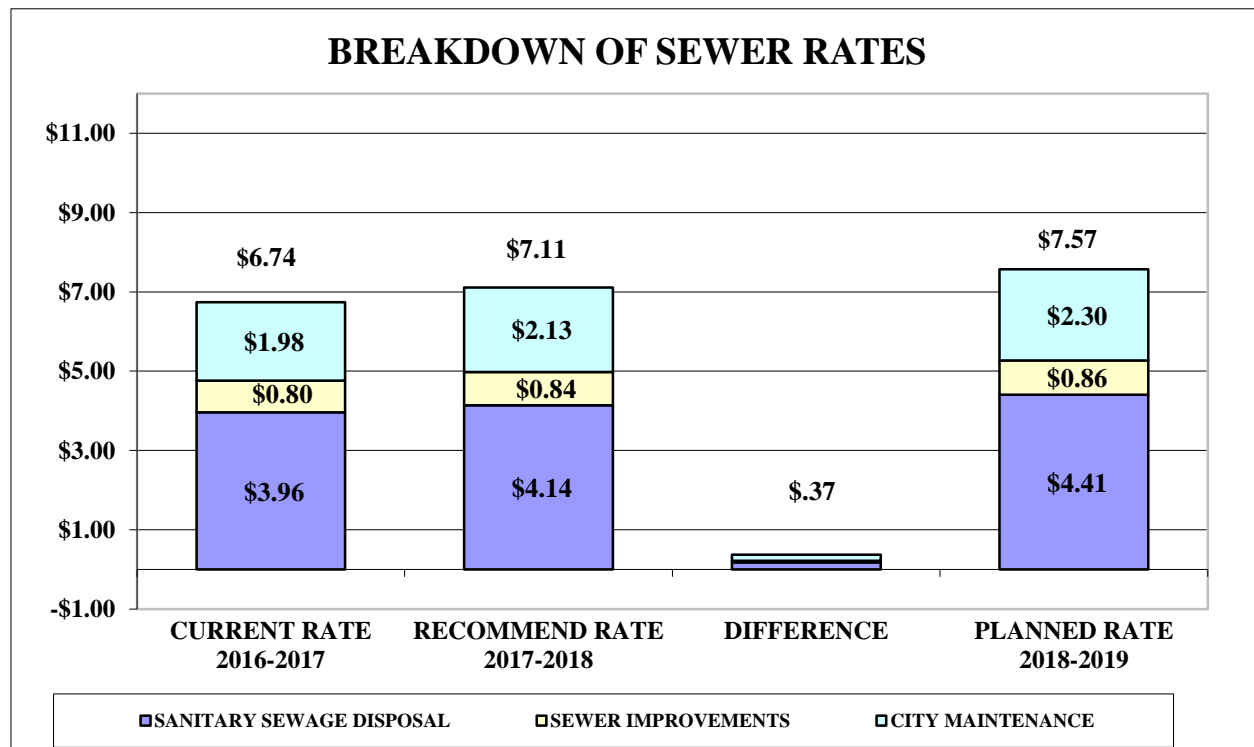
#### Interest

Interest income is anticipated to decrease by \$10,410, or 32%. 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 is 1% in 2016-2017 and 1.25% for 2017-2018.

### **Expense Assumptions**

Recommended operating costs (which excludes capital outlay and debt service) of the Sewage Disposal Fund for fiscal year 2017-2018 are \$8,553,710, an increase of \$214,970, or 2.6% from the prior year's original budget. Capital outlay totaling \$1,890,000 and debt service of \$195,400 are also recommended, for a total budget of \$10,639,110.

As the chart below shows, the sewer rate basically comprises three components: sewage treatment costs, sewer improvement charges, and City maintenance costs.



#### Sanitary Sewage Disposal

The cost of sanitary 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 \$.18, or 4.5% as a result of an approximate 4% increase in costs.

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 3% from the 2016-2017 projected costs. Storm water charges for Evergreen-Farmington are anticipated to increase approximately 2.5% from the 2016-2017 projected costs.

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 hired an engineering firm to create a new billing methodology which allocates storm water costs to property owners based on the storm water runoff potential created by the property. This new billing methodology took effect for bills created after January 1, 2017. For more information on this new billing methodology please go to the City's website at [www.bhamgov.org/stormwater](http://www.bhamgov.org/stormwater).

### City Maintenance

Operating expenses other than sanitary sewage and storm water disposal represent the City's maintenance expenses. The City's maintenance expense is budgeted to increase \$98,130, or 4%, from the 2016-2017 original budget. The increase is mainly the result of an increase in depreciation expense related to improvements made to the infrastructure. Overall City maintenance costs increased the rate by \$.15.

### Capital Improvements

The \$1,890,000 is for sewer improvements in conjunction with street projects (\$1,140,000) on Bennaville Ave., Chapin Ave., and Ruffner Ave. 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 2017-2018 include payment of interest on the following bonds: \$120,900 for the 2016 sewer improvement refunding bonds; \$60,590 for the George W. Kuhn Drain bonds; and \$13,910 for the North Arm Drain bonds. The 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.

### 2018-2019 Assumptions

The planned rate for 2018-2019 is expected to increase \$.46, or 6.5%. Assumptions used for this planned rate include a 4% overall increase in sanitary sewage disposal costs and a 3% increase in net other operating costs. Planned water consumption will be approximately 1.5% less for 2018-2019.



CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
SEWAGE DISPOSAL FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY 2015-2016	BUDGET 2016-2017	PROJECTED 2016-2017	MANAGER	
				RECOMMEND 2017-2018	PLANNED 2018-2019
<u>REVENUES</u>					
TAXES	3,201,674	2,826,330	2,824,330	1,585,010	1,632,300
INTERGOVERNMENTAL	7,818	7,820	6,880	6,880	6,880
CHARGES FOR SERVICES	7,325,464	8,184,610	7,970,290	8,434,990	8,730,590
INTEREST AND RENT	34,739	32,130	25,500	21,720	18,370
OTHER REVENUE	269,029	0	0	0	0
TRANSFERS IN	0	0	0	775,000	0
REVENUES	10,838,724	11,050,890	10,827,000	10,823,600	10,388,140
<u>EXPENDITURES</u>					
PERSONNEL SERVICES	518,402	562,880	562,870	572,070	585,920
SUPPLIES	70,096	50,000	50,000	50,000	50,000
OTHER CHARGES	7,476,374	7,796,663	7,743,820	7,931,640	8,210,040
CAPITAL OUTLAY	1,767,046	3,897,314	2,751,300	1,890,000	1,960,000
DEBT SERVICE	391,848	292,710	266,240	195,400	146,470
TRANSFERS OUT	850,000	500,000	0	0	0
EXPENDITURES	11,073,766	13,099,567	11,374,230	10,639,110	10,952,430
REVENUES OVER (UNDER) EXPENSES	(235,042)	(2,048,677)	(547,230)	184,490	(564,290)

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**SEWAGE DISPOSAL FUND**

					DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	115,626	151,160	151,160	154,870	154,870	158,140
703.00	ADMINSTRATION COST	282,080	281,180	281,170	292,220	292,220	296,290
706.00	LABOR BURDEN	120,696	130,540	130,540	124,980	124,980	131,490
	<b>PERSONNEL SERVICES</b>	<b>518,402</b>	<b>562,880</b>	<b>562,870</b>	<b>572,070</b>	<b>572,070</b>	<b>585,920</b>
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	70,096	50,000	50,000	50,000	50,000	50,000
	<b>SUPPLIES</b>	<b>70,096</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	47,004	10,000	14,000	10,000	10,000	10,000
802.01	AUDIT	8,110	8,300	8,300	8,460	8,460	8,630
811.00	OTHER CONTRACTUAL SERVICE	136,267	210,803	210,000	143,000	143,000	146,000
901.00	PRINTING & PUBLISHING	0	0	0	1,500	1,500	1,000
920.00	ELECTRIC UTILITY	306	600	200	0	0	0
925.01	GWK SANITARY SEWAGE TREATMENT	710,602	738,000	748,600	788,550	788,550	820,100
925.02	GWK STORM WATER TREATMENT	1,223,999	1,274,760	1,241,930	1,279,190	1,279,190	1,317,570
925.03	EVER/FARM SEWAGE TREATMT	2,480,250	2,584,620	2,541,750	2,643,420	2,643,420	2,749,160
927.01	ACACIA PARK CSO MAINTENAN	214,726	220,570	213,520	218,420	218,420	223,470
927.02	BIRMINGHAM CSO MAINTENANC	727,777	752,020	721,560	739,500	739,500	757,980
927.03	BLOOMFIELD CSO MAINTENANCE	216,730	223,070	235,660	240,800	240,800	246,080
937.04	CONTRACT MAINTENANCE	0	3,300	3,300	3,300	3,300	3,300
941.00	EQUIPMENT RENTAL OR LEASE	34,716	56,000	56,000	56,000	56,000	56,000
955.03	MEMBERSHIP & DUES	6,228	3,300	3,300	3,300	3,300	3,300
955.04	CONFERENCES & WORKSHOPS	269	300	0	0	0	0
957.04	LIAB INSURANCE PREMIUMS	28,520	28,520	28,520	28,520	28,520	28,520
962.00	MISCELLANEOUS	1,441	1,200	1,500	1,500	1,500	1,500
968.01	DEPRECIATION	1,639,429	1,681,300	1,715,680	1,766,180	1,766,180	1,837,430
	<b>OTHER CHARGES</b>	<b>7,476,374</b>	<b>7,796,663</b>	<b>7,743,820</b>	<b>7,931,640</b>	<b>7,931,640</b>	<b>8,210,040</b>
<b>CAPITAL OUTLAY</b>							
981.01	PUBLIC IMPROVEMENTS	1,801,155	2,914,452	2,379,300	1,140,000	1,140,000	1,710,000
981.02	SEWER IMPROVEMENTS	0	750,000	200,000	750,000	750,000	250,000
985.69	CATALPA DRIVE SEWER - BEVERLY HILL	(34,109)	232,862	172,000	0	0	0
	<b>CAPITAL OUTLAY</b>	<b>1,767,046</b>	<b>3,897,314</b>	<b>2,751,300</b>	<b>1,890,000</b>	<b>1,890,000</b>	<b>1,960,000</b>
<b>DEBT SERVICE</b>							
995.04	CSO BOND INTEREST COUNTY	29,243	16,700	16,690	0	0	0
995.05	SEWER IMPROVEMENT BOND INTEREST	258,640	181,250	162,100	120,900	120,900	84,000
995.06	KUHN DRAIN BOND INTEREST	83,455	77,050	69,740	60,590	60,590	52,440
995.07	NORTH ARM BOND INTEREST	20,510	17,710	17,710	13,910	13,910	10,030
	<b>DEBT SERVICE</b>	<b>391,848</b>	<b>292,710</b>	<b>266,240</b>	<b>195,400</b>	<b>195,400</b>	<b>146,470</b>

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
SEWAGE DISPOSAL FUND

				DEPT.	MANAGER	
ACCT.		ACTIVITY	BUDGET	PROJECTED	REQUEST	PLANNED
NUM.	DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2018-2019
TRANSFERS OUT						
999.05	TRANSFER TO WATER FUND	0	500,000	0	0	0
999.67	TRANSFER TO RISK MANAGEMENT	850,000	0	0	0	0
	TRANSFERS OUT	850,000	500,000	0	0	0
SEWAGE-DISPOSAL FUND TOTAL						
		11,073,766	13,099,567	11,374,230	10,639,110	10,952,430

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

1. **702.00 Salaries and Wages Direct** – The increase of \$3,710, or 2.5%, reflects scheduled union wage increases and a new Teamster position.
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	\$ 78,380
Finance and Treasury	<u>213,840</u>
Total	<u>\$292,220</u>

3. **706.00 Labor Burden** – The decrease of \$5,560, or 4.3%, is the result of a decrease in retiree health-care contributions (\$12,250) as recommended by the City's actuary. This decrease was offset by an increase in hospitalization costs (\$4,540), and contributions to the defined contribution retirement plan (\$1,260) and retiree health savings plan (\$480).
4. **811.00 Other Contractual Service** – The original budget for this account in 2016-2017 was \$140,000. It increased to \$210,803 as a result of an encumbrance from 2015-2016. The request of \$143,000 is primarily for contracted engineering services.
5. **925.01 George W. Kuhn Drain Sanitary Sewage Treatment** – The increase of \$50,550, or 6.8%, represents an estimated 4% increase over the current year costs 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 \$4,430 or .3%, represents an estimated 3% increase over the current year costs for storm water disposal costs from the Great Lakes Water Authority and OCWRC.
7. **925.03 Evergreen-Farmington Sewage Treatment** – The increase of \$58,800, or 2.3%, represents an estimated 4% increase over the current year costs 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 decrease of \$2,150, or 1%, reflects an estimated 2.3% increase over the current year costs.

**9. 927.02 Birmingham CSO Maintenance** – This amount represents Birmingham’s 96.86% share of maintenance costs for the Birmingham retention basin. The decrease of \$12,520, or 1.7%, reflects an estimated 2.4% increase over the current year costs.

**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 \$17,730, or 7.9%, reflects an estimated 2.2% increase over the current year costs.

**11. 968.01 Depreciation** – The increase of \$84,880, or 5%, reflects additional capital assets depreciation.

**12. 981.01 Public Improvements** – The \$1,270,000 is for sewer improvements in conjunction with street projects:

Bennaville Ave. – Edgewood Ave. to Grant St.	\$ 50,000
Chapin Ave. – Grant St. to Woodward Ave.	670,000
Ruffner Ave. – Grant St. to Woodward Ave.	<u>420,000</u>
Total	<u>\$1,140,000</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.

<p><i><b>Significant Notes to 2018-2019 Planned Amounts</b></i></p>
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**1. 702.00 Salaries and Wages Direct** – The increase of \$3,270, or 2.1%, reflects a new Teamster position.

**2. 706.00 Labor Burden** – The increase of \$6,510, or 5.2%, primarily reflects an increase in hospitalization costs (\$4,510) and pension contributions (\$1,150) as recommended by the City’s actuary.

**3. 925.01 to 925.03 Sewage Treatment** – The increase of approximately 4% reflects the anticipated increase from the Great Lakes Water Authority.

- 4. 981.01 Public Improvements** – The \$1,710,000 is for sewer improvements in conjunction with street projects:

Maple Rd. – Chester St. to Woodward Ave.	\$ 560,000
Bowers St. – Woodward Ave. to S. Adams Rd.	300,000
Raynale St., N. Glenhurst Dr., Brookwood, Kenwood Ct.	<u>850,000</u>
Total	<u>\$1,710,000</u>

- 5. 981.02 Sewer Improvements** – The \$250,000 is for sewer lining in the Quarton Lake area.



*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## **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 fourth 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  
2017-2018 RECOMMENDED BUDGET  
LINCOLN HILLS GOLF COURSE  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY 2015-2016	BUDGET 2016-2017	PROJECTED 2016-2017	MANAGER	
				RECOMMEND 2017-2018	PLANNED 2018-2019
<u>REVENUES</u>					
CHARGES FOR SERVICES	715,058	635,900	640,270	661,200	666,700
INTEREST AND RENT	21,423	30,130	27,250	33,390	39,430
OTHER REVENUE	1,123	200	200	200	200
REVENUES	737,604	666,230	667,720	694,790	706,330
<u>EXPENDITURES</u>					
PERSONNEL SERVICES	281,177	276,680	290,260	284,100	284,600
SUPPLIES	87,894	93,100	93,100	98,600	101,000
OTHER CHARGES	160,814	171,170	178,370	176,480	175,750
CAPITAL OUTLAY	8,201	25,800	20,000	28,000	25,000
TRANSFERS OUT	0	0	0	100,000	100,000
EXPENDITURES	538,086	566,750	581,730	687,180	686,350
REVENUES OVER (UNDER) EXPENSES	199,518	99,480	85,990	7,610	19,980

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**LINCOLN HILLS GOLF COURSE**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	219,309	217,900	218,610	219,620	219,620	218,750
703.00	ADMINSTRATION COST	17,160	17,690	17,690	16,120	16,120	16,390
706.00	LABOR BURDEN	44,708	41,090	53,960	48,360	48,360	49,460
	PERSONNEL SERVICES	281,177	276,680	290,260	284,100	284,100	284,600
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	51,043	55,600	55,600	58,600	58,600	59,000
740.00	FOOD & BEVERAGE	17,622	19,000	19,000	20,000	20,000	22,000
750.00	BEER AND WINE PURCHASES	5,817	7,000	7,000	8,000	8,000	8,000
751.00	MERCHANDISE	13,412	11,500	11,500	12,000	12,000	12,000
	SUPPLIES	87,894	93,100	93,100	98,600	98,600	101,000
<b>OTHER CHARGES</b>							
802.01	AUDIT	701	720	720	730	730	750
811.00	OTHER CONTRACTUAL SERVICE	20,618	17,800	24,800	19,600	19,600	19,600
818.06	CONTRACTUAL ALARM	1,744	1,600	1,750	1,750	1,750	1,750
851.00	TELEPHONE	1,219	900	1,100	1,100	1,100	1,100
901.00	PRINTING & PUBLISHING	923	2,200	2,100	2,100	2,100	2,100
901.04	MARKETING & ADVERTISING	774	5,000	5,000	5,000	5,000	5,000
920.00	ELECTRIC UTILITY	11,742	13,000	13,000	13,000	13,000	13,000
921.00	GAS UTILITY CHARGES	1,998	1,650	1,500	1,500	1,500	1,500
922.00	WATER UTILITY	1,978	3,800	3,800	3,800	3,800	3,800
941.00	EQUIPMENT RENTAL OR LEASE	45,409	49,000	49,000	49,000	49,000	49,000
955.01	TRAINING	839	1,200	1,300	3,600	3,600	1,850
956.04	LIQUOR LICENSE	1,253	1,300	1,300	1,300	1,300	1,300
957.04	LIAB INSURANCE PREMIUMS	13,909	15,000	15,000	15,000	15,000	15,000
968.01	DEPRECIATION	57,707	58,000	58,000	59,000	59,000	60,000
	OTHER CHARGES	160,814	171,170	178,370	176,480	176,480	175,750
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	2,106	0	0	0	0	0
972.00	FURNITURE	0	0	0	0	0	5,000
981.01	PUBLIC IMPROVEMENTS	6,095	25,800	20,000	28,000	28,000	20,000
	CAPITAL OUTLAY	8,201	25,800	20,000	28,000	28,000	25,000
<b>TRANSFERS OUT</b>							
999.10	TRANSFER TO GENERAL FUND	0	0	0	100,000	100,000	100,000
	TRANSFERS OUT	0	0	0	100,000	100,000	100,000
<b>LINCOLN HILLS GOLF COURSE TOTAL</b>		538,086	566,750	581,730	687,180	687,180	686,350

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

1. **706.00 Labor Burden** – The increase of \$7,270, or 17.7%, is primarily the result of an increase in hospitalization costs (\$880), defined contribution retirement (\$4,350) and retiree health savings contributions (\$1,190).
2. **729.00 Operating Supplies** – This account is for golf course supplies, chemicals, fuel, irrigation parts, uniforms, and equipment parts. This account also includes paper supplies, kitchen supplies, cleaning supplies, ranger supplies, and driving range supplies.
3. **811.00 Other Contractual Service** – This account is for quarterly and annual inspections, dredging ponds, repair of wells, repair of solar panels and parking lot lights, plumbing, electrical, heating/cooling, refrigeration repair, fence repair, and all credit card processing fees.
4. **981.01 Public Improvements** – The \$28,000 is for new tee and entrance signs (\$5,000), new pergola at teaching area (\$8,000), and new cart paths (\$15,000).
5. **999.10 Transfer to General Fund** – The transfer of \$100,000 represents a partial repayment of a series of loans to the golf course from the General Fund for clubhouse renovation and deficits incurred during the economic downturn.

## ***Significant Notes to 2018-2019 Planned Amounts***

1. **706.00 Labor Burden** – The increase of \$1,100, or 2.3%, is primarily an increase in hospitalization costs (\$920).
2. **972.00 Furniture** – The \$5,000 is for new tables and chairs inside the clubhouse.
3. **981.01 Public Improvements** – The \$20,000 is for new cart paths (\$15,000) and landscaping (\$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 together" 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).

We are continuously improving the conditions of the course for all of our members and their guests to enjoy. Last season we added new sand to all bunkers with an addition of a new forward tee on #3. The parking lot is scheduled to be resurfaced in 2017 along with new tee signs and irrigation upgrades.

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  
2017-2018 RECOMMENDED BUDGET  
SPRINGDALE GOLF COURSE  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY 2015-2016	BUDGET 2016-2017	PROJECTED 2016-2017	MANAGER	
				RECOMMEND 2017-2018	PLANNED 2018-2019
<u>REVENUES</u>					
CHARGES FOR SERVICES	436,594	485,700	485,980	473,100	483,650
INTEREST AND RENT	9,600	9,000	23,400	19,200	19,200
OTHER REVENUE	537	200	200	200	200
REVENUES	446,731	494,900	509,580	492,500	503,050
<u>EXPENDITURES</u>					
PERSONNEL SERVICES	204,879	228,150	243,340	234,690	236,080
SUPPLIES	75,338	84,700	84,700	87,200	89,700
OTHER CHARGES	149,673	151,920	153,920	166,130	157,340
CAPITAL OUTLAY	9,790	40,000	40,000	34,000	17,000
EXPENDITURES	439,680	504,770	521,960	522,020	500,120
REVENUES OVER (UNDER) EXPENSES	7,051	(9,870)	(12,380)	(29,520)	2,930

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**SPRINGDALE GOLF COURSE**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	149,722	169,420	168,490	170,240	170,240	170,270
703.00	ADMINSTRATION COST	17,160	17,690	17,690	16,120	16,120	16,390
706.00	LABOR BURDEN	37,997	41,040	57,160	48,330	48,330	49,420
	PERSONNEL SERVICES	204,879	228,150	243,340	234,690	234,690	236,080
<b>SUPPLIES</b>							
729.00	OPERATING SUPPLIES	49,148	57,700	57,700	57,700	57,700	57,700
740.00	FOOD & BEVERAGE	12,155	14,000	14,000	15,000	15,000	16,500
750.00	BEER AND WINE PURCHASES	6,519	6,000	6,000	7,500	7,500	8,500
751.00	MERCHANDISE	7,516	7,000	7,000	7,000	7,000	7,000
	SUPPLIES	75,338	84,700	84,700	87,200	87,200	89,700
<b>OTHER CHARGES</b>							
802.01	AUDIT	701	720	720	730	730	750
811.00	OTHER CONTRACTUAL SERVICE	20,053	16,500	16,500	24,600	24,600	16,500
818.06	CONTRACTUAL ALARM	826	1,100	1,000	1,000	1,000	1,000
851.00	TELEPHONE	1,093	900	1,200	1,200	1,200	1,240
901.00	PRINTING & PUBLISHING	847	1,700	1,600	1,600	1,600	1,600
901.04	MARKETING & ADVERTISING	774	5,000	5,000	5,000	5,000	5,000
920.00	ELECTRIC UTILITY	7,962	10,200	10,200	10,400	10,400	10,400
921.00	GAS UTILITY CHARGES	2,619	3,300	3,100	3,200	3,200	3,200
922.00	WATER UTILITY	2,965	2,000	2,000	2,500	2,500	2,500
941.00	EQUIPMENT RENTAL OR LEASE	44,425	42,000	44,000	44,000	44,000	44,000
955.01	TRAINING	939	1,200	1,300	3,600	3,600	1,850
956.04	LIQUOR LICENSE	1,253	1,300	1,300	1,300	1,300	1,300
957.04	LIAB INSURANCE PREMIUMS	13,909	15,000	15,000	15,000	15,000	15,000
968.01	DEPRECIATION	51,307	51,000	51,000	52,000	52,000	53,000
	OTHER CHARGES	149,673	151,920	153,920	166,130	166,130	157,340
<b>CAPITAL OUTLAY</b>							
981.01	PUBLIC IMPROVEMENTS	9,790	40,000	40,000	34,000	34,000	17,000
	CAPITAL OUTLAY	9,790	40,000	40,000	34,000	34,000	17,000
<b>SPRINGDALE GOLF COURSE TOTAL</b>							
		439,680	504,770	521,960	522,020	522,020	500,120

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

- 1. 706.00 Labor Burden** – The increase of \$7,290, or 17.8%, is primarily the result of an increase in hospitalization costs (\$880), defined contribution retirement (\$4,350) and retiree health savings contributions (\$1,190).
- 2. 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. The increase of \$8,100, or 49.1%, is related to dredging the pond.
- 3. 981.01 Public Improvements** – The \$34,000 is for new tee and entrance signs (\$5,000), irrigation upgrades (\$15,000), cart path repair (\$7,000), and a new fairway bunker (\$7,000).

### ***Significant Notes to 2018-2019 Planned Amounts***

- 1. 706.00 Labor Burden** – The increase of \$1,090, or 2.3%, is primarily an increase in hospitalization costs (\$910).
- 2. 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.
- 3. 981.01 Public Improvements** – The \$17,000 is for cart path additions (\$7,000), 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.

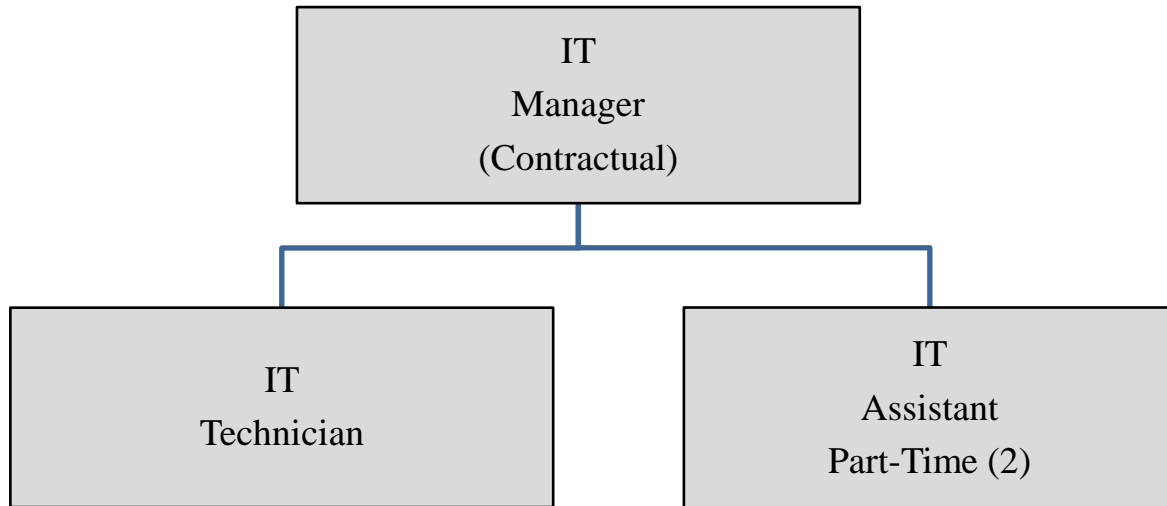




*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## **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 proposed computer-equipment rental charges for fiscal year 2017-2018 and 2018-2019 were calculated to provide \$558,020 in each of the two fiscal years. This would leave sufficient cash reserves estimated at \$740,984 in the fund at fiscal-year-end 2018-2019.

#### **Expense Assumptions**

Operating expenses of the Computer Equipment Fund for fiscal year 2017-2018 proposed budget total \$792,450 and \$769,950 for the subsequent planning year. Capital purchases of \$179,050 in fiscal year 2017-2018 and \$120,050 in fiscal year 2018-2019 have been proposed to provide for replacement of workstations, monitors, printers, copier, software upgrades and GIS improvements.

	Budget <u>2016-2017</u>	Recommended Budget <u>2017-2018</u>	<u>Difference</u>	<u>%</u>	Planned Budget <u>2018-2019</u>	<u>Difference</u>	<u>%</u>
Personnel Services	\$ 303,280	\$ 150,270	\$ (153,010)	-50.5%	\$ 152,790	\$ 2,520	1.7%
Supplies	71,495	61,600	(9,895)	-13.8%	41,580	(20,020)	-32.5%
Other Charges	187,980	323,900	135,920	72.3%	318,900	(5,000)	-1.5%
Depreciation	<u>251,400</u>	<u>256,680</u>	<u>5,280</u>	2.1%	<u>256,680</u>	<u>-</u>	0.0%
	<u>\$ 814,155</u>	<u>\$ 792,450</u>	<u>\$ (21,705)</u>	-2.7%	<u>\$ 769,950</u>	<u>\$ (22,500)</u>	-2.8%

The decrease in “Personnel Services” of \$153,010 in 2017-2018 and the increase of “Other Contractual Services” of \$135,920 is primarily attributable to contracting for IT management services.

**CITY OF BIRMINGHAM**  
**2017-2018 BUDGET**  
**COMPUTER EQUIPMENT FUND**  
**SUMMARY OF RECOMMENDED BUDGET**

	ACTUAL 2015-2016	BUDGET 2016-2017	PROJECTED 2016-2017	RECOMMENDED 2017-2018	PLANNED 2018-2019
<b>REVENUES</b>					
INTERGOVERNMENTAL REVENUE	\$ 50,920	\$ 34,020	\$ 34,020	\$ 25,520	\$ 25,520
CHARGES FOR SERVICES	558,018	555,040	558,020	558,020	558,020
INTEREST AND RENT	9,348	11,070	9,700	12,260	14,720
OTHER REVENUE	1,045	3,000	3,000	3,000	3,000
REVENUES	\$ 619,331	\$ 603,130	\$ 604,740	\$ 598,800	\$ 601,260
<b>EXPENSES</b>					
PERSONNEL SERVICES	\$ 340,385	\$ 303,280	\$ 159,650	\$ 150,270	\$ 152,790
SUPPLIES	9,891	71,495	71,500	61,600	41,580
OTHER CHARGES	181,263	187,980	308,040	323,900	318,900
DEPRECIATION	168,443	251,400	251,400	256,680	256,680
CAPITAL OUTLAY	91,518	359,872	359,870	179,050	120,050
EXPENSES	\$ 791,500	\$ 1,174,027	\$ 1,150,460	\$ 971,500	\$ 890,000
REVENUES OVER (UNDER) EXPENSES	\$ (172,169)	\$ (570,897)	\$ (545,720)	\$ (372,700)	\$ (288,740)
<b>STATEMENT OF CASH FLOWS</b>					
	ACTUAL 2015-2016	PROJECTED 2016-2017	RECOMMENDED 2017-2018	PLANNED 2018-2019	
CASH FLOWS FROM OPERATING ACTIVITIES					
Cash received from services and other funds	615,653	595,040	586,540	586,540	
Cash payments to employees for services	(340,385)	(159,650)	(150,270)	(152,790)	
Cash payments to suppliers for goods and services	(191,154)	(379,540)	(385,500)	(360,480)	
Net cash provided by (used in) operating activities	\$ 84,114	\$ 55,850	\$ 50,770	\$ 73,270	
CASH FLOWS FROM CAPITAL ACTIVITIES					
Computer hardware and software upgrade purchases	(83,126)	(359,870)	(179,050)	(120,050)	
Net cash used in financing activities	\$ (83,126)	\$ (359,870)	\$ (179,050)	\$ (120,050)	
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest received on investments	9,348	9,700	12,260	14,720	
Net cash provided by investing activities	\$ 9,348	\$ 9,700	\$ 12,260	\$ 14,720	
Net Increase (Decrease) in Cash and Investments	\$ 10,336	\$ (294,320)	\$ (116,020)	\$ (32,060)	
Cash and Investments - Beginning of year	\$ 1,173,048	\$ 1,183,384	\$ 889,064	\$ 773,044	
Cash and Investments - End of year	\$ 1,183,384	\$ 889,064	\$ 773,044	\$ 740,984	

**NOTE:**

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

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**INFORMATION TECHNOLOGY**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	184,850	193,460	103,620	96,060	96,060	96,990
706.00	LABOR BURDEN	155,535	109,820	56,030	54,210	54,210	55,800
	PERSONNEL SERVICES	340,385	303,280	159,650	150,270	150,270	152,790
<b>SUPPLIES</b>							
728.00	PUBLICATIONS	75	80	80	100	100	80
729.00	OPERATING SUPPLIES	2,316	1,300	1,300	1,500	1,500	1,500
742.00	COMPUTER SOFTWARE	7,500	70,115	70,120	60,000	60,000	40,000
	SUPPLIES	9,891	71,495	71,500	61,600	61,600	41,580
<b>OTHER CHARGES</b>							
812.00	CONTRACT LABOR SVC BUREAU	0	0	120,000	120,000	120,000	120,000
851.00	TELEPHONE	1,265	1,500	1,500	1,500	1,500	1,500
861.00	TRANSPORTATION	0	40	100	200	200	200
933.02	TELEPHONE MAINTENANCE	15,890	16,600	16,600	16,600	16,600	16,600
933.06	COMPUTER MAINTENANCE	142,551	132,700	132,700	136,000	136,000	131,000
933.07	CONNECTIVITY	20,881	27,550	27,550	45,600	45,600	45,600
955.01	TRAINING	217	8,590	8,590	3,000	3,000	3,000
955.03	MEMBERSHIP & DUES	400	400	400	400	400	400
955.04	CONFERENCES & WORKSHOPS	59	600	600	600	600	600
968.01	DEPRECIATION	168,443	251,400	251,400	256,680	256,680	256,680
	OTHER CHARGES	349,706	439,380	559,440	580,580	580,580	575,580
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	54,762	76,940	76,940	49,550	49,550	20,550
973.04	NETWORK UPGRADE	31,756	263,832	263,830	55,000	55,000	25,000
973.05	GIS	5,000	19,100	19,100	19,500	74,500	74,500
	CAPITAL OUTLAY	91,518	359,872	359,870	124,050	179,050	120,050
<b>INFORMATION TECHNOLOGY TOTAL</b>		791,500	1,174,027	1,150,460	916,500	971,500	890,000

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

1. **702.00 Salaries and Wages Direct** – The decrease of \$97,400, or 50.3%, reflects the outsourcing of the IT Manager's position due to a previous employee retirement.
2. **706.00 Labor Burden** – The decrease of \$55,610, or 50.6%, is due to the change in wages above. Hospitalization costs decreased by (\$24,470) along with pension contributions (\$11,520), retiree health-care contributions (\$7,580), and other fringe benefit costs (\$12,040).
3. **742.00 Computer Software** – This account includes miscellaneous purchases and updates (\$16,870), Microsoft Office upgrades (\$25,830) and other license updates (\$2,700), website system update (\$3,150), recreation reservation system update (\$700), upgrades of Adobe software (\$3,360), security system updates (\$6,380), and server protection software updates (\$1,010).
4. **812.00 Contract Labor Svc Bureau** – This amount represents the contractual services for the IT Manager.
5. **933.06 Computer Maintenance** – This account includes network maintenance, VMware maintenance, mobile device management, 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.
6. **933.07 Connectivity** – This account includes CityMap server maintenance, internet service, museum connectivity to the city, video hosting of meetings, city website, cloud hosting of parking ticket system, large file sharing service, and miscellaneous domain fees.
7. **971.01 Machinery & Equipment** – This account includes the replacement of various department computers, monitors, and printers (\$31,100), tablets/laptops for various departments (\$12,450), and other miscellaneous equipment (\$6,000).
8. **973.04 Network Upgrade** – This account represents firewall maintenance (\$20,000), phone system upgrades (\$25,000), ethernet cable requests (\$1,000), network switches (\$3,000), and other miscellaneous department requests (\$6,000).
9. **973.05 GIS** – The \$19,500 is for GISI annual support hours block (\$5,000), ESRI software maintenance (\$9,500), and CityMap improvement development (\$5,000).

### ***Manager Adjustment to Department-Requested Amounts***

<u>Account Number</u>	<u>Description</u>	<u>Amounts</u>
973.05	GIS – Increase GISI support	\$ 55,000
	Total adjustments	<u>\$ 55,000</u>

### ***Significant Notes to 2018-2019 Planned Amounts***

1. **706.00 Labor Burden** – The increase of \$1,590, or 2.9%, reflects an increase in hospitalization costs (\$490), other fringe benefit costs (\$170), and pension contributions (\$930) as recommended by the City's actuary.
2. **742.00 Computer Software** – This account includes miscellaneous purchases and updates, software upgrades and other license updates, website system update, recreation reservation system update, security system updates, and server protection software updates.
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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Utilization of bhamgov.org website:				
Users	159,534	166,534	173,534	180,534
Sessions	238,896	253,896	268,896	283,896
Page views	669,354	749,354	829,354	909,354

## ***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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
Hours of technical training provided to employees	375	425	450	475
Number of requests for service received	730	740	730	720
Percent of helpdesk calls resolved within 8 hours	91%	95%	96%	97%
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%	88%	90%

## ***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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Percentage of Plante & Moran recommendations implemented	100%	100%	100%	100%
Existing policies reviewed to include emerging technologies	60%	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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
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	3	3	5	5



*City of Birmingham, Michigan  
2017-2018 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  
2017-2018 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 the City of 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 services and programs that meet the community's needs in an effective manner.
- Marketing and Public Relations: Provide good marketing and publicity to ensure that the community is aware of what Baldwin has to offer.
- Financial Stability: Pursue both cost efficiencies and additional revenue streams.
- Personnel and Organization: Maintain a flexible and multi-talented management team and staff, with active support from well-trained volunteers.
- Community Relationships and Partnerships: Maintain strong relationships with stakeholders and expand partnership opportunities with community organizations.
- Facilities and Technology: Improve the facility and employ technology more effectively.

The year 2017 will see the opening of a renovated Adult Services Department, which will house fewer books and audiovisual items, but in their place, will offer more study and collaboration spaces. Among the achievements of the renovation will be:

- Improved acoustics, infrastructure, wayfinding, lighting, layout, and energy efficiency
- New exterior windows along the curved wall on the Library's south and west sides
- Exposure of the original brick color on the south side of the 1927 building
- New furniture, fixtures, and carpeting
- More study and collaboration rooms, an updated computer lab, a new makerspace, and a new reading room off the Grand Hall

Baldwin is strongly committed to investigating and offering appropriate new formats and technologies, as well as providing traditional services and materials. In recent years, it has responded to user demand by shifting its acquisitions budget more toward electronic resources, such as e-books. In short, Baldwin is always scanning the environment to find out how it can best fulfill the needs of its users

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
- Lectures on a wide variety of topics
- Makerspace activities, including hands-on workshops
- Services to patrons with learning, developmental, physical, and visual disabilities—including home delivery

Memberships in consortiums and agreements with other libraries allow Baldwin to make cost effective purchases and to expand the range of materials available to taxpayers. For example, the Library participates in a statewide interlibrary loan service called MeLCat, which allows patrons to borrow materials from hundreds of libraries throughout Michigan.

The Library's website ([www.baldwinlib.org](http://www.baldwinlib.org)) provides access to e-books, e-audio books, streaming videos, and streaming and downloadable music, as well as first-rate research databases, and 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  
2017-2018 RECOMMENDED BUDGET  
BALDWIN LIBRARY FUND  
SUMMARY BUDGET

				DEPT	MANAGER	
	ACTIVITY	BUDGET	PROJECTED	REQUEST	RECOMMEND	PLANNED
DESCRIPTION	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<u>REVENUES</u>						
TAXES	2,190,339	2,936,970	2,941,970	3,079,480	3,079,480	3,155,230
INTERGOVERNMENTAL	961,848	950,810	964,950	978,610	978,610	995,780
CHARGES FOR SERVICES	98,513	96,240	85,340	95,350	95,350	95,350
INTEREST AND RENT	16,950	16,500	16,500	11,000	11,000	19,000
OTHER REVENUE	0	200,000	200,000	0	0	0
REVENUES	3,267,650	4,200,520	4,208,760	4,164,440	4,164,440	4,265,360
<u>EXPENDITURES</u>						
PERSONNEL SERVICES	1,924,277	2,013,980	1,999,980	2,098,060	2,098,060	2,151,320
SUPPLIES	67,275	83,500	85,500	75,000	75,000	77,500
OTHER CHARGES	645,877	607,610	554,410	590,060	590,060	615,560
CAPITAL OUTLAY	610,796	2,705,690	2,610,440	720,200	720,200	748,200
EXPENDITURES	3,248,225	5,410,780	5,250,330	3,483,320	3,483,320	3,592,580
REVENUES OVER (UNDER) EXPENDITURES	19,425	(1,210,260)	(1,041,570)	681,120	681,120	672,780
BEGINNING FUND BALANCE	1,472,740	1,492,161	1,492,161	450,591	450,591	1,131,711
ENDING FUND BALANCE	1,492,165	281,901	450,591	1,131,711	1,131,711	1,804,491

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**BALDWIN LIBRARY FUND**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	1,316,607	1,370,760	1,370,760	1,479,650	1,479,650	1,512,190
706.00	LABOR BURDEN	607,670	643,220	629,220	618,410	618,410	639,130
	PERSONNEL SERVICES	1,924,277	2,013,980	1,999,980	2,098,060	2,098,060	2,151,320
<b>SUPPLIES</b>							
727.00	POSTAGE	10,196	15,500	15,500	15,500	15,500	15,500
729.00	OPERATING SUPPLIES	17,652	17,000	21,000	17,000	17,000	17,500
742.00	COMPUTER SOFTWARE	21,970	25,000	26,000	18,000	18,000	20,000
746.00	MAINTENANCE SUPPLIES	5,272	9,500	6,500	8,000	8,000	8,000
748.00	TECHNICAL SERVICE SUPPLIE	12,185	16,500	16,500	16,500	16,500	16,500
	SUPPLIES	67,275	83,500	85,500	75,000	75,000	77,500
<b>OTHER CHARGES</b>							
801.02	OTHER LEGAL	465	8,000	4,000	8,000	8,000	8,000
802.01	AUDIT	10,520	11,100	10,700	11,600	11,600	11,800
805.01	URBAN/LANDSCAPE DESIGNER	1,600	2,000	1,100	2,000	2,000	2,000
811.00	OTHER CONTRACTUAL SERVICE	119,297	80,000	82,000	86,000	86,000	149,000
813.00	ADMINISTRATIVE SERVICES	104,890	104,890	104,890	104,890	104,890	104,890
816.01	JANITORIAL CONTRACT	35,206	39,500	39,500	39,500	39,500	40,000
830.02	ILS SERVICES	34,328	90,210	40,210	85,000	85,000	40,000
830.03	CATALOGING & ILL SERVICES	9,350	11,500	11,500	11,000	11,000	12,000
851.00	TELEPHONE	9,029	10,900	12,000	10,000	10,000	10,000
861.00	TRANSPORTATION	2,747	2,300	2,800	3,000	3,000	3,200
901.00	PRINTING & PUBLISHING	12,137	7,000	12,000	12,000	12,000	12,000
901.02	MARKETING & DESIGN SERVIC	16,488	30,000	20,000	39,000	39,000	27,000
901.06	ARCHITECTURAL SERVICES	146,420	46,240	46,240	5,000	5,000	20,000
907.00	LIBRARY PROGRAM	1,237	2,000	1,500	1,500	1,500	1,500
920.00	ELECTRIC UTILITY	58,275	68,000	72,000	72,000	72,000	72,000
921.00	GAS UTILITY CHARGES	11,238	16,000	14,000	15,000	15,000	16,000
922.00	WATER UTILITY	6,043	10,000	12,000	12,000	12,000	12,000
933.02	EQUIPMENT MAINTENANCE	34,002	30,000	30,000	30,000	30,000	31,000
955.01	TRAINING	1,648	4,000	2,000	4,500	4,500	5,000
955.03	MEMBERSHIP & DUES	7,376	8,100	6,100	6,200	6,200	6,300
956.02	EMPLOYEE PARKING	18,624	19,000	24,000	25,000	25,000	25,000
957.04	LIAB INSURANCE PREMIUMS	4,570	4,570	4,570	4,570	4,570	4,570
957.06	UNEMPLOYMENT INSURANCE	0	2,000	1,000	2,000	2,000	2,000
962.00	MISCELLANEOUS	387	300	300	300	300	300
	OTHER CHARGES	645,877	607,610	554,410	590,060	590,060	615,560
<b>CAPITAL OUTLAY</b>							
971.01	MACHINERY & EQUIPMENT	62,764	118,000	118,000	58,000	58,000	62,000
972.00	FURNITURE	8,335	18,000	18,000	94,000	94,000	29,000
977.00	BUILDINGS	0	2,015,240	1,915,240	8,000	8,000	85,000
987.03	MICROFORMS	492	750	500	500	500	500
987.05	BOOKS: ADULT	154,808	160,000	140,000	160,000	160,000	160,000

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
BALDWIN LIBRARY FUND

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
987.07	BOOKS: YOUTH	59,493	66,000	66,000	66,000	66,000	67,000
987.09	SUBSCRIPTIONS: ADULT	24,335	25,000	25,000	26,000	26,000	27,000
987.10	SUBSCRIPTIONS: YOUTH	2,562	2,700	2,700	2,700	2,700	2,700
987.11	AUDIOVISUAL: ADULT	99,114	100,000	90,000	95,000	95,000	95,000
987.12	AUDIOVISUAL: YOUTH	34,453	35,000	35,000	35,000	35,000	35,000
987.18	ONLINE SERVICES	164,440	165,000	200,000	175,000	175,000	185,000
	CAPITAL OUTLAY	610,796	2,705,690	2,610,440	720,200	720,200	748,200
BALDWIN LIBRARY FUND TOTAL		3,248,225	5,410,780	5,250,330	3,483,320	3,483,320	3,592,580

## *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.

### MEASURES

	Actual FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Circulation of print and audiovisual items (including magazines)	499,369	425,000	425,000	425,000
Circulation of electronic resources	66,813	75,000	80,000	85,000
Total circulation	566,182	500,000	505,000	510,000
Number of patrons entering building	287,131	270,000	265,000	260,000
Number of patrons attending Library programs	29,877	26,000	27,000	27,000
Print and audiovisual items added to collection (including magazines)	29,507	26,000	26,000	26,000
Print and audiovisual items weeded from collection (including magazines)	38,102	33,000	30,000	30,000
Number of physical print and audiovisual items (excluding magazines) in collection	166,384	159,000	155,000	151,000
Turnover ratio (circulation of non-reference books and audiovisual items divided by total number of those items in collection; excludes magazines)	3.2	2.8	2.9	2.9

## *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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Operating expenses (excluding Adult Services renovation costs in FY 2016-2017)	\$3,247,034	\$3,349,000	\$3,466,000	\$3,500,000
Patron use revenue (fines, fees, etc.)	\$98,512	\$94,000	\$95,000	\$95,000
Revenue from contract communities	\$850,809	\$867,000	\$884,000	\$900,000
Service area circulation as a percentage of total Library circulation (Service area = Birmingham, Beverly Hills, Bingham Farms and Bloomfield Hills)	89%	90%	90%	90%
Number of hours worked by volunteers	2,564	2,000	1,900	1,800

## *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: Hardware, software, and content.

### **MEASURES**

	Actual FY 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Number of electronic resources available:				
Baldwin-owned e-books and e-audiobooks	12,031	13,000	14,000	15,000
Streaming music, video, and e-audiobooks	1,322,065	1,400,000	1,600,000	1,800,000
Circulation of e-books, e-audiobooks, e-journals, streaming music, and streaming videos	66,813	75,000	80,000	85,000
Database usage by patrons (measured in sessions)	13,711	13,000	13,000	13,000
Patron use of Library computers and wireless access (measured in sessions)	112,201	180,000	180,000	180,000

## *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 2015-2016	Projected FY 2016-2017	Projected FY 2017-2018	Projected FY 2018-2019
Number of Library programs and events broadcast on cable TV	18	17	17	17
Number of subscriptions to Baldwin’s e-newsletters	1,364	1,500	1,600	1,700
Number of Baldwin’s Facebook friends	1,457	1,600	1,700	1,800
Number of Baldwin’s Twitter followers	926	1,050	1,150	1,250





*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

## **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 2016, many stores reported increased foot traffic, and satisfaction with PSD promotions and activities supporting the event.

In 2016, the Birmingham Farmers Market increased sponsorship revenues to an all-time high.

The PSD has maintained 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. Additional stores brought in by or assisted by the retail leasing consultant in 2015-16 include Sundance Shoes, Sara Campbell, and Alan Edmonds.

In 2014 the PSD Board conducted strategic planning and goal setting. One key goal was to re-brand all advertising, and events. As of November, 2015, an all-new branding has been implemented. 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. The new site was redesigned to match the new brand identity. The web site 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.

In 2016 the PSD Board began updating the Strategic Plan with new information and a review of goals. While it was determined that the goals were still sound, minor modifications were needed as well as renewed attention to some of the previous goals.

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.

PSD social media pages on Facebook, Twitter, and Instagram. This allows a constant stream of information about the retailers, events and activities to flow to a new and growing audience. The PSD’s Facebook page Birmingham Shopping District has nearly 8,000 fans who follow daily “posts” from the PSD. The Birmingham Farmers Market Facebook page has over 5,000 fans.

In 2015, the PSD rebranded its existing television ads and total ad count during the holiday season reached over 400 on broadcast and cable TV. In 2016, a new ‘All IN Birmingham’ spring/summer television spot was created. The 2016 total television spot count for the entire year was more than 2,000.

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 branded All In Birmingham Visitor Guide to over 40 stores and hotels in and around Birmingham.

#### Special Events

- Continue to grow and improve Farmers Market and Winter Markt 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  
2017-2018 RECOMMENDED BUDGET  
PRINCIPAL SHOPPING DISTRICT  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY 2015-2016	BUDGET 2016-2017	PROJECTED 2016-2017	MANAGER	
				RECOMMEND 2017-2018	PLANNED 2018-2019
<u>REVENUES</u>					
SPECIAL ASSESSMENTS	878,405	887,800	897,560	901,970	917,340
INTEREST AND RENT	6,476	8,020	6,000	3,900	4,670
OTHER REVENUE	198,258	180,000	185,000	190,000	190,000
REVENUES	1,083,139	1,075,820	1,088,560	1,095,870	1,112,010
<u>EXPENDITURES</u>					
PERSONNEL SERVICES	448,256	410,920	412,260	405,910	410,430
SUPPLIES	10,717	6,500	6,500	6,500	6,750
OTHER CHARGES	749,486	708,490	745,190	887,600	863,270
EXPENDITURES	1,208,459	1,125,910	1,163,950	1,300,010	1,280,450
REVENUES OVER (UNDER) EXPENDITURES	(125,320)	(50,090)	(75,390)	(204,140)	(168,440)
BEGINNING FUND BALANCE	827,053	701,732	701,732	626,342	422,202
ENDING FUND BALANCE	701,733	651,642	626,342	422,202	253,762

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 two 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**  
**2017-2018 RECOMMENDED BUDGET**  
**PRINCIPAL SHOPPING DISTRICT**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
<b>PERSONNEL SERVICES</b>							
702.00	SALARIES & WAGES DIRECT	288,607	284,670	286,300	291,720	291,720	292,640
706.00	LABOR BURDEN	159,649	126,250	125,960	114,190	114,190	117,790
	PERSONNEL SERVICES	448,256	410,920	412,260	405,910	405,910	410,430
<b>SUPPLIES</b>							
727.00	POSTAGE	5,674	3,000	3,000	3,000	3,000	3,000
729.00	OPERATING SUPPLIES	5,043	3,500	3,500	3,500	3,500	3,750
	SUPPLIES	10,717	6,500	6,500	6,500	6,500	6,750
<b>OTHER CHARGES</b>							
801.02	OTHER LEGAL	2,840	3,000	3,000	3,000	3,000	3,000
802.01	AUDIT	701	720	720	730	730	750
811.00	OTHER CONTRACTUAL SERVICE	1,070	1,000	30,000	40,000	40,000	40,000
829.01	SNOW REMOVAL CONTRACT	54,000	57,000	57,000	59,000	59,000	59,000
829.02	WEB SITE MAINTENANCE	4,675	7,500	5,000	5,000	5,000	5,500
851.00	TELEPHONE	1,397	1,600	1,600	1,600	1,600	1,750
901.04	MARKETING & ADVERTISING	180,571	160,000	160,000	210,000	210,000	210,000
901.05	PUBLIC RELATIONS	17,652	10,000	10,000	10,000	10,000	10,000
903.00	TENANT RECRUITMENT	59,133	64,000	60,000	64,000	64,000	64,000
904.00	PRINTING PSD MAGAZINE	77,565	80,000	80,000	85,000	85,000	85,000
909.00	SPECIAL EVENTS	201,619	185,000	185,000	200,000	200,000	205,000
933.02	EQUIPMENT MAINTENANCE	859	1,000	1,200	1,200	1,200	1,200
935.02	MAINTENANCE SHOPPING DIST	66,547	70,000	70,000	125,000	125,000	95,000
941.00	EQUIPMENT RENTAL OR LEASE	42,230	30,000	44,000	45,000	45,000	45,000
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	469	500	500	500	500	500
955.03	MEMBERSHIP & DUES	1,663	1,600	1,600	1,600	1,600	1,600
955.04	CONFERENCES & WORKSHOPS	3,350	2,500	2,500	2,500	2,500	2,500
957.04	LIAB INSURANCE PREMIUMS	4,100	4,100	4,100	4,500	4,500	4,500
962.00	MISCELLANEOUS	75	0	0	0	0	0
	OTHER CHARGES	749,486	708,490	745,190	887,600	887,600	863,270
<b>PRINCIPAL SHOPPING DISTRICT TOTAL</b>		1,208,459	1,125,910	1,163,950	1,300,010	1,300,010	1,280,450

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**PRINCIPAL SHOPPING DISTRICT**

ACCOUNT DESCRIPTION	ACTUAL 2015-2016	BUDGET 2016-2017	PROJECTED 2016-2017	DEPT. REQUEST 2017-2018	MANAGER RECOMMEND 2017-2018	PLANNED 2018-2019
<b>ADMINISTRATIVE EXPENDITURES</b>						
<u>PERSONNEL SERVICES</u>						
702.00 SALARIES & WAGES DIRECT	191,265	188,950	188,950	191,030	191,030	191,030
706.00 LABOR BURDEN	109,512	74,550	74,230	64,900	64,900	66,560
PERSONNEL SERVICES TOTAL	300,777	263,500	263,180	255,930	255,930	257,590
<u>SUPPLIES</u>						
727.00 POSTAGE	5,674	3,000	3,000	3,000	3,000	3,000
729.00 OPERATING SUPPLIES	5,043	3,500	3,500	3,500	3,500	3,750
SUPPLIES TOTAL	10,717	6,500	6,500	6,500	6,500	6,750
<u>OTHER CHARGES</u>						
801.02 OTHER LEGAL	2,840	3,000	3,000	3,000	3,000	3,000
802.01 AUDIT	701	720	720	730	730	750
811.00 OTHER CONTRACTUAL SERVICE	1,070	1,000	30,000	40,000	40,000	40,000
851.00 TELEPHONE	1,397	1,600	1,600	1,600	1,600	1,750
933.02 EQUIPMENT MAINTENANCE	859	1,000	1,200	1,200	1,200	1,200
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	469	500	500	500	500	500
955.03 MEMBERSHIPS & DUES	1,663	1,600	1,600	1,600	1,600	1,600
955.04 CONFERENCES & WORKSHOPS	3,350	2,500	2,500	2,500	2,500	2,500
957.04 LIAB INSURANCE PREMIUMS	4,100	4,100	4,100	4,500	4,500	4,500
962.00 MISCELLANEOUS	75	0	0	0	0	0
OTHER CHARGES TOTAL	45,494	44,990	74,190	84,600	84,600	84,770
TOTAL ADMINISTRATIVE	356,988	314,990	343,870	347,030	347,030	349,110
<b>PROGRAM EXPENDITURES</b>						
<u>PERSONNEL SERVICES</u>						
702.00 SALARIES & WAGES - MAINT.	71,770	69,370	71,000	74,340	74,340	75,260
702.00 SALARIES & WAGES - PROMOTION	25,572	26,350	26,350	26,350	26,350	26,350
706.00 LABOR BURDEN - MAINT.	45,306	46,540	47,330	44,890	44,890	46,830
706.00 LABOR BURDEN - PROMOTION	4,831	5,160	4,400	4,400	4,400	4,400
PERSONNEL SERVICES TOTAL	147,479	147,420	149,080	149,980	149,980	152,840
<u>OTHER CHARGES</u>						
829.01 SNOW REMOVAL CONTRACT	54,000	57,000	57,000	59,000	59,000	59,000
829.02 WEB SITE MAINTENANCE	4,675	7,500	5,000	5,000	5,000	5,500
901.04 MARKETING & ADVERTISING	180,571	160,000	160,000	210,000	210,000	210,000
901.05 PUBLIC RELATIONS	17,652	10,000	10,000	10,000	10,000	10,000
903.00 TENANT RECRUITMENT	59,133	64,000	60,000	64,000	64,000	64,000
904.00 PRINTING PSD MAGAZINE	77,565	80,000	80,000	85,000	85,000	85,000
909.00 SPECIAL EVENTS	201,619	185,000	185,000	200,000	200,000	205,000
935.02 MAINTENANCE SHOPPING DIST	66,547	70,000	70,000	125,000	125,000	95,000
941.00 EQUIPMENT RENTAL OR LEASE	42,230	30,000	44,000	45,000	45,000	45,000
OTHER CHARGES TOTAL	703,992	663,500	671,000	803,000	803,000	778,500
TOTAL PROGRAM	851,471	810,920	820,080	952,980	952,980	931,340
PRINCIPAL SHOPPING DISTRICT TOTAL	1,208,459	1,125,910	1,163,950	1,300,010	1,300,010	1,280,450

## ***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 2015-2016</b>	<b>Projected FY 2016-2017</b>	<b>Projected FY 2017-2018</b>	<b>Projected FY 2018-2019</b>
PSD board meetings	11	11	11	11
PSD magazine	3	3	3	3
Special events	13	13	15	15
Advertising/marketing campaigns	3	3	3	3
Increase occupancy rates (retail)	97% retail	97% retail	95% retail	96% 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  
2017-2018 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., 34901-34953 Woodward Ave., 400 S. Old Woodward Ave., 33588 Woodward Ave., 2483 W. Maple Rd., and 856 N. Old Woodward Ave. Of the six sites listed above, the City is currently receiving tax-increment financing on 2400 E. Lincoln Ave., 34901-34953 Woodward Ave., 400 S. Old Woodward Ave., 33588 Woodward Ave., and 2483 W. Maple Rd. The City anticipates receiving tax-increment financing for 856 N. Old Woodward starting in 2018-2019.

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
BROWNFIELD REDEVELOPMENT AUTHORITY FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	PLANNED
	2015-2016	2016-2017	2016-2017	RECOMMEND	2018-2019
	2017-2018	2018-2019			
<u>REVENUES</u>					
TAXES	91,184	243,230	236,100	328,500	462,500
INTERGOVERNMENTAL	15,467	0	0	0	0
CHARGES FOR SERVICES	1,500	3,000	3,000	3,000	1,500
INTEREST AND RENT	1,144	1,500	1,400	1,130	1,340
OTHER REVENUE	14,939	20,000	17,160	20,600	21,200
TRANSFERS IN	13,900	0	0	0	0
REVENUES	138,134	267,730	257,660	353,230	486,540
<u>EXPENDITURES</u>					
OTHER CHARGES	87,791	235,670	206,460	301,900	334,500
DEBT SERVICE	27,552	27,560	27,560	27,560	27,560
EXPENDITURES	115,343	263,230	234,020	329,460	362,060
REVENUES OVER (UNDER) EXPENDITURES	22,791	4,500	23,640	23,770	124,480
BEGINNING FUND BALANCE	35,303	58,093	58,093	81,733	105,503
ENDING FUND BALANCE	58,094	62,593	81,733	105,503	229,983

**CITY OF BIRMINGHAM**  
**2017-2018 RECOMMENDED BUDGET**  
**BROWNFIELD REDEVELOPMENT AUTHORITY**

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
OTHER CHARGES							
801.02	OTHER LEGAL	11,634	10,000	11,000	10,000	10,000	10,000
811.00	OTHER CONTRACTUAL SERVICE	7,361	10,000	6,160	10,000	10,000	10,000
967.01	BROWNFIELD PROJECT COST REIMBURSI	68,796	215,670	189,300	281,900	281,900	314,500
	OTHER CHARGES	87,791	235,670	206,460	301,900	301,900	334,500
DEBT SERVICE							
991.00	PRINCIPAL PAYMENT	24,955	25,460	25,460	25,970	25,970	26,490
995.02	INTEREST EXPENSE	2,597	2,100	2,100	1,590	1,590	1,070
	DEBT SERVICE	27,552	27,560	27,560	27,560	27,560	27,560
BROWNFIELD REDEV. AUTH. TOTAL							
		115,343	263,230	234,020	329,460	329,460	362,060



*City of Birmingham, Michigan  
2017-2018 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  
2017-2018 RECOMMENDED BUDGET  
CORRIDOR IMPROVEMENT AUTHORITY FUND  
SUMMARY BUDGET

DESCRIPTION	ACTIVITY	BUDGET	PROJECTED	MANAGER	
	2015-2016	2016-2017	2016-2017	RECOMMEND 2017-2018	PLANNED 2018-2019
<u>REVENUES</u>					
TAXES	0	90,000	0	0	0
INTEREST AND RENT	183	520	100	100	100
REVENUES	183	90,520	100	100	100
<u>EXPENDITURES</u>					
OTHER CHARGES	16,266	20,000	1,000	0	0
EXPENDITURES	16,266	20,000	1,000	0	0
REVENUES OVER (UNDER) EXPENDITURES	(16,083)	70,520	(900)	100	100
BEGINNING FUND BALANCE	34,168	18,085	18,085	17,185	17,285
ENDING FUND BALANCE	18,085	88,605	17,185	17,285	17,385

CITY OF BIRMINGHAM  
2017-2018 RECOMMENDED BUDGET  
CORRIDOR IMPROVEMENT AUTHORITY

ACCT.		ACTIVITY	BUDGET	PROJECTED	DEPT.	MANAGER	PLANNED
NUM.	DESCRIPTION				REQUEST	RECOMMEND	
		2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019
OTHER CHARGES							
801.02	OTHER LEGAL	216	10,000	1,000	0	0	0
811.00	OTHER CONTRACTUAL SERVICE	16,050	10,000	0	0	0	0
	OTHER CHARGES	16,266	20,000	1,000	0	0	0
CORRIDOR IMPROVEMENT AUTH. TOTAL							
		16,266	20,000	1,000	0	0	0





*City of Birmingham, Michigan  
2017-2018 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:

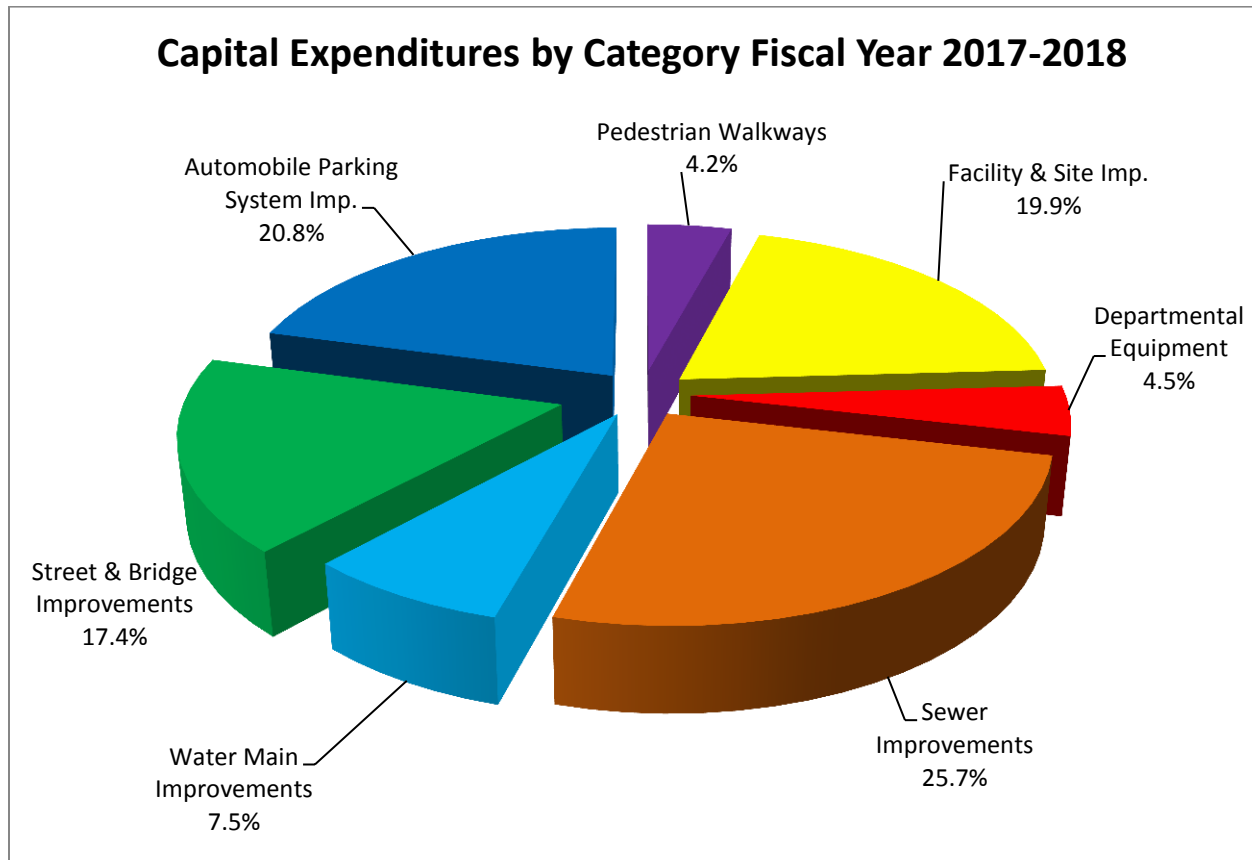
1. Expenditures which may take place over more than one year, thereby requiring continuing appropriations;
2. Projects which require funding with debt because of significant costs to be shared by current and future beneficiaries;
3. Projects which require systematic acquisition over an extended period 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 2017-2018;
2. A narrative, by fund, of the major capital improvements recommended for fiscal year 2017-2018;
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 2017-2018; b) capital projects planned for fiscal year 2018-2019; c) anticipated projects for fiscal years 2019-2023;
5. A listing of vehicles and equipment scheduled for evaluation and/or replacement in fiscal years 2017-2018 and 2018-2019.

## **2017-2018 CAPITAL IMPROVEMENTS**

Recommended capital expenditures for fiscal year 2017-2018 total \$7,335,260, not including Internal Service Funds or Component Units. \$4,023,000, or 55% 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 2017-2018 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 2017-2018

<b>Project Name</b>	<b>Fund</b>	<b>Project Purpose</b>	<b>Total Project Cost</b>	<b>Recommended 2017-2018</b>	<b>Effect On Annual Operating Budget</b>
Concrete Sidewalk Repair	General Fund, Major & Local Streets	Annual program to replace selected sidewalks in one of seven areas of the City along with one of four areas of the Central Business District.	On-going	\$330,000	No impact because this is an on-going annual maintenance program.
Partial Roof Replacement-Baldwin Library	Capital Projects	Routine roof replacement. The addition of more insulation is planned as part of this project.	\$360,000	\$360,000	No quantifiable impact. Potential decrease in cost of natural gas for heating the library which is dependent on several variables. See footnote on Capital Projects Fund schedule following this narrative for more information.
Replacement of streetlights-Old Woodward Ave-Willits St. to Brown St.	Capital Projects	Streetlights are being replaced as part of the reconstruction of Old Woodward.	\$450,000	\$450,000	No impact.
Chester St. Parking Structure – Lighting Retrofit	Auto Parking System	Upgrade and install energy-efficient LED lighting system.	\$350,000	\$350,000	Decrease of approximately \$25,000 per year.
Bennaville Ave, Chapin Ave, and Ruffner Ave. Reconstruction	Local Streets, Sewer, & Water	Pavement has reached end of its service life and needs to be replaced in conjunction with underground sewer and water system upgrades.	\$2,638,000	\$2,638,000	Decrease of approximately \$7,000 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 2017-2018 total \$658,540. This is a decrease of \$238,400 from the amount originally approved for fiscal year 2016-2017. \$280,000, or 43%, of the amount planned is for sidewalks. 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. 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. From June 30, 2017 to June 30, 2018, fund balance is expected to decrease by \$118,310, or 11%. This decrease is due primarily to timing differences between project expenditures and funding sources for certain projects. For example, some projects to be undertaken in fiscal year 2017-2018 will have been funded entirely or partially in a prior fiscal year; and two projects planned for future fiscal years will be partially funded in fiscal year 2017-2018. Planned expenditures for fiscal year 2017-2018 total \$1,344,070. A description of the major projects is as follows:

For fiscal year 2016-2017, the following projects are on-going or to be completed:

- Park irrigation upgrades
- Soccer field improvements
- Replace flat roof over ice arena
- Springdale Golf Course – shelter paving

For fiscal year 2017-2018, the following park projects totaling \$85,000 have been planned:

- \$15,000 Barnum Park soccer field improvement
- \$20,000 Barnum ball field improvement
- \$25,000 Trail & mile markers
- \$25,000 Replace drinking fountains

Other significant projects planned for fiscal year 2017-2018 include

- \$450,000 Old Woodward Ave., -Willits to Brown street light replacement
- \$360,000 Replace roof – Birkerts addition at Baldwin Public Library
- \$150,000 Woodward Ave., crossing improvements-survey and design
- \$80,000 Police Department locker room update

### ***Major and Local Streets Funds***

The planned amount for fiscal year 2017-2018 street improvements is \$1,291,400. This amount includes \$13,400 for portable speed/message sign boards. The projects are funded primarily by contributions from General Fund and Street fund reserves. Descriptions of the major projects, along with location maps, may be found in the “Special Revenue Funds” section this. The most significant reconstruction projects in the Street Funds for fiscal year 2017-2018 are Bennaville Ave., Chapin Ave., and Ruffner Ave., 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***

\$550,000 is planned for water-main improvements in fiscal year 2017-2018. 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 \$1,890,000 are planned for fiscal year 2017-2018. The most significant project to be completed in conjunction with street improvements is \$1,140,000 for Bennaville Ave., Chapin Ave. and Ruffner 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***

\$1,523,300 is planned for fiscal year 2017-2018 primarily for the improvement of various parking structures. Planned improvements include:

- Chester St. Structure-Light retrofit.
- Pierce St. Structure-concrete repairs and waterproofing

### ***Golf Courses***

\$62,000 for minor improvements at both golf courses is planned for fiscal year 2017-2018. Included are installation of new signs, irrigation upgrade, addition of new cart path and repairs, new fairway bunker and new pergola at Springdale teaching area.

### ***Law and Drug Enforcement Fund***

\$5,950 has been included in fiscal year 2017-2018 for the purchase of tactical vests. 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***

\$10,000 has been included for dumpsters for apartments and condos. Property taxes will provide funding for this purchase.

### ***Community Development Block Grant Fund***

No major capital outlay is planned for fiscal year 2017-2018. Block grant funding is provided by the United States Department of Housing and Urban Development via Oakland County's Urban County program.

**CITY OF BIRMINGHAM, MICHIGAN**  
**FY 2018-2023 SIX-YEAR CAPITAL OUTLAY/IMPROVEMENT PLAN**  
**SUMMARIZED BY FUND**

**EXPENDITURES <sup>1</sup>**

<b>Fund</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>FY 22-23</b>	<b>Total</b>
General Fund	\$ 658,540	\$ 739,850	\$ -	\$ -	\$ -	\$ -	\$ 1,398,390
Capital Projects	1,344,070	410,000	1,132,500	-	460,000		3,346,570
Major and Local Streets	1,291,400	3,434,070	1,870,000	5,209,000	1,848,000	2,540,000	16,192,470
Water-Supply System	550,000	1,035,000	2,440,000	1,915,000	1,325,000	60,000	7,325,000
Sewage-Disposal System	1,890,000	1,960,000	2,850,000	450,000	1,115,000	40,000	8,305,000
Automobile Parking System	1,523,300	430,000	900,000	900,000	-	900,000	4,653,300
Golf Courses	62,000	42,000	50,000				154,000
Law and Drug Enforcement	5,950	121,500		47,710	98,000		273,160
Solid-Waste Disposal	10,000	10,000					20,000
Comm. Dev. Block Grant	-	22,410					22,410
<b>Total</b>	<b>\$ 7,335,260</b>	<b>\$ 8,204,830</b>	<b>\$ 9,242,500</b>	<b>\$ 8,521,710</b>	<b>\$ 4,846,000</b>	<b>\$ 3,540,000</b>	<b>\$ 41,690,300</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	\$ 1,021,890	\$ -	\$ 376,500	\$ -	\$ -	\$ -	\$ 1,398,390
Capital Projects	2,899,070	-	-	-	-	447,500	3,346,570
Major and Local Streets	-	-	80,000	16,112,470	-	-	16,192,470
Water-Supply System Rec.	-	7,325,000	-	-	-	-	7,325,000
Sewage-Disposal System	-	8,305,000	-	-	-	-	8,305,000
Automobile Parking System	-	-	-	-	4,653,300	-	4,653,300
Golf Courses	-	-	-	-	-	154,000	154,000
Law and Drug Enforcement	-	-	-	-	-	273,160	273,160
Solid-Waste Disposal	-	-	-	-	-	20,000	20,000
Comm. Dev. Block Grant	-	-	-	-	-	22,410	22,410
<b>Total</b>	<b>\$ 3,920,960</b>	<b>\$ 15,630,000</b>	<b>\$ 456,500</b>	<b>\$ 16,112,470</b>	<b>\$ 4,653,300</b>	<b>\$ 917,070</b>	<b>\$ 41,690,300</b>

<sup>1</sup> Does not include Internal Service Fund or Component Units



**GENERAL FUND  
CAPITAL OUTLAY REQUESTS**

CAPITAL OUTLAY REQUESTS						Impact of 2017/2018 Budget Request on Annual Operating Budgets				
Account Number	Department	Description	Department Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total	
977.0000	City Hall & Grounds	Repair concrete & curbs in back parking lot of City Hall <i>Total Dept/Div 265.001</i>	\$ 20,000 20,000	\$ 20,000 20,000	\$ -	No impact	No impact	No impact	No impact	
977.0000	City Prop Maint-Library	Repair loading dock <i>Total Dept/Div 265.002</i>	5,000 5,000	5,000 5,000		No impact	No impact	No impact	No impact	
972.0000	Police	Replace Police Dept. clerical furniture-desk, lateral files, partitions, storage cabinets <i>Total Dept/Div 301.000</i>			24,350					
971.0100	Dispatch	Dispatch Workstation Upgrades (3) <i>Total Dept/Div 301.001</i>	6,510 6,510	6,510 6,510	24,350	No impact	No impact	No impact	No impact	
971.0100	Fire	Firefighter turn-out gear Replacement of hose, nozzles, couplings Beds for Chesterfield station (6) Painting exterior Adams Station Workout equipment for Chesterfield and Adams station Kitchen chairs (6) Kitchen table <i>Total Dept/Div 336.000</i>	12,500 3,500 4,000 5,000 2,000 700 600 28,300	12,500 3,500 4,000 5,000 2,000 700 600 28,300	12,500 3,500 4,000 5,000 2,000 700 600 20,500					
971.0100	Building	Building official workstation & monitors Plan examiner workstation & monitors Inspector workstation & monitors Support staff workstations & monitors Support staff permit printers Workstations & monitors- installation, wiring and connections Construction plans for front counter redesign Demolition and reconstruction of front counter area Support staff workstation furniture and related equipment Replace conference room partition <i>Total Dept/Div 371.000</i>	5,500 11,000 12,500 12,500 2,250 2,980 7,000 65,000 128,000 15,000 261,730	5,500 11,000 12,500 12,500 2,250 2,980 7,000 65,000 128,000 15,000 261,730		No impact	No impact	No impact	No impact	
971.0100	Public Services	Office chairs, furniture front office <i>Total Dept/Div 441.002</i>	2,000 2,000	2,000 2,000		No impact	No impact	No impact	No impact	
981.0100 985.xx00	Sidewalks	Repairs within sidewalk program area Maple Rd. Streetscape-Chester St. to Woodward Ave. <i>Total Dept/Div 444.001</i>	280,000 280,000	280,000 280,000	280,000 390,000 670,000	No impact	No impact	No impact	No impact	
981.0100	Alleys	Alley maintenance <i>Total Dept/Div 444.002</i>	25,000 25,000	25,000 25,000	25,000 25,000	No impact	No impact	No impact	No impact	

GENERAL FUND  
CAPITAL OUTLAY REQUESTS

Account Number	Department	Description	Department Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	Impact of 2017/2018 Budget Request on Annual Operating Budgets			
						Average Increase/Decrease Per Year	Personnel Service Costs	Other Operating Costs	Debt Service Costs
977.0000	Ice Sports Arena	Security cameras - phase II <i>Total Dept/Div 752,000</i>	10,000	10,000			No impact	No impact	No impact
			10,000	10,000			No impact	No impact	No impact
977.0000	Allen House-Museum	New signage <i>Total Dept/Div 804,002</i>	20,000	20,000			No impact	No impact	No impact
			20,000	20,000			No impact	No impact	No impact
		<b>GENERAL FUND TOTAL</b>	<b>\$658,540</b>	<b>\$658,540</b>	<b>\$739,850</b>		No impact	No impact	No impact

## CAPITAL PROJECTS FUND #401

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## CAPITAL PURCHASES AND IMPROVEMENTS

## CAPITAL PROJECTS FUND #401

Account Number	Project Description Total Cost Funding Source	Expenditures for Capital Outlay					Future Capital Outlay Requests				Impact of 2017/2018 Budget Request on Annual Operating Budgets Average Estimated Increase (Decrease) Per Year			
		Budget 2016/2017	Total Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
401-901.001- 977.0000	Outdoor Lighting Total Estimated Cost: \$5,400 Funding Source: Capital Projects Fund	5,400	5,400											
401-901.001- 977.0000	Replace Flat Roof Over Locker Room Total Estimated Cost: \$90,000 Funding Source: General Fund/TBD	60,000	90,000											
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: Capital Projects Fund/General Fund	20,000	20,000	150,000	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	35,000 20,000	35,000 4,000	35,000	35,000	35,000	35,000				No impact	No impact	No impact	No impact
401-901.010- 981.0100	<b>Downtown Streetlights</b> Street Lights Projects (Owner Reimbursed) 2400 E. Lincoln Ave 400 S. Old Woodward Ave. 201 Hamilton Ave. Light Removal 369 N. Old Woodward Ave (17/18 \$48,000) Net City Cost: \$0 Funding Source: Owner Reimbursement	63,784 12,412 7,146												
401-901.010- 981.0100	Hamilton Ave. - N. Old Woodward to Woodward Total Cost: \$136,470 Funding Sources: Capital Projects Fund	136,466	136,470											
401-901.010- 981.0100	Misc Street Light Replacements/Repairs Total Cost: \$2,880 Funding Sources: Capital Projects Fund	2,871	2,880											
401-901.010- 981.0100	Old Woodward Ave-Willits To Brown Maple Rd-Chester to Woodward S. Old Woodward-Brown to Landon Total Cost: \$1,362,500 Funding Source: General Fund			450,000	450,000		452,500		460,000		No impact	No impact	No Impact	No Impact
401-901.013- 977.0000	<b>DPS Facility Improvements</b> Replace Heaters (5 Units) Total Estimated Cost: \$26,000 Funding Sources: Capital Projects Fund	26,000	26,000											
401-901.013- 977.0000	Heaters/Furnaces Total Estimated Cost: \$50,000 Funding Sources: Capital Projects Fund/General Fund			50,000	50,000						No impact	No impact	No Impact	No Impact

## CAPITAL PROJECTS FUND #401

Expenditures for Capital Outlay							Impact of 2017/2018 Budget Request on Annual Operating Budgets												
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Total Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	Future Capital Outlay Requests				Average Estimated Increase (Decrease) Per Year								
							2019/2020	2020/2021	2021/2022	2022/2023	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total					
401-901.013-977.0000	Update Security System Total Estimated Cost: \$17,320 Funding Source: General Fund			17,320	17,320						No impact	No impact	No impact	No Impact					
401-901.014-981.0100	<b>Birmingham Train Station</b> Birmingham Train Station Demolition Total Estimated Cost: \$83,600 Funding Source: MDOT Grant	80,333	62,430																
401-901.020-971.0100	<b>Bus Shelter</b> At Oakland & East Side of N. Old Woodward Bus Shelter - Location to be Determined Bus Shelter - Location to be Determined Total Cost: On-going Funding Sources: SMART/Capital Projects Fund/General Fund	18,200 18,200 25,000	19,060 19,060 25,000		25,000	25,000					\$	500	\$	500	No impact	No impact	\$	1,000	
401-751.001-981.0100	<b>Park Improvement Plan</b> Irrigation System Upgrade - Barnum Park Total Estimated Cost: \$5,650 Funding Source: Capital Projects Fund	1,650	1,650																
401-751.001-981.0100	Kenning Park Parking Lot Reconstruction Total Estimated Cost: \$979,400 Funding Source: Capital Projects Fund	121,602	60,000																
401-751.001-981.0100	Soccer Field Improvements Pembroke Park Total Estimated Cost: \$12,500 Funding Source: Capital Projects Fund	15,000	12,500																
401-751.001-981.0100	Poppleton Park Site Plan Total Estimated Cost: \$8,520 Funding Source: Capital Projects Fund	1,450	4,170																
401-751.001-981.0100	Irrigation System Upgrade - Shain Park Total Estimated Cost: \$6,000 Funding Source: Capital Projects Fund	15,000	6,000																
401-751.001-981.0100	Replace Springdale Golf Course Shelter Paving Total Estimated Cost: \$47,000 Funding Source: Capital Projects Fund	42,000	47,000																
401-751.001-981.0100	Barnum Park Soccer Field Improvement Total Estimated Cost: \$15,000 Funding Source: Capital Projects Fund			15,000	15,000							No impact	No impact	No impact	No impact	No Impact			
401-751.001-981.0100	Barnum Ballfield Improvement Total Estimated Cost: \$20,000 Funding Source: Capital Projects Fund			20,000	20,000							No impact	No impact	No impact	No impact	No Impact			
401-751.001-981.0100	Trail & Mile Markers Total Estimated Cost: \$50,000 Funding Source: Capital Projects Fund			25,000	25,000	25,000						No impact	No impact	No impact	No impact	No Impact			

CAPITAL PURCHASES AND IMPROVEMENTS

CAPITAL PROJECTS FUND #401

CAPITAL PROJECTS FUND #401																
Account Number		Project Description Total Cost Funding Source	Expenditures for Capital Outlay					Future Capital Outlay Requests				Impact of 2017/2018 Budget Request on Annual Operating Budgets (Average Estimated Increase (Decrease) Per Year				
			Budget 2016/2017	Total Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total	
401-751.001 981.0100		Replace Drinking Fountains (Various Parks) Total Estimated Cost: \$87,000 Funding Sources: Capital Projects Fund/General Fund/Donations	25,000	12,000	25,000	25,000	25,000	25,000						No impact	No impact	No Impact
401-751.001 981.0100		Adams Park Improvements Total Estimated Cost: \$50,000 Funding Source: Capital Projects Fund	50,000													
401-751.001 981.0100		Rouge River Pedestrian Bridge Total Estimated Cost: \$600,000 Funding Sources: General Fund										600,000				
401-751.001- 981.0100		New Backstops/Fencing for ballfields (St. James & Poppleton) Total Estimated Cost: \$30,000 Funding Source: General Fund														
Subtotal - Park Improvement Plan			271,702	89,320	85,000	85,000	80,000	625,000	-	-	-					
Capital Projects Fund Grand Total			\$ 3,942,920	\$ 3,742,190	\$ 1,344,070	\$ 1,344,070	\$ 410,000	\$ 1,132,500	\$ -	\$ 460,000	\$ -	\$ 500	\$ 500	No impact	\$ 1,000	
*Because additional insulation will be added when the roof is replaced, there is the potential for the Baldwin Public Library to realize as much as a 5% decrease in the cost of natural gas. However, it is difficult to convert this percentage to a dollar amount because the																

CAPITAL PURCHASES AND IMPROVEMENTS

MAJOR STREET FUND #202

Expenditures For Capital Outlay															Impact of 2017/2018 Budget Request on Annual Operating Budgets (Average Increase/Decrease) Per Year				
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	Future Capital Outlay Requests					Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total				
							2019/2020	2020/2021	2021/2022	2022/2023									
202-449,001-981.0100	RESURFACING/RECONSTRUCTION N. Eion Rd. Reconstruction Derby Rd. to Yorkshire Rd. Total Cost: \$900,000 Funding Source: Major Streets	\$ 48,345	\$ 15,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -									
202-449,001-981.0100	Oak St. Reconstruction Chesterfield St. to Lakepark Dr. Total Cost: \$1,054,430 Funding Source: Major Streets		200																
202-449,001-981.0100	Replace Pedestrian Signal - Pierce St./Southlawn Blvd Total Cost: \$6,810 Funding Source: Major Streets	5,594	5,600																
202-449,001-981.0100	2015 Sidewalk Repair Program Total Cost: \$12,910 Funding Source: Major Streets	27,084																	
202-449,001-981.0100	2016 Sidewalk Repair Program Total Cost: \$64,730 Funding Source: Major Streets	5,482	31,400																
202-449,001-981.0100	W. Maple Rd. Resurfacing Cranbrook Rd. to Southfield Rd. Total Cost: \$503,810 (Net City Cost) <sup>a</sup> Funding Source: Major Streets	343,257	435,900																
202-449,001-981.0100	Park St. Reconstruction Hamilton Ave. to E. Maple Rd. Total Cost: \$207,740 Funding Source: Major Streets	47,460	48,300																
202-449,001-981.0100	W. Brown St. Reconstruction Southfield Rd. to Chester St. (2016 Asphalt Resurfacing) Total Cost: \$245,040 Funding Source: Major Streets	220,019	228,900																
202-449,001-981.0100	Old Woodward Ave. Reconstruction Willis St. to Brown St. Total Cost: \$1,550,000 Funding Source: Major Streets	1,557,644	1,550,000																
202-449,001-981.0100	Oak St. Reconstruction N. Glenhurst Dr. to Chesterfield Ave. Total Cost: \$530,000 Funding Source: Major Streets \$200,000 School District: \$215,000	400,000	530,000																

CAPITAL PURCHASES AND IMPROVEMENTS

MAJOR STREET FUND #202

Expenditures For Capital Outlay															Impact of 2017/2018 Budget Request on Annual Operating Budgets (Average Increase (Decrease) Per Year			
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total				
							2019/2020	2020/2021	2021/2022	2022/2023								
202-449,001-981.0100	Oak St. Reconstruction Lakeside Rd. to Lakeview Ave. Total Cost: \$144,000 Funding Source: Major Streets \$113,400 SAD \$30,600	144,000																
202-449,001-981.0100	Saxon Dr. Reconstruction Latham Rd. to Southfield Rd. Total Cost: \$196,000 Funding Source: Major Streets \$29,400 SAD \$166,600	196,000																
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	Maple Rd. Reconstruction Chester St. to Woodward Ave. Total Cost: \$1,275,000 (Net City Cost) <sup>b</sup> Funding Source: Major Streets					1,275,000												
202-449,001-981.0100	Road Reconstruction Bowers St. - Woodward Ave. to Adams Rd. Total Cost: \$230,000 Funding Source: Major Streets					230,000												
202-449,001-981.0100	14 Mile Rd. Resurfacing (City share) Greenfield Rd. to East City Limit Total Cost: \$190,000 Funding Source: Major Streets					190,000												
202-449,001-981.0100	Capestal (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	Road Reconstruction Peabody St. - E. Maple Rd. to E. Brown St. Total Cost: \$170,000 Funding Source: Major Streets						170,000											
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 Bursting 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										Future Capital Outlay Requests					Impact of 2017/2018 Budget Request on Annual Operating Budgets (Average Increase/Decrease) Per Year			
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total				
202-449,001-981.0100	Grant St. Reconstruction E. Lincoln Ave. to Humphrey Ave. Bird Ave. to W. 14 Mile Rd. Total Cost: \$255,000 Funding Source: Major Streets						175,000	80,000										
202-449,001-981.0100	Road Reconstruction S. Old Woodward Ave.- Brown St. to Landon St. Bowers St. - S. Old Woodward Ave. to Woodward Ave. Total Cost: \$2,540,000 Funding Source: Major Streets							2,470,000 70,000										
202-449,001-981.0100	Road Reconstruction Redding Rd.- Lakepark Ave. to Woodward Ave. Total Cost: \$420,000 Funding Source: Major Streets								420,000									
202-449,001-981.0100	Road Resurfacing N. Old Woodward Ave.-Woodward Ave To Oak St. Total Cost: \$120,000 Funding Source: Major Streets								120,000									
202-449,001-981.0100	Road Resurfacing Park St. - Oakland Blvd. to Hamilton Ave. Total Cost: \$65,000 Funding Source: Major Streets								65,000									
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									
202-449,001-981.0100	Concrete Street Repair in Conjunction w/Sidewalk Replacement Programs Total Cost: On-Going Funding Source: Major Streets	25,000	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>TRAFFIC CONTROLLERS/SIGNALS</b> Traffic Signal Modernization Maple Rd. and Chesterfield Ave. Intersection 14 Mile Rd. and Southfield Rd. Intersection Total Cost: \$153,480 Funding Source: Major Streets	91,600 61,880	91,600 61,880															
202-303,001-971.0100	Traffic Signal Replacement Old Woodward Ave.- Willis St. to Brown St. Total Cost: \$400,000 Funding Source: Major Streets		400,000															

CAPITAL PURCHASES AND IMPROVEMENTS

MAJOR STREET FUND #202

Expenditures For Capital Outlay				Future Capital Outlay Requests				Impact of 2017/2018 Budget Request on Annual Operating Budgets (Average Increase/Decrease) Per Year			
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	
202-303.001- 971.0100	(4) Portable Speed/Message Sign Board Total Cost: \$13,400 Funding Source: Major Streets			13,400	13,400						
202-303.001- 971.0100	Traffic Signal Modernization Maple Rd.-Lakepark Rd. Intersection Total Cost: \$79,070 Funding Source: Major Streets					79,070					
202-303.001- 971.0100	Traffic Signal Replacement Maple Rd.-Chester St. to Woodward Ave. Total Cost: \$400,000 Funding Source: Major Streets					400,000					
	<b>TOTAL MAJOR STREET FUND</b>	\$3,173,365	\$3,474,380	\$38,400	\$38,400	\$2,299,070	\$1,285,000	\$2,745,000	\$730,000	\$1,000,000	
							Decrease	\$ (500)	\$ (300)	No impact	\$ (800)
							Decrease	Decrease	Decrease		Decrease

<sup>a</sup>Total estimated project cost equals \$1,670,810. This includes federal grant of \$1,167,000.

<sup>b</sup>Total estimated project cost equals \$1,625,000. This includes federal grant of \$350,000.

## CAPITAL PURCHASES AND IMPROVEMENTS

## LOCAL STREET FUND #203

Expenditures For Capital Outlay														Future Capital Outlay Requests					Impact of 2017/2018 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year			
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total								
203-449.001 981.0100	RESURFACING/RECONSTRUCTION Graefield Rd.- Derby Rd. to N. Eton Rd. Graefield Ct.- North End to Graefield Rd. Total Cost: \$497,000 Funding Source: Local Streets	\$ 32,825	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												
203-449.001 981.0100	2013 Asphalt Street Resurfacing Project Total Cost: \$527,000 Funding Source: Local Streets	13,125																				
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																				
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																				
203-449.001 985.7000	Cummings Ave. - Chapin Ave. to E. 14 Mile Rd. Total Cost: \$374,100 Funding Source: SAD: \$117,110 Local Streets: \$256,990	32,925	32,930																			
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.-Acacia Drain Total Cost: \$1,121,500 Funding Source: Local Streets	27,597	40,500																			
203-449.001 981.0100	Road Reconstruction: Webster Ave. - S. Adams Rd. to S. Eton Rd. Torry St. - Haynes Ave. to Webster Ave. Total Cost: \$1,213,000 Funding Source: Local Streets	700,527	834,700																			
203-449.001 985.7500	Cape seal: Webster Ave.-Woodward Ave. to S. Adams Rd S. Worth St.-Alley S. of Haynes Ave. to Woodward Ave. Total Cost: \$62,000 Funding Source: Oakland County Grant -\$31,000 Local Streets: \$31,000		25,000 37,000																			
203-449.001 981.0100	Road Reconstruction: Hamilton Ave. - N. Old Woodward Ave. to Woodward Ave. Total Cost: \$483,000 Funding Source: Local Streets	155,501	162,200																			

## CAPITAL PURCHASES AND IMPROVEMENTS

## LOCAL STREET FUND #203

Expenditures For Capital Outlay														Impact of 2017/2018 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year				
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	Future Capital Outlay Requests					Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total			
							2019/2020	2020/2021	2021/2022	2022/2023								
203-449.001 985.7300	Road Reconstruction (Special Assessed) Villa Ave. - Adams Rd. to Columbia Ave. Total Cost: \$842,000 Funding Source: Local Streets \$267,700, SAD \$574,300*	771,425	806,000															
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															
203-449.001 981.0100	2016 Asphalt 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: \$463,000 Funding Source: Local Streets	606,238	455,300															
203-449.001 981.0100	Road Reconstruction: Bennaville 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	140,000 400,000 408,000							\$ (7,000)	No impact <sup>a</sup>	No impact	\$ (7,000)			
203-449.001 981.0100	Road Resurfacing: Hidden Ravines Dr. - Southfield Rd. to End Hidden Ravines Ct. - Hidden Ravines Dr. to End Hidden Ravines Trl. - Hidden Ravines Dr. to End Ashford Lane - Quarron 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	80,000 40,000 30,000 80,000 50,000							\$ (3,000)	No impact <sup>a</sup>	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: \$985,000 Funding Source: Local Streets					325,000 325,000 255,000 80,000												
203-449.001 981.0100	Cape seal: 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: \$100,000 Funding Source: Local Streets						40,000 20,000 20,000 20,000											
203-449.001 981.0100	Road Reconstruction: Elm St. - Bowers St. to Woodward Ave. Total Cost: \$85,000 Funding Source: Local Streets						85,000											

## CAPITAL PURCHASES AND IMPROVEMENTS

## LOCAL STREET FUND #203

Expenditures For Capital Outlay							Future Capital Outlay Requests				Impact of 2017/2018 Budget Request on Annual Operating Budgets (Average Increase (Decrease) Per Year			
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
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 Ave. Maryland Blvd. - W. Lincoln Ave. to W. 14 Mile Rd. Pembroke Rd. - W. End to N. Eton Rd. Chapin Rd. - Woodward Ave. to Torry 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	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	Edgewood Ave. Reconstruction: E. Lincoln Ave. to Southlawn Blvd. Total Cost: \$260,000 Funding Source: Local Streets							260,000						
203-449.001 981.0100	Road Reconstruction: Townsend St. - Southfield Rd. to Chester St. Total Cost: \$330,000 Funding Source: Local Streets							330,000						
203-449.001 981.0100	Road Reconstruction: Hazel St. - S. Old Woodward Ave. to Woodward Ave. Total Cost: \$125,000 Funding Source: Local Streets							125,000						
203-449.001 981.0100	Windemere Rd. - N. Eton Rd. to St. Andrews Rd Pembroke Rd. - N. Eton Rd. to Edenborough Rd. Total Cost: \$825,000 Funding Source: Local Streets								550,000 275,000					
203-449.001 981.0100	Cape Seal (After Water Main Installation) Arlington Rd. - W. Maple Rd. to W. Lincoln Ave. Shirley Rd. - W. Maple Rd. to W. Lincoln Ave. Total Cost: \$143,000 Funding Source: Local Streets								75,000 68,000					
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				
203-449.001 981.0100	Road Resurfacing /Road Reconstruction (Future locations to be determined) Funding Source: Local Streets									1,250,000				

CAPITAL PURCHASES AND IMPROVEMENTS

LOCAL STREET FUND #203

Impact of 2017/2018 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year															
Future Capital Outlay Requests															
Expenditures For Capital Outlay															
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	Future Capital Outlay Requests					Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
							2019/2020	2020/2021	2021/2022	2022/2023					
203-449.001 981.0100	Miscellaneous Total Cost: \$2,668 Funding Source: Local Streets	2,668													
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	125,000					
203-449.001 981.0100	Concrete Street Repairs in Conjunction with Sidewalk Replacement Programs: 2016 program Programs for 2017 and after Total Cost: On-Going Funding Source: Local Streets	24,081 25,000	35,560 25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000					
TOTAL LOCAL STREET FUND		\$ 3,038,912	\$ 2,686,190	\$ 1,253,000	\$ 1,253,000	\$ 1,135,000	\$ 585,000	\$ 2,464,000	\$ 1,118,000	\$1,540,000	\$ (10,000)	\$ (500)	No impact	\$ (10,500)	
											Decrease	Decrease	No impact	Decrease	

\* Total cost figures for special assessment projects may not include all eligible administrative costs. Project costs are subject to final review.

<sup>a</sup> Once a section of road is reconstructed, labor costs for maintenance on that section of road decrease. Street maintenance personnel are then assigned to other activities in the Major or Local Street Funds as needed.

CAPITAL PURCHASES AND IMPROVEMENTS

WATER SUPPLY SYSTEM RECEIVING FUND #591

Expenditures For Capital Outlay															Future Capital Outlay Requests					Impact of 2017/2018 Budget Request on Annual Operating Budgets / Average Increase (Decrease) Per Year		
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total								
							2019/2020	2020/2021	2021/2022	2022/2023												
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	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																				
591-537.004-981.0100	Lakeview Ave. - Oak St. to Harmon St. Total Cost: \$240,000 Funding Source: Water Fund Reserves	240,000																				
591-537.004-981.0100	Poppleton Ave.-Knox Ave. to E. Maple Ave. Total Cost: \$15,000 Funding Source: Water Fund Reserves		15,000																			
591-537.004-981.0100	N. Old Woodward-S. Old Woodward-Maple Rd Total Cost: \$30,000 Funding Source: Water Fund Reserves		30,000																			
591-537.004-981.0100	N. Eton Rd. - Derby Rd. to Yorkshire Rd. Total Cost: \$477,200 Funding Source: Water Fund Reserves	9,667	3,300																			
591-537.004-981.0100	2015 Local Streets Paving Henrietta St., Maryland Blvd., Southlawn Blvd., Catalpa Dr. Total Cost: \$713,500 Funding Source: Water Fund Reserves	80,705	82,600																			
591-537.004-981.0100	2016 Asphalt Resurfacing W. Brown St.-Chester St. to Southfield Rd. Mansfield Rd.-Sheffield to 14 Mile Rd. Total Cost: \$45,200 Funding Source: Water Fund Reserves	10,258	37,200																			
591-537.004-981.0100	Oak St. - Chesterfield Ave. to Lakepark Dr. Total Cost: \$404,800 Funding Source: Water Fund Reserves	825	1,900																			
591-537.004-981.0100	Webster Ave. - S. Adams Rd. to S. Eton Rd. Torry St. - Haynes Ave. to Webster Ave. Total Cost: \$459,600 Funding Source: Water Fund Reserves	185,430	209,500																			

**CAPITAL PURCHASES AND IMPROVEMENTS**

**WATER SUPPLY SYSTEM RECEIVING FUND #591**

Expenditures For Capital Outlay							Future Capital Outlay Requests				Impact of 2017/2018 Budget Request on Annual Operating Budgets (Average Increase (Decrease) Per Year			
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
591-537.004- 981.0100	Hamilton Ave. - N. Old Woodward Ave. to Woodward Ave. Total Cost: \$302,100 Funding Source: Water Fund Reserves	30,178	70,300											
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	Old Woodward Ave. - Willis St. to Brown St. Total Cost: \$625,000 Funding Source: Water Fund Reserves	500,000	625,000											
591-537.004- 981.0100	Inspection Assistance Miscellaneous Total Cost: \$14,000 Funding Source: Water Fund Reserves	3,343	14,000											
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	110,000 275,000 165,000						No impact	No impact	No impact	No impact
591-537.004- 981.0100	Quarton Lake Area Raynole St., N. Glenhurst Dr., Brookwood St., Kenwood Ct. Total Cost: \$595,000 Funding Source: Water Fund Reserves					595,000								
591-537.004- 981.0100	Maple Rd. - Chester St. to Woodward Ave. Total Cost: \$250,000 Funding Source: Water Fund Reserves					250,000								
591-537.004- 981.0100	Bowers St. - Woodward Ave. to S. Adams Rd. Total Cost : \$190,000 Funding Source: Water Fund Reserves					190,000								
591-537.004- 981.0100	Grant St. - E. Lincoln Ave. to Humphrey Ave. Grant St. - Bird Ave. to W. 14 Mile Rd. Total Cost: \$160,000 Funding Source: Water Fund Reserves						100,000	60,000						



CAPITAL PURCHASES AND IMPROVEMENTS

WATER SUPPLY SYSTEM RECEIVING FUND #591

Expenditures For Capital Outlay							Future Capital Outlay Requests				Impact of 2017/2018 Budget Request on Annual Operating Budgets (Average Increase (Decrease) Per Year			
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
591-537.004- 981.0100	Elm St. - Bowers St. to Woodward Ave. Total Cost: \$50,000 Funding Source: Water Fund Reserves						50,000							
591-537.004- 981.0100	Pierce St. - Lincoln Ave. to Bird Ave. Total Cost : \$500,000 Funding Source: Water Fund Reserves						500,000							
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. Pembroke Rd. - W. End to N. Eton Rd. Chapin Rd. - Woodward Ave. to Torry St. Total Cost: \$1,960,000 Funding Source: Water Fund Reserves						335,000	260,000 675,000 300,000 260,000 130,000						
591-537.004- 981.0100	S. Old Woodward Ave. - Brown St. to Landon St. Total Cost: \$50,000 Funding Source: Water Fund Reserves							50,000						
591-537.004- 981.0100	Townsend St. - Southfield Rd. to Chester St. Total Cost: \$160,000 Funding Source: Water Fund Reserves							160,000						
591-537.004- 981.0100	W. Merrill St.-Southfield Rd. to Chester St. Total Cost: \$20,000 Funding Source: Water Fund Reserves							20,000						
591-537.004- 981.0100	Windemere Rd. - N. Eton Rd. to St. Andrews Rd. Pembroke Rd.-N. Eton Rd. to Edenborough Rd. Total Cost: \$405,000 Funding Source: Water Fund Reserves								270,000 135,000					
591-537.004- 981.0100	Arlington Rd.-W. Maple Rd. to W. Lincoln Ave. Shirley Rd.- W. Maple Rd. to W. Lincoln Ave. Total Cost: \$60,000 Funding Source: Water Fund Reserves								480,000 440,000	60,000				
591-537.004- 981.0100	Unnamed Street - Cole St. to 250 Ft. S. of E. Lincoln Ave. Total Cost: \$60,000 Funding Source: Water Fund Reserves													
591-537.004- 981.0100	<b>Backyard Water Main Abandonment</b> Westwood Dr. - Redding Rd. to Oak St. N. Glenhurst Dr. - Redding Rd. to Raynale St. Lyonshurst Rd. - Redding Rd. to Raynale St. Brookwood - Redding Rd. to Raynale St. Oak St. -Westwood Dr. to N. Glenhurst Dr. Total Cost: \$825,000 Funding Source: Water Fund Reserves						825,000							

CAPITAL PURCHASES AND IMPROVEMENTS

WATER SUPPLY SYSTEM RECEIVING FUND #591

Expenditures For Capital Outlay															Future Capital Outlay Requests				Impact of 2017/2018 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year			
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total								
							2019/2020	2020/2021	2021/2022	2022/2023												
591-537.004 981.0100	<b>Water Main Pipe Bursting</b> Derby Rd. - N. Eton Rd. to Coolidge Hwy. Total Cost : \$480,000 Funding Source: Water Fund Reserves						480,000															
591-537.003 981.0100	<b>Other Projects:</b> Hunter Water Tower Refurbishment Total Cost: \$150,000 Funding Source: Water Fund Reserves						150,000															
591-537.003 981.0100	Derby Storage Tank Total Cost: \$25,000 Funding Source: Water Fund Reserves	1,614																				
	<b>WATER FUND TOTAL</b>	\$ 1,493,618	\$ 1,258,800	\$ 550,000	\$ 550,000	\$ 1,035,000	\$ 2,440,000	\$ 1,915,000	\$ 1,325,000	\$ 60,000	No impact	No impact	No impact	No impact								

CAPITAL PURCHASES AND IMPROVEMENTS

SEWAGE-DISPOSAL SYSTEM FUND #590

Expenditures For Capital Outlay														Future Capital Outlay Requests					Impact of 2017/2018 Budget Request on Annual Operating Budgets - Average Increase (Decrease) Per Year		
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019					Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total							
							2019/2020	2020/2021	2021/2022	2022/2023											
590-536.001-981.0100	Kenning Park Parking Lot Improvement Total Cost: \$59,000 Funding Sources: Sewer Rates & Reserves	\$ 7,540	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -											
590-536.001-981.0100	<b>Sewer Improvements in Conjunction with Street Work:</b> 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: \$519,000 Funding Sources: Sewer Rates & Reserves	27,445	3,500																		
590-536.001-981.0100	Chester Parking Street Improvements Total Cost: \$13,000 Funding Sources: Sewer Rates & Reserves	8,958																			
590-536.001-985.6900	Hamilton Alley Sewer Improvements Total Cost: \$90,000 Funding Sources: Sewer Rates & Reserves	18,465	1,000																		
590-536.001-981.0100	2015 Local Streets Paving Acacia Drain Sewer Improvement Phase I & II Total Cost: \$1,570,000 (Gross) Funding Sources: Sewer Rates & Reserves Beverly Hills, OCWRC	251,980	275,000																		
590-536.001-981.0100	Hamilton Ave. - N. Old Woodward Ave. to Woodward Ave. Total Cost: \$517,000 Funding Sources: Sewer Rates & Reserves	125,697	67,000																		
590-536.001-981.0100	Oak St.-Chesterfield Ave. to Lakepark Dr. (Back yard sewer) Total Cost: \$1,048,460 Funding Sources: Sewer Rates & Reserves	1,531	1,800																		
590-536.001-981.0100	W. Maple Rd. - Cranbrook Rd. to Southfield Rd. (Backyard Sewer) Total Cost: \$268,000 Funding Sources: Sewer Rates & Reserves	138,180	40,000																		
590-536.001-981.0100	Webster Ave. - S. Adams Rd. to S. Eton Rd. Torry St. - Haynes Ave. to Webster Ave. Total Cost: \$361,000 Funding Sources: Sewer Rates & Reserves	179,777	113,000																		

**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 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
590-536.001- 981.0100	W. Brown St. - Southfield Rd. to S. Chester St. 2016 Asphalt Resurfacing Program Total Cost: \$425,000 Funding Sources: Sewer Rates & Reserves	396,510	388,000							
590-536.001- 981.0100	Old Woodward Ave. - Willis St. to Brown St. Total Cost: \$800,000 Funding Sources: Sewer Rates & Reserves	757,405	788,000							
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							
590-536.001- 981.0100	Villa Ave. - Adams Rd. to Columbia Ave. Total Cost: \$600,000 Funding Sources: Sewer Rates & Reserves	571,886	410,000							
590-536.001- 981.0100	Lakeview Ave. - Oak St. to Harmon St. Total Cost: \$160,000 Funding Sources: Sewer Rates & Reserves	160,000								
590-536.001- 981.0100	Saxon Dr. - Latham Rd. to Southfield Rd. Total Cost: \$50,000 Funding Sources: Sewer Rates & Reserves	50,000								
590-536.001- 981.0100	Bennville Ave. - Edgewood Ave. to Grant St. Chapin Ave. - Grant St. to Woodward Ave. Ruffner Ave. - Grant St. to Woodward Ave. Total Cost: \$1,140,000 Funding Sources: Sewer Rates & Reserves			50,000 670,000 420,000	50,000 670,000 420,000					No impact No impact No impact
590-536.001- 981.0100	Raynate St. - N. Glenhurst Dr. to Chesterfield Ave. N. Glenhurst Dr. - Raynate St. to Oak St. Brookwood - N. Glenhurst Dr. to Raynate St. Kenwood Ct. - N. Glenhurst Dr. to 230 ft. East (Backyard Sewer) Total Cost: \$850,000 Funding Sources: Sewer Rates & Reserves					850,000				
590-536.001- 981.0100	Maple Rd. - Chester St. to Woodward Ave. Total Cost: \$560,000 Funding Sources: Sewer Rates & Reserves					560,000				
590-536.001- 981.0100	Bowers St. - Woodward Ave. to S. Adams Rd. Total Cost: \$300,000 Funding Sources: Sewer Rates & Reserves					300,000				
590-536.001- 981.0100	Grant St. - E. Lincoln Ave. to Humphrey Ave. Total Cost: \$130,000 Funding Sources: Sewer Rates & Reserves						130,000			
590-536.001- 981.0100	Oak St. - Westwood Dr. to N. Glenhurst Dr. Total Cost: \$150,000 Funding Sources: Sewer Rates & Reserves						150,000			

## SEWAGE-DISPOSAL SYSTEM FUND #590

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**CAPITAL PURCHASES AND IMPROVEMENTS**

AUTO PARKING SYSTEM FUND (APS) #585										
Account Number	Project Description Total Cost Funding Source	Expenditures For Capital Outlay					Future Capital Outlay Requests			
		Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
585-305.000- 971.0200	<b>METER &amp; SURFACE LOTS</b> Street Meter Additions and Re-programs Total Cost: On-Going Funding Source: APS	\$ 31,738	\$ 485,710	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -
585-305.000- 971.0300	Parking Meter Sensors Total Cost: On-Going Funding Source: APS		333,300	15,000	15,000	15,000				
585-538.001- 981.0100	<b>GENERAL &amp; ADMINISTRATIVE</b> Downtown Parking Expansion Project Plan Development Total Cost: \$55,000 Funding Source: APS	2,750								
585-538.001- 981.0100	Parking Access and Payment Machine Replacement Chester Street Structure Total Cost: \$193,000 Funding Source: APS	2,000								
585-538.001- 971.0100	Signs & Clearance Bars Total Cost: On-Going Funding Source: APS	72,000	15,000	10,000	10,000	10,000				
585-538.001- 971.0100	Wireless Communication Framework Total Cost: \$20,080 Funding Source: APS		20,080							
585-538.001- 971.0100	Trash cans in all structures (18) Total Cost: \$18,000 Funding Source: APS			18,000	18,000					
585-538.001- 971.0100	Office Remodel Total Cost: \$25,000 Funding Source: APS			25,000	25,000					
585-538.001- 971.0100	Utility Pump Total Cost: \$300 Funding Source: APS			300	300	300				
585-538.002- 971.0100	<b>PIERCE STREET STRUCTURE</b> (8) Intercoms and Cameras * Total Cost: \$40,000 Funding Source: APS	40,000								
585-538.002- 971.0100	Traffic Control Equipment Total Cost: \$172,500 Funding Source: APS	205,000	172,500							
							Impact of 2017/2018 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year			
							Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
							No impact	No impact	No impact	No impact
							No impact	No impact	No impact	No impact
							No impact	No impact	No impact	No impact
							No impact	No impact	No impact	No impact
							No impact	No impact	No impact	No impact
							No impact	No impact	No impact	No impact

**CAPITAL PURCHASES AND IMPROVEMENTS**

AUTO PARKING SYSTEM FUND (APS) #585														
Expenditures For Capital Outlay							Future Capital Outlay Requests					Impact of 2017/2018 Budget Request on Annual Operating Budgets		
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
585-538.002-977.0000	Light Retrofit Total Cost: \$35,000 Funding Source: APS	35,000												
585-538.002-971.0100	Machinery & Equipment Total Cost: On-Going Funding Source: APS		10,000	40,000	40,000	40,000								
585-538.002-977.0000	Concrete Repairs & Waterproofing, Levels 4 & 5 Total Cost: On-Going Funding Source: APS			900,000	900,000						No impact	No impact	No impact	No impact
585-538.002-977.0000	Concrete Repairs & Waterproofing, Levels 1, 2 & 3 Total Cost: On-Going Funding Source: APS						900,000							
585-538.003-971.0100	<b>PARK STREET STRUCTURE</b> (9) Intercoms and (6) Cameras * Total Cost: \$40,000 Funding Source: APS	40,000												
585-538.003-971.0100	Traffic Control Equipment Total Cost: \$129,000 Funding Source: APS	160,000	129,000											
585-538.003-977.0000	Repaint Structure Total Cost: \$930,000 Funding Source: APS	516,546	930,000											
585-538.003-977.0000	Light Fixture Replacement Total Cost: \$310,000 Funding Source: APS	301,080	310,000											
585-538.003-977.0000	Concrete Repairs & Waterproofing, Levels 1, 2 & 3 Total Cost: On-Going Funding Source: APS	19,618	2,400							900,000				
585-538.003-977.0000	Concrete Repairs & Waterproofing, Levels 4 & 5 Total Cost: On-Going Funding Source: APS							900,000						
585-538.003-971.0100	Machinery & Equipment Total Cost: On-Going Funding Source: APS		10,000	40,000	40,000	40,000								

**CAPITAL PURCHASES AND IMPROVEMENTS**

AUTO PARKING SYSTEM FUND (APS) #585										
Expenditures For Capital Outlay						Future Capital Outlay Requests				Impact of 2017/2018 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
585-538.004- 971.0100	<b>PEABODY STREET STRUCTURE</b> (6) Intercoms and (5) Cameras * Total Cost: \$35,000 Funding Source: APS	35,000								
585-538.004- 971.0100	Traffic Control Equipment Total Cost: \$135,000 Funding Source: APS	160,000	135,000							
585-538.004- 977.0000	Elevator Repairs Total Cost: \$261,300 Funding Source: APS	211,481	214,000							
585-538.004- 977.0000	Concrete Repairs & Waterproofing Total Cost: On-Going Funding Source: APS		2,190							
585-538.004- 971.0100	Machinery & Equipment Total Cost: On-Going Funding Source: APS		9,000	35,000	35,000	35,000				
585-538.005- 971.0100	<b>N. OLD WOODWARD AVE STRUCTURE</b> Traffic Control Equipment Total Cost: \$105,000 Funding Source: APS	125,000	105,000							
585-538.005- 971.0100	(8) Intercoms and (4) Cameras * Total Cost: \$30,000 Funding Source: APS	30,000								
585-538.005- 977.0000	Fascia Repairs Total Costs: \$18,000 Funding Source: APS		18,000							
585-538.005- 971.0100	Machinery & Equipment Total Cost: On-Going Funding Source: APS		6,000	30,000	30,000	30,000				
585-538.006- 981.0100	<b>LOT #6: N. WOODWARD/HARMON</b> Repair Brick Wall Total Costs: \$730 Funding Source: APS		730							
585-538.006- 981.0100	Resurface Lot #6 Total Costs: \$200,000 Funding Source: APS					200,000				



**AUTO PARKING SYSTEM FUND (APS) #585**

\* - Intercoms and cameras are included in cost of traffic control equipment.

## LINCOLN HILLS GOLF FUND #597

Expenditures For Capital Outlay															Future Capital Outlay Requests					Impact of 2017/2018 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year			
Project Description Total Cost Funding Source		Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total									
597-753.001 981.0100 New Tee Signs Total Cost: \$6,000 Funding Source: Fees & Reserves	Golf Course Maintenance:	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -													
		6,000																					
		3,000																					
597-753.001 981.0100 New Drainage on #9 Total Cost: \$3,000 Funding Source: Fees & Reserves																							
597-753.001 981.0100 Renovate Cart Path #9 Tee-Irrigation Upgrades Total Cost: \$15,000 Funding Source: Fees & Reserves			15,000	15,000	15,000	15,000	6,000				No impact	No impact	No impact	No impact									
597-753.001 981.0100 Addition of Cart Paths Total Cost: \$36,000 Funding Source: Fees & Reserves																							
597-753.001 981.0100 Landscape Beautification (New Beds) Total Cost: \$5,000 Funding Source: Fees & Reserves						5,000																	
597-753.001 981.0000 Add Trees Total Cost: \$9,000 Funding Source: Fees & Reserves							9,000																
597-753.002 981.0100 Replace Urinals (Men's Bathroom) Total Cost: \$6,000 Funding Source: Fees & Reserves	Club House:	6,000					6,000																
597-753.002 981.0100 Power Wash & Stain Retainer Walls & Staircase Total Cost: \$4,800 Funding Source: Fees & Reserves		4,800																					
597-753.002 981.0100 Renovate Teaching Area-Poles & Netting Total Cost: \$5,000 Funding Source: Fees & Reserves			5,000								No impact	No impact	No impact	No impact									
597-753.002 981.0100 New Tee Signs & Entrance Sign Total Cost: \$5,000 Funding Source: Fees & Reserves				5,000	5,000						No impact	No impact	No impact	No impact									

LINCOLN HILLS GOLF FUND #597

Expenditures For Capital Outlay										Future Capital Outlay Requests					Impact of 2017/2018 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year			
LINCOLN HILLS GOVT FUND 7537	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total				
							2019/2020	2020/2021	2021/2022	2022/2023								
597-753.002 981.0100	New Pergola at Teaching Area Total Cost: \$8,000 Funding Source: Fees & Reserves			8,000	8,000							No impact	No impact	No impact	No impact			
597-753.002 972.0000	Clubhouse New Tables & Chairs Total Cost: \$5,000 Funding Source: Fees & Reserves					5,000	4,000											
597-753.002 972.0000	New Refrigeration Total Cost: \$4,000 Funding Source: Fees & Reserves																	
	LINCOLN HILLS FUND TOTAL	\$ 25,800	\$ 20,000	\$ 28,000	\$ 28,000	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -		No impact	No impact	No impact	No impact			

CAPITAL PURCHASES AND IMPROVEMENTS

SPRINGDALE GOLF FUND #584

Expenditures For Capital Outlay															Future Capital Outlay Requests					Impact of 2017/2018 Budget Request on Annual Operating Budgets Average Increase/Decrease Per Year			
Project Description Total Cost Funding Source		Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019					2019/2020	2020/2021	2021/2022	2022/2023	Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total					
584-753.001 981.0100	<b>Golf Course Maintenance:</b> New Planting Bed and Trees on #1 Tee Total Cost: \$4,000 Funding Source: Fees & Reserves	\$ 4,000	\$ -	\$ -	\$ -	\$ -					\$ 10,000	\$ -	\$ -	\$ -	No impact								
584-753.001 981.0100	New Tee Signs & Entrance Signs Total Cost: \$6,000 Funding Source: Fees & Reserves	6,000																					
584-753.001 981.0100	Irrigation Upgrade Total Cost: \$20,000 Funding Source: Fees & Reserves	5,000		15,000	15,000						5,000				No impact	No impact	No impact	No impact					
584-753.001 981.0100	Resurface Bridges Total Cost: \$15,000 Funding Source: Fees & Reserves		15,000																				
584-753.001 981.0100	Cart Path Repairs #4 Tee Total Cost: \$7,000 Funding Source: Fees & Reserves			7,000	7,000										No impact	No impact	No impact	No impact					
584-753.001 981.0100	New Fairway Bunker on #2 Total Cost: \$7,000 Funding Source: Fees & Reserves			7,000	7,000										No impact	No impact	No impact	No impact					
584-753.001 981.0100	Cart Path Additions Total Cost: \$7,000 Funding Source: Fees & Reserves					7,000																	
584-753.002 981.0100	<b>Club House:</b> Chipseal Parking Lot with Slurry Total Cost: \$25,000 Funding Source: Fees & Reserves	25,000	25,000																				
584-753.002 981.0100	NewTee Signs & Entrance Sign Total Cost: \$5,000 Funding Source: Fees & Reserves			5,000	5,000										No impact	No impact	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										10,000												
	SPRINGDALE GOLF FUND TOTAL	\$ 40,000	\$ 40,000	\$ 34,000	\$ 34,000	\$ 17,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	No impact	No impact	No impact	No impact	No impact					

## LAW AND DRUG ENFORCEMENT FUND #265

Expenditures For Capital Outlay															Future Capital Outlay Requests					Impact of 2017/2018 Budget Request on Annual Operating Budgets Average Increase/Decrease Per Year			
Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	Future Capital Outlay Requests					Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total									
						2019/2020	2020/2021	2021/2022	2022/2023														
265-302.001- 971.0100 <b>FEDERAL FORFEITURES</b> Evidence room DVR replacement Total Cost: \$4,060.00 Funding Source: Law and Drug Fund	\$ -	\$ -	\$ -	\$ -	\$ 4,060	\$ -	\$ -	\$ -	\$ -	\$ -	No impact	No impact	No impact	No impact									
265-302.002- 971.0100 <b>STATE FORFEITURES</b> (1) PELCO Surveillance Camera Total Cost: \$8,500 Funding Source: Law and Drug Fund	8,500	8,500																					
265-302.002- 971.0100 (2) Armor Express Lighthawk Tactical vests Total Cost: \$5,950 Funding Source: Law and Drug Fund			5,950	5,950							No impact	No impact	No impact	No impact									
265-302.002- 971.0100 Watchguard in-car video system replacement Total Cost: \$71,930 Funding Source: Law and Drug Fund					71,930																		
265-302.002- 971.0100 (3) MP-5 Submachine guns Total Cost: \$6,890 Funding Source: Law and Drug Fund					6,890																		
265-302.002- 971.0100 (13) Dell mobile data computers Total Cost: \$38,620 Funding Source: Law and Drug Fund					38,620																		
265-302.002- 971.0100 X2 Tasers Total Cost: \$47,710 Funding Source: Law and Drug Fund						47,710																	
265-302.002- 971.0100 Target System Replacement Total Cost: \$98,000 Funding Source: Law and Drug Fund									98,000														
<b>LAW AND DRUG ENFORCEMENT</b>	\$ 8,500	\$ 8,500	\$ 5,950	\$ 5,950	\$ 121,500	\$ -	\$ 47,710	\$ 98,000	\$ -	No impact	No impact	No impact	No impact	No impact									

**SOLID-WASTE DISPOSAL FUND #226**

Expenditures For Capital Outlay															Impact of 2017/2018 Budget Request on Annual Operating Budgets Average Increase/Decrease Per Year				
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manger Recommended 2017/2018	Planned 2018/2019	Future Capital Outlay Requests				Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total					
							2019/2020	2020/2021	2021/2022	2022/2023									
226-582.000- 971.0100	2 Yard Dumpsters for apartments & condos Total Cost: On-going Funding Source: Solid-Waste Fund	\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	No impact	No impact	No impact	No impact					
226-582.000- 971.0100	2 Yard Dumpsters for special events Total Cost: On-going Funding Source: Solid-Waste Fund					10,000													
	SOLID-WASTE DISPOSAL FUND	\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	No impact	No impact	No impact	No impact					

COMMUNITY DEVELOPMENT BLOCK GRANT FUND (CDBG) #248 \*

COMMUNITY DEVELOPMENT BLOCK GRANT FUND (CDBG)/7240															
Expenditures For Capital Outlay							Impact of 2017/2018 Budget Request on Annual Operating Budgets Average Increase (Decrease) Per Year								
Account Number	Project Description Total Cost Funding Source	Budget 2016/2017	Estimate 2016/2017	Dept Request 2017/2018	Manager Recommended 2017/2018	Planned 2018/2019	Future Capital Outlay Requests					Personnel Service Costs	Other Operating Costs	Debt Service Costs	Total
							2019/2020	2020/2021	2021/2022	2022/2023					
248-690.000-836.0100	Retrofit ADA Improvement City Hall Police Dept. entrance Total Cost: \$36,500 Funding Source: CDBG Program Year 2015 & 2016	\$ 13,440	\$ 13,440	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
248-690.000-836.0100	Barrier-Free Improvements Project to be determined Total Cost: \$22,410 Funding Source: CDBG Program Year 2018					22,410									
	CDBG FUND	\$ 13,440	\$ 13,440	\$ -	\$ -	\$ 22,410	\$ -	\$ -	\$ -	\$ -	N/A	N/A	N/A	N/A	N/A
	*No projects have been assigned to Project Year 2017.														

## **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 2017-2018 and 2018-2019.



**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
1	12/1/2003	13.59		2004 CHEVY MALIBU	\$ 12,400.00	PICKUP/VAN/SEDAN	8-10 YEARS	REPLACE	\$ 23,000.00
10	5/1/2007	10.18		GMC SIERRA K 1500	\$ 20,110.00	PICKUP/VAN/SEDAN	8-10 YEARS	REPLACE	\$ 30,000.00
13	4/1/2006	11.26		2006 CHEVY MALIBU	\$ 12,103.00	PICKUP/VAN/SEDAN	8-10 YEARS	REPLACE	\$ 24,000.00
19	1/18/2002	15.46		2002 VOLVO DUMP	\$ 127,189.00	LARGE DUMP TRUCKS	12-15 YEARS	REPLACE	\$ 230,000.00
48	12/1/2006	10.59		2007 CHEVY 3500/FLATBED	\$ 22,480.00	PICKUP/VAN/SEDAN	8-10 YEARS	REPLACE	\$ 35,000.00
133	5/10/2005	12.15		CHEVY TAHOE	\$ 26,972.00	PICKUP/VAN/SEDAN	8-10 YEARS	REPLACE	\$ 36,000.00
154	9/20/1999	17.79		1999 GMC AERIAL/TOWER	\$ 90,635.00	LARGE DUMP TRUCKS	12-15 YEARS	REPLACE	\$ 250,000.00
91	1/7/2008	9.49		2007 CHEVY - SMALL TRASH COMP.	\$ 61,900.00	RUBBISH TRUCKS	15-20 YEARS	EVALUATE	\$ 70,000.00
50	8/16/2012	4.88		2012 SCAG CHEETAH MOWER	\$ 8,147.00	MOWERS	5-8 SEASONS	EVALUATE	\$ 12,000.00
193	6/7/2007	10.07		BOBCAT MINI-EXCAVATOR	\$ 35,710.00	BACKHOE	8 YEARS	REPLACE	\$ 75,000.00
162	4/12/2007	10.23		TORO SANDPRO 3040	\$ 10,548.00	OFF ROAD UTILITY	5-8 SEASONS	REPLACE	\$ 16,000.00
241	4/25/2007	10.19		TORO SANDPRO 3040	\$ 10,548.00	OFF ROAD UTILITY	5-8 SEASONS	REPLACE	\$ 16,000.00
5508	3/12/2003	14.32		2003 CHEVY TAHOE	\$ 26,678.00	PICKUP/VAN/SEDAN	8-10 YEARS	REPLACE	\$ 36,000.00
5520	10/1/2000	16.76		FORD/HORTON	\$ 107,222.00	AMBULANCE	12-15 YEARS	REPLACE	\$ 220,000.00
507	9/19/2011	5.79	85,100	CHEVY TAHOE	\$ 32,989.00	PICKUP/VAN/SEDAN	75,000-90,000	REPLACE	\$ 36,000.00
511	4/8/2008	9.24		2008 CHEVY IMPALA	\$ 15,220.00	PICKUP/VAN/SEDAN	8-10 YEARS	EVALUATE	\$ 32,000.00
569	11/28/2011	5.59	82,795	CHEVY TAHOE	\$ 26,152.00	PICKUP/VAN/SEDAN	75,000-90,000	EVALUATE	\$ 36,000.00
579	4/12/2010	7.22	81,104	FORD CROWN VICTORIA	\$ 20,818.00	PICKUP/VAN/SEDAN	75,000-90,000	REPLACE	\$ 32,000.00
<b>2017-2018 TOTAL EQUIPMENT COST:</b>									<b>\$ 1,209,000.00</b>

**SCHEDULE OF VEHICLE AND EQUIPMENT REPLACEMENT FOR FISCAL YEAR 2018-2019**

NO.	PURCHASE DATE	AGE (YEARS)	PROJECTED MILEAGE	DESCRIPTION	COST	CLASSIFICATION	REPLACEMENT QUALIFIER	REPLACE OR EVALUATE	PROJECTED COST
11	8/8/2009	8.90		ELGIN SWEEPER	\$ 155,000.00	SWEEPERS AND VACTORS	8-10 YEARS	EVALUATE	\$ 230,000.00
12	11/20/2006	11.62		2007 DODGE CHARGER	\$ 17,417.00	PICKUP/VAN/SEDAN	8-10 YEARS	REPLACE	\$ 24,000.00
50	8/16/2012	5.88		2012 SCAG CHEETAH MOWER	\$ 8,147.00	MOWERS	5-8 SEASONS	EVALUATE	\$ 12,000.00
65	12/22/2004	13.53		2005 VOLVO 64,000 LB G.V.W.	\$ 136,497.00	LARGE DUMP TRUCKS	12-15 YEARS	EVALUATE	\$ 220,000.00
114	2/24/2003	15.36		CHEVY 1-1/2 TON TRUCK 16,000 G.V.W	\$ 45,920.00	LARGE DUMP TRUCKS	12-15 YEARS	REPLACE	\$ 75,000.00
172	4/1/2013	5.25		JACOBSON FAIRWAY MOWER	\$ 35,994.00	MOWERS	5-8 SEASONS	REPLACE	\$ 65,000.00
195	4/1/2013	5.25		JACOBSON FAIRWAY MOWER	\$ 35,994.00	MOWERS	5-8 SEASONS	EVALUATE	\$ 34,000.00
202	4/1/2006	11.26		2006 CHEVY MALIBU	\$ 12,103.00	PICKUP/VAN/SEDAN	8-10 YEARS	REPLACE	\$ 26,000.00
102	4/11/2009	9.23		TORO WORKMAN 2110	\$ 18,000.00	OFF ROAD UTILITY	5-8 SEASONS	REPLACE	\$ 20,000.00
230	8/1/2005	12.92		2005 CHEVY 3500 PICKUP	\$ 44,181.00	PICKUP/VAN/SEDAN	8-10 YEARS	REPLACE	\$ 60,000.00
231	1/18/2012	6.45		2011 JOHN DEERE 1445 MOWER	\$ 29,494.00	MOWERS	5-8 SEASONS	EVALUATE	\$ 34,000.00
232	1/18/2012	6.45		2011 JOHN DEERE 1445 MOWER	\$ 29,494.00	MOWERS	5-8 SEASONS	EVALUATE	\$ 34,000.00
563	8/15/2012	5.88	113,355	FORD INTERCEPTOR SEDAN	\$ 29,423.00	PICKUP/VAN/SEDAN	75,000-90,000	REPLACE	\$ 32,000.00
<b>2018-2019 TOTAL EQUIPMENT COST:</b>									<b>\$ 866,000.00</b>

**City of Birmingham**  
**General Governmental Revenues By Source**  
**Eleven Fiscal Years <sup>(1)</sup>**

<b>Fiscal Year Ended June 30</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>
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	23,743,932	65.5%	3,459,940	9.6%	1,475,443	4.1%	300,980	0.8%
2017 (Budget)	24,527,860	65.1%	3,070,540	8.2%	1,686,060	4.5%	342,330	0.9%
2018 (Budget)	26,771,340	66.9%	3,134,260	7.8%	1,744,940	4.4%	382,960	1.0%
2019 (Planned)	27,415,990	68.0%	3,203,760	8.0%	1,815,930	4.5%	464,360	1.2%

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>
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	96,297	0.3%	3,712,840	10.2%	3,098,821	8.6%	336,661	0.9%	36,224,914
2017 (Budget)	82,020	0.2%	3,724,040	9.9%	3,182,800	8.5%	1,018,990	2.7%	37,634,640
2018 (Budget)	87,180	0.2%	3,903,160	9.8%	3,082,730	7.7%	890,440	2.2%	39,997,010
2019 (Planned)	87,180	0.2%	3,797,670	9.4%	3,136,030	7.8%	367,510	0.9%	40,288,430

**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>
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	4,917,650	14.3%	11,985,817	34.8%	1,678,769	4.9%	2,580,756	7.5%	2,264,518	6.6%
2017 (Budget)	5,289,965	12.0%	12,905,267	29.5%	1,862,750	4.3%	2,836,123	6.5%	2,758,240	6.3%
2018 (Budget)	5,503,600	15.0%	12,752,170	34.6%	1,934,280	5.3%	3,170,810	8.6%	3,427,740	9.3%
2019 (Planned)	5,594,920	14.7%	13,313,850	34.8%	1,982,860	5.2%	3,223,720	8.5%	2,939,010	7.7%

Notes:

- (1) For years 2009-2016, 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 2017 - 2019 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>
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	4,096,617	11.9%	1,019,722	3.0%	4,278,081	12.4%	1,571,484	4.6%	34,393,414
2017 (Budget)	5,198,157	11.9%	1,150,000	2.6%	10,161,142	23.2%	1,627,600	3.7%	43,789,244
2018 (Budget)	4,424,530	12.0%	1,150,000	3.1%	2,791,310	7.6%	1,650,950	4.5%	36,805,390
2019 (Planned)	4,802,430	12.6%	1,150,000	3.0%	3,535,810	9.3%	1,584,750	4.2%	38,127,350



*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

**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
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
2016	20,353,128	1,825,954	-	1,564,850	112,124	23,856,056

**Source:** City of Birmingham Finance Department



**City of Birmingham**  
**Property Tax Levies and Collections**  
**Last Ten Fiscal Years**

Fiscal Year Ended	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
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%
2016	29,841,573	(108,231)	29,733,343	29,608,260	99.22%

**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>Amount</b>	<b>Percentage of Adjusted Levy</b>
\$	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%
	18,833	28,664,469	100.00%
	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>	
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
2017	1,736,355,550	309,427,800	1,181,570	63,223,860	2,110,188,780

**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>
14.62	\$ 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%
14.76	5,505,741,060	38.3%	2,752,870,530	50%

**City of Birmingham**  
**Principal Property Tax Payers**  
**Current Year and Nine Years Ago**

**June 30, 2017**

<u>Taxpayer</u>	<u>Type of Property</u>	<u>Taxable Value</u>	<u>Rank</u>	<u>Percentage of Total City Taxable Value</u>
Fuller Central Park Properties	Office, Retail	\$ 25,826,880	1	1.22%
DTE Energy	Utility	12,725,210	2	0.60%
US Reif 325 N Old Woodward MI LLC	Retail, Condominiums	10,315,910	3	0.49%
THC Investors	Hotel	8,957,290	4	0.42%
Consumers Energy Company	Utility	8,005,480	5	0.38%
Maple Elm Development Co LLC	Residential	7,392,230	6	0.35%
VS Birmingham Holdings LLC	Office, Retail	5,716,320	7	0.27%
Merrillwood Building LLC	Office, Residential, Apts	5,010,200	8	0.24%
Woodward Brown Assoc	Office, Retail, Condominiums	4,692,090	9	0.22%
James Esshaki/ESSCO	Office, Retail	4,685,790	10	0.22%
Crowley-Willits Retail	Retail, Theatre			
Geoff Hockman & Associates	Hotel, Office, Residential			
James Esshaki/J. P. Equities LLC	Office, Retail			
BP Commercial	Office, Hotels			
Rosso Development	Residential, Apt., Office			
Associates of 555	Office, Retail, Apts			
Topvalco	Retail			
Prudential Investments	Office			
Total taxable value of 10 largest taxpayers		93,327,400		4.42%
Total taxable value of all other taxpayers		2,016,861,380		95.58%
Total taxable value of all taxpayers		<u>\$ 2,110,188,780</u>		<u>100.00%</u>

**Source:** City of Birmingham

**June 30, 2008**

	<u>Taxable Value</u>	<u>Rank</u>	<u>Percentage of Total City Taxable Value</u>
\$	31,388,640	1	1.49%
	8,011,240	7	0.38%
	17,319,650	2	0.82%
	16,011,810	3	0.76%
	14,528,110	4	0.69%
	12,870,660	5	0.61%
	8,630,880	6	0.41%
	7,060,570	8	0.33%
	5,162,160	9	0.24%
	5,038,030	10	0.24%
	126,021,750		5.97%
	1,986,209,301		94.03%
\$	<u>2,112,231,051</u>		<u>100.00%</u>

**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)

Fiscal Year Ended June 30	City Direct Rates					Overlapping Rates			
	Basic					Oakland County			
	Charter	Baldwin				Intermediate			Total
	Operating		Public	Debt	Total	Community	School	County	
	Rate <sup>a</sup>	Refuse <sup>b</sup>	Library <sup>c</sup>	Service <sup>a</sup>	Direct	County	College	District	Rate
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
2017	11.18	0.87	1.41	1.30	14.76	4.49	1.57	3.34	9.40

**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 2016-2017 are as follows: general operating 12.12, refuse 1.82, library 1.44. 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.

Overlapping Rates					Total Rates	
Birmingham Public Schools						
<u>SMART<sup>e</sup></u>	<u>Zoo Authority</u>	<u>Art Institute Authority</u>	<u>Homestead</u>	<u>Non-Homestead</u>	<u>Homestead</u>	<u>Non-Homestead</u>
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
0.99	0.10	0.20	18.40	27.90	43.85	53.35





*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

**City of Birmingham**  
**Computation of Legal Debt Margin**  
**Estimate - June 30, 2017**

2016 State-Equalized Valuation		<u><u>\$ 2,752,870,530</u></u>
Debt limit <sup>a</sup> (10% of State-Equalized Valuation) <sup>b</sup>		\$ 275,287,053
Debt applicable to limitation:		
Total bonded and contractual debt <sup>c</sup>	18,072,421	
Less deductions allowed by law:		
Water Supply System Revenue Bonds Series 1993	-	
Combined sewer overflow abatement project	-	
	<u>                    </u>	
Net debt applicable to debt limit		<u><u>18,072,421</u></u>
Legal debt margin		<u><u>\$ 257,214,632</u></u>

**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 act also 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 2017-2018 in Debt Administration section of this 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>
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	-
2016	22,219	2,001,037,050		22,621,514	35,716	-

<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 2012-2016 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>	
\$ 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	
22,585,798	1.13%		1,017	

**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 Governmental</b>	<b>Ratio of Debt Service To General Governmental</b>
<b><u>June 30</u></b>	<b><u>Principal</u></b>	<b><u>Interest</u></b>	<b><u>Service</u></b>	<b><u>Expenditures<sup>b</sup></u></b>	<b><u>Expenditures</u></b>
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%
2016	3,884,497	906,083	4,790,579	34,393,414	13.93%

**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, 2016**

<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>	\$ 22,585,798	100.00%	\$ 22,585,798
OVERLAPPING <sup>b</sup>			
Birmingham School District	211,450,000	43.89%	92,805,405
Oakland County	403,351,276	3.85%	15,529,024
Oakland County Community College	46,680,000	3.87%	1,806,516
Oakland Intermediate School District	1,605,000	3.88%	62,274
<b>TOTAL</b>	<b>\$ 685,672,074</b>		<b>\$ 132,789,017</b>

<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 2015 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>2017<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	1,247	1	7.16%
McCann Worldgroup	Advertising and marketing	809	2	4.64%
City of Birmingham <sup>e</sup>	Government services	326	3	1.87%
Townsend Hotel	Hotel/restaurant	205	4	1.18%
Home Instead Senior Care	Home Care Assistance	158	5	0.91%
Community House	Event Venue	150	6	0.86%
Kroger Co. of Michigan	Supermarket chain	131	7	0.75%
Birmingham Family YMCA	Health & fitness	130	8	0.75%
UBS Financial Services	Investment counselors	102	9	0.59%
Hall & Hunter Realtor	Real estate sales	100	10	0.57%
Munder Capital Management	Investment counselors	-		
Uptown Entertainment	Theater operator	-		
Morgan Stanley	Securities broker	-		
Consumer Pulse of Washington	Market research	-		
Peabody's of Birmingham	Restaurant	-		
<b>Total</b>		<b>3,358</b>		<b>19.28%</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 2017 were contacted directly to obtain or confirm 2017 employment data. Those that did not respond have not been included.

Numbers reported by the employers may include part-time employees and/or independent contractors.

<sup>b</sup>The primary source is the 2008 Community Profile prepared by Oakland County Planning & Economic Development as modified by the City Finance Department.

Rankings have changed due to restatement of City of Birmingham. See footnote e for details.

<sup>c</sup>The source for total employment data is SEMCOG (Southeast Michigan Council of Governments).

The number used for 2008 is 22,802 based on an estimate for 2000. The number used for 2017 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 2017 number represents all school district employees, not just employees working within Birmingham city limits.

<sup>e</sup> 2017 reflects all budgeted positions for fiscal year 2016-2017. The number for 2008 has been restated to reflect all budgeted positions for fiscal year 2007-2008.

2008 <sup>b</sup>		
Employees	Rank	Percentage of Total City Employment <sup>c</sup>
1,173	1	5.14%
275	3	1.21%
329	2	1.44%
215	4	0.94%
-		
-		
180	5	0.79%
-		
-		
-		
180	6	0.79%
150	7	0.66%
120	8	0.53%
120	9	0.53%
115	10	0.50%
<hr/> <hr/> 2,857		<hr/> <hr/> 12.53%



**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>
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	108,135	71,972	41.2	3,773	2,535	3.1
2016	22,358	9,734					2,574	2.1

**Sources:**

<sup>a</sup>2010 data is from U.S. Census Bureau for 2010.

Estimates for 2006-2009 and 2011-2016 are from SEMCOG, Southeast Michigan Council of Governments.

<sup>b</sup> 2007-2009 Estimates are from Oakland County Planning & Economic Development. 2010-2015 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 - 2015 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- 2015 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.

2010-2015 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	8,512
Major	21.82	Meters	8,666
Local	63.13	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 2015-2016		Sewage Collection System	
Building permits	1,015	Miles of sanitary sewers	115.41
Construction value	\$123,240,000		

2016-2017 Fire Protection (Budgeted positions)		Parking System	
Stations	2	Parking structures	5
Regular firefighters (not including chiefs)	27	Parking-metered spaces	1,262
Volunteers	0	Total public parking spaces	4,841

2016-2017 Police Protection (Budgeted positions)		Election Data	
Precincts	1	Registered voters, Nov. 2016	17,412
Regular police (not including chiefs)	31	Ballots cast, Nov. 2016 election	13,270
Auxiliary	16	Percent voting	76%
		Registered voters, June 30, 2016	17,056

2016-2017 Budgeted Employees (not including Library)		Library 2015-2016	
Full-time personnel	146	Registered patrons	44,296
Part-time personnel	108	Book collections	126,154

Population Data			
1970 federal census	26,170	Audiovisual collections	40,230
1980 federal census	21,689	Items circulated	566,182
1990 federal census	19,997	Patron visits	287,131
2000 federal census	19,291	Circulation per capita (1)	16.0
2010 federal census	20,103	Program attendance	28,870

(1) Based on population for the service area of the library: Birmingham, Beverly Hills, and Bingham Farms.



*City of Birmingham, Michigan  
2017-2018 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, sewer,

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  
2017-2018 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



*City of Birmingham, Michigan  
2017-2018 Recommended Budget*

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