

Agenda
Regular Meeting of the City Commission
Tuesday, June 2, 2020
7:30 p.m.
Remote Meeting – Not at City Hall
Agenda

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF CONSENT AGENDA

All items listed under the Consent Agenda are considered routine by the City Commission and will be enacted in one motion. There will be no separate discussion on these items unless a Commission member so requests, in which event the item(s) will be removed from the Consent Agenda and added to the Regular Agenda at the end of the items of business.

1. Regular Meeting Minutes of May 19, 2020
2. Approval of Warrant 364
3. Reports and Minutes
 - a. Planning Commission, April 27, 2020
 - b. Parks and Recreation Advisory Board, February 25, 2020
 - c. Treasurer's Report April 2020

COUNTY COMMISSIONER AND ELECTED OFFICIAL REMARKS

PUBLIC PARTICIPATION

ITEMS OF BUSINESS

1. Resolution R- 2020: Matter of consideration of the approval of Banks, Brokers, and Dealers for the City deposits for the upcoming 12 months as required by the City of Huntington Woods investment policy.
2. Budget Amendment: Matter of consideration of amending the 2019/2020 City Budget (year-end adjustments).
3. Ordinance No. ___: Matter of consideration of an Ordinance, to Amend the City Code of the City of Huntington Woods, Chapter 4, to Add New Article III, Chickens, To Delete Section 4-46, Pilot Program. (Second Reading)

CITY MANAGER'S REPORT

ADJOURNMENT OF REGULAR CITY COMMISSION MEETING

Public Expression is encouraged. Comments are invited on each Agenda item when that item comes up for consideration. Matters not listed on the Agenda may be addressed under "Public Participation". Please be advised that the Commission Meetings are usually attended by the media and cablecast live, in addition to being re-cablecast following the meeting. The City of Huntington Woods will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed material being considered at the meeting, to individuals with disabilities attending the meeting upon three working days' notice to the City. Individuals with disabilities requiring auxiliary aids or services should contact the City by writing or calling: Tim Rowland, ADA Coordinator, Huntington Woods City Hall, 26815 Scotia, Huntington Woods, MI 48070, (248 581-2640). Deaf-Tel(1-248-541-1180).

CITY OF HUNTINGTON WOODS
REGULAR MEETING OF THE CITY COMMISSION
MINUTES
Tuesday, May 19, 2020
7:30 p.m.
Remote Meeting – Not at City Hall
DRAFT

Mayor Paul called the Meeting to order at 7:30 p.m.

PRESENT: Mayor Paul, Mayor Pro Tem Rozell, Commissioner Jenks, Commissioner Olsman, Commissioner Elder, City Manager Sullivan and City Attorney Rosati.

ABSENT: None

City Staff Present: Finance/Treasurer Director Rowland.

APPROVAL OF AGENDA

Moved by Commissioner Jenks and seconded by Commissioner Elder to approve the May 19, 2020 agenda as presented.

Ayes: Paul, Jenks, Rozell, Olsman, Elder

Nays: None

Absent: None

The Motion Carried.

APPROVAL OF CONSENT AGENDA

Moved by Commissioner Jenks and seconded by Commissioner Olsman to approve the May 19, 2020 Consent Agenda as presented.

Ayes: Paul, Jenks, Rozell, Elder, Olsman

Nays: None

Absent: None

The Motion Carried.

ELECTED OFFICIAL REMARKS

Helene Zack

- The County will be opening COVID-19 to no reason swab testing at the Oakland County Health Department on Monday and Wednesdays. To make an appointment, call the Nurse on Call Line at 248- 858-5533.
- Oakland County received over two hundred and nineteen million dollars from the Care COVID response fund. The County is looking for the best ways to use this money. There was announcement today to set aside thirty million dollars for Cities/Townships for PPE supplies. The County also released fifteen million dollars to small businesses.
- The County will be approving a contract with Oakland/Livingston Human Service Agency to work with the County Work Force Develop Department helping people with financial coaching and other financial issues. In working with this agency, it will open residents up to seventy different programs offered by these groups.
- The County will be funding ten million for non-profit groups. They will be contracting with the United Way to oversee the grant process.
- The County is moving through the budget process.

PUBLIC PARTICIPATION

- **Jamie Horowitz**
Thanked the Commission and other City employees for their hard work during the COVID-19 pandemic. She also noted she will be running for 45th District Court.

PROCLAMATION

Mayor Paul read the proclamation recognizing the first Friday in June to be National Gun Violence Awareness Day.

PUBLIC HEARING

Public hearing opened at 7:44 p.m.

Public Comment:

Jay Schwartz – 10014 Ludlow

Questioned the Commission on Capital Expenditure deferrals due to budget uncertainty and the status of employee furloughs. Manager Sullivan noted she would contact him directly to discuss employee furlough and status.

Public Hearing closed at 7:48 p.m.

RESOLUTION R-132-2020

Matter of adopting the City Budget for the Fiscal Year commencing July 1, 2020 and ending June 30, 2021.

Moved by Commissioner Olsman and seconded by Commissioner Elder to adopt the City Budget for the Fiscal Year commencing July 1, 2020 and ending June 30, 2021.

Ayes: Paul, Elder, Jenks, Rozell, Olsman
Nays: None
Absent: None

The Motion Carried.

APPROPRIATION/MILLAGE RATE RESOLUTION - MAY 2020

BE IT RESOLVED that this resolution shall be the General Appropriation Act of the City of Huntington Woods for the fiscal year July 1, 2020 through June 30, 2021, the Act to make appropriations and to provide for the disposition of all income received by the City of Huntington Woods.

BE IT FURTHER RESOLVED that the budgeted revenue including re-appropriation of fund balances for the fiscal year is as follows:

GENERAL FUND REVENUES

Property Taxes	\$6,576,020.
Licenses and Permits	439,750.
State and Federal Revenue	672,650.
User Fees and Miscellaneous	579,600.
Fund Balance Appropriation	---
General Fund Revenues	<u>\$8,268,020.</u>

OTHER FUNDS

Major Street	\$572,760.
Local Street	356,780.
Recreation	2,249,070.
Debt - GWK Drain Bond	262,800.
Debt - 11 Mile Road Bond	114,040.
Debt - 2010 Road REZEB Bond	412,100.
Debt - 2012 Road Bond	289,350.
Debt - 2014 Road Bond	219,500.
Debt - 2017 Road Bond	337,400.
Debt- 2019 Sewer Bond	522,880.
Debt- 2020 Road & Sewer Bond	801,500.
Capital Facilities	411,000.
Sanitation	612,210.
Water	3,364,830.
Equipment	592,510.
Post Retirement	800,460.
Construction Road	212,100.

Construction Sewer	4,664,940.
Road Maintenance Fund	402,500.

BE IT FURTHER RESOLVED that the budgeted expenditures for the fiscal year beginning July 1, 2020, and ending June 30, 2021, are hereby appropriated on a departmental, activity, and fund total basis as follows:

GENERAL FUND EXPENDITURES

Commission	\$25,920.
Administration	1,288,350.
Public Safety	2,758,030.
Public Services	429,440.
Library	612,740.
General Liability	189,580.
Transfers	2,963,960.

General Fund Expenditures **\$8,268,020.**

Major Street Expenditures

Routine Maintenance	\$267,040.
Traffic Services	33,350.
Snow Removal	63,390.
Administration & Engineering	11,360.
Transfers Out	165,510.

Major Street Expenditures **\$540,650.**

Local Street Expenditures

Routine Maintenance	\$266,800.
Traffic Services	22,910.
Snow Removal	76,510.
Administration & Engineering	9,330.

Local Street Expenditures **\$375,550.**

Recreation Fund Expenditures

City Bus	\$52,530.
Administration	771,370.
Programs	882,050.
Parks	185,890.
Swimming Pool	345,070.

Recreation Fund Expenditures**\$2,236,910****OTHER FUNDS**

Debt - GWK Drain Bond	\$262,800.
Debt - 11 Mile Road Bond	114,040.
Debt - 2010 Road REZEB Bond	412,100.
Debt - 2012 Road Bond	289,350.
Debt - 2014 Road Bond	219,500.
Debt - 2017 Road Bond	337,400.
Debt- 2019 Sewer Bond	522,880.
Debt- 2020 Road & Sewer Bond	388,750.
Capital Facilities	411,000.
Sanitation	612,210.
Water	3,364,830.
Equipment	531,080.
Post Retirement	800,460.
Construction Road	4,664,940.
Construction Sewer	3,405,310.
Road Maintenance Fund	150,000.

BE IT FURTHER RESOLVED that the administration continue to follow the revised Charter and amended ordinances with regard to the budget preparation, implementation, and purchasing requirements, including emergency purchases, and that all necessary adjustments in user fees for all funds be implemented as indicted in the final budget document, and

BE IT FURTHER RESOLVED that the City Commission in adopting the budget for the Water Fund sets the rate for metered water consumption at \$13.25 per 100.25/cu ft., the debt repayment fee for repayment of sewer bonds be set at \$2.35 per 100.25/cu ft., and a ready to serve fee of \$68.00 per year/per household, and that such rates will be in effect on the first billing period after July 1, 2020, and

BE IT FURTHER RESOLVED that the City Commission hereby authorizes the use of a Budget Stabilization Fund as per 1978 P.A. 30, ' 141.44 - 141.445 compiled laws of 1979. for the sole purpose of setting aside funds to be used for budget stabilization as per the Act.

BE IT FURTHER RESOLVED that the City Commission in adopting the budget for the General Fund sets the rate for the redistribution of PEG (Public, Education, and Government) fees at 0% of the base 1% PEG revenue received by the City of Huntington Woods from Franchise agreements through its Cable Television providers.

BE IT FURTHER RESOLVED that the City Manager and/or Finance Officer be authorized to create new appropriation centers or activities through the budget, as necessary, and disclose same to the Commission through monthly budget reports. And further, that the City Manager and/or Finance Officer be authorized to make necessary changes between funds, activities, accounts and reserves as required by law and authorized by adoption of the budget documents and this appropriation resolution. Any adjustments will not change the appropriated fund total for expenses as approved in this resolution and will be disclosed to the Commission through monthly budget reports, and

BE IT FURTHER RESOLVED that by approving the Appropriations Resolution the Commission authorizes the expenditures provided for in the Budget, in keeping with proper procurement procedures as outlined in the Charter and Purchasing Ordinance, and

BE IT FURTHER RESOLVED that all transfers from the contingent account be made upon further action by the Huntington Woods City Commission. Extraordinary expenses not foreseen in this budget will be disclosed to the Commission in keeping with the Charter and State Laws, and

BE IT FURTHER RESOLVED that the City approve a five-year capital planning budget as presented in the budget document and that the five year capital needs assessment combined with the CIP Capital Planning Budget be made available to the City Planning Commission as per State of Michigan P.A. 33 of March 2008, and

BE IT FURTHER RESOLVED that the 2020-2021 budget shall be automatically amended on July 1, 2020, to re-appropriate encumbrances outstanding and reserved at June 30, 2020.

BE IT FURTHER RESOLVED that the following Millage Rates be levied as approved by the Commission for the fiscal year July 1, 2020 through June 30, 2021 and,

G.F. Operating (including over-ride)	16.8768
1998 Override (recreation facilities)	0.1898
Sanitation	1.5472
Act 345 Public Safety Pension	<u>2.2993</u>
Total Operating Millage	<u>20.9131</u>

BE IT FURTHER RESOLVED that the following millage rate be levied for the purposes of debt retirement, as approved by the City Commission, and that the total millage rate for operation and debt retirement be 25.8301 dollars per thousand dollars of taxable value.

GWK Drain Debt	0.5169
2010 UTGO Road Debt	0.9334
2012 UTGO Road Debt	0.7366
2014 UTGO Road Debt	0.5264
2017 UTGO Road Debt	0.8611
2019 UTGO Sewer Debt	1.3426
Total Debt	<u>4.9170</u>
Total Levy	<u>25.8301</u>

NOW THEREFORE BE IT RESOLVED that the passage of this annual appropriation and millage rate resolution is authorized for the expenditures cited hereby within the budget documentation incorporated herein.

RESOLUTION R-133-2020

Matter of authorizing collection of the tax administration fee in accordance with P.A. 503 in 1982.

Moved by Commissioner Olsman and seconded by Commissioner Jenks to authorize the collection of the tax administration fee in accordance with P.A. 503 in 1982.

Ayes: Paul, Elder, Jenks, Rozell, Olsman

Nays: None

Absent: None

The Motion Carried.

TAX ADMINISTRATION FEE RESOLUTION

WHEREAS, The City Treasurer of the City of Huntington Woods collects property taxes levied by the City and by the following units of government and public authorities:

Berkley School District	Oakland Intermediate Schools	Art Institute
Royal Oak School District	State of Michigan	
Oakland Community College	Zoological Society	
Oakland County	Transportation Authority	

WHEREAS, Act 503 of the Public Acts of 1982, as amended, provides that with respect to property taxes voluntarily paid before February 15th of the succeeding year, the local tax collecting unit may authorize the Treasurer to add a 1% property tax administration fee for the purpose of offsetting costs incurred by the collecting unit in assessing property values, collecting the property tax levies, and in the review and appeal process; and

WHEREAS, Act 133 of the Public Acts of 1982, as amended, provides that on tax levies that become liens in 1983 or any year thereafter, the Treasurer actually performing the collection of a summer property tax levy of a school district or intermediate school district to collect and retain similar fees and charges on taxes paid before March 1st of the succeeding year; and

WHEREAS, Act 503 of the Public Acts of 1982, as amended, provides that on tax levies that become liens in 1983 or any year thereafter, the Local Treasurer shall not impose a property tax administration fee or late penalty charge authorized by law or charter unless the governing body of the local property tax collecting unit approves, by resolution or ordinance, an authorization for the imposition of such fees and charges, which authorization shall be valid for all levies that become liens after the resolution or ordinance is adopted.

NOW THEREFORE, BE IT RESOLVED THAT:

1. The City Treasurer is hereby authorized to add to and collect a property tax administration fee in the amount of 1% on property taxes collected by the City of Huntington Woods for taxing units other than the City of Huntington Woods which become a lien on July 1st, and December 1st which are voluntarily paid before February 15th of the succeeding year.
2. The City Treasurer is hereby authorized to add to and collect a property tax administration fee in the amount of 1% together with a late penalty charge in the amount of 3%, on all taxes collected by the Treasurer which become a lien on December 1st of any year and are paid after February 14th and before March 1st of the succeeding year. Property taxes which become a lien on July 1st of any year and are paid after August 10th of the same year, will be assessed a 1% penalty per month unless one half of such taxes are paid on or before August 10th of the same year and the remaining one-half are paid on or before October 31st of the same year. If the remaining one-half of such taxes are not paid on or before October 31st, then such taxes will be subject to a 1% penalty per month from August 10th preceding, not to exceed the maximum fee and penalty charge of 7%.
3. The property tax administration fee and late penalty charge authorized by this resolution is effective on all levies that become liens in 1983 or any year thereafter, and shall remain in effect until amended or repealed by the Commission of the City of Huntington Woods.
4. All resolutions or parts of resolutions which are inconsistent with this resolution be, and the same are, hereby repealed.

RESOLUTION R-134-2020

Matter of transferring Delinquent Water for 2019/2020 to the 2020 Summer Tax Roll of the City of Huntington Woods, in accordance with Chapter 19, Section 2.87 of the City Code.

Moved by Commissioner Olsman and seconded by Commissioner Elder to transfer Delinquent Water for 2019/2020 to the 202 Summer Tax Roll of the City of Huntington Woods, in accordance with Chapter 19, Section 2.87 of the City Code.

Ayes: Paul, Elder, Jenks, Rozell, Olsman

Nays: None

Absent: None

The Motion Carried.

RESOLUTION R-135-2020

Matter of authorizing the Annual Agreement for the collection of 2020 Summer Property Taxes for the Berkley school District.

Moved by Commissioner Olsman and seconded by Commissioner Elder to authorize the Annual Agreement for the collection of 2020 Summer Property Taxes for the Berkley School District.

Ayes: Paul, Elder, Jenks, Rozell, Olsman

Nays: None

Absent: None

The Motion Carried.

RESOLUTION R-136-2020

Matter of authorizing the MERS Administration Adoption Agreement.

Moved by Commissioner Olsman and seconded by Commissioner Elder to authorize the MERS Administration Adoption Agreement.

Public Comment:

Jay Schwartz – 10014 Ludlow

Noted support of the Adoption.

Ayes: Paul, Elder, Jenks, Rozell, Olsman

Nays: None

Absent: None

The Motion Carried.

BID AWARD:

Matter of consideration that the City of Huntington Woods enter into a contractual agreement with Diponio Contracting for the 2020 Pavement Reconstruction and Water Main Replacement Agreement.

Moved by Commissioner Olsman and seconded by Commissioner Elder enter into a contractual agreement with Diponio Contracting for the 2020 Pavement Reconstruction and Water Main Replacement Agreement.

Public Comment:

Jay Schwartz – 10014 Ludlow

Questioned and received clarification on the total amount of this project.

Commissioner Comments:

Rozell: Noted multiple errors in the bid memo that included the incorrect listing of how the streets run as well as mis-spellings of street names. He further noted his frustration with the professionalism of the engineering firm and asked that the memo be corrected.

Elder: Noted that P.A. 345 is noted incorrectly as P.A. 255 in the memo and should also be corrected.

Jenks: Also noted dissatisfaction with the engineering firm and consideration should be considered for future replacement.

Olsman: Noted that the lack of professionalism is inexcusable based on previous concerns and mistakes.

Ayes: Paul, Elder, Rozell, Jenks, Olsman

Nays: None

Absent: None

The Motion Carried.

RESOLUTION R-138-2020

Matter of appointment of Rocco Fortura as Representative and Amy Sullivan as Alternate to the Southeast Oakland County Resource Recovery Authority (SOCCRA) Board for fiscal year being July 1, 2020.

Moved by Commissioner Jenks and seconded by Mayor Pro Tem Rozell to appointment of Rocco Fortura as Representative and Amy Sullivan as Alternate to the Southeast Oakland County Resource Recovery Authority (SOCCRA) Board for fiscal year being July 1, 2020.

Public Comment:

Jay Schwartz – 10014 Ludlow

Asked for clarification received, the primary appointee's title and position with the City.

Ayes: Paul, Elder, Jenks, Rozell, Olsman

Nays: None

Absent: None

The Motion Carried.

RESOLUTION R-139-2020

Matter of appointment of Rocco Fortura as Representative and Amy Sullivan as Alternate to the Southeast Oakland County Water Authority (SOCWA) Board for fiscal year being July 1, 2020.

Moved by Commissioner Elder and seconded by Commissioner Jenks to

appointment of Rocco Fortura as Representative and Amy Sullivan as Alternate to the Southeast Oakland County Water Authority (SOCWA) Board for fiscal year being July 1, 2020.

Ayes: Paul, Elder, Jenks, Rozell, Olsman

Nays: None

Absent: None

The Motion Carried.

RESOLUTION R-140-2020

Matter of consideration of an agreement with Oakland County Animal Care Services to provide animal care covering October 1, 2019 through September 30, 2022.

Moved by Commissioner Olsman and seconded by Commissioner Elder to approve the agreement with Oakland County Animal Care Services to provide animal care covering October 1, 2019 through September 30, 2022.

Ayes: Paul, Rozell, Jenks, Elder, Olsman

Nays: None

Absent: None

The Motion Carried.

ORDINANCE No. ___ :

Matter of consideration of an Ordinance, to Amend the City Code of the City of Huntington Woods, Chapter 4, to Add New Article III, Chickens, To Delete Section 4-46, Pilot Program. (First Reading)

Manager Sullivan noted that two of three chicken permits have been granted with the third in process. Over the year, there have been no complaints or issues after inspections were completed. The provision for the pilot program if the Commission so chooses, should be deleted and the program continued.

Moved by Commissioner Olsman and seconded by Mayor Pro Tem Rozell to approve the first reading of an Ordinance, to Amend the City Code of the City of Huntington Woods, Chapter 4, to Add New Article III, Chickens, To Delete Section 4-46, Pilot Program.

Ayes: Paul, Rozell, Jenks, Elder, Olsman

Nays: None

Absent: None

The Motion Carried.

ORDINANCE No 623.

Amendment to the City of Huntington Woods Code of Ordinances, Chapter 6, Buildings and Building Regulation, To Delete Article IX, Fences, Walls and Hedges, in its entirety. (Final Reading)

Moved by Commissioner Elder and seconded by Commissioner Olsman Rozell to approve an Amendment to the City of Huntington Woods Chapter 6, Buildings and Building Regulation, to delete Article IX, Fences, Walls, and Hedges in its entirety.

Ayes: Paul, Elder, Jenks, Olsman, Rozell

Nays: None

Absent: None

The Motion Carried.

RESOLUTION R-139-2020

Matter of consideration to approve the Coffee Klatch as a Recognized Community Group as established by the City of Huntington Woods Organizations Recognition Criteria.

Moved by Mayor Pro Tem Rozell and seconded by Commissioner Elder to Approve the Coffee Klatch as a Recognized Community Group as established by the City of Huntington Woods Organizations Recognition Criteria.

Public Comments:

Clair Galed – 10084 Lasalle Blvd.

Noted that the group, Coffee Klatch, was not notified they were going to be made a Recognized Community Group and have no interest in doing so.

Commissioner Comments:

Olsman: Questioned Manager Sullivan what is driving this recognition.

Manager Sullivan clarified that this group does meet regularly and are not charged a fee. Due to other groups being charged and to maintain fairness, it was deemed necessary to make them a recognized group. It will not change the relationship with Recreation Department or hinder usage of rooms.

Paul: Noted that he initially raised the issue because the City cannot continue to give out use of the Recreation Center for free with no criteria while other recognized groups pay a usage fee. He does not have an issue tabling the motion but does have issue allowing a non-recognized group to use a City room for free if not recognized.

Rozell: Noted although Coffee Klatch is a great group and spoke several times at their meetings, feels this is important in protecting the group from getting bumped out of use by another

recognized group, avoiding scheduling conflicts and guarantee they have future access to City facilities. Suggested tabling.

Olsman: Noted that it seems this recognition is only helping and protecting this group versus hindering it.

Jenks: Noted he would like to table the motion.

Motion by Commissioner Jenks to table the motion to Recognize Coffee Klatch as a Recognized Community Group as established by the City of Huntington Woods Organizations Recognition Criteria.

***Motion not seconded; motion failed.**

*Mayor Paul recalled the original motion Recognize Coffee Klatch as a Recognized Community Group to the floor for a vote.

Ayes: Rozell, Elder

Nays: Olsman, Jenks, Paul

Absent: None

The Motion failed with two ayes in favor and three nays against.

RESOLUTION R-140-2020

Matter of a resolution requesting the cancelation of the annual Woodward Dream Cruise Event for 2020 due to public health and safety concerns attributed to the COVID-19 Pandemic.

Moved by Commissioner Olsman and seconded by Commissioner approve the request to cancel the annual Woodward Dream Cruise Event for 2020 due to public health and safety concerns attributed to the COVID-19 Pandemic.

Commissioner Comments:

Olsman: Agrees with this resolution requesting to cancel the 2020 Woodward Dream Cruise.

Rozell: Noted he is also in agreeance with the resolution but questioned if resolution was passed, what would be the he ramifications if the Dream Cruise Board continued with the event anyways.

Manage Sullivan: Clarified the communities that support the resolution would not grant special event permits for group gatherings along with finding a common agreeance among communities on how to enforce and disperse crowds. The communities will be meeting to ensure they have Oakland County Sheriff's Department and Michigan State Police support in doing so. She further noted that if the City does not recognize this event, it will not recognize the business's right within the City to rent spaces on Woodard during the Cruise.

Ayes: Paul, Rozell, Elder, Jenks, Olsman

Nays:

Absent: None

The Motion Carried.

September 2020 Budget Study Session:

Matter of setting the date for a follow up budget study session for September 22, 2020 at 7:00 p.m.

Moved by Commissioner Jenks and seconded by Commissioner Olsman to set the date for a follow up budget study session for September 22, 2020 at 7:00 p.m.

Ayes: Paul, Rozell, Elder, Jenks, Olsman

Nays:

Absent: None

The Motion Carried.

CITY MANAGER'S REPORT

- The City is going to start having remote meetings for City advisory committees. They were put on hold due to COVID-19.
- With the warmer weather, wanted to remind residents they can not put out yard waste prior to 4:00 p.m. on Monday and yard maintenance companies can not start before 8:00 a.m.

ADJOURNMENT

Motion by Commissioner Olsman, seconded by Commissioner Jenks to adjourn the meeting.

The Motion Carried, meeting adjourned at 8:42 p.m.

Heidi Barckholtz, City Clerk

Robert F. Paul, III, Mayor

Consent Agenda #2

**AGENDA ITEM
WARRANT #364**

RESOLUTION

Moved by Commissioner _____ Supported by Commissioner _____ that the attached transfers and disbursements as listed on the Accounts Payable Distribution Report due by June 3, 2020 and paid between May 15, 2020 and May 28, 2020 on pages 1 through 4 in the amount of \$224,846.50 be approved and paid, subject to full audit.

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 6 FLAGSTAR BANK - AP ACCT						
05/15/2020	6	38675	03659	AFLAC	PAYROLL DEDUCTION FEBRUARY PAYROLL DEDUCTION MARCH PAYROLL DEDUCTION APRIL	356.64 356.64 534.96 <u>1,248.24</u>
05/15/2020	6	38676	MISC	ANDREW MELOCHE	POOL & CAMP REFUND	473.00
05/15/2020	6	38677	MISC	BENEDICT LEONARD	LEAGUE REFUND CAMP REFUND	100.00 341.00 <u>441.00</u>
05/15/2020	6	38678	MISC	BRIDGET GUERRA	SWIM TEAM REFUND LATCHKEY REFUND	528.00 64.80 <u>592.80</u>
05/15/2020	6	38679	MISC	EDWIN ITENBERG	POOL PASS REFUND CAMP REFUND LATCHKEY REFUND LATCHKEY REFUND LATCHKEY REFUND	354.00 4,330.00 217.50 478.50 167.30 <u>5,547.30</u>
05/15/2020	6	38680	10120	EHIM	CLAIMS FUNDING APRIL WRAP FEE APRIL	17,254.80 649.00 <u>17,903.80</u>
05/15/2020	6	38681	MISC	JEN SIMS	SWIM TEAM REFUND	576.00
05/15/2020	6	38682	MISC	MARJIE FIELD	CAMP REFUND CAMP REFUND CAMP REFUND CAMP REFUND	260.00 85.00 200.00 190.00 10.00 <u>745.00</u>
05/15/2020	6	38683	MISC	STEPHANIE KERR	CAMP REFUND LATCHKEY REFUND	500.00 V 60.00 V <u>560.00</u>
05/15/2020	6	38684	MISC	STEVE JELINEK	CAMP REFUND LATCHKEY REFUND	1,600.00 V 89.40 V <u>1,689.40</u>
05/15/2020	6	38685	MISC	STEPHANIE KERR	CAMP REFUND LATCHKEY REFUND	500.00 60.00 <u>560.00</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/15/2020	6	38686	MISC	STEVE JELINEK	CAMP REFUND LATCHKEY REFUND	1,600.00 89.40 <u>1,689.40</u>
05/21/2020	6	38687	10076	BILL'S SUBURBAN INC	BACK PLATE REPAIR	50.00
05/21/2020	6	38688	10560	KEN BORYCZ	MECHANICAL/PLBG INSPECTIONS	320.00
05/21/2020	6	38689	06290	CLARKE MOSQUITO CONTROL PRODUCTS	TABLETS	3,607.82
05/21/2020	6	38690	00040	CONSUMERS ENERGY	NATURAL GAS NATURAL GAS NATURAL GAS NATURAL GAS NATURAL GAS NATURAL GAS	242.17 317.75 14.00 350.43 307.80 83.27 891.85 <u>2,207.27</u>
05/21/2020	6	38691	00279	CONTRACTOR'S CONNECTION	DPW SUPPLIES	101.90
05/21/2020	6	38692	00048	DTE ENERGY	ELECTRIC ELECTRIC ELECTRIC ELECTRIC ELECTRIC ELECTRIC ELECTRIC ELECTRIC ELECTRIC	24.75 112.51 583.57 63.02 206.66 48.70 37.75 42.00 43.20 43.32 <u>1,205.48</u>
05/21/2020	6	38693	11134	EASTON TELECOM SERVICES, LLC	PHONE	70.18
05/21/2020	6	38694	01866	ETNA SUPPLY CO	SENSUS ANNUAL SUPPORT	3,000.00
05/21/2020	6	38695	07148	IAFCI	MEMBERSHIP DUES W. CUDNEY	70.00
05/21/2020	6	38696	09586	ITEDIUM, INC.	COBRA	25.00
05/21/2020	6	38697	MISC	KATHY JORGE	CAMP REFUND	630.00
05/21/2020	6	38698	00478	KELLER THOMA	GENERAL MATTERS	211.25
05/21/2020	6	38699	00049	MATHESON TRI-GAS INC	HAZARDOUS MATERIALS	171.70
05/21/2020	6	38700	11140	METRO WIRELESS	INTERNET SERVICE	288.33
05/21/2020	6	38701	11203	NEPA CERTIFICATION DEPARTMENT	FIRE PLAN EXAMINER FIRE INSPECTOR 2	150.00 150.00 <u>300.00</u>
05/21/2020	6	38702	00166	OAKLAND COUNTY	CLEMIS LEADS ONLINE	1,675.80
05/21/2020	6	38703	11204	PHILLIPS HEALTHCARE	HEARTSTART PADS, AED SUPPLIES	399.02
05/21/2020	6	38704	09663	POSTMASTER	NEWSLETTER	434.88
05/21/2020	6	38705	11046	PAMELA RICHARDSON	LINE DANCING INSTRUCTOR	78.00
05/21/2020	6	38706	00108	RKA PETROLEUM COMPANIES, INC.	DIESEL FUEL	417.35
05/21/2020	6	38707	11143	SHARE CORPORATION	PROTECTOR TOWELS WIPES	589.83 253.82 <u>843.65</u>
05/21/2020	6	38708	00209	SOC RESOURCE RECOVERY AUTHORITY	BASIC REFUSE, RECYCLABLES, & YARD WASTE	17,184.00
05/21/2020	6	38709	00210	SOC WATER AUTHORITY	WATER PURCHASES	26,047.34
05/21/2020	6	38710	04095	SONITROL TRI-COUNTY	PUBLIC SAFETY ALARM	138.32
05/21/2020	6	38711	00357	AMY SULLIVAN	COVID19 SIGNS REIMBURSEMENT	181.42
05/21/2020	6	38712	11205	VALLEN SAFETY SERVICES	CALIBRATION & SCAN CHARGE	35.24

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/21/2020	6	38713	07255	WOW INTERNET AND CABLE	CABLE	50.47
05/28/2020	6	38714	10951	AMAZON CAPITAL SERVICES INC	CLOROX WIPES MAGAZINE POUCH CRAFTS LATCHKEY MESH LAUNDRY BAG BLEACH GLOVES, PLASTIC SPRAY BOTTLES HAND WIPES PAPER NAPKINS	240.31 50.60 192.75 8.99 24.98 45.88 120.94 32.63 717.08
05/28/2020	6	38715	11011	AMERICAN UNITED LIFE INSURANCE CO	LIFE INSURANCE	605.64
05/28/2020	6	38716	08779	BS & A SOFTWARE	ANNUAL SERVICE	3,937.00
05/28/2020	6	38717	09830	CAMELOT TREE & SHRUB CO	TREE REMOVAL TREE TRIMMING TREE PRUNING TREE REMOVAL TREE TRIMMING TREE TRIMMING	950.00 1,725.00 2,175.00 950.00 450.00 1,875.00 8,125.00
05/28/2020	6	38718	00047	DTE ENERGY-STREETLIGHTING	STREETLIGHTING	5,803.80
05/28/2020	6	38719	00536	ECOTEC PEST CONTROL	PEST CONTROL	200.00
05/28/2020	6	38720	00064	ELLIOTT SAW WORKS	EQUIPMENT MAINTENANCE	93.48
05/28/2020	6	38721	03098	EZELL SUPPLY CORPORATION	HAND SANITIZER GARBAGE BAGS	104.40 60.20 164.60
05/28/2020	6	38722	10950	DUAINE FRANKS LLC	BUILDING INSPECTIONS	1,000.00
05/28/2020	6	38723	05194	GORDON FOOD SERVICE	LATCHKEY SUPPLIES LATCHKEY SUPPLIES LATCHKEY SUPPLIES LATCHKEY SUPPLIES	692.77 228.58 126.08 619.89 1,667.32
05/28/2020	6	38724	10754	GREAT LAKES WATER AUTHORITY	IWC CHARGES IWC CHARGES	487.34 272.09 759.43
05/28/2020	6	38725	10744	TARA HAYES	FILM DISCUSSION 5/27/2020	200.00
05/28/2020	6	38726	10548	THE HUNTINGTON NATIONAL BANK	PAYING AGENT FEES	500.00
05/28/2020	6	38727	10953	IDEAL ELECTRICAL INSPECTIONS, LLC	ELECTRICAL INSPECTIONS	440.00
05/28/2020	6	38728	MISC	MCGUIRE ELECTRIC	CANCELED PERMIT 26010 YORK	60.00
05/28/2020	6	38729	11140	METRO WIRELESS	VOICE SERVICES	207.00
05/28/2020	6	38730	06146	MMRMA/ECP	ELECTRIC PROGRAM	1,575.64
05/28/2020	6	38731	00166	OAKLAND COUNTY	GWKDD- SEWERAGE APRIL 2020 FRMS DEPT FEE CLEMIS MEMBERSHIP	95,782.33 1,072.31 3,134.00 99,988.64
05/28/2020	6	38732	11006	PREMIER GROUP ASSOCIATES	HW WEEKLY CUT 5/01/2020	1,038.42
05/28/2020	6	38733	00108	RKA PETROLEUM COMPANIES, INC.	DIESEL FUEL	780.46

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/28/2020	6	38734	09914	ROSATI SCHULTZ JOEPICH AMTSBUECHLER	RETAINER WORK ORDINANCE CODE VIOLATIONS	4,502.80 299.00 <u>4,801.80</u>
05/28/2020	6	38735	11131	TEOMA SYSTEMS	REMOTE CLOSURE VMAIL	67.50
05/28/2020	6	38736	04781	VERIZON WIRELESS	CELL PHONES	630.08
05/28/2020	6	38737	06437	WATER SAFETY PRODUCTS INC	LIFEGUARD LANYARDS	93.90
05/28/2020	6	38738	11063	YOUR PEOPLE LLC	MEDIA RELATIONS	1,868.75
6 TOTALS:						
Total of 64 Checks:						227,095.90
Less 2 Void Checks:						2,249.40
Total of 62 Disbursements:						<u>224,846.50</u>

PLANNING COMMISSION MINUTES
Monday April 27, 2020
Virtual Meeting, 7:00 pm

The meeting was called to order by Chairman Michael Wright at 7: 00 p.m.

PRESENT: David Schwartz, Richard Polan, Blake Moore, Michael Wright, Sheldon Kohn, Jill Ingber, Jill Plamper and Kimberly Watts.
Staff: Hank Berry

ABSENT: Jeff Jenks

Matter of consideration of Temporary Modification to City Meeting Policies and Procedures to allow this to be a virtual meeting

Motion by Plamper and seconded by Kohn to approve the agenda as presented.
Yeas: Ingber, Plamper, Polan, Moore, Wright, Kohn, Schwartz, Watts
Nays: None
Absent: Jenks

Motion passed.

Approval of Agenda

Motion by Watts and seconded by Schwartz to approve the agenda as presented.
Yeas: Ingber, Plamper, Polan, Moore, Wright, Kohn, Schwartz, Watts
Nays: None
Absent: Jenks

Motion passed.

Approval of Minutes from February 24, 2020

Motion by Kohn and seconded by Watts to approve the minutes of February 24, 2020.
Yeas: Schwartz, Polan, Moore, Jenks, Wright, Kohn, Watts
Nays: None
Absent:
Abstained: Ingber, Plamper both due to not being present at the meeting

Motion passed.

Matter of Revision to previously granted Site Plan Review for a Proposed New House to the at 13124 Vernon

Richard Ziske, Architect, explained the changes and materials.
Ron Yolles, Owner, said they were changes needed to bring the house into budget.

Hank said the house was smaller overall and still met the criteria needed for approval and that this was just approved as a bigger house.

Public Comments:

Pam Stewart, 13117 Vernon, said she was there for informational purposes only.

Commissioner Comments:

Watts: Noted she is fine with plans presented.

Moore: Thought the plans were good.

Polan: Is fine with the revised plans.

Schwartz: Noted he is also fine with plans.

Kohn: Said the revisions still met the level for site plan approval.

Plamper: Said she had no issues.

Ingber: Said it looked good.

Wright: Likes the design and thinks it is fine.

Motion by Schwartz and seconded by Moore to approve the Site Plan for the proposed addition at 13312 Vernon.

Yeas:	Watts, Schwartz, Jenks, Watts, Kohn, Polan, Moore
Nays:	None
Absent:	Ingber, Plamper

Motion passed.

Other Business

Berry: said that there could be a good amount of site plans that might be over the five allowed and asked if they wanted to suspend the rules if that occurs in light of the Coronavirus issues to allow more people to get a chance to get their projects in the ground.

A general discussion was had and it was determined by consensus that the Commission would rather take more in one meeting than have two.

Berry: said a lot are in or coming in but its not atypical for some to drop or not be ready after review but he wanted guidance in case there was.

Public Participation:

NONE

**Motion by Watts seconded by Moore to adjourn.
All in favor the motion passed.**

Meeting adjourned at 7:15 p.m.

Heidi Barckholtz
Recorder

**HUNTINGTON WOODS PARKS AND RECREATION
ADVISORY BOARD AGENDA
TUESDAY, FEBRUARY 25, 2020
7:30 pm**

Members present: J. Zieldorff, F. Spencer, J. Aisen, J. Steinhart, A. Philko, S. Cohen, K. Tarnopol, Mary Gustafson

- I. Call to Order by Chair, Jeff Aisen: 7:30pm
- II. Approval of Agenda for February 25, 2020; Motion A. Philko, all approved
- III. Approval of Minutes from January 28, 2020: Motion: J. Steinhart, all approved
- IV. Correspondence: None
- V. Public Participation
 - a. Todd Sperl (13103 Borgman): Passed out data about South Oakland County. Concerned about usage of Reynolds Park and loss of practice space with installation of exercise equipment and loss of green space.
 - b. Evan Cardon (Lasalle) – Concerned about choice of location of Reynolds Park for exercise equipment and loss of green space. Would prefer change of location.
 - c. Rose Blaze (did not disclose street): Concerned about choice of space for exercise equipment. Does not believe that she and her friends would use the equipment. Would prefer to see exercise equipment indoors at Parks and Rec and believes that it would be used.
 - d. Ellie Mosko (Huntington): Uses the park a lot with her children during all seasons. Prefers this park because it is enclosed. Concerned about safety of children who might try to use the equipment.
 - e. Anna Youngblood (Kingston): Uses the park with her small children. Has seen children tempted to try to use adult exercise equipment in Royal Oak and it was a safety hazard for her kids.
 - f. Jay Schwartz (Ludlow and Wyoming): Also is concerned about lack of use and lack of green space. Would like to see a market research/formal survey done to ensure broad community-based support.
 - g. Sharon Nowak (did not disclose street) – Believes that exercise is important for everyone because of her past experience as a registered nurse. Believes that seniors have supported all community projects but have gotten nothing in return.
 - h. Alan Weiss (Kingston) – Referenced Master Plan and respondents not representative of city demographic. Also pointed out that Master Plan states that Reynolds Park is heavily used and this would impact that usage. Park is in more need of a bathroom and additional parking.
 - i. Bonnie Nowakowski (did not disclose street) – There is nowhere in the city for adults to use. Families with children are in the minority. Seniors have paid

- for everything in this city. Silver Sneakers is not free. Would prefer indoor equipment is possible
- j. Mike Spar (Ludlow) – Used to live next to park. His kids use the park. Would like to see something that is a win-win for everyone instead of pitting different groups against each other in the city. Prefers indoor equipment and an elevator that would make the basement accessible.
 - k. Claire Galed (Lasalle) – Location was picked by rec center. Discussion has been going on for two years. Playgrounds are not used all of the time. It's not fair for seniors to not getting equipment because parents are concerned about their kids safety. Peasley Park renovation did not require a debate. Parking is a problem for all other parks except Reynolds
 - l. Gail Linden (Concord) – Seniors have been discussing this for two years. Other cities are providing equipment for their seniors. Senior Lounge has capacity of 17 people and they have nowhere else to congregate.
 - m. Rebecca Nagaski (13307 Vernon) Is this a done deal? As a senior, she would not like to see Reynolds Park green space taken away. Perhaps Planet Fitness can provide a reduced rate. Can another park be used?
 - n. Jeff Jenks (City Commission) – Represents us on Southeast Michigan Council of City Governments. Population of kids is smaller than population 60+. HW is unique because seniors are not leaving as they age. Would prefer to exercise outdoors in our community. Location was chosen by Parks and Rec. Commission approved the decision.
 - o. Susan Rutenberg (Roycourt) – Seniors should be able to stay in the community to have access to exercise equipment.
 - p. Terry Landa (Winchester) – Green space at Peasley Park is not leveled and needs to be looked at.

VI. New Business

- a. Municipal User Fee Study: Long Range Budget and Planning Committee is looking at Municipal User Fee charged by all city services and assessing other local communities for comparison. Adjustment of fees will not be done until results are in from the committee. Raises for pool, latchkey, etc. were already a result of this committee.
- b. Grandchild Pool Rate Discussion (delay until results of Fee Study) – Per Long Range Budget and Planning Committee, this discussion will be postponed.
- c. Board Member Status: Alexa Philko is the new student member. The position for one additional member who joined last month has been suspended pending the outcome of litigation. This Board position is being held until a determination is made.

VII. Old Business - None

- VIII. Department Update: Latchkey registration starts March 16. Last year registered 194. Anticipate similar enrollment but Burton will reduce issues surrounding capacity. Great candidates for summer programs, café, etc. Looking for maintenance crew for

the summer. Mogo bike sharing installed April 22 in front of Parks and Rec. Spring Hometown Herald being put in mail. Fruit camp has a few openings. Ninety-seven returning swimmers for swim team. Fourth of July parade will end and all events at Scotia Park. HWMC auction at end of March.

IX. Plan of Action for March Meeting:

- a. Drainage at ball fields
- b. Fundraising for 4th of July events

X. Board Member Comments:

- a. K. Tarnopol - Run Walk Book. Committee is having problems with fundraising and retaining sponsors. Raises 80% of funding for the fireworks. Gofundme raised some money but there was some backlash from the community. Committee is also shrinking. Cost of fireworks is \$14,000. Men's Club covers part of the cost. Public participant suggested sponsorship of parts of parade.
- b. J. Steinhart - Frustration over public participation and seniors' comments that they paid for everything in the community. The current tax structure puts the burden of funding city services on the backs of young families and restricts the diversity of the city population

XI. Adjournment – J. Aisen, 8:30pm



Consent Agenda
#3C

Finance Department Memo

To: Mayor and City Commission
From: Tim Rowland, Finance Director
Date: May 28, 2020
Subject: April 2020 Treasurer's Report

The April financial reports are enclosed for your review. We have now sent out almost all the refunds for the summer recreation programs. Several year-end budget adjustments will be necessary and will be on the June agenda. The end result is a use of fund balance in general fund of \$47,770 and in the Recreation Fund of \$86,720. The fund balance level in the recreation Fund is now very low. We will monitor this over the summer and present ideas to help improve this at the September budget meeting.

We are continuing to work on the City fee study. We have completed all staff interviews and are compiling information for the consultants. We look forward to completing this project in the coming months and implementing the new fees as part of the next budget.

Summer tax bills are being prepared currently and will be mailed out to residents on June 30th. These bills include the new Act 345 Public Safety Pension Millage approved at the March Election. Construction work on the roads and sewers is set to begin this month. A flyer will be included in the summer water bills informing residents of the funds budgeted for the different construction projects.

FINANCE REPORT - CASH POSITIONS

FUND	FUND #	CURRENT INVESTMENTS	CURRENT CASH	TOTAL AVAILABLE
GENERAL FUND	101	3,232,236	(416,024)	2,816,211
MAJOR STREET FUND	202	581,814	(61,816)	519,998
LOCAL STREET FUND	203	200,153	59,362	259,514
RECREATION FUND	208	608,174	35,906	644,080
GWK DRAIN FUND	225	343,321	(19,549)	323,772
RACKHAM DEFENSE FUND	250	33,917	198	34,115
BUDGET STABILIZATION FUND	257	1,243,920	(104,293)	1,139,628
ELEVEN MILE - DEBT FUND	303	37,367	(19,582)	17,785
2010 UTGO DEBT	304	265,995	76	266,071
2012 UTGO DEBT	305	93,293	3,450	96,743
2014 UTGO DEBT	306	249,744	277	250,021
2017 UTGO DEBT	307	66,962	21,927	88,889
2019 UTGO DEBT	308	3,698	108,774	112,473
CAPITAL PLANNING FUND	402	330,022	477,077	807,098
SEWER CONSTRUCTION FUND	492	6,772,939	(5,198)	6,767,741
ROAD & SEWER CONSTRUCTION FUND	493		11,613,437	11,613,437
SANITATION FUND	515	121,787	128,074	249,862
WATER FUND	592	1,377,267	274,126	1,651,393
EQUIPMENT FUND	661	136,992	203,122	340,114
TRUST & AGENCY FUND	701	290,800	(117,348)	173,452
POST RETIREMENT FUND	734	867,961	4,285	872,246
TOTAL ASSETS - INVESTMENTS/CASH		16,858,362	12,186,280	29,044,642

FIDUCIARY (TRUSTEE)	TYPE	AMOUNT INVESTED	PERCENT INVESTED	YIELD
MICHIGAN CLASS	Interlocal	28,311	0.17%	1.81%
OAKLAND COUNTY POOL- OPER	Pool	910,792	5.40%	1.64%
FIFTH THIRD SECURITIES / CD	Agency	270,094	1.60%	2.05%
COMMERICA - J FUND - 4438	Pool	32,586	0.19%	1.40%
COMERICA SECURITIES - 2362	Agency	4,361,479	25.87%	2.40%
HUNTINGTON BANK	Agency	1,385,437	8.22%	2.20%
MULTIBANK SECURITIES	Agency	2,746,740	16.29%	2.40%
FLAGSTAR INVESTMENT ACCOUNT	Savings	349,985	2.08%	1.76%
FLAGSTAR BOND ACCOUNT	Savings	3,842,978	22.80%	1.76%
OAKLAND COUNTY BOND ACCOUNT	Pool	2,929,961	17.38%	1.64%
TOTAL INVESTMENTS		16,858,362	82.62%	
WEIGHTED AVERAGE YIELD				
	OPERATING CASH ACCOUNT			12,186,280
	INVESTMENT ACCOUNT			16,858,362
	TOTAL DOLLARS AVAILABLE			29,044,642

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
 Calculations as of 4/30/2020

FUND	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 4/30/20	2019-20 PERCENT OF BUDGET COLLECTED 4/30/20	PERCENT OF YEAR COMPLETE	2019-20 PROJECTED ACTIVITY	2019-20 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
GENERAL FUND									
TAX COLLECTIONS									
101	GENERAL FUND	6,202,945	6,420,250	6,401,796	99.71%	83.33%	6,401,790	99.71%	(18,460)
	TAX COLLECTIONS	6,202,945	6,420,250	6,401,796	99.71%	83.33%	6,401,790	99.71%	
LICENSES & PERMITS									
101	GENERAL FUND	472,700	463,750	265,822	57.32%	83.33%	382,100	82.39%	(81,650)
	LICENSES & PERMITS	472,700	463,750	265,822	57.32%	83.33%	382,100	82.39%	
STATE SHARED REVENUE									
101	GENERAL FUND	693,229	647,650	465,231	71.83%	83.33%	643,030	99.29%	(4,620)
	STATE SHARED REVENUE	693,229	647,650	465,231	71.83%	83.33%	643,030	99.29%	
USER FEES									
101	GENERAL FUND	655,497	645,580	518,154	80.26%	83.33%	602,430	93.32%	(43,150)
	USER FEES	655,497	645,580	518,154	80.26%	83.33%	602,430	93.32%	
APPROPRIATION FROM FUND BALANCE									
101	GENERAL FUND				0.00%	83.33%	47,770	0.00%	47,770
	GENERAL FUND				0.00%	83.33%	47,770	0.00%	
ESTIMATED REVENUES - FUND 101									
		8,024,371	8,177,250	7,651,003	93.56%	83.33%	8,077,120	98.78%	(100,110)

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
 Calculations as of 4/30/2020

GENERAL FUND	ACCOUNT	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 4/30/20	2019-20 PERCENT OF BUDGET COLLECTED 4/30/20	PERCENT OF YEAR COMPLETE	2019-20 PROJECTED ACTIVITY	2019-20 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
	101-000-403.000	TAX COLL/CURRENT	6,089,449	6,313,750	6,314,422	100.01%	83.33%	6,314,420	100.01%	670
	101-000-407.000	TAX COLL/DELINQUENT	79,731	72,500	61,234	84.46%	83.33%	61,230	84.46%	(11,270)
	101-000-445.000	TAX COLL/PENALTIES	33,765	34,000	26,140	76.88%	83.33%	26,140	76.88%	(7,860)
	101-000-452.000	PERMITS/AIR CONDITIONING	4,135	4,500	2,740	60.89%	83.33%	4,000	88.89%	(500)
	101-000-453.000	PERMITS/BUILDING	218,823	200,000	122,035	61.02%	83.33%	150,000	75.00%	(50,000)
	101-000-454.000	PERMITS/ELECTICAL	26,332	28,500	17,305	60.72%	83.33%	22,000	77.19%	(6,500)
	101-000-455.000	PERMITS/HEATING	14,380	15,500	9,615	62.03%	83.33%	11,500	74.19%	(4,000)
	101-000-456.000	PERMITS/PLUMBING	24,755	25,000	19,236	76.94%	83.33%	23,000	92.00%	(2,000)
	101-000-457.000	BUSINESS REGISTRATION	12,437	12,750	4,012	31.47%	83.33%	10,000	78.43%	(2,750)
	101-000-470.000	ROW PARKING	5,100	6,000	4,673	77.88%	83.33%	5,100	85.00%	(900)
	101-000-479.000	CABLE TV FEES	155,310	160,000	80,545	50.34%	83.33%	146,000	91.25%	(14,000)
	101-000-480.000	NONBUSINESS LIC AND PERM	2,921	2,500	1,786	71.44%	83.33%	2,500	100.00%	-
	101-000-481.000	BUILDING INSPECTIONS	4,540	4,500	2,455	54.56%	83.33%	4,500	100.00%	-
	101-000-529.000	ALARM FEES	3,967	4,500	1,420	31.56%	83.33%	3,500	77.78%	(1,000)
	101-000-543.000	GRANTS CDBG	2,895	3,000	3,000	100.00%	83.33%	3,000	100.00%	-
	101-000-566.000	GRANTS PUBLIC SAFETY (802 FUNDS)	2,926	3,250	4,155	127.85%	83.33%	4,150	127.69%	900
	101-000-567.000	GRANTS LIBRARY/STATE	6,715	6,500	7,025	108.08%	83.33%	7,020	108.00%	520
	101-000-567.001	GRANTS STATE/ OTHER	7,703			0.00%	83.33%	2,400	100.00%	2,400
	101-000-573.000	DONATIONS- LIBRARY PROGRAMMING	43,922	13,260	13,260	0.00%	83.33%	13,260	100.00%	13,260
	101-000-576.000	SSR/ LCSA PPT REIMBURSEMENT	7,209	4,749	4,749	0.00%	83.33%	4,750	100.00%	4,750
	101-000-577.000	SSR/SALES TAX	620,363	633,400	434,516	68.60%	83.33%	606,920	95.82%	(26,480)
	101-000-607.000	SSR/LIQUOR	1,496	1,500	1,526	101.73%	83.33%	1,530	102.00%	30
	101-000-608.000	ADMINISTRATIVE FEES	93,377	93,000	93,125	100.13%	83.33%	93,120	100.13%	120
	101-000-656.000	SERVICE FEES	336	700	400	57.14%	83.33%	400	57.14%	(300)
	101-000-657.000	FINES/DISTRICT COURT	118,161	115,000	71,637	62.29%	83.33%	80,000	69.57%	(35,000)
	101-000-658.000	FINES/PARKING VIOLATIONS	8,639	8,000	5,090	63.63%	83.33%	5,500	68.75%	(2,500)
	101-000-658.001	FINES/LIBRARY FEES	7,712	7,500	4,602	61.36%	83.33%	4,600	61.33%	(2,900)
	101-000-659.000	LIBRARY CONTRACT REVENUE	42,236	43,080	43,038	99.90%	83.33%	43,040	99.91%	(40)
	101-000-664.000	FINES/LIBRARY PENAL	18,327	18,500	18,719	101.18%	83.33%	18,720	101.19%	220
	101-000-670.000	INVESTMENT INCOME	114,969	110,000	102,216	92.92%	83.33%	110,000	100.00%	-
	101-000-673.000	EQUIPMENT RENTAL	450	500		0.00%	83.33%		0.00%	(500)
	101-000-676.000	FIXED ASSET SALE	10,000	250		0.00%	83.33%		0.00%	(250)
	101-000-676.592	INSURANCE REIMBURSEMENT	38,237	56,000	7,545	13.47%	83.33%	45,000	80.36%	(11,000)
	101-000-676.734	TRANSFER/WATER ADMIN	175,300	166,050	138,375	83.33%	83.33%	166,050	100.00%	-
	101-000-695.000	TRANSFER/POST RET ADMIN	2,000	2,000	1,667	83.35%	83.33%	2,000	100.00%	-
	101-000-699.395	UNCLASSIFIED	25,753	25,000	31,740	126.96%	83.33%	34,000	136.00%	9,000
		DRAW FROM FUND BALANCE				0.00%	83.33%	80,010	0.00%	80,010
			8,024,371	8,177,230	7,651,003	93.56%	83.33%	8,109,360	99.17%	(67,870)

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
Calculations as of 4/30/2020

GENERAL FUND

DEPARTMENT	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 4/30/20	2019-20 PERCENT OF BUDGET EXPENDED 4/30/20	PERCENT OF YEAR COMPLETE	2019-20 PROJECTED ACTIVITY	2019-20 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
COMMISSION	13,660	25,920	12,465	48.09%	83.33%	12,790	49.34%	(13,130)
ADMINISTRATION	1,168,020	1,230,750	973,668	79.11%	83.33%	1,172,410	95.26%	(58,340)
PUBLIC SAFETY	3,367,300	3,477,390	2,925,282	84.12%	83.33%	3,511,850	100.99%	34,460
PUBLIC WORKS	441,810	432,330	354,386	81.97%	83.33%	423,730	98.01%	(8,600)
LIBRARY	561,470	598,280	471,283	78.77%	83.33%	570,970	95.44%	(27,310)
INSURANCE	226,400	180,600	185,657	102.80%	83.33%	185,650	102.80%	5,050
TRANSFERS	2,194,670	2,231,960	1,859,966	83.33%	83.33%	2,231,960	100.00%	0
	7,973,330	8,177,230	6,782,707	82.95%	83.33%	8,109,360	99.17%	(67,870)

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
Calculations as of 4/30/2020

GENERAL FUND	ACCOUNT	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 4/30/20	2019-20 PERCENT OF BUDGET EXPENDED 4/30/20	PERCENT OF YEAR COMPLETE	2019-20 PROJECTED ACTIVITY	2019-20 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
	101-101-702.000	SALARIES		10		0.00%		10	100.00%	
	101-101-802.000	PROFESSIONAL SERV	7,540	2,500	900	36.00%	83.33%	900	36.00%	(1,600)
	101-101-860.000	CONFERENCES AND WORKSHOPS	5,148	9,000	132	1.47%	83.33%	130	1.44%	(8,870)
	101-101-860.001	MEMBERSHIPS & DUES			10,777	80.37%	83.33%	11,000	82.03%	(2,410)
	101-101-956.000	MISCELLANEOUS	970	1,000	656	65.60%	83.33%	750	75.00%	(250)
		COMMISSION	13,658	25,920	12,465	48.09%	83.33%	12,750	49.34%	(13,130)
	101-172-702.000	SALARIES	257,255	291,970	212,851	72.90%	83.33%	260,000	89.05%	(31,970)
	101-172-706.000	WAGES/HOURLY	85,224	58,770	72,764	123.81%	83.33%	85,000	144.63%	26,230
	101-172-715.000	BENEFIT/SOCIAL SECURITY	26,770	26,830	22,104	82.39%	83.33%	26,830	100.00%	
	101-172-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	79,271	70,540	68,201	96.68%	83.33%	85,000	120.50%	14,460
	101-172-718.000	BENEFIT/RETIREMENT	346,875	337,730	261,483	77.42%	83.33%	314,000	92.97%	(23,730)
	101-172-719.000	BENEFIT/DENTAL	5,145	5,530	4,831	87.36%	83.33%	5,530	100.00%	
	101-172-724.000	BENEFITS	18,717	23,380	19,110	81.74%	83.33%	22,000	94.10%	(1,380)
	101-172-727.000	SUPPLIES/OFFICE	9,383	10,500	8,395	79.95%	83.33%	10,000	95.24%	(500)
	101-172-727.001	SUPPLIES/POSTAGE	16,782	19,500	12,349	63.33%	83.33%	15,000	76.92%	(4,500)
	101-172-727.002	SUPPLIES/ELECTIONS	3,449	4,000	7,845	196.13%	83.33%	8,500	212.50%	4,500
	101-172-802.000	PROFESSIONAL SERV/AUDIT	22,000	25,000	22,085	88.34%	83.33%	22,080	88.32%	(2,920)
	101-172-802.009	PROFESSIONAL SERV/INSP	57,840	58,000	43,160	74.41%	83.33%	53,000	91.38%	(5,000)
	101-172-802.010	PROFESSIONAL SERV/ATTORNEY	84,454	100,000	63,363	63.36%	83.33%	85,000	85.00%	(15,000)
	101-172-802.012	PROFESSIONAL SERV/O.C.	2,796	3,920	1,305	43.21%	83.33%	3,900	97.32%	(1,100)
	101-172-853.000	COMMUNICATIONS/TELEPHONE	7,027	3,970	3,777	95.14%	83.33%	1,700	56.29%	(1,320)
	101-172-860.000	CONFERENCES & WORKSHOPS			1,495	77.86%	83.33%	3,500	88.16%	(470)
	101-172-860.001	MEMBERSHIPS & DUES	3,686	3,500	3,318	94.80%	83.33%	1,920	100.00%	
	101-172-880.000	PROMOTION/COMMUNITY	4,600	6,100	3,600	59.02%	83.33%	3,500	59.02%	(2,500)
	101-172-880.001	COMMUNITY PROM/YOUTH ASSI	3,004	4,500	5,350	118.89%	83.33%	6,000	133.33%	1,500
	101-172-880.002	COMMUNITY PROM/ CDBG	18,504	18,000	14,400	80.00%	83.33%	18,500	102.78%	500
	101-172-900.000	PRINTING AND PUBLICATION	18,829	14,500	12,312	84.91%	83.33%	14,500	100.00%	
	101-172-900.001	UTILITIES		5,000	10,254	205.08%	83.33%	10,250	205.00%	5,250
	101-172-931-000	MAINTENANCE/BUILDING	9,768	9,760	11,661	119.48%	83.33%	13,000	133.20%	3,240
	101-172-934.000	MAINTENANCE/OFFICE EQUIP	5,100	5,100	4,250	83.33%	83.33%	5,100	100.00%	
	101-172-942.000	VEHICLE REIMBURSEMENT	5,246	7,100	3,141	44.24%	83.33%	4,000	56.34%	(3,100)
	101-172-956.000	MISCELLANEOUS	1,168,020	1,230,750	973,668	79.11%	83.33%	1,172,410	95.26%	(58,340)
		ADMINISTRATION	1,738,815	1,492,980	1,180,153	79.05%	83.33%	1,431,500	95.88%	(61,480)
	101-301-702.000	OVERTIME	17,981	220,000	237,149	107.80%	83.33%	270,000	122.73%	50,000
	101-301-710.000	WAGES/CROSSING GUARDS	4,110	17,500	15,052	86.01%	83.33%	15,050	86.00%	(2,450)
	101-301-712.000	WAGES/VOLUNTEER FIRE	36,935	34,780	31,468	90.48%	83.33%	2,500	50.00%	(2,500)
	101-301-715.000	BENEFIT/SOCIAL SECURITY	337,567	304,780	268,735	88.17%	83.33%	37,000	106.38%	2,220
	101-301-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	787,277	883,150	744,267	84.27%	83.33%	326,000	106.96%	21,220
	101-301-718.000	BENEFIT/RETIREMENT	23,467	23,970	18,617	77.67%	83.33%	898,000	101.68%	14,850
	101-301-719.000	BENEFIT/DENTAL	97,452	137,010	119,950	87.55%	83.33%	23,970	100.00%	
	101-301-724.000	BENEFITS	3,772	4,500	1,938	43.07%	83.33%	135,000	98.53%	(2,010)
	101-301-727.000	SUPPLIES/OFFICE	30,404	28,000	27,254	97.34%	83.33%	2,500	55.56%	(2,000)
	101-301-744.000	UNIFORM/PURCHASE	25,391	20,500	14,784	72.12%	83.33%	20,500	100.00%	
	101-301-751.000	SUPPLIES/GAS OIL	26,599	24,000	19,513	81.30%	83.33%	22,000	100.00%	(2,000)

101-301-802.000	PROFESSIONAL SERV	114,520	110,000	84,014	76.38%	83.33%	110,000	100.00%	-
101-301-802.014	PROFESSIONAL SERVICES- INFORMANTS	17,064	500	20,597	0.00%	83.33%	28,020	0.00%	(500)
101-301-853.000	COMMUNICATIONS/TELEPHONE	2,147	1,000	280	28.00%	83.33%	500	50.00%	(500)
101-301-860.000	CONFERENCES & WORKSHOPS	16,866	4,060	7,665	188.79%	83.33%	7,730	190.39%	3,670
101-301-860.001	MEMBERSHIPS & DUES	8,602	13,500	9,082	67.27%	83.33%	11,000	81.48%	(2,500)
101-301-920.000	UTILITIES	62,400	8,230	32,953	329.53%	83.33%	35,000	350.00%	25,000
101-301-931.000	MAINTENANCE/BUILDING	4,380	4,380	66,667	83.33%	83.33%	80,000	100.00%	(560)
101-301-931.000	MAINTENANCE/OFFICE EQUIP	1,944	2,000	1,552	77.60%	83.33%	4,380	100.00%	-
101-301-940.000	RENTAL/EQUIPMENT	9,606	18,000	9,212	51.18%	83.33%	2,000	100.00%	-
101-301-942.000	VEHICLE REIMBURSEMENT	3,367,259	3,477,390	2,925,282	84.12%	83.33%	3,511,850	100.99%	(6,000.00)
101-301-956.000	MISCELLANEOUS	165,215	163,220	134,404	82.35%	83.33%	160,000	98.03%	(3,220)
101-301-956.001	MISCELLANEOUS/TRAINING (302 FUNDS)	12,945	10,913	10,913	102.18%	83.33%	13,000	121.72%	2,320
101-441-706.000	WAGES/HOURLY	43,845	32,020	36,031	112.53%	83.33%	45,000	140.54%	12,980
101-441-715.000	BENEFIT/SOCIAL SECURITY	55,728	58,150	48,991	84.15%	83.33%	58,150	100.00%	-
101-441-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	2,818	2,590	2,389	92.24%	83.33%	2,880	111.20%	290
101-441-718.000	BENEFIT/RETIREMENT	13,925	17,580	17,370	98.81%	83.33%	19,250	109.50%	1,670
101-441-719.000	BENEFIT/DENTAL	1,568	1,000	1,649	164.90%	83.33%	1,800	180.00%	800
101-441-724.000	BENEFITS	4,589	4,600	5,522	120.04%	83.33%	2,620	56.96%	(1,980)
101-441-727.000	SUPPLIES/OFFICE	20,630	16,330	6,609	40.47%	83.33%	10,000	61.24%	(6,330)
101-441-744.000	UNIFORM/PURCHASE	9,689	8,500	10,143	119.33%	83.33%	11,500	135.29%	3,000
101-441-751.000	SUPPLIES/GAS,OIL	1,591	3,000	3,698	123.27%	83.33%	3,700	123.33%	700
101-441-756.000	SUPPLIES/OPERATING	1,682	1,900	693	36.47%	83.33%	1,000	52.63%	(900)
101-441-776.000	SUPPLIES/BLDG.GROUNDS	990	2,300	2,091	90.91%	83.33%	2,090	90.87%	(210)
101-441-853.000	COMMUNICATIONS/TELEPHONE	8,376	450	425	94.44%	83.33%	420	93.33%	(30)
101-441-860.000	CONFERENCES & WORKSHOPS	62,935	81,000	5,734	127.42%	83.33%	3,000	66.67%	(1,500)
101-441-860.001	MEMBERSHIPS & DUES	27,308	15,000	54,054	66.73%	83.33%	72,000	88.89%	(9,000)
101-441-920.000	UTILITIES	4,002	4,560	5,273	35.15%	83.33%	8,000	53.33%	(7,000)
101-441-926.000	UTILITIES/STREET LIGHTING	3,078	1,000	425	42.50%	83.33%	420	42.00%	(580)
101-441-931.000	MAINTENANCE/BUILDING	896	3,000	2,500	83.33%	83.33%	3,000	100.00%	-
101-441-934.000	MAINTENANCE/OFFICE EQUIP	441,810	432,330	354,386	81.97%	83.33%	423,730	98.01%	(8,600)
101-441-940.000	RENTAL/EQUIPMENT	114,592	121,140	96,487	79.65%	83.33%	116,800	96.42%	(4,340)
101-441-942.000	VEHICLE REIMBURSEMENT	149,013	155,580	106,392	68.38%	83.33%	120,000	77.13%	(35,580)
101-441-956.000	MISCELLANEOUS	25,833	26,450	20,991	79.36%	83.33%	19,000	89.75%	(2,170)
101-790-702.000	SALARIES	73,339	81,870	60,087	73.39%	83.33%	73,000	98.30%	(450)
101-790-706.000	WAGES/HOURLY	2,063	2,060	1,719	83.45%	83.33%	2,060	100.00%	(8,870)
101-790-715.000	BENEFIT/HOSPITALIZATION/OPTICAL	10,124	11,300	9,975	88.27%	83.33%	12,000	106.19%	700
101-790-716.000	BENEFIT/RETIREMENT	1,964	3,500	2,039	58.26%	83.33%	2,500	71.43%	(1,000)
101-790-718.000	BENEFIT/DENTAL	7,327	7,500	4,974	66.32%	83.33%	6,000	80.00%	(1,500)
101-790-719.000	BENEFITS	45,902	50,000	31,829	63.66%	83.33%	50,000	100.00%	-
101-790-727.000	SUPPLIES/OFFICE	22,118	3,020	13,588	0.00%	83.33%	15,000	100.00%	15,000
101-790-756.000	SUPPLIES/OPERATING	2,865	850	1,716	56.82%	83.33%	2,200	72.85%	(820)
101-790-802.000	PROFESSIONAL SERV	282	230	122	14.35%	83.33%	120	14.12%	(730)
101-790-802.015	PROFESSIONAL SVCS- PROGRAMMING	1,045	1,500	295	128.26%	83.33%	290	126.09%	60
101-790-853.000	COMMUNICATIONS/TELEPHONE	12,355	20,000	14,380	77.31%	83.33%	16,000	86.02%	(2,600)
101-790-860.000	CONFERENCES & WORKSHOPS	6,783	6,510	32,656	163.28%	83.33%	38,000	190.00%	18,000
101-790-860.001	MEMBERSHIPS & DUES	1,756	3,000	7,379	113.35%	83.33%	8,000	122.89%	1,490
101-790-880.000	PROMOTION/COMMUNITY	29,294	28,000	20,025	12.07%	83.33%	500	16.67%	(2,500)
101-790-920.000	UTILITIES	1,500	1,500	20,025	71.52%	83.33%	25,000	89.29%	(3,000)
101-790-931.000	MAINTENANCE/BUILDING	12,355	20,000	32,656	163.28%	83.33%	38,000	190.00%	18,000
101-790-934.000	MAINTENANCE/OFFICE EQUIP	6,783	6,510	7,379	113.35%	83.33%	8,000	122.89%	1,490
101-790-956.000	MISCELLANEOUS	1,756	3,000	7,379	113.35%	83.33%	8,000	122.89%	1,490
101-790-978.000	BOOK PURCHASE	29,294	28,000	20,025	12.07%	83.33%	500	16.67%	(2,500)

101-790-978.002	PERIODICALS	7,180	15,000	11,125	74.17%	83.33%	15,000	100.00%	-
101-790-978.003	RECORDS,TAPES,DISKS	27,359	21,000	18,681	88.96%	83.33%	23,000	109.52%	2,000
	LIBRARY	561,467	596,280	471,283	78.77%	83.33%	570,970	95.44%	(27,310)
101-954-911.000	GENERAL LIABILITY COVERAG	172,694	179,600	177,425	98.79%	83.33%	177,420	98.79%	(2,180)
101-954-913.000	LIABILITY ADDI/SPEC EVENT	53,712			0.00%	83.33%		0.00%	-
101-954-914.000	EXCESS OF DEDUCTABLE		1,000	8,232	823.20%	83.33%	8,230	823.00%	7,230
	LIABILITY INSURANCE	226,406	180,600	185,657	102.80%	83.33%	185,650	102.80%	5,050
101-958-965.001	TRANSFER/LOCAL STREET	150,000	150,000	125,000	83.33%	83.33%	150,000	100.00%	-
101-958-965.208	TRANSFER/RECREATION FUND	950,000	975,000	812,500	83.33%	83.33%	975,000	100.00%	-
101-958-965.257	TRANSFER - BUD STABILIZAT	50,000	50,000	41,667	83.33%	83.33%	50,000	100.00%	-
101-958-965.661	TRANSFER - EQUIPMENT FUND	200,000	250,000	208,333	83.33%	83.33%	250,000	100.00%	-
101-958-965.734	TRANSFER/POST RETIREMENT	444,670	406,960	339,133	83.33%	83.33%	406,960	100.00%	-
101-958-965.970	TRANSFER/CAPITAL PLANNING	400,000	400,000	333,333	83.33%	83.33%	400,000	100.00%	-
	TRANSFERS	2,194,670	2,231,960	1,859,966	83.33%	83.33%	2,231,960	100.00%	-
		7,973,330	8,177,230	6,782,707	82.95%	83.33%	8,109,360	99.17%	(67,870)

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
 Calculations as of 4/30/2020

ACCOUNT	DESCRIPTION	2018-19	2019-20	2019-20	2019-20	2019-20	2019-20	2019-20	2019-20	2019-20	PROJECTED	PROJECTED
		ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 4/30/20	PERCENT OF BUDGET COLLECTED 4/30/20	PERCENT OF YEAR COMPLETE	PROJECTED ACTIVITY	PERCENT OF BUDGET	PROJECTED OVER/(UNDER) BUDGET			
208-000-403.000	TAX COLL/CURRENT	68,289	71,850	71,031	98.86%	83.33%	71,030	98.86%	680	100.00%	(820)	
208-000-407.000	TAX COLL/DELINQUENT	882		682	0.00%	83.33%		100.00%		680	(3,400)	
208-000-567.000	GRANTS STATE/OTHER	4,325	6,000		0.00%	83.33%		100.00%	2,600	100.00%	50	
208-000-573.000	SSR/ LCSA PPT REIMBURSEMENT		6,500	53	0.00%	83.33%		46.65%	50	46.00%	(3,510)	
208-000-651.000	RECREATION/FEES/RENTALS	5,112		3,032	46.65%	83.33%		100.00%	2,990	0.00%	660	
208-000-652.000	RECREATION/SALES	1,257		659	100.00%	83.33%		110.62%	660	59.65%	(104,910)	
208-000-653.000	RECREATION/POOL	274,670	260,000	287,623	93.40%	83.33%		90.71%	31,750	(3,250)	(45,050)	
208-000-654.001	RECREATION/LEAGUE FEES	43,067	35,000	32,689	66.72%	83.33%		36.70%	84,950	65.35%	(6,330)	
208-000-654.002	RECREATION/CLASSES,TRIPS	144,917	130,000	86,741	79.17%	83.33%		78.73%	3,670	78.73%	(99,900)	
208-000-654.003	RECREATION/SR PROGRAMS	14,052	10,000	3,667	129.07%	83.33%		100.00%	177,150	69.26%	(1,400)	
208-000-654.004	RECREATION/LATCH KEY	218,836	225,000	178,122	79.17%	83.33%		87.59%	9,600	119.20%	960	
208-000-654.005	RECREATION/CAMP FEES	318,874	325,000	419,485	119.12%	83.33%		31.65%	5,960	21.67%	(16,450)	
208-000-654.006	RECREATION/SPEC PROGRAMS	8,540	11,000	9,635	87.59%	83.33%		99.98%	4,550	100.00%	(20)	
208-000-654.007	RECREATION/DREAM CRUISE	5,000	5,000	5,956	119.12%	83.33%		137.01%	84,980	143.33%	3,250	
208-000-654.008	RECREATION/JULY 4TH	23,406	21,000	6,646	31.65%	83.33%		66.48%	10,750	96.40%	(900)	
208-000-654.009	RECREATION/ PRE K	94,719	85,000	84,982	99.98%	83.33%		0.00%	24,100	100.00%	9,020	
208-000-664.000	INVESTMENT INCOME	13,648	7,500	10,276	137.01%	83.33%		83.33%	9,020	100.00%	9,020	
208-000-669.000	BUS RENTAL FEES	24,559	25,000	16,619	66.48%	83.33%		83.33%	975,000	100.00%	9,020	
208-000-669.001	BUS CHARGES INTERNAL			9,024	0.00%	83.33%		32.24%	1,450	32.22%	(3,050)	
208-000-676.101	TRANSFER/GENERAL FUND	950,000	975,000	812,500	83.33%	83.33%		0.00%	59,050	100.00%	0	
208-000-695.000	UNCLASSIFIED	4,500	4,500	1,451	32.24%	83.33%		90.21%	1,940,180	85.76%	(322,220)	
208-000-699.399	FUND BALANCE APPROPRIATION											
		2,218,663	2,262,400	2,040,873	90.21%	83.33%						

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
 Calculations as of 4/30/2020

RECREATION FUND

DEPARTMENT	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 4/30/20	2019-20 PERCENT OF BUDGET EXPENDED 4/30/20	PERCENT OF YEAR COMPLETE	2019-20 PROJECTED ACTIVITY	2019-20 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
BUS	50,943	51,420	39,733	77.27%	83.33%	42,970	83.57%	(8,450)
RECREATION	694,914	764,400	593,214	77.61%	83.33%	704,910	92.22%	(59,490)
PROGRAMS	906,504	940,530	726,162	77.21%	83.33%	794,590	84.48%	(145,940)
PARKS	170,249	163,350	114,328	69.99%	83.33%	141,980	86.92%	(21,370)
POOL	323,320	342,700	202,287	59.03%	83.33%	233,930	68.26%	(108,770)
	2,145,930	2,262,400	1,675,724	74.07%	83.33%	1,918,380	84.79%	(344,020)

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
Calculations as of 4/30/2020

RECREATION FUND	ACCOUNT	DESCRIPTION	2018-19	2019-20	2019-20	2018-19	2018-19	2018-19	2018-19	2018-19	PROJECTED	
			ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 4/30/20	PERCENT OF BUDGET EXPENDED 4/30/20	PERCENT OF YEAR COMPLETE	PROJECTED ACTIVITY	PERCENT OF BUDGET	OVER/ (UNDER) BUDGET		
	Dept 290 - BUS											
	208-290-715.000	BENEFIT/SOCIAL SECURITY	1,926	1,980	1,490	75.25%	83.33%	1,490	75.25%	1,490	(490)	
	208-290-724.000	BENEFITS	452	1,110	1,106	99.64%	83.33%	1,250	112.61%	1,250	140	
	208-290-751.000	SUPPLIES/GAS,OIL	4,806	4,000	2,723	68.08%	83.33%	2,720	68.00%	2,720	(1,280)	
	208-290-802.000	PROFESSIONAL SERV	25,427	25,830	18,657	72.23%	83.33%	18,660	72.24%	18,660	(7,170)	
	208-290-853.000	COMMUNICATIONS/TELEPHONE	262	300	742	247.33%	83.33%	850	283.33%	850	550	
	208-290-940.000	RENTAL/EQUIPMENT	18,000	18,000	15,000	83.33%	83.33%	18,000	100.00%	18,000	-	
	208-290-956.000	MISCELLANEOUS	70	200		0.00%	83.33%		0.00%		(200)	
	Totals for dept 290 - BUS		50,943	51,420	39,718	77.24%	83.33%	42,970	83.57%	42,970	(8,450)	
	Dept 751 - RECREATION											
	208-751-702.000	SALARIES	123,663	136,590	104,655	76.62%	83.33%	124,000	90.78%	124,000	(12,590)	
	208-751-706.000	WAGES/HOURLY	195,402	215,980	160,866	74.48%	83.33%	186,000	86.12%	186,000	(29,980)	
	208-751-715.000	BENEFIT/SOCIAL SECURITY	24,831	26,970	21,479	79.64%	83.33%	25,500	94.55%	25,500	(1,470)	
	208-751-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	88,847	88,690	69,556	78.43%	83.33%	85,000	96.97%	85,000	(2,690)	
	208-751-718.000	BENEFIT/RETIREMENT	114,415	98,580	91,589	92.91%	83.33%	110,000	111.58%	110,000	11,420	
	208-751-719.000	BENEFIT/DENTAL	6,487	6,740	4,778	70.89%	83.33%	6,740	100.00%	6,740	-	
	208-751-724.000	BENEFITS	30,386	38,800	32,046	82.59%	83.33%	37,500	96.65%	37,500	(1,300)	
	208-751-727.000	SUPPLIES/OFFICE	3,029	5,000	1,708	34.16%	83.33%	2,500	50.00%	2,500	(2,500)	
	208-751-744.000	UNIFORM/PURCHASE	2,700	2,700	2,723	100.85%	83.33%	2,720	100.74%	2,720	20	
	208-751-751.000	SUPPLIES/GAS,OIL	584	750	686	91.47%	83.33%	1,200	100.00%	1,200	450	
	208-751-756.000	SUPPLIES/OPERATING	11,880	15,000	10,128	67.52%	83.33%	12,500	83.33%	12,500	(2,500)	
	208-751-853.000	COMMUNICATIONS/TELEPHONE	9,699	10,580	7,040	66.54%	83.33%	8,000	75.61%	8,000	(2,580)	
	208-751-860.000	CONFERENCES & WORKSHOPS	2,027	2,050	1,157	56.44%	83.33%	1,500	73.17%	1,500	(550)	
	208-751-860.001	MEMBERSHIPS & DUES		750	720	96.00%	83.33%	750	100.00%	750	-	
	208-751-920.000	UTILITIES	29,942	49,000	41,346	84.38%	83.33%	48,000	97.96%	48,000	(1,000)	
	208-751-931.000	MAINTENANCE/BUILDING	27,116	42,000	20,718	49.33%	83.33%	27,000	64.29%	27,000	(15,000)	
	208-751-934.000	MAINTENANCE/OFFICE EQUIP	21,285	21,020	20,485	97.45%	83.33%	23,000	109.42%	23,000	1,980	
	208-751-940.000	RENTAL/EQUIPMENT	970	1,200		0.00%	83.33%		0.00%		(1,200)	
	208-751-956.000	MISCELLANEOUS	1,651	2,000	1,534	76.70%	83.33%	2,000	100.00%	2,000	-	
	Totals for dept 751 - RECREATION		694,914	764,400	593,214	77.61%	83.33%	704,910	92.22%	704,910	(59,490)	
	Dept 753 - PROGRAMS											
	208-753-702.000	SALARIES	117,009	120,540	99,744	82.75%	83.33%	120,000	99.55%	120,000	(540)	
	208-753-714.001	WAGES/PROGRAM ATHLETIC LG	1,698	2,800	941	33.61%	83.33%	940	33.57%	940	(1,860)	
	208-753-714.003	WAGES/PROGRAM SENIOR CITI	42,746	45,180	35,446	78.46%	83.33%	42,750	94.62%	42,750	(2,430)	
	208-753-714.004	WAGES/PROGRAM LATCH KEY	176,730	189,590	162,292	85.60%	83.33%	169,000	89.14%	169,000	(20,590)	
	208-753-714.005	WAGES/PROGRAM CAMPS	112,144	112,360	72,906	64.89%	83.33%	72,910	64.89%	72,910	(39,450)	
	208-753-715.000	BENEFIT/SOCIAL SECURITY	34,763	35,990	30,290	84.16%	83.33%	32,500	90.30%	32,500	(3,490)	
	208-753-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	66,073	65,360	50,594	77.41%	83.33%	61,000	93.33%	61,000	(4,360)	
	208-753-718.000	BENEFIT/RETIREMENT	84,070	83,150	68,200	82.02%	83.33%	82,000	98.62%	82,000	(1,150)	
	208-753-719.000	BENEFIT/DENTAL	4,973	5,220	3,185	61.02%	83.33%	5,220	100.00%	5,220	-	

208-753-724.000	BENEFITS	21,215	23,040	18,525	80.40%	83.33%	22,000	95.49%	(1,040)
208-753-787.001	SUPPLIES/ATHLETIC LEAGUE	5,160	3,800	1,389	36.55%	83.33%	1,400	36.84%	(2,400)
208-753-787.002	SUPPLIES/CLASS TRIPS.	1,849	4,000	2,774	69.35%	83.33%	2,770	69.25%	(1,230)
208-753-787.003	SUPPLIES/SENIOR PROGRAM	1,782	2,500	1,732	49.28%	83.33%	1,250	50.00%	(1,250)
208-753-787.004	SUPPLIES/LATCH KEY	14,820	19,500	11,025	56.54%	83.33%	12,500	64.10%	(7,000)
208-753-787.005	SUPPLIES/CAMPS	10,006	17,500	3,621	20.69%	83.33%	3,700	21.14%	(13,800)
208-753-787.006	SUPPLIES/SPECIAL PROGRAM	2,402	3,500	2,771	79.17%	83.33%	2,770	79.14%	(730)
208-753-787.007	SUPPLIES/ PRE K	2,731	6,000	4,469	74.48%	83.33%	4,500	100.00%	(1,500)
208-753-803.001	CONTRACTS ATHLETIC LEAGUE	13,950	15,000	13,296	88.64%	83.33%	13,300	88.67%	(1,700)
208-753-803.002	CONTRACTS CLASS TRIPS	78,590	70,000	61,553	87.93%	83.33%	61,630	88.04%	(8,370)
208-753-803.003	CONTRACTS SENIOR TRIPS	11,357	7,000	2,424	34.63%	83.33%	2,600	37.14%	(4,400)
208-753-803.004	CONTRACTS LATCH KEY	7,216	7,500	5,216	69.55%	83.33%	5,500	73.33%	(2,000)
208-753-803.006	CONTRACTS SPECIAL PROGRAM	45,493	50,000	29,062	58.12%	83.33%	29,060	58.12%	(20,940)
208-753-803.008	CONTRACTS JULY 4th	11,852	13,000	8,570	65.92%	83.33%	8,570	65.92%	(4,430)
208-753-956.000	MISCELLANEOUS	25,067	26,500	26,724	100.85%	83.33%	26,720	100.83%	220
Totals for dept 753 - PROGRAMS		12,808	11,500	9,913	86.20%	83.33%	10,000	86.96%	(1,500)
		906,504	940,550	726,162	77.21%	83.33%	794,590	84.48%	(145,940)

Dept 754 - PARKS									
208-754-702.000	SALARIES	8,109	8,360	6,861	82.07%	83.33%	8,360	100.00%	-
208-754-706.000	WAGES/HOURLY	60,305	60,260	40,498	67.21%	83.33%	48,500	80.48%	(11,760)
208-754-715.000	BENEFIT/SOCIAL SECURITY	5,370	5,250	3,889	74.08%	83.33%	4,600	87.62%	(650)
208-754-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	18,326	18,610	13,016	69.94%	83.33%	16,950	91.08%	(1,660)
208-754-718.000	BENEFIT/RETIREMENT	36,543	34,350	28,366	82.58%	83.33%	34,350	100.00%	-
208-754-719.000	BENEFIT/DENTAL	1,228	1,370	822	60.00%	83.33%	1,370	100.00%	-
208-754-724.000	BENEFITS	5,742	6,850	5,973	87.20%	83.33%	6,850	100.00%	(250)
208-754-744.000	UNIFORM/PURCHASE	199	250	-	0.00%	83.33%	-	0.00%	(250)
208-754-776.000	SUPPLIES/BLDG.GROUNDS	20,932	18,500	9,554	51.64%	83.33%	13,500	72.97%	(5,000)
208-754-802.000	PROFESSIONAL SERV	13,495	9,300	5,349	57.52%	83.33%	7,500	80.65%	(1,800)
208-754-956.000	MISCELLANEOUS	250	250	-	0.00%	83.33%	-	0.00%	(250)
Totals for dept 754 - PARKS		170,249	163,350	114,328	69.99%	83.33%	141,980	86.92%	(21,370)

Dept 756 - POOL									
208-756-702.000	SALARIES	24,341	25,110	20,902	83.24%	83.33%	25,110	100.00%	-
208-756-709.000	WAGES/PART TIME,SEASONAL	180,832	183,930	107,806	58.61%	83.33%	108,500	58.99%	(75,430)
208-756-715.000	BENEFIT/SOCIAL SECURITY	15,527	15,990	11,182	69.93%	83.33%	11,400	71.29%	(4,590)
208-756-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	10,741	10,970	9,028	82.30%	83.33%	11,200	102.10%	230
208-756-718.000	BENEFIT/RETIREMENT	5,169	2,620	4,061	155.00%	83.33%	4,970	187.79%	2,300
208-756-719.000	BENEFIT/DENTAL	651	830	584	70.36%	83.33%	830	100.00%	-
208-756-724.000	BENEFITS	3,250	5,800	5,154	88.86%	83.33%	5,550	95.69%	(250)
208-756-727.000	SUPPLIES/OFFICE	121	1,250	-	0.00%	83.33%	250	20.00%	(1,000)
208-756-744.000	UNIFORM/PURCHASE	1,752	2,200	-	0.00%	83.33%	500	22.73%	(1,700)
208-756-756.000	SUPPLIES/OPERATING	23,242	18,500	10,318	55.77%	83.33%	12,000	64.86%	(6,500)
208-756-756.001	CAFE SUPPLIES	12,483	12,500	6,168	0.00%	83.33%	6,170	100.00%	(6,330)
208-756-787.000	SUPPLIES/REC PROGRAM	87	6,500	135	0.00%	83.33%	1,500	0.00%	(5,000)
208-756-802.000	PROFESSIONAL SERV	39,266	42,000	24,861	59.19%	83.33%	42,000	100.00%	-
208-756-920.000	UTILITIES	2,088	14,000	2,088	14.91%	83.33%	4,000	28.57%	(10,000)
208-756-931.000	MAINTENANCE/BUILDING	69	500	-	0.00%	83.33%	-	0.00%	(500)
208-756-956.000	MISCELLANEOUS	323,320	342,700	202,287	59.03%	83.33%	233,930	68.26%	(108,770)
Totals for dept 756 - POOL		323,320	342,700	202,287	59.03%	83.33%	233,930	68.26%	(108,770)

APPROPRIATIONS - FUND 208

2,145,930	2,262,400	1,675,709	74.07%	83.33%	1,918,380	84.79%	(344,020)
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BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
Calculations as of 4/30/2020

SANITATION FUND

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 4/30/20	PERCENT OF BUDGET 4/30/20	PERCENT OF YEAR COMPLETE	2019-20 PROJECTED ACTIVITY	2019-20 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
Dept 000									
515-000-403.000	TAX COLL/CURRENT	563,477	585,490	584,456	100%	83.33%	584,450	99.82%	(1,040)
515-000-573.000	SSR/ LCA PPT REIMBURSEMENT			434	0%	83.33%	430	100.00%	430
515-000-664.000	INVESTMENT INCOME	9,064	6,500	8,426	130%	83.33%	8,700	133.85%	2,200
515-000-695.000	UNCLASSIFIED	12,131	8,000	5,952	74%	83.33%	6,500	81.25%	(1,500)
515-000-699.395	FUND BALANCE APPROPRIATION				0%	83.33%		0.00%	-
	NET OF REVENUES/APPROPRIATIONS - 000 -	584,672	599,990	599,268	100%	83.33%	600,080	100.02%	90
Dept 500 - SANITATION									
515-500-702.000	SALARIES	10,916	12,540	8,767	69.91%	83.33%	11,020	87.88%	(1,520)
515-500-706.000	WAGES/HOURLY	31,004	34,460	28,549	82.85%	83.33%	34,290	99.51%	(170)
515-500-715.000	BENEFIT/SOCIAL SECURITY	3,326	3,600	2,977	82.69%	83.33%	3,600	100.00%	-
515-500-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	10,645	10,640	9,811	92.21%	83.33%	12,500	117.48%	1,860
515-500-718.000	BENEFIT/RETIREMENT	12,624	13,460	11,825	87.85%	83.33%	14,250	105.87%	790
515-500-719.000	BENEFIT/DENTAL	644	850	625	73.53%	83.33%	850	100.00%	-
515-500-724.000	BENEFITS	3,435	5,070	4,516	89.07%	83.33%	5,150	101.58%	80
515-500-751.000	SUPPLIES/GAS,OIL	4,158	4,400	2,682	60.95%	83.33%	3,500	79.55%	(900)
515-500-756.000	SUPPLIES/OPERATING	6,569	5,500	2,380	43.27%	83.33%	4,600	83.64%	(900)
515-500-802.000	PROFESSIONAL SERV	418,213	430,510	329,374	76.51%	83.33%	420,000	97.56%	(10,510)
515-500-853.000	COMMUNICATIONS/TELEPHONE	816	910	609	66.92%	83.33%	910	100.00%	-
515-500-860.000	CONFERENCES & WORKSHOPS	817	300	0	0.00%	83.33%	0	0.00%	(300)
515-500-860.001	MEMBERSHIPS & DUES		200	200	100.00%	83.33%	200	100.00%	-
515-500-920.000	PROMOTION/COMMUNITY	803	2,500	968	38.72%	83.33%	1,000	40.00%	(1,500)
515-500-931.000	UTILITIES	3,189	1,850	1,148	62.05%	83.33%	1,850	100.00%	-
515-500-934.000	MAINTENANCE/BUILDING	4,520	5,550	1,426	25.69%	83.33%	1,750	31.53%	(3,800)
515-500-934.000	MAINTENANCE/OFFICE EQUIP	1,696	1,950	1,487	76.26%	83.33%	1,950	100.00%	-
515-500-940.000	RENTAL/EQUIPMENT	50,000	65,000	35,609	54.78%	83.33%	65,000	100.00%	-
515-500-956.000	MISCELLANEOUS	852	700		0.00%	83.33%		0.00%	(700)
	NET OF REVENUES/APPROPRIATIONS - 500 - SANITATION	564,227	599,990	442,953	73.83%	83.33%	582,420	97.07%	(17,570)



Finance Department Memo

To: Mayor and City Commission
From: Tim Rowland, Finance Director
Date: May 26, 2020
Subject: Banks, Brokers, and Dealers Update

Section VII of the Huntington Woods Investment policy requires an annual review of all Banks/Broker Dealers which we use for City deposits. Based upon this review, I have compiled a listing of the financial Institutions we will utilize within the next twelve months. The City will update these brokers with our recent Investment policy and other documents that are outlined below:

The Finance Director or Treasurer will maintain a list of financial institutions, which have been authorized by the City Commission (reviewed annually), to provide investment and depository services. In addition, a list will also be maintained of approved security broker/dealers selected by credit-worthiness, who maintain an office in the State of Michigan¹ or who are "primary" dealers or "regional dealers" that qualify under Securities & Exchange Commission Rule 15C3-1 (uniform net capital rule)² No public deposit shall be made except in a qualified public depository as established by State law. All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Finance Director with the following:

- *Audited financial statements for the most recent fiscal year.*
- *Certification of having read the City's investment policy and the pertinent State statutes.*
- *Certification of National Association of Security Dealers certification and proof of State registration, where applicable.*
- *Evidence of insurance coverage.*

"An annual review of the financial condition and registration of qualified broker /dealers will be conducted by the Finance Director and reviewed by the City Auditors. Information indicating a loss or prospective loss of capital on existing investments must be shared with the City Commission and Manager of the City immediately upon notification."

¹ All dealers and banks listed have an office in the State of Michigan as per P.A. 20

² The Securities and Exchange Commission's (SEC)1 uniform net capital rule (15c3-1) and customer protection rule (15c3-3) form the foundation of the securities industry's financial responsibility framework.¹ The net capital rule focuses on liquidity and is designed to protect securities customers, counterparties, and creditors by **requiring that broker-dealers have sufficient liquid resources on hand at all times to satisfy claims promptly**. Rule 15c3-3, or the customer protection rule, which complements rule 15c3-1, is designed to ensure that customer property (securities and funds) in the custody of broker-dealers is adequately safeguarded. By law, both of these rules apply to the activities of registered broker-dealers, but not to unregistered affiliates.

I would ask that the following resolution be adopted to comply with this provision:

Moved by Commissioner _____ and Supported by Commissioner _____ that the following broker/dealers and Commercial Banks be utilized by the City for the investment of Idle funds provided that strict compliance with the City Investment Policy is maintained.

AUTHORIZED INVESTMENT DEALERS/BROKERS/ADVISORS
Authorization Date - June 02, 2020
Amended

The following listing of authorized investment dealers/brokers is required by Section VII of the City of Huntington Woods Investment Policy.

FIRM NAME

BROKER/DEALERS - COMMERCIAL BANKS ¹

1. U.S. Bancorp N.A.
2. Oakland County, LGIP, Investment Unit
3. CitiGroup Global Markets Inc.
4. Municipal Bond and Investors Assurance Corp.
5. Raymond James Financial Investment Co.
6. Fifth Third Bank N.A.
7. Fifth Third Securities Inc.
8. Merrill Lynch, Bank of America Corporation
9. Robert W. Baird & Co. Inc.
10. Morgan Stanley Wealth Management
11. Huntington Bank N.A.
12. Level One Bancorp
13. Stifel Nicolaus and Company, Inc.,
14. Multi-Bank Securities, Inc.
15. J.P. Chase Bank N.A.
16. Private Bankcorp Inc.
17. UBS Financial Services Inc.
18. Flagstar Bank, N.A.
19. First Merit Corporation
20. Comerica Bank N.A. & Comerica Securities Inc.
21. Chemical Financial Corporation
22. Crestmark Bancorp. Inc.

¹P.A. 20 1943 as amended §129.91 SEC1 (8) Financial institutions that are a state or nationally chartered bank or a state or federally regulated savings and loan association, savings bank, or credit union whose deposits are insured by an agency of the United States government and that maintains a principal office or branch office located in this state under the laws of this state or the United States.



Finance Department Memo



Finance Department Memo

To: Mayor and City Commission
From: Tim Rowland, Finance Director
Date: May 28, 2020
Subject: 2019-2020 Budget Amendments Year End

The Uniform Accounting and Budgeting Act requires budgets to be amended on a periodic basis as needed and that a local unit of government shall not incur expenditures more than the amount appropriated. A review of our accounts through eleven months of the fiscal year has identified multiple adjustments are needed.

Due to the Covid-19 closure, we have significantly more adjustments than usual at year end. In the General Fund, revenue adjustments are needed for state shared revenue, building permits, and District Court revenue. Expenditure budget increases are need for Public Safety benefits and building maintenance. These are offset by expenditure reductions in administration pension costs, attorney fees, library wages, and transfers to local streets and capital planning. The net result is a use of fund balance in the General Fund of \$47,770.

The Recreation Fund needs revenue adjustments in every category due to the closure. This is offset by expenditure adjustments across several accounts due to the shutdown. The end result is a use of fund balance in the Recreation Fund of \$86,720. Prior to the Covid-19 shutdown we were projecting for the Recreation Fund to finish the year with a surplus of over \$70,000. We will look at the fund balance levels in the Recreation Fund prior to the September budget meeting and recommend adjustments at that time to address it

Details of the adjustments are on the following pages.

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	2019-20 PROJECTED ACTIVITY	RECOMMENDED ADJUSTMENT	REASON
Fund 101 - GENERAL FUND					
Dept 000					
101-000-407.000	TAX COLL/DELINQUENT	72,500.00	61,230.00	(10,000)	
101-000-445.000	TAX COLL/PENALTIES	34,000.00	26,140.00	(7,500)	
101-000-453.000	PERMITS/BUILDING	200,000.00	150,000.00	(50,000)	Covid closure
101-000-470.000	CABLE TV FEES	160,000.00	146,000.00	(14,000)	Less cable subscribers
101-000-567.001	DONATIONS- LIBRARY PROGRAMMING		13,260.00	13,260	New account for library programming donations
101-000-576.000	SSR/SALES TAX	633,400.00	606,920.00	(26,480)	State Revenue Sharing Cuts
101-000-656.000	FINES/DISTRICT COURT	115,000.00	80,000.00	(35,000)	Courts closed- Covid
101-000-676.000	INSURANCE REIMBURSEMENT	56,000.00	45,000.00	(11,000)	Loss History higher
101-000-699.395	USE OF FUND BALANCE		47,770.00	47,770	
	Total Revenue Adjustment			(92,950.00)	
Dept 172 - ADMINISTRATION					
101-172-718.000	BENEFIT/RETIREMENT	337,730.00	314,000.00	(15,000)	
101-172-802.000	PROFESSIONAL SERV	73,030.00	55,000.00	(15,000)	
101-172-802.010	PROFESSIONAL SERV/ATTORNEY	100,000.00	85,000.00	(15,000)	
Dept 301 - PUBLIC SAFETY					
101-301-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	304,780.00	326,000.00	22,000	Increased benefit costs
101-301-931.000	MAINTENANCE/BUILDING	10,000.00	35,000.00	25,000	Asbestos testing and cleanup
101-301-956.001	MISCELLANEOUS/TRAINING (302 FUNDS)	18,000.00	12,000.00	(4,000)	
Dept 441 - PUBLIC WORKS					
101-441-926.000	UTILITIES/STREET LIGHTING	81,000.00	72,000.00	(6,000)	
Dept 790 - LIBRARY					
101-790-706.000	WAGES/HOURLY	155,580.00	120,000.00	(30,000)	Covid closure
101-790-718.000	BENEFIT/RETIREMENT	81,870.00	73,000.00	(5,000)	
101-790-802.015	PROFESSIONAL SVCS- PROGRAMMING		15,000.00	15,000	New account for programming
Dept 954 - INSURANCE					
101-954-911.000	GENERAL LIABILITY COVERAGE	179,600.00	177,420.00	(2,180)	
101-954-914.000	EXCESS OF DEDUCTIBLE	1,000.00	8,230.00	7,230	Deductibles on claims
Dept 958 - TRANSFERS					
101-958-965.001	TRANSFER/LOCAL STREET	150,000.00	150,000.00	(75,000)	Street fund expenditures down
101-958-965.661	TRANSFER - EQUIPMENT FUND	250,000.00	250,000.00	25,000	
101-958-965.970	TRANSFER/CAPITAL PLANNING	400,000.00	400,000.00	(20,000)	
	Total Expenditure Adjustment			(92,950)	
Fund 202 - MAJOR STREET FUND					
Dept 000					
202-000-699.395	FUND BALANCE APPROPRIATION	61,010.00	61,010.00	29,840	
	Total Revenue Adjustment			29,840	
Dept 463 - ROUTINE MAINTENANCE					
202-463-818.002	CONTRACTS PATCHING	110,000.00	60,000.00	(40,000)	
202-463-818.007	CONTRACTS TREE TRIMMING	94,500.00	85,000.00	(5,000)	New tree trimming contract
202-463-818.010	CONTRACTS- SIDEWALK		108,490.00	108,490	Sidewalk program budgeted in prior year
202-463-940.000	RENTAL/EQUIPMENT	60,000.00	40,000.00	(15,000)	
Dept 474 - TRAFFIC SERVICES					
202-474-818.000	CONTRACTS SERV/TRAFFIC	10,000.00	5,000.00	(4,000)	
Dept 478 - SNOW REMOVAL					
202-478-756.000	SUPPLIES/OPERATING	18,000.00	14,560.00	(3,000)	Mild winter, less salt used
202-478-940.000	RENTAL/EQUIPMENT	20,000.00	6,980.00	(12,000)	Plow trucks used less
Dept 482 - ADMINISTRATION & ENGINEERING					
202-482-718.000	BENEFIT/RETIREMENT	1,300.00	1,650.00	350	
	Total Expenditure Adjustment			29,840	

Fund 203 - LOCAL STREET FUND

Dept 000

203-000-546.000	ACT 51 REVENUES	169,400.00	155,000.00	(14,400)
203-000-676.101	TRANSFER/GENERAL FUND	150,000.00	150,000.00	(75,000)
203-000-699.395	FUND BALANCE APPROPRIATION	28,150.00	28,150.00	7,850
	Total Revenue Adjustment			(81,550)

Dept 463 - ROUTINE MAINTENANCE

203-463-756.000	SUPPLIES/OPERATING	4,500.00	550.00	(2,500)
203-463-818.002	CONTRACTS PATCHING	75,000.00	30,000.00	(35,000)
203-463-818.007	CONTRACTS TREE TRIMMING	94,500.00	75,000.00	(10,000) New tree trimming contract
203-463-940.000	RENTAL/EQUIPMENT	75,500.00	50,000.00	(20,000)

Dept 478 - SNOW REMOVAL

203-478-756.000	SUPPLIES/OPERATING	27,000.00	18,190.00	(7,500) Mild winter, less salt used
203-478-940.000	RENTAL/EQUIPMENT	18,000.00	10,470.00	(7,000) Plow trucks used less

Dept 482 - ADMINISTRATION & ENGINEERING

203-482-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	910.00	1,350.00	450
	Total Expenditure Adjustment			(81,550)

Fund 208 - RECREATION FUND

Dept 000

208-000-651.000	RECREATION/FEES/RENTALS	6,500.00	2,990.00	(3,500) Covid closure
208-000-653.000	RECREATION/POOL	260,000.00	155,090.00	(104,910) Covid closure
208-000-654.001	RECREATION/LEAGUE FEES	35,000.00	31,750.00	(3,000) Covid closure
208-000-654.002	RECREATION/CLASSES,TRIPS	130,000.00	84,950.00	(45,050) Covid closure
208-000-654.003	RECREATION/SR PROGRAMS	10,000.00	3,670.00	(6,330) Covid closure
208-000-654.004	RECREATION/LATCH KEY	225,000.00	177,150.00	(47,850) Covid closure
208-000-654.005	RECREATION/CAMP FEES	325,000.00	225,100.00	(99,900) Covid closure
208-000-654.008	RECREATION/JULY 4TH	21,000.00	4,550.00	(16,450) Covid closure
208-000-699.395	FUND BALANCE APPROPRIATION	59,050.00	86,720.00	27,670.00
	Total Revenue Adjustment			(299,320)

Dept 290 - BUS

208-290-802.000	PROFESSIONAL SERV	25,830.00	18,660.00	(7,000) Bus driver wages
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Dept 751 - RECREATION

208-751-702.000	SALARIES	136,590.00	124,000.00	(10,000)
208-751-706.000	WAGES/HOURLY	215,980.00	186,000.00	(29,000)
208-751-718.000	BENEFIT/RETIREMENT	98,580.00	110,000.00	12,000
208-751-853.000	COMMUNICATIONS/TELEPHONE	10,580.00	8,000.00	(2,000)
208-751-931.000	MAINTENANCE/BUILDING	42,000.00	27,000.00	(13,000)

Dept 753 - PROGRAMS

208-753-714.003	WAGES/PROGRAM SENIOR CITI	45,180.00	42,750.00	(2,000)
208-753-714.004	WAGES/PROGRAM LATCH KEY	189,590.00	169,000.00	(20,000) PT Latchkey staff
208-753-714.005	WAGES/PROGRAM CAMPS	112,360.00	72,910.00	(39,450) Camp Counselors
208-753-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	65,360.00	61,000.00	(3,000)
208-753-787.002	SUPPLIES/CLASSES & TRIPS	4,000.00	2,770.00	(1,200)
208-753-787.003	SUPPLIES/SENIOR PROGRAM	2,500.00	1,250.00	(1,200)
208-753-787.004	SUPPLIES/LATCH KEY	19,500.00	12,500.00	(6,500)
208-753-787.005	SUPPLIES/CAMPS	17,500.00	3,700.00	(13,800) Camp Supplies
208-753-787.007	SUPPLIES/ PRE K	6,000.00	4,500.00	(1,500)
208-753-803.001	CONTRACTS ATHLETIC LEAGUE	15,000.00	13,300.00	(1,700)
208-753-803.002	CONTRACTS CLASSES & TRIPS	70,000.00	61,630.00	(8,370)
208-753-803.003	CONTRACTS SENIOR TRIPS	7,000.00	2,600.00	(4,400)
208-753-803.004	CONTRACTS LATCH KEY	7,500.00	5,500.00	(2,000)
208-753-803.005	CONTRACTS CAMPS	50,000.00	29,060.00	(20,940) Camp Trips
208-753-803.006	CONTRACTS SPECIAL PROGRAM	13,000.00	8,570.00	(4,000)

Dept 754 - PARKS

208-754-706.000	WAGES/HOURLY	60,260.00	48,500.00	(10,000)
208-754-776.000	SUPPLIES/BLDG,GROUNDS	18,500.00	13,500.00	(4,000)

Dept 756 - POOL

208-756-709.000	WAGES/PART TIME,SEASONAL	183,930.00	108,500.00	(75,430) Lifeguards
208-756-715.000	BENEFIT/SOCIAL SECURITY	15,990.00	11,400.00	(3,000)
208-756-756.000	SUPPLIES/OPERATING	18,500.00	12,000.00	(6,500)
208-756-756.001	CAFE SUPPLIES	12,500.00	6,170.00	(6,330) Café Closed
208-756-802.000	PROFESSIONAL SERV	6,500.00	1,500.00	(5,000)

208-756-931.000	MAINTENANCE/BUILDING	14,000.00	4,000.00	(10,000)
	Total Expenditure Adjustment			(299,320.00)

Fund 304 - 2010 SERIES 1 ROAD DEBT FUND

Dept 000

304-000-664.000	INVESTMENT INCOME	5000	7400	200
	Total Revenue Adjustment			200

Dept 300 - GENERAL OBLIGATION DEBT

304-300-995.000	INTEREST EXPENSE	103,170.00	103,350.00	200
	Total Expenditure Adjustment			200

Fund 493 - 2020 CAPITAL IMPROVEMENT BOND FUND

Dept 000

493-000-696.000	BOND PROCEEDS	11,887,930.00	11,887,930	New bond issue
	Total Revenue Adjustment		11,887,930	

Dept 493 - CAPITAL IMPROVEMENT BOND CONSTRUCTION

493-493-802.000	PROFESSIONAL SERV	107,100.00	107,100	Closing costs
493-493-975.000	CONSTRUCTION EXPENSES	1,000,000.00	1,000,000	Construction costs
493-493-977.000	CONSTRUCTION ENGINEERING	350,000.00	350,000	Construction engineering
	Total Expenditure Adjustment		350,000	

Ordinance # 5



Manager's Memo

To: Mayor and City Commission
From: Amy Sullivan, City Manager
Date: May 15, 2020
Subject: Repeal Pilot Program for Backyard Chicken Ordinance

The backyard chicken ordinance was adopted a year ago with a one-year pilot program that expires this month. We have issued 2 of the 3 permits that can be issued and there have been no complaints and no problems during the inspections. A family is interested in the third permit and they have permission from their abutting neighbors.

The ordinance says "unless the city commission takes legislative action to amend or extend this article before the end of the pilot period, the provisions of this article shall be automatically repealed on May 27, 2020" so the pilot program will sunset and the ordinance will remain as adopted unless the city commission takes action.

At this time, the pilot program either needs to be extended or that section of the ordinance should be deleted. Given we have had no issues with the program as written, an ordinance amendment to delete the pilot program section is attached.

CITY OF HUNTINGTON WOODS
OAKLAND COUNTY, MICHIGAN

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE CITY CODE OF THE CITY OF HUNTINGTON WOODS, CHAPTER 4, TO ADD NEW ARTICLE III, CHICKENS, TO DELETE SECTION 4-46, PILOT PROGRAM.

THE CITY OF HUNTINGTON WOODS ORDAINS:

Section 1 of Ordinance. Ordinance Amendment.

Chapter 4, Animals, Article III, Chickens, is hereby amended to delete Section 4-46, Pilot Program, to read as follows:

Sec. 4-46. -Reserved.

Section 2 of Ordinance. Repealer.

All ordinances, parts of ordinances, or sections of the City Code in conflict with this Ordinance are repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3 of Ordinance. Severability.

Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

Section 4 of Ordinance. Savings.

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

Section 5 of Ordinance. Effective Date.

This Ordinance shall be effective twenty (20) days from the date of adoption and shall be published as required by the Charter of the City of Huntington Woods.

Section 6 of Ordinance. Enactment.

This Ordinance is declared to have been enacted by the City Commission of the City of Huntington Woods at a meeting called and held on the ___ day of _____, 2020, and ordered to be given publication in the manner prescribed by law.

Ayes:
Nays:
Abstentions:
Absent:

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

I, the undersigned, the qualified and acting City Clerk of the City of Huntington Woods, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Commission of the City of Huntington Woods at a meeting held on the ____ day of _____, 2020, the original of which is on file in my office.

HEIDI BARCKHOLTZ, City Clerk
City of Huntington Woods

CITY OF HUNTINGTON WOODS
OAKLAND COUNTY, MICHIGAN

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE CITY CODE OF THE CITY OF HUNTINGTON WOODS, CHAPTER 4, TO ADD NEW ARTICLE III, CHICKENS, TO DELETE SECTION 4-46, PILOT PROGRAM.

THE CITY OF HUNTINGTON WOODS ORDAINS:

Section 1 of Ordinance. Ordinance Amendment.

Chapter 4, Animals, Article III, Chickens, is hereby amended to delete Section 4-46, Pilot Program, to read as follows:

Sec. 4-46. ~~Pilot program~~Reserved.

~~A pilot program is hereby established which shall continue for a pilot period of one year from the effective date of this article. Unless the city commission takes legislative action to amend or extend this article before the end of the pilot period, the provisions of this article shall be automatically repealed on May 27, 2020. During the pilot period, the city will limit the number of annual permits issued and outstanding to a maximum of three, and permits will be available on a first come first served basis.~~

Section 2 of Ordinance. Repealer.

All ordinances, parts of ordinances, or sections of the City Code in conflict with this Ordinance are repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3 of Ordinance. Severability.

Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

Section 4 of Ordinance. Savings.

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

Section 5 of Ordinance. Effective Date.

This Ordinance shall be effective twenty (20) days from the date of adoption and shall be published as required by the Charter of the City of Huntington Woods.

Section 6 of Ordinance. Enactment.

This Ordinance is declared to have been enacted by the City Commission of the City of Huntington Woods at a meeting called and held on the ____ day of _____, 2020, and ordered to be given publication in the manner prescribed by law.

Ayes:

Nays:

Abstentions:

Absent:

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

I, the undersigned, the qualified and acting City Clerk of the City of Huntington Woods, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Commission of the City of Huntington Woods at a meeting held on the ____ day of _____, 2020, the original of which is on file in my office.

HEIDI BARCKHOLTZ, City Clerk
City of Huntington Woods

