

# 2015-2016

# Municipal Budget



# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

April 6, 2015

Honorable Mayor and City Commission  
Huntington Woods MI 48070

Dear Mayor and Commissioners,

I am pleased to present the 2015-16 City budget as per Chapter IX, Section 8 of the Huntington Woods City Charter. The budget reflects a very modest 2.25% increase in revenue and expenditure in the General Fund over the 2014-15 amended budget. This is partially driven by a 4.11% increase in taxable value which represents the third year in a row of increased value after the major reductions we experienced during the recessionary period a few years ago. Although this is very positive, our taxing authority will be limited by the small increase in the cost of living equal to 1.60% in this budget cycle. The breakdown of the millage rates is as follows:

Fund	2015-16	2014-15	Difference
General Fund/Recreation Fund	17.3013	17.4897	(0.1884)
Sanitation Fund	1.6799	1.7047	(0.0248)
Debt Service Fund	5.4723	7.5160	(2.0437)
<b>TOTAL LEVY</b>	<b>24.4535</b>	<b>26.7104</b>	<b>(2.2569)</b>

As illustrated in the chart above, the largest decrease in the millage rate is due to the payoff of the 2009 Refunding Bond initially levied for improvements to roads and the recreation center. This budget reflects a continuation of the same level of programming and services as last year's budget with the same number of full-time employees. With the retirement of part-time Planner Bonnie Cook last summer, we contracted with the planning firm of Carlisle Wortman on an hourly basis. At some point, we will analyze this change to see which route is more beneficial to the City - hiring a part-time planner or contracting with a planning firm.

## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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There are several current issues that will have an impact on this upcoming fiscal year as well as future years. The first is contract negotiations with the DPW, Public Safety Officers and Public Safety Command Officers. The implementation of the Affordable Care Act has significantly increased our health care costs so it is a major item in negotiating these proposals. Also being discussed is the elimination of retiree health care for future new hires to start to contain the OPEB liability. Second is the development of the former Sam's Market location into a use that is appropriate for the neighborhood and also provides some return on our investment either through a sale or leasing of the property. Third, we have had brief talks with Vargo regarding the continuance of a service fee payment in lieu of property taxes. It is Vargo's position that the City of Detroit is responsible for the payment and they indicated they would open that dialogue with the City; in the meantime the property has been placed back on the tax roll.

The Capital Improvement Fund discussion begins on page 86 and outlines proposed expenditures which are on track as per the 5-year plan. The City has been setting aside money for several years to fund the larger capital items and this year has enough funds to refurbish the Commission chambers, Latchkey room and DPW offices. Also budgeted over several years are new firefighting equipment, pool deck shading and technology upgrades at the Library. New items that have been identified include portable video equipment so meetings can be broadcast live from locations other than City Hall, a larger overhead door for the DPW to accommodate newer equipment, and emergency lighting for the Public Safety Department. Ongoing funding continues for the tree replacement program and the SEMRO payments for the solar panels and Library windows.

I look forward to reviewing this budget with the City Commission and the Budget Advisory Committee and my thanks to the Finance Department and staff for their assistance in this comprehensive and well thought out document.

Respectfully Submitted,



Amy Sullivan, City Manager

**CITY GOVERNMENT STRUCTURE**

**A. CITY COMMISSION**

The City Commission is comprised of four residents elected to the City Commission from a non-partisan ticket from the City at large. They serve four-year terms. Two terms expire every other year. The Mayor is similarly elected for a four- year term. The City Commission is the legislative body and makes all policy determinations for the City through the enactment of ordinances and resolutions. The City Commission also adopts a budget each year to determine how the City will obtain and spend its funds; appoints all members to all advisory boards and committees; and represents the City as the official head of the City public and ceremonial occasions.

**B. CITY MANAGER**

The City Manager is appointed by the City Commission and is the chief administrative officer of the City. It is the City Manager's responsibility to manage, direct, and coordinate the municipal services and business affairs of the City. The manager is responsible for the enforcement of all ordinances passed by the City Commission and directs the various departments in the execution of Commission policies. In order to keep the Commission advised of the needs of the City, the City Manager makes or initiates studies on a multitude of issues and presents to the City Commission possible solutions and recommendations. The City Manager also is responsible for the preparation and presentation of the annual budget to the City Commission for its review and adoption.

**C. CITY ATTORNEY/PROSECUTOR**

The City Attorney is appointed by the City Commission and serves at the pleasure of the Commission. The City Attorney is the legal advisor to the Commission, the Manager and all departments of the City. He represents the City in all legal proceedings or matters in which the City is interested. The City Attorney attends the Commission meetings, and some boards and committee meetings if needed. The City has a City Prosecutor, as well, who handles the prosecutions of minor ordinances especially traffic tickets.

**D. CITY CLERK**

The City Clerk is appointed by the City Manager and is responsible for keeping all the records of City functions. The duties include care and custody of all the official records and documents; public legal notices; collection of all license fees; and the administration and organization of all the elections and election records. This is a charter position.

**E. CITY TREASURER**

The City Treasurer is appointed by the City Manager and is responsible for collecting all bills, either for taxes or services rendered by the City. The Treasurer works closely with the Finance Director in managing the City's financial resources. This is a Charter position.

**F. FINANCE DIRECTOR**

The Finance Director is appointed by the City Manager and is responsible for the general supervision of all City financial matters, including assisting in the preparation of the City budget. The Director compiles budget expense and income estimates and maintains records. The Director is also responsible for the disbursement of funds for incurred debts.

**G. LIBRARY**

In addition to the City's reading material, the Library also houses the Cultural Center/Art Gallery.

**H. PUBLIC SAFETY**

The City's Public Safety Department is comprised of personnel cross-trained in police and fire fighting duties.

**I. DEPARTMENT OF PUBLIC WORKS**

The Department of Public Works (formally Public Services) is responsible for all matters relating to the management, maintenance and operation of all the physical properties of the City. Their duties include the removal of snow, maintenance of sidewalks, sanitation and operation of the City's water and sewer system.

**J. RECREATION**

The Department operates a variety of recreation programs and facilities. A latchkey operation is available for residents as well as adult and youth sports activities and senior citizen activities. The department collects .25 mills of tax levy (as reduced by Headlee) for maintenance purposes. The Recreation Department is also responsible for the administration of the public park spaces in the City.

## **COMMISSION, COMMITTEES AND BOARDS**

The City Commission is assisted by thirteen citizen advisory commissions, committees and boards. These bodies are charged with the following responsibilities:

- \* Advise the City Commission, City Manager and department heads on matters within their area of responsibility and interest, as prescribed by the City Commission and its ordinances. The City Manager and staff are responsible for the day-to-day operations of the City; the role of the boards, committees and commissions is advisory. Should a member of an advisory body receive a complaint about the City it should be referred to the staff contact for resolution. It is not within the scope nor is it the responsibility of individual board, committee or commission members to handle complaints or problems.
- \* Help focus attention on specific issues and problems within their scope of responsibilities and recommend actions and alternatives for Commission consideration.
- \* Act as channels of communication and information between City government, the general public and special interest groups.
- \* Reconcile contradictory viewpoints and provide direction toward achievement of city-wide goals and objectives.
- \* Balance community wants with municipal responsibilities and resources.

### **A. Board of Review**

The Board examines residents' appeals. The Board has the power to change a citizen's tax assessment if it feels it is justified. The Board meets in March, July and December.

### **B. Library Advisory Board**

Serves in an advisory capacity to promote the growth and further development of the City Library. They review and make recommendations and policies concerning the use of the Library and Cultural Center for community activities.

### **C. Parks and Recreation Advisory Board**

The Board assists the Recreation Department to promote outstanding recreational programs and advises the City Commission on policy matters related to the operation of the parks and recreation program.

**D. Environmental Advisory Committee**

This committee is the recycling education advisory body to the City Commission.

**E. Zoning Board of Appeals**

The Board reviews cases requesting variances from the zoning ordinance and grants waivers where it deems appropriate. Meetings are scheduled when a hearing is requested by the City Commission, City Manager or an individual.

**F. Planning Commission**

The Planning Commission is required by law to adopt and implement a master plan for the development of the City. It recommends zoning amendments, reviews site plans, and evaluates changes that affect the character and development of the city such as street widening, utility allocation, commercial development, signs, parking areas, open spaces and regional activities that have an impact on the City.

**G. Historic District Commission**

The Commission is charged with the responsibility of maintaining the City's resources within the Hill District and Historic Rackham Golf Course in accordance with Public Act 169 of 1970 as amended.

**H. Construction Board of Appeals**

The Board meets to aid residents who feel that they cannot comply with the City and State Building Codes.

**I. Community Fund Board**

The Board is charged with the responsibility of promoting charitable contributions to the City for the purchase and maintenance of public amenities and facilitating disbursement of such contributions.

**J. Ethics Board**

The Board is responsible for receiving requests for advisory opinions and complaints concerning alleged unethical conduct by a City officer or employee. The Board shall perform investigations as necessary and hold hearings based on findings of investigations.

**K. Budget Advisory Board**

The Budget Advisory Board was established by the Ad Hoc Operational and Financial Advisory Committee as one of its recommendations to the City Commission as a result of its work on the 2003 millage over-ride vote. This board is a seven (7) member board appointed by the City Commission. The Board is advisory in character and is charged with the review of the City Budget.

**L. Public Art, Beautification and Tree Advisory Board**

Using criteria developed by the City Commission, the Board reviews the exterior of homes and businesses in the City and selects the most outstanding that shows improvement changes and beautifies the community. As well as advises the City Commission on Art in public places. In addition this board serves in an advisory capacity in reviewing the tree stock on public land in the City and assists in developing criteria for species selection.

**M. Senior Advisory Board**

An Advisory board with the express purpose of assisting the City in the development of new policies, programs, thoughts and visions, on how to best accommodate the needs of the Senior population in the future. This board will work with the senior coordinator at the Recreation Center in the development of initiatives that need to be brought before the City Commission for approvals.



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DEPARTMENT	ACCOUNT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>G.F. REVENUE - 101</b>								
	403000	CURRENT TAX COLLECTION	5,098,959	5,244,047	5,160,794	5,399,973	4.63%	239,179
	404000	RACKHAM GOLF SERVICE FEE	-	-	-	16,500	100.00%	16,500
	407000	DELINQUENT TAX COLLECTIONS	93,890	125,000	175,000	95,500	-45.43%	(79,500)
	445000	PENALTIES ON TAXES	37,231	23,247	25,250	35,250	39.60%	10,000
	452000	AIR CONDITIONING PERMITS	3,615	6,440	3,850	4,400	14.29%	550
	453000	BUILDING PERMITS	235,615	219,988	195,000	215,000	10.26%	20,000
	454000	ELECTRICAL PERMITS	23,073	37,420	18,200	25,250	38.74%	7,050
	455000	HEATING PERMITS	15,160	44,900	13,500	13,500	0.00%	-
	456000	PLUMBING PERMITS	26,695	31,060	15,000	26,500	76.67%	11,500
	457000	BUSINESS REGISTRATION	15,179	10,224	12,500	12,500	0.00%	-
	458000	ROW PARKING (ORDINANCE)	300	3,900	600	600	0.00%	-
	470000	CABLE TELEVISION FEES	150,029	203,125	168,500	168,500	0.00%	-
	479000	NONBUSINESS LICENSES & PERMITS	2,818	2,332	4,800	4,800	0.00%	-
	480000	BUILDING INSPECTIONS	7,555	6,975	6,000	6,000	0.00%	-
	481000	ALARM FEES	5,430	3,680	3,000	3,000	0.00%	-
	529000	COMMUNITY DEVELOPMENT	8,609	9,979	9,800	9,800	0.00%	-
	543000	STATE GRANTS - PUBLIC SAFETY	1,394	2,875	200	200	0.00%	-
	566000	STATE GRANTS - LIBRARY	4,748	4,856	4,400	5,100	15.91%	700
	576000	STATE REV SALES	538,810	542,895	542,895	553,119	1.88%	10,224
	577000	STATE REV SH/LIQUOR	1,076	1,086	1,000	1,000	0.00%	-
	607000	ADMINISTRATIVE FEES - TAXES	69,699	71,367	74,000	74,000	0.00%	-
	608000	SERVICE FEES	25	78	200	200	0.00%	-
	627000	POST OFFICE	-	-	-	-	0.00%	-
	656000	DISTRICT COURT FINES	149,261	174,910	125,000	145,000	16.00%	20,000
	657000	PARKING VIOLATIONS	18,740	7,225	22,000	12,500	-43.18%	(9,500)
	658000	LIBRARY FINES/FEES	6,778	6,613	7,000	7,000	0.00%	-
	658001	LIBRARY CONTRACT REVENUE	40,598	40,597	38,500	41,000	6.49%	2,500
	659000	PENAL FEES	11,639	13,169	12,000	12,000	0.00%	-
	660,000	ART FAIR	-	-	-	-	0.00%	-
	664000	INVESTMENT INCOME	24,888	23,106	28,500	28,500	0.00%	-
	670000	EQUIPMENT RENTAL	75	125	500	500	0.00%	-
	673000	FIXED ASSET SALE	-	75	250	250	0.00%	-
	675000	GIFT ACCOUNT	-	-	250	250	0.00%	-
	676000	INSURANCE REIMBURSEMENT	43,514	43,844	65,000	-	-100.00%	(65,000)
	676515	SANITATION FUND ADMIN	-	-	-	-	0.00%	-
	676592	WATER FUND ADMIN	191,627	191,707	191,788	164,349	-14.31%	(27,439)
	676734	POST RET/FUND ADMIN	2,000	2,000	2,000	2,000	0.00%	-
	695000	UNCLASSIFIED	359,022	29,506	30,197	30,197	0.00%	(0)
	699335	APPROPRIATION FROM FUND BALANCE	-	-	-	-	0.00%	-
<b>Total</b>			<b>7,188,052</b>	<b>7,128,351</b>	<b>6,957,474</b>	<b>7,114,238</b>	<b>2.25%</b>	<b>156,764</b>

## KEY

Tax Collection
Licenses/Permits
State Shared Rev
User Fees
Re-Appropriation

<b>GENERAL FUND SUMMARY</b>	<b>2013-14 ACTUAL</b>	<b>JUNE 30 ESTIMATED ACTUAL</b>	<b>2014-15 AMENDED BUDGET</b>	<b>2015-16 PROPOSED BUDGET</b>	<b>BUDGET % INCREASE DECREASE</b>	<b>BUDGET \$ INCREASE DECREASE</b>
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**REVENUES**

<b>TAX COLLECTIONS</b>	5,230,080	5,392,294	5,361,044	5,530,723	3.17%	169,679
<b>LICENSES AND PERMITS</b>	485,469	570,044	440,950	496,550	12.61%	55,600
<b>STATE REV. SHARING</b>	554,637	561,691	558,295	569,219	1.96%	10,924
<b>USER FEES - TRANSFER REVENUE</b>	917,866	604,322	597,185	517,746	-13.30%	(79,439)
<b>FUND BALANCE APPROPRIATION</b>	-	-	-	-	0.00%	-
<b>Total</b>	<b>7,188,052</b>	<b>7,128,351</b>	<b>6,957,474</b>	<b>7,114,238</b>	<b>2.25%</b>	<b>156,764</b>

**EXPENDITURES**

<b>COMMISSION 101</b>	18,735	20,114	22,925	22,925	0.00%	-
<b>ADMINISTRATION 172</b>	862,887	870,191	875,169	875,609	0.05%	440
<b>PUBLIC SAFETY 301</b>	3,155,686	3,411,984	3,343,329	3,342,678	-0.02%	(651)
<b>DPS 441</b>	388,860	417,884	432,807	400,655	-7.43%	(32,152)
<b>LIBRARY 790</b>	424,530	452,777	490,900	494,151	0.66%	3,251
<b>CONTINGENT 941</b>	-	-	-	45,028	100.00%	45,028
<b>INSURANCE 954</b>	117,794	93,500	121,600	125,600	3.29%	4,000
<b>TRANSFERS 958</b>	1,702,308	1,706,474	1,670,744	1,807,592	8.19%	136,848
<b>Total</b>	<b>6,670,800</b>	<b>6,972,924</b>	<b>6,957,474</b>	<b>7,114,238</b>	<b>2.25%</b>	<b>156,764</b>

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### GENERAL FUND REVENUE - 000

#### REVENUES

403.000	CURRENT TAX REVENUE	5,399,973
	Tax Revenue based on Taxable Value (TV) and Consumers Price Index (CPI). The TV has increased by 4.11% and the CPI has increased by 1.016%. There is 1.2885 mills remaining from the 2004 over-ride vote, which has been reduced in the last few years by the rise in taxable value and a millage reduction factor of less than one.	
404.000	RACKHAM SERVICE FEE	16,500
	Contracted service fee, as recently negotiated. Amount has been reduced significantly from previous years' payments.	
407.000	DELINQUENT CURRENT TAX COLLECTIONS	95,500
	Tax collections after the due date of February 28, 2016	
445.000	PENALTIES TAX COLLECTION	35,250
	Penalties collected on delinquent tax collections.	
452.000	AIR CONDITIONING PERMITS	4,400
	Revenue from residential and commercial Air Conditioning permits.	
453.000	BUILDING PERMITS	215,000
	Revenue from residential and commercial building permit activity.	
454.000	ELECTRICAL PERMITS	25,250
	Revenue from residential and commercial electrical permit activity.	
455.000	HEATING PERMITS	13,500
	Revenue from residential and commercial HVAC permit activity.	
456.000	PLUMBING PERMITS	26,500
	Revenue from residential and commercial plumbing permit activity.	
457.000	BUSINESS REGISTRATIONS	12,500
	Registration for landlord and business licenses.	

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458.000	ROW PARKING PERMITS	600
	Based upon ordinance on non-conforming properties.	
470.000	CABLE TELEVISION FEES	168,500
	Cable franchise fees -- 5% franchise fees and 1% PEG fee.	
479.000	NON-BUSINESS LICENSES, PERMITS	4,800
	Revenue from dog licenses, visual inspections, and misc. street permits	
480.000	BUILDING INSPECTIONS	6,000
	Revenue from building inspections performed on rental properties.	
481.000	ALARM FEES	3,000
	Revenue from false alarm charges.	
529.000	COMMUNITY DEVELOPMENT	9,800
	Block Grant monies from Oakland County allocated for use in the City under the 2015 CDBG cooperation agreement.	
543.000	STATE GRANTS - PUBLIC SAFETY	200
	Revenue sharing from Oakland County Public Safety CLEMIS program	
566.000	STATE GRANTS - PUBLIC LIBRARY	5,100
	State Aid for Libraries based on population 50% of this revenue is paid to "The Library Network" for services. State Aid for Pleasant Ridge is included in this revenue estimate by contract.	
576.000	STATE REVENUE SHARING - SALES TAX	553,119
	Percentage of sales tax distribution based on formula estimated by the State Treasury. (see financial tab)	
577.000	STATE REVENUE SHARING - LIQUOR	1,000
	Revenue sharing percentage of liquor sales within our jurisdiction	
607.000	ADMINISTRATIVE FEES - TAXES	74,000
	Revenue generated by 1% administrative fee charge on total tax roll.	
608.000	SERVICE FEES	200
	Miscellaneous charges for zoning maps, licenses, copies, police reports	

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627.000	POST OFFICE Eliminated - Closed.	--
656.000	DISTRICT COURT FINES 1/3 of revenue collected by the District Court This fee is currently being litigated and may be adjusted prior to the end of the budget year.	145,000
657.000	PARKING VIOLATIONS Parking fines imposed on local streets by ordinance.	12,500
658.000	LIBRARY FINES AND FEES Rental income and revenue from library usage and fines for overdue books.	7,000
658.001	LIBRARY CONTRACT REVENUE Contract revenue with Pleasant Ridge.	41,000
659.000	PENAL FINES Penal fines imposed by the court system for use in libraries, paid through Oakland County .	12,000
664.000	INVESTMENT INCOME Revenue generated by the investment of public funds.	28,500
670.000	EQUIPMENT RENTAL Rental of vehicles for use by homeowners for disposal of building materials. Rental of vehicles remains low.	500
673.000	FIXED ASSET SALE Sale of non-scheduled (not in Equipment Fund) Fixed Assets.	250
675.000	GIFT REVENUE Non classified gift revenue	250
676.000	INSURANCE REIMBURSEMENT Workers compensation dividends where applicable. Michigan Municipal Risk Management Association dividend.	--

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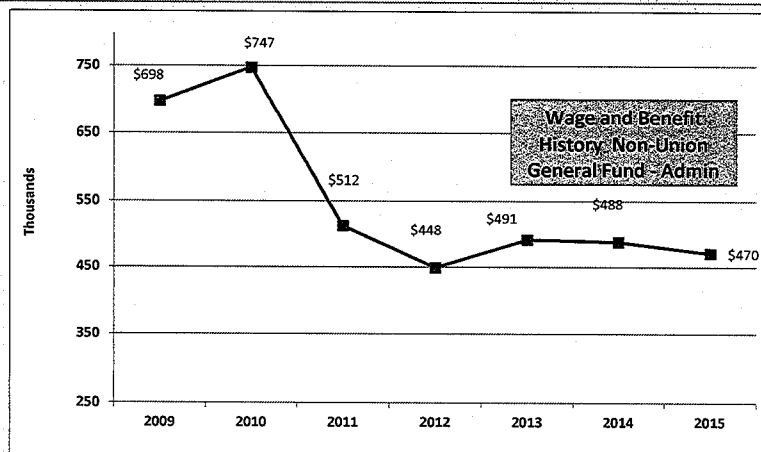
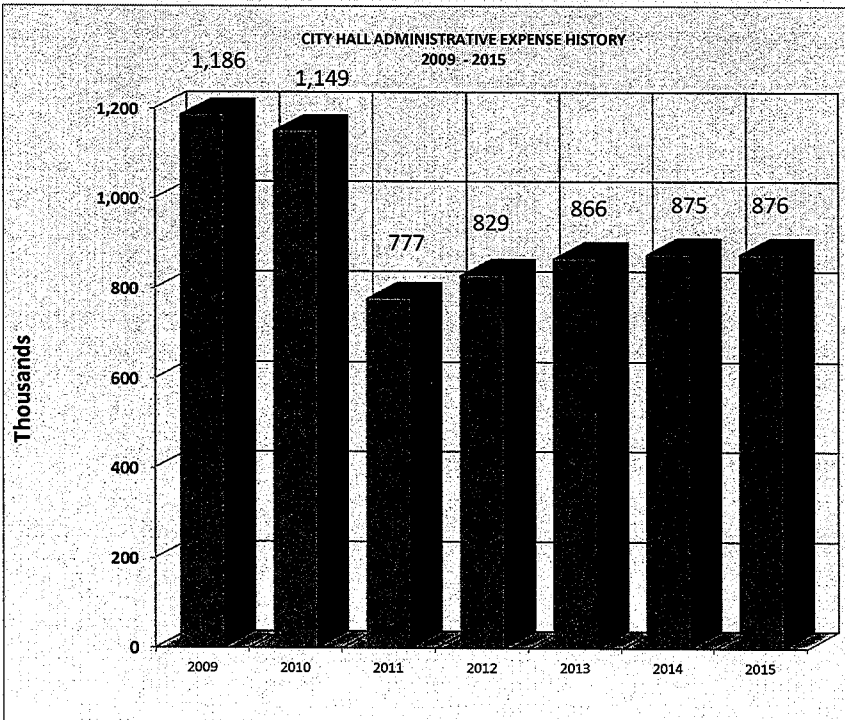
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676.515	SANITATION FUND ADMINISTRATION	--
	Revenue for administration of sanitation fund by General Fund equal to only 10% of admin fees charged the general fund as per management audit. Sanitation Fund is still in a rebuilding mode. The City will forego any administrative revenue in 2015 once again.	
676.592	CONTRIBUTION FROM WATER FUND	164,349
	50% of admin fees, accounting, data processing increase as per management audit results of operations.	
676.734	CONTRIBUTION POST RETIREMENT FUND	2,000
	Contribution for post retirement fund administrative fees	
695.000	UNCLASSIFIED REVENUE	30,197
	Revenue and misc credits not classified elsewhere in the budget (est).	
695.395	APPROPRIATION FROM FUND BALANCE	
	Monies taken from unappropriated fund balance reserve to balance budget.	
	<b>FUND TOTAL</b>	<b>7,114,238</b>



## ADMINISTRATION



## GOALS AND OBJECTIVES

### INITIATIVES: 2015-16

#### A.) MERS/OPEB / HEALTH CARE

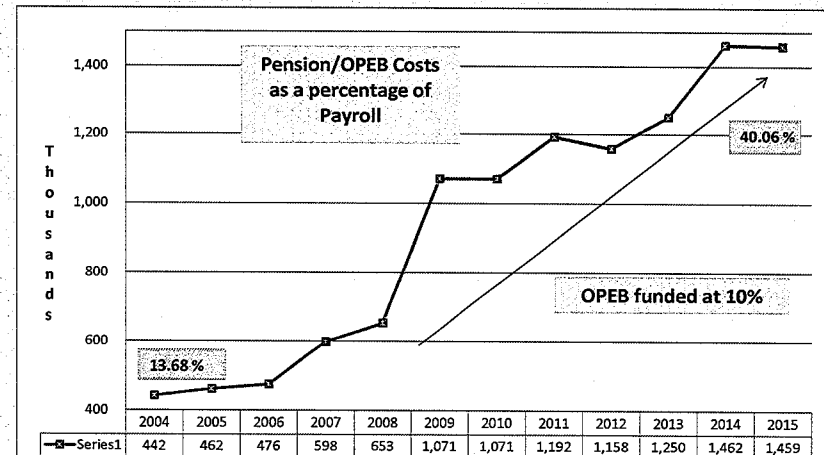
The City is working to lower the long term legacy costs. The OPEB costs will be on the face of the 2015-16 CAFR this year and will be part of the financial statements. The City pays 40% of payroll to pension and benefit costs. The containment of these cost increases is imperative and will part of the discussions in negotiations this season.

#### B.) COMMUNICAITON - TRANSPARANCY

The City has dedicated reasources in an effort to increase communicaiton through electronic media. The new committee set up to review these matters will be meeting and work is ongoing to utilize additional tools for the communication process. The City will also be looking at methods by which we can adequately broadcast our meetings from the recreation center or the library.

#### C) IT HARDWARE / NETWORK /SERVER

The City has substantially completed work on moving all workstations into the a Windows 7 environment. In addition, the City has completed the implimentation of Office 365 which is a microsoft product that enables the City to use Cloud-based e-mail and to have an upgrade path for all workstations using the OFFICE suite of products. This took the substantial part of 2014-15 to complete. The final step in the converion process is to re-arrange the servers and take the oldest out of the rack. We will replace this with a new server utilizing the new network software.



### CAPITAL PLANNING FUND CURENT YEAR APPROPRIATIONS

HVAC Damping System	ON HOLD	--
Interior Upgrade Reserve	RESERVE	2,500
Commission Room Referbish, Desk, Chairs	BUDGET	50,000
Carpeting and Furniture/Interior Finishes	RESERVE	2,000
Server Reserve	RESERVE	1,000
Portable Tricaster (Remote Studio)	BUDGET	20,000



## PLANNING & BUILDING DEPARTMENTS GOALS AND OBJECTIVES

The Planning Department handles the administrative duties of the Planning Commission, Zoning Board of Appeals, Construction and Property Maintenance Board of Appeals, Historic District Study Committee (when authorized by the City Commission), Historic District Commission and from time-to-time other groups such as the Tree Task Force.

- The Planning Commission prepares, adopts and oversees the implementation of the City's Master Land Use Plan; recommends revisions to the zoning ordinance; reviews site plans and special land uses; and makes recommendations on other planning related issues. The Planning Commission is also responsible for preparing the City's annual capital improvement program (unless exempted by the City Commission).
- The Zoning Board of Appeals hears requests for variances from the zoning ordinance and other selected ordinances, and interprets the language of the zoning ordinance.
- The Construction and Property Maintenance Board of Appeals hears appeals from State construction codes including the building code, residential code, rehabilitation code for existing buildings, and property maintenance code.
- The Historic District Study Committee conducts research on the history and architecture of the City's resources, and makes recommendations regarding the creation and modification of historic districts. It prepares all necessary reports in accordance with Michigan historic district law.
- The Historic District Commission reviews changes to resources within the historic districts utilizing the U.S. Secretary of the Interior's Standards, the State law, and the Commission's own guidelines. It offers assistance to homeowners in finding contractors, provides information about preferred construction and preservation methods, and explains how to take advantage of State historic resources.
- The Planning/ Building Department is responsible for the administration and enforcement of the zoning ordinance and building codes. The department makes recommendations for updating the Master Plan; drafts changes to the zoning ordinance and other City ordinances; advises homeowners and contractors about zoning, building and historic district laws; maintains planning, building and historic district records; issues permits and licenses; and provides building and code inspection services. The budget currently includes the salaries for the planner, zoning administrator, contract building/electrical and mechanical inspectors, and a pro-rated share of the clerical staff.

The goals and objectives for the Planning/ Building Department, together with the Boards and Commissions listed above, for the coming year and future years are:

- To implement the updates of the Master Land Use Plan as required by the Michigan Planning Enabling Act. This will focus on two new chapters; a "Complete Streets Plan" and a "Business Character Plan," and an amendment to the "Life Cycle Housing Plan" but will also encompass the general goals of the plan.

**PLANNING & BUILDING DEPARTMENTS GOALS Cont:**

- To complete the tasks outlined on the Planning Commission's priority list which include ordinance updates and review existing Standards and Design Guidelines for Residential Properties to ensure they are consistent with community desires and provide appropriate guidance to applicants and Planning Commission.
- To work with SEMCOG, the Woodward Avenue Action Association (WA3), the City Detroit and other local governments to complete the *Woodward Avenue Rapid Transit Alternatives Analysis* and the *Complete Streets Master Plan for Woodward Avenue*.
- To re-activate the Historic District Study Committee to conduct research, write reports, and hold public hearings to consider locations for potential local historic districts.
- To implement the action items outlined in the Master Plan such as exploring Certified Local Government status under the National Historic Preservation Act.
- To prepare and adopt a capital improvement program as required by the Michigan Planning Enabling Act (unless exempted by the City Commission). To date, the Planning Commission has not been involved in this process.
- To work with SEMCOG, WA3, the Road Commission, and neighboring communities to co-ordinate projects, obtain grants and improve the physical environment of Huntington Woods and the region.
- To review the Zoning Ordinance for potential amendments based on revised Master Plan and to ensure compliance with state laws.
- Review 2-A Transitional Zoning District along Woodward and consider adoption of Form-base zoning, defined mixed use, and density. Develop standards and guidelines for the commercial districts, similar to those used in the residential districts with particular attention paid to size and scale, exterior building finish.

ACCOUNT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUD INCR DECREASE
<b>COMMISSION</b>							
101 702000	SALARIES	5	10	5	5	0.00%	-
802000	PROFESSIONAL SERVICES	13,886	14,500	10,920	10,920	0.00%	-
860000	CONFERENCES AND WORKSHOPS	4,844	5,454	11,000	11,000	0.00%	-
956000	MISCELLANEOUS	-	150	1,000	1,000	0.00%	-
	<b>Total</b>	<b>18,735</b>	<b>20,114</b>	<b>22,925</b>	<b>22,925</b>	<b>0.00%</b>	<b>-</b>

## NOTE

Status Quo City Commission Budget

<b>ADMINISTRATIVE</b>							
172 702000	SALARIES	287,725	264,500	281,945	270,933	-3.91%	(11,012)
706000	WAGES	63,482	69,750	81,625	64,316	-21.21%	(17,309)
715000	SOCIAL SECURITY	30,145	28,180	27,170	25,004	-7.97%	(2,166)
716000	HOSPITALIZATION/ OPTICAL	51,795	53,718	41,164	48,303	17.34%	7,139
717000	LIFE INSURANCE	1,305	1,209	733	1,046	42.70%	313
718000	RETIREMENT	44,804	50,315	45,775	49,132	7.33%	3,357
719000	DENTAL	5,154	5,136	3,199	3,473	8.57%	274
724000	OTHER BENEFITS/OPEB	11,709	10,165	14,513	16,585	14.28%	2,072
727000	SUPPLIES GENERAL	14,851	14,218	11,500	13,500	17.39%	2,000
727001	SUPPLIES POSTAGE	16,478	15,000	16,000	17,000	6.25%	1,000
727002	SUPPLIES ELECTIONS	2,238	1,806	4,000	4,000	0.00%	-
727003	SUPPLIES DATA PROCESSING	461	4,650	4,800	4,800	0.00%	-
802000	PROFESSIONAL SERVICES	35,920	36,400	23,500	16,300	-30.64%	(7,200)
802008	PROFESSIONAL SERVICES - AUDIT	18,675	18,675	19,000	19,000	0.00%	-
802009	PROFESSIONAL SERVICES - INSPECTORS	43,217	50,606	41,000	51,000	24.39%	10,000
802010	PROFESSIONAL SERVICES - ATTORNEY	99,705	111,801	102,000	110,000	7.84%	8,000
802011	PROFESSIONAL SERVICES - ELECTIONS	631	1,335	500	800	60.00%	300
802012	PROFESSIONAL SERVICES - O.C.	38,267	37,119	40,000	40,000	0.00%	-
853000	JOINT OPERATING - COMMUNICATIONS	1,232	3,537	2,389	2,638	10.42%	249
860000	CONFERENCES/WORKSHOPS	6,473	2,708	5,795	5,795	0.00%	-
860001	CONFERENCES/WORKSHOPS - DUES	1,067	-	860	860	0.00%	-
860002	CONFERENCES/WORKSHOPS - MILEAGE	220	150	250	250	0.00%	-
880000	COMMUNITY PROMOTIONS	6,224	4,178	4,400	4,400	0.00%	-
880001	COMMUNITY PROMOTIONS - YOUTH ASSIST	-	3,350	5,000	5,300	6.00%	300
880002	COMMUNITY PROMOTIONS - CDBG	5,238	8,250	7,000	7,000	0.00%	-
900000	PRINTING AND PUBLICATIONS	6,255	3,693	4,000	5,000	25.00%	1,000
900001	PRINTING AND PUBLICATIONS - NEWSLETTER	13,864	14,883	14,250	14,600	2.46%	350
900002	PRINTING AND PUBLICATIONS - ELECTION	-	1,250	500	500	0.00%	-
920000	JOINT OPERATING - UTILITIES	13,843	13,324	17,190	17,312	0.71%	122
934000	JOINT OPERATING - MAINTENANCE	14,205	15,165	27,279	30,480	11.73%	3,201
940000	JOINT OPERATING - LEASE/RENTAL	13,258	12,503	12,842	11,592	-9.73%	(1,250)
942000	VEHICLE REIMBURSEMENT	6,200	5,250	5,400	5,100	-5.56%	(300)
956000	MISCELLANEOUS	8,246	7,367	9,590	9,590	0.00%	-
	<b>Total</b>	<b>862,887</b>	<b>870,191</b>	<b>875,169</b>	<b>875,609</b>	<b>0.05%</b>	<b>440</b>

## NOTE

OPEB in 2016 funded at only a 10% level. Pension System (MERS) catchup provision in place (10yr) agreement  
 No changes in personnel levels are anticipated.  
 Additional days included in 2015-16 for inspection services for mechanical / plumbing / heating

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# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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## CITY COMMISSION - 101

702.000	SALARIES		5
	Salaries for Commissioners		
802.000	PROFESSIONAL SERVICES, MEMBERSHIP, DUES		10,920
	Michigan Municipal League		
	Berkley Area Chamber of Commerce		
	Southeastern Michigan Council of Governments		
	Woodward Ave Action Association		
	Traffic Improvement Association		
	National League of Cities		
860.000	CONFERENCES AND WORKSHOPS		11,000
	Michigan Municipal League Workshops		
	<b>Out of state travel allowed with Commission Approval</b>		
	City Commission travel/other - per policy		
956.000	MISCELLANEOUS		1,000
	Promotional activity	650	
	Name-tags, misc expenses, other	350	
	<b>CATEGORY TOTAL</b>		<b>\$22,925</b>

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### GENERAL ADMINISTRATION - 172

702.000	<b>SALARIES</b> Salaries for the following full time positions as indicated in the personnel section of the budget: All full-time wages budgeted at MML study maximum per position classification, including the City Manager & Finance Officer, Treasurer/Personnel Administrator, Deputy Finance Director/Deputy Treasurer, City Clerk, Deputy Clerk.	270,933
706.000	<b>WAGES</b> Wages for code enforcement and other part time positions as needed Includes all election workers temporary help, cable TV assistants.	64,316
715-724.000	<b>ALL EMPLOYEE BENEFITS</b> Proportion of benefits that are due the administrative department	143,543
727.000	<b>SUPPLIES - GENERAL</b> General office supplies for all city hall departments (does not include - postage, data processing supplies, election supplies)	13,500
727.001	<b>SUPPLIES - POSTAGE</b> Postage for all administrative functions including flyers, communications, general office mail and newsletter publications. Large mailings are contracted to Oakland County Mailing Services.	17,000
727.002	<b>SUPPLIES - ELECTIONS</b> All supplies related to election administration (including postage, absentee forms, precinct kits, envelopes, misc expenses)	4,000

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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727.003	<b>SUPPLIES - DATA PROCESSING</b>	4,800
	All supplies City-wide related to the operation of the MIS/Communications Dept. including magnetic media, ribbons, video tape, misc small equipment purchases, etc. (does not include data processing supplies for Recreation Center Fund)	
802.000	<b>PROFESSIONAL SERVICES</b>	16,300
	Engineering services not associated with Major and Local Street programs. Other engineering services. Contracted work on tree program as needed. Includes contracted planning official.	
802.008	<b>PROFESSIONAL SERVICES - AUDIT</b>	19,000
	Audit and other accounting related consultant service expenses.	
802.009	<b>PROFESSIONAL SERVICES - BUILDING INSPECTORS</b>	51,000
	All expenses related to the contract service requirements of the building department. Twice weekly part-time. 4-6 hours maximum.	
	Building / Electrical Inspector	30,500
	Mechanical Inspector	20,500
802.010	<b>PROFESSIONAL SERVICE - ATTORNEY</b>	110,000
	Services for legal council, prosecuting attorney and labor attorney 66% of this cost is charged to the water and sanitation fund. (See financial/personnel tab)	
	Corporate Council	68,000
	Prosecuting Attorney	31,000
	Labor Attorney	11,000

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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802.011	PROFESSIONAL SERVICE - ELECTIONS		800
	Additional election setup coding (if needed)	400	
	O. C. Canvassers (if needed)	400	
802.012	ASSESSMENT SERVICES		40,000
	Assessment valuation forms, notices	500	
	Equalization services	37,200	
	MIT/ AR access charges, other jobs as necessary	800	
	Board of Review salaries	1,500	
853.000	COMMUNICATIONS		2,638
	Local service, Inter-lata-toll, long distance, cell phones, T-1 data Lines, Nortel switch maintenance, analog backup telephone lines.		
	<b><u>DISTRIBUTION FORMULA 10% TO ADMINISTRATIVE - SEE FINANCIAL TAB</u></b>		
860.000	CONFERENCES/WORKSHOPS/TRAINING		5,795
	Includes only the following. (see attached membership and dues index in the financial section of the budget)		
860.001	DUES		860
	Includes only the following. (see attached membership and dues index in the financial section of the budget)		
860.002	TRANSPORTATION - MILEAGE		250
	Vehicle usage as required for conference, workshops, Meetings (included in the workshops above). The majority of travel done via the City owned vehicle.		

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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880.000	COMMUNITY PROMOTIONS - GENERAL		4,400
	Includes but not limited to beautification reception, various plaques awards and certificates, volunteer items, promotion publications for auction events, Chamber of Commerce activities Grant applications, employee recognition, other events as desired by the Commission, etc.		
880.001	COMMUNITY PROMOTIONS - YOUTH ASSISTANCE		5,300
	Youth Assistance	2,200	
	Common Ground	800	
	Operation Graduation	200	
	Tri-Community Coalition	1,100	
	Haven	1,000	
880.002	COMMUNITY PROMOTIONS - CDBG		7,000
	Expenses related to the administration of block grant funding through Oakland County Development Division. Offset account in General Fund revenue.		
900.000	PRINTING AND PUBLICATION - GENERAL		5,000
	Printing and publication of budget, informational flyers, brochures, printing related to inter-office operations, building permit and other forms as required, check vouchers, city stationery, envelopes, business cards, microfilm, etc, publication of all legal notices for bidding, employment, planning, zoning and other ordinance/statutory notice requirements.		
900.001	PRINTING AND PUBLICATIONS - NEWSLETTER		14,600
	Costs associated with newsletter publication.		
	Printing	13,000	
	Distribution (through O.C. Mailing)	1,300	
	Misc. expenses	300	



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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

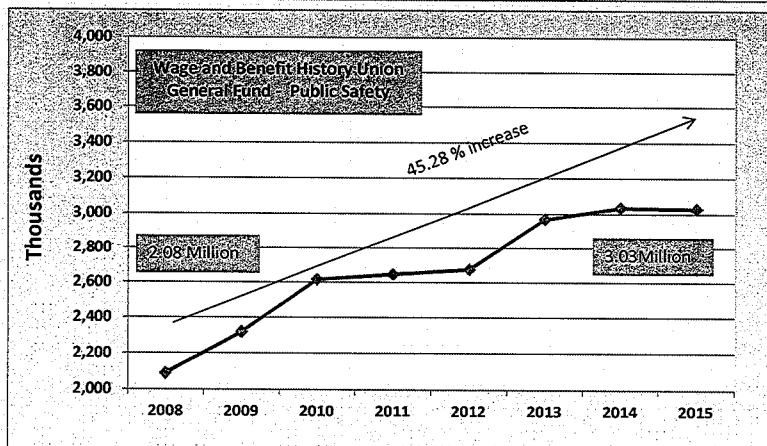
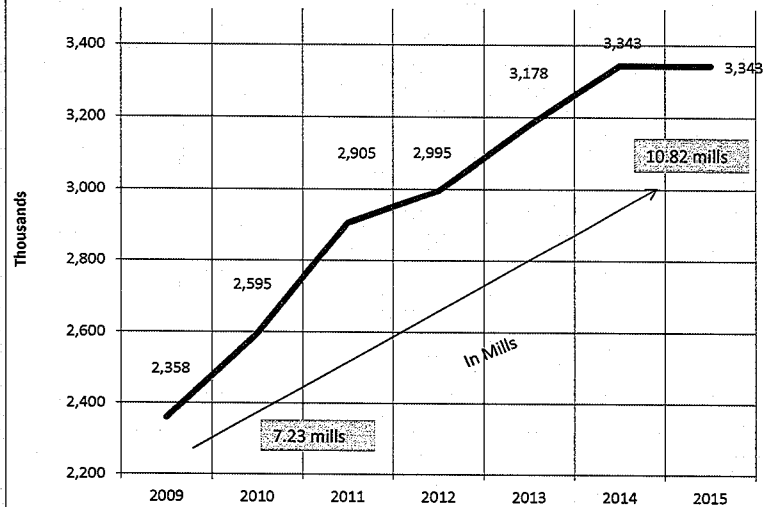
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900.002	PRINTING AND PUBLICATIONS - ELECTIONS	500
	All costs associated with printing related to election services primary election and general election	
920.000	UTILITIES	17,312
	Utility costs associated with providing utility service to City Hall (does not include phone or other communication services, or street lighting) MMRMA Energy Aggregation	
	<b><u>DISTRIBUTION FORMULA 10% TO CITY HALL - SEE FINANCIAL TAB</u></b>	
934.000	MAINTENANCE - OFFICE/COMPUTERS	30,480
	Toners /Consumables                      Network printer maintenance	
	SERVERS hardware maintenance              Software registration	
	SERVERS software maintenance              Network consultant - contractual	
	<b><u>DISTRIBUTION FORMULA 50% TO ADMINISTRATIVE - SEE FINANCIAL TAB</u></b>	
940.000	EQUIPMENT LEASING AND DEPRECIATION	11,592
	copiers, server rental/depreciation	
	<b><u>DISTRIBUTION FORMULA 50% TO ADMINISTRATIVE - SEE FINANCIAL TAB</u></b>	
942.000	VEHICLE REIMBURSEMENT	5,100
	Reimbursement of auto use as provided by contract.	
956.000	MISCELLANEOUS	9,590
	Other expenses not budgeted elsewhere	
	<b>CATEGORY TOTAL</b>	<b>875,609</b>



## PUBLIC SAFETY

PUBLIC SAFETY ACTUAL EXPENSE HISTORY



## GOALS AND OBJECTIVES

The Department of Public Safety strives to provide the highest level of professional police, fire and emergency medical services. In pursuit of that goal, the Department constantly evaluates performance and searches for new and innovative ways to improve the delivery of services. The Department is accountable to citizens of our community and strives to perform in a manner that is honest, ethical and free from bias.

### Continuing Objectives:

- A commitment to excellence in our every-day service.
- A commitment to provide services using sound financial management.
- A commitment to a strong risk management program aimed at (1) reducing incidents that result in property damage or personal injury, (2) making the workplace safe for our employees, and (3) putting us in a strong, defensible position when problems occur.
- A commitment to maintaining and improving our building and equipment. To this end, our FY-2015-2016 budget contains funding for two replacement patrol vehicles. The vehicles will replace two (2) 2009 Ford Crown Victories that will exceed 100,000 miles by July 1, 2015.
- A commitment to maintaining, improving and maximizing the use of our Volunteer Fire Company. The Department hired one additional volunteer firefighter in 2014.
- A commitment to continued collaboration with other city departments and community organizations for the betterment of the community.
- A commitment to pursuit of improved collaboration with surrounding departments and mutual aid.

The department has received numerous certificate s accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA).

The Commission provides law enforcement agencies an opportunity to voluntarily demonstrate conformance with an established set of over 300 professional standards. Those standards are designed to (1) improve law enforcement agency capabilities to prevent and control crime, (2) improve overall agency effectiveness and efficiency, (3) improve cooperation with other law enforcement agencies and members of the criminal justice community, (4) improve community confidence in the practices of the agency, and (5) reduce liability risks through identification and implementation of nationally accepted best practices in the field of law enforcement. Upon receipt of this prestigious award, the department became the seventh fully accredited police agency in the State of Michigan and one among 620 agencies nationwide.

## CAPITAL PLANNING FUND CURENT YEAR APPROPRIATIONS

HVAC  
Building Maintenance Reserve  
Scene Lighting  
Fire hose Replacement  
SCBA Air Tank Replacement  
Diesel Exhaust System Firehouse

RESERVE	2,000
RESERVE	10,000
BUDGET	3,400
BUDGET	3,000
BUDGET	3,000
ON HOLD	2,500

ACCOUNT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>PUBLIC SAFETY</b>							
301 702000	SALARIES	1,436,804	1,505,951	1,447,795	1,472,327	1.69%	24,532
710000	WAGES - CROSSING GUARDS	8,625	12,432	16,500	16,500	0.00%	-
712000	WAGES - VOL FIRE	3,400	5,393	8,500	8,500	0.00%	-
715000	SOCIAL SECURITY	25,132	27,773	23,334	23,840	2.17%	506
716000	HOSPITALIZATION/ OPTICAL	371,597	416,583	364,036	400,367	9.98%	36,331
717000	LIFE INSURANCE	2,933	3,075	4,244	4,623	8.93%	379
718000	RETIREMENT	907,522	1,045,432	1,062,591	993,583	-6.49%	(69,008)
719000	DENTAL	19,539	18,500	24,487	21,804	-10.96%	(2,683)
724000	OTHER BENEFITS/OPEB	96,213	90,310	107,483	111,204	3.46%	3,721
727000	SUPPLIES - OFFICE	3,223	7,667	4,500	5,200	15.56%	700
744000	UNIFORMS	37,894	33,926	29,000	30,000	3.45%	1,000
751000	SUPPLIES - GAS AND OIL	28,981	39,329	35,000	35,000	0.00%	-
756000	SUPPLIES - OPERATING	19,668	19,562	20,000	20,000	0.00%	-
802000	PROFESSIONAL SERVICES	82,650	92,908	80,000	83,500	4.38%	3,500
853000	JOINT OPERATING - COMMUNICATIONS	28,372	13,812	27,389	27,638	0.91%	249
860000	CONFERENCES AND WORKSHOPS	2,576	2,316	2,500	2,500	0.00%	-
920000	JOINT OPERATING - PUBLIC UTILITIES	13,144	11,598	17,190	17,312	0.71%	122
934000	MAINTENANCE - OFFICE EQUIPMENT	363	115	2,000	2,000	0.00%	-
940000	RENTAL - EQUIPMENT	46,122	45,366	45,000	45,000	0.00%	-
942000	VEHICLE REIMBURSEMENT	4,380	2,555	4,380	4,380	0.00%	-
956000	MISCELLANEOUS	4,005	5,680	2,000	2,000	0.00%	-
956001	EDUCATION / TRAINING COSTS	12,543	11,701	15,400	15,400	0.00%	-
985000	RESERVE FIRE TRUCK	-	-	-	-	0.00%	-
	<b>Total</b>	3,155,686	3,411,984	3,343,329	3,342,678	-0.02%	(651)

**NOTE**

Union negotiations ongoing.  
 Benefit Costs high for MERS due to legacy costs.  
 Benefit Cost equal to 100% of current wages largely due to the cost of legacy costs/mers

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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PUBLIC SAFETY - 301		
702.000	<b>SALARIES</b> Wages (based upon 11 pso's and 5 command) (see personnel table) longevity, holiday pay, briefing pay, sick pay, overtime. No change in staffing levels.	1,472,327
710.000	<b>WAGES - CROSSING GUARDS</b> Scotia/Nadine (2) Scotia/Lincoln (1) Coolidge/Lincoln (1) Coolidge/11 Mile (1/3) - shared with Berkley & Oak Park No additional personnel expenses anticipated.	16,500
712.000	<b>WAGES - VOLUNTEER FIRE</b> Compensation of paid on-call firefighters used to supplement sworn officers and volunteers. Compensation is paid for all firefighting training and special assignment hours.	8,500
715 -724.000	<b>BENEFITS</b> The amount shown represents the actual cost of all full and part time benefits including vacation sick, OPEB and pension and MERS contributions.	1,555,421
727.000	<b>SUPPLIES - OFFICE</b> Office supplies, dog licensing, garage sale materials, misc.	5,200
744.000	<b>UNIFORMS</b> Contractual allotments Purchase, special equipment, cleaning and replacement chief, reserve police, volunteers paid on-call, original issue for new officers	30,000

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### PUBLIC SAFETY - 301

751.000	<b>SUPPLIES - GAS &amp; OIL</b> Gas and oil prices are on the rise. Last years' increase in the appropriation to this expense appears to be a little low based upon current trends	35,000
756.000	<b>SUPPLIES - OPERATING</b> All operating supplies as required to maintain departmental operations.	20,000
802.000	<b>PROFESSIONAL SERVICES</b> Includes costs of Berkley dispatch, jail and firearms range, animal control, medical/psychological Examinations, professional memberships, publications, promotional processes, employee recruiting and hiring, annual equipment and apparatus certifications, OSHA testing. Other.	83,500
853.000	<b>COMMUNICATIONS - TELEPHONE / RADIOS</b> Costs associated with normal telephone service, CLEMIS lines, pagers, radio maintenance, fire records system management and automated fingerprinting system. Represents 10% of City-wide communication needs and other costs unique to the Public Safety function.	27,638
860.000	<b>CONFERENCES/MEMBERSHIPS/WORKSHOPS</b>  <b>(As per the membership schedule in the financial section of the budget)</b>  International Association of Chiefs of Police Conference (one attendee) CALEA ongoing costs Miscellaneous travel costs associated with conferences, training, meetings, etc.	2,500

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

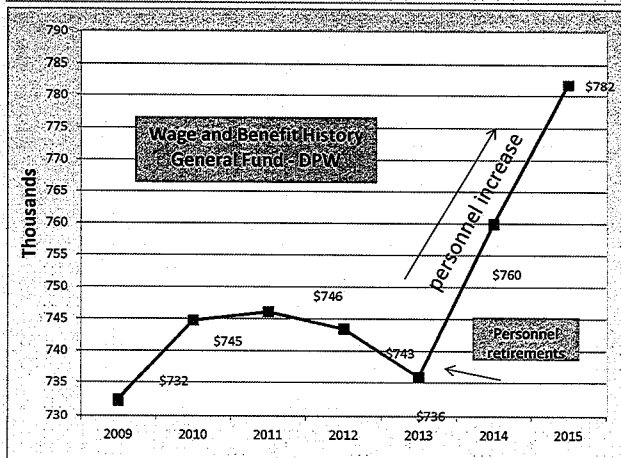
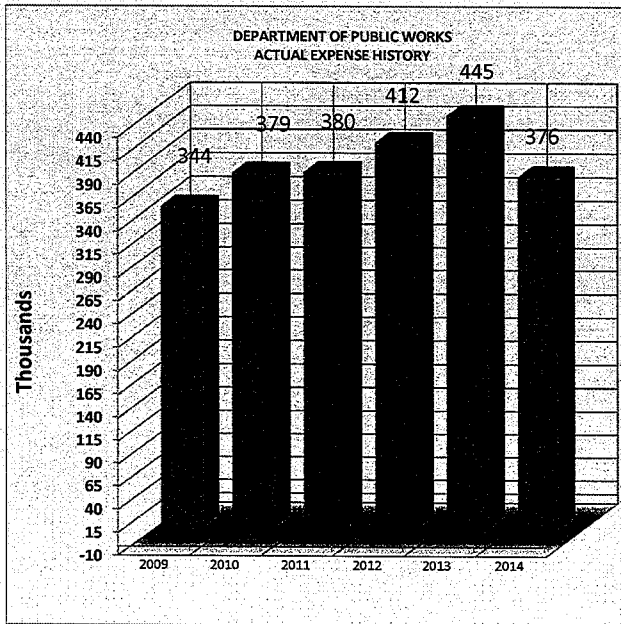
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### PUBLIC SAFETY - 301

920.000	UTILITIES	17,312
	Natural Gas and DTE Costs through the Michigan Municipal Risk Management Authority (MMRMA) Some cost reductions City-wide due to the completion of the re-lamping program and other initiatives through South East Michigan Regional energy office. Represents 10% of all utility costs City-wide.	
934.000	MAINTENANCE OFFICE EQUIPMENT	2,000
	Office machine repair and maintenance including service contracts	
940.000	RENTAL EQUIPMENT	45,000
	Fire truck, and vehicle depreciation costs. Xerox copier expenses (lease and/or maintenance expenses)	
942.000	VEHICLE REIMBURSEMENT	4,380
956.000	MISCELLANEOUS	2,000
956.001	EDUCATION AND TRAINING	15,400
985.001	RESERVE - FIRE TRUCK	--
	Tuition, fees and materials associated with department training.	
CATEGORY TOTAL		<u><u>3,342,678</u></u>



## DPW



### GOALS AND OBJECTIVES- DPW

The Department of Public Works (DPW) is responsible for the care and maintenance of city facilities and common areas. In this capacity, DPW maintains close relationships with all city departments to provide a pleasant environment for city residents and employees.

Main responsibilities for the Department of Public Works include oversight of many important aspects of community life. These include, but are not exclusive of:

- Maintenance of all roads and public right of way
- Maintenance of all water mains and water meters
- Maintenance of storm sewer lines and catch basins;
- Maintenance of city vehicles;
- Environmental Services (Sanitation) - recycling, yard waste and landfill waste collection and delivery to SOCRRA for processing and disposal; leaf vacuuming;
- Promotion and evaluation of recycling including participation survey and targeted education;
- Continuation commitment to recycling education;
- Education and preventative efforts related to the control of West Nile Virus; and
- Increasing awareness of the need for proper disposal of all unused and expired pharmaceuticals, other Special Household Waste and electronics.

The following are a few examples of activities presently performed or overseen by DPW personnel in each of four separate areas of major responsibility.

#### DPW

- Maintenance and care of city facilities and common areas. Work directly with the Adopt-a-Garden program for the beautification of our parks and common areas. Facilitate the BART Board Daffodilloza II;
- Work with the Environmental Advisory Board on cost / energy saving ideas to present to the City Commission. Continue to build bridges to the Green Committees from neighboring communities and statewide. Help with the development and implementation of the complete streets ideal;
- On-going vehicle maintenance and repair program.
- Continuation of the winter sidewalk snow removal program while not incurring overtime.

#### DPW STATISTICS - FACTS

Linear feet of watermain = 130,680, Linear feet of laterals = 247,170

Fire hydrants = 269

Total tons of solid waste = 1936, Total tons of Total tons of recycled trash = 935

Total tons of yard waste including leaves = 1,286

Percent of trash diverted not including yard waste = 33%

Total estimated dollar savings of recycling including avoided disposal = \$72,460.00

### CAPITAL PLANNING FUND CURENT YEAR APPROPRIATIONS

Building Repair  
DPW Lunchroom/Office Refurbish  
Roof Replacement Reserve  
Tree Replacement  
Overhead Door Replacement  
Tree Keeper Software update

RESERVE	10,000
BUDGET	10,000
RESERVE	5,000
BUDGET	10,000
BUDGET	25,000
BUDGET	3,500

## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### **WATER**

- Maintenance of the city water system including, but not limited to, water main maintenance and repairs, hydrant flushing as part of an ongoing proactive hydrant maintenance program and maintenance of all water meters.
- Move forward with options to replace water meters citywide with new smart meters in conjunction with the federal mandate to remove lead, present in our current meters, from our water system. Currently we are replacing old meters with the new style meter on an as needed basis.
- Camera and rod, clean, the city sanitary and storm lines to maintain an even flow throughout the city.
- Catch basin repair and cleaning.
- Placement of larvicide for the control of culex mosquitoes to prevent the spread of West Nile Virus.
- Awareness program related to proper disposal of expired and unused pharmaceuticals as it relates to water quality.
- Education about the Clinton River Watershed and our sewer (storm & sanitary) systems.

### **MAJOR & LOCAL ROADS**

- Continuation of the road maintenance program. In the current fiscal year, Infrared Heat Patching will be done on both major and local roads in an effort to improve some of our worst areas and prolong their usability. In addition, crack sealing some gaps on relatively new roads may be used to deter deterioration.
- Continued maintenance of an established sweeping schedule.
- Care and maintenance of the our trees within rigid financial constraints beyond the winter tree trimming initiative.

### **SANITATION & SOLID WASTE**

- Participate in Governor Snyder's statewide initiative to double the recycling rate in Michigan to 30% by 2016.
- Work closely with SOCRRA to prepare the next RFP for the collection of recycling, yard waste and landfill material.
- Work closely with SOCRRA as they plan for a SOCRRA wide conversion to single stream recycling
- Develop a plan to divert more material from solid waste to recycling to help increase revenues and reduce costs.
- Develop a recycling policy for all rentals and events taking place in Huntington Woods.
- Work closely with SOCRRA to develop expanded recycling throughout all of the SOCRRA communities which benefits our City by increasing revenues to SOCRRA which are returned to the City in higher rebates for our recyclables. Due to high recycling tonnage, an increase in the SOCRRA rebate benefits HW disproportionate to its size.
- Continue to provide educational programs at Burton Elementary in recycling and composting. These programs are paid for through proceeds from the on-going scrap metal drive.
- Continue the curbside leaf collection program in the fall.



ACCOUNT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>DEPARTMENT OF PUBLIC WORKS</b>							
441 702000	SALARIES	70,135	27,184	18,412	23,233	26.18%	4,821
706000	WAGES - HOURLY	46,362	105,626	124,150	97,083	-21.80%	(27,067)
715000	SOCIAL SECURITY	10,146	11,063	13,795	12,180	-11.71%	(1,615)
716000	HOSPITALIZATION/ OPTICAL	33,254	40,122	56,112	35,851	-36.11%	(20,261)
717000	LIFE INSURANCE	368	338	739	590	-20.16%	(149)
718000	RETIREMENT	66,336	50,155	24,072	26,872	11.63%	2,800
719000	DENTAL	1,828	2,168	2,949	2,268	-23.09%	(681)
724000	BENEFITS	4,763	10,885	21,333	18,919	-11.32%	(2,414)
727000	SUPPLIES - OFFICE	2,225	1,738	1,000	1,000	0.00%	-
744000	UNIFORM PURCHASE	3,300	3,150	2,848	2,848	0.00%	-
751000	JOINT OPERATING - SUPPLIES - GAS AND OIL	24,538	26,593	41,392	33,643	-18.72%	(7,749)
756000	JOINT OPERATING - SUPPLIES - OPERATING	8,747	8,368	19,898	16,173	-18.72%	(3,725)
776000	SUPPLIES - COMMON GROUNDS MAINT	1,332	2,276	4,000	4,000	0.00%	-
853000	JOINT OPERATING - COMMUNICATIONS	2,145	2,155	1,433	1,583	10.47%	150
860000	CONFERENCES AND WORKSHOPS	729	917	315	575	82.54%	260
920000	JOINT OPERATING - PUBLIC UTILITIES	8,686	8,674	10,314	10,387	0.71%	73
926000	UTILITIES - STREET LIGHTING	67,154	64,933	65,500	65,500	0.00%	-
931000	JOINT OPERATING - MAINTENANCE - BUILDING	34,109	48,275	20,595	44,000	113.64%	23,405
934000	MAINTENANCE - OFFICE EQUIPMENT	-	95	2,000	2,000	0.00%	-
940000	RENTAL - EQUIPMENT	331	410	1,000	1,000	0.00%	-
942000	VEHICLE REIMBURSEMENT	-	1,250	-	-	0.00%	-
956000	MISCELLANEOUS	2,372	1,509	950	950	0.00%	-
<b>Total</b>		<b>388,860</b>	<b>417,884</b>	<b>432,807</b>	<b>400,655</b>	<b>-7.43%</b>	<b>(32,152)</b>

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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702.000	SALARIES	23,233
	Includes partial salaries for: DPW Managers, (as per personnel matrix).	
706.000	WAGES - HOURLY	97,083
	Includes partial or full wages for the following employees: Maintenance I & II; Mechanic I & II; Crew Leader; Laborer; Equipment I & II; Water Maintenance I & II; Custodial (building maintenance), seasonal labor (4 positions including parks)	
715-724.000	BENEFITS	96,680
727.000	SUPPLIES - OFFICE	1,000
744.000	UNIFORM PURCHASE	2,848
	Stipend provided each DPW employee for required clothing. Also includes items purchased by the department for use on the job including, but not limited to, T-shirts and work gloves for seasonal workers and safety equipment.	
751.000	SUPPLIES - GAS & OIL	33,643
	<u>Joint Operating Expense - 50% of total expense for DPW operations</u> Includes such items as no-lead gasoline, diesel fuel, grease, hydraulic. oil, anti-freeze, and washer fluid. Higher fuel costs are anticipated and are reflected in the sanitation and water department budgets.	
756.000	SUPPLIES - OPERATING	16,173
	<u>Joint Operating Expense - 50% to DPW</u> Items used to maintain all city facilities except the Recreation building, including, but not limited to: garage supplies, chemicals, de-greasers, welding supplies, medical supplies, light bulbs, paper towels and soap. This distribution represents 50% of supplies as per the joint distribution matrix.	

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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776-000	<b>SUPPLIES - GROUNDS MAINTENANCE</b> Maintenance of common areas such as LaSalle Blvd. including the fountain area, the library grounds and city hall. Includes some monies for the adopt-a-garden coordinator, program and planting expenses. Remaining adopt-a-garden expenses will be appropriated in the Parks budget.	4,000
853.000	<b>COMMUNICATIONS - TELEPHONE/ PAGERS</b> <u>Joint Operating Expense - 6% to DPW</u> This distribution represents 6% of communications as per the joint distribution matrix.	1,583
860.000	<b>WORKSHOPS/TRAINING/MEMBERSHIPS</b> Local meetings and workshops only, meals, transportation per diem based upon formula for travel as per policy. APWA funded, <b>(as per the membership schedule in the financial section of the budget).</b>	575
920.000	<b>PUBLIC UTILITIES</b> <u>Joint Operating Expense - 6% to DPW</u> This distribution represents 6% of communications as per the joint distribution matrix.	10,387
926.000	<b>UTILITIES - STREET LIGHTING</b> Street lighting costs per fixture from DTE	65,500
931.000	<b>MAINTENANCE - BUILDING</b> <u>Joint Operating Expense - 50% to DPW and Administrative operations</u> Contracted maintenance services for city facilities except the Recreation building, including, but not limited to, such items as daily cleaning, furnace maintenance; pest control; and the Library elevator. Joint operating expense. This distribution represents 50% of building maintenance as per the joint distribution matrix. Includes updating the interior of the Public Works' offices and break room (should we include this since most of the work will be done this fiscal year).	44,000

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

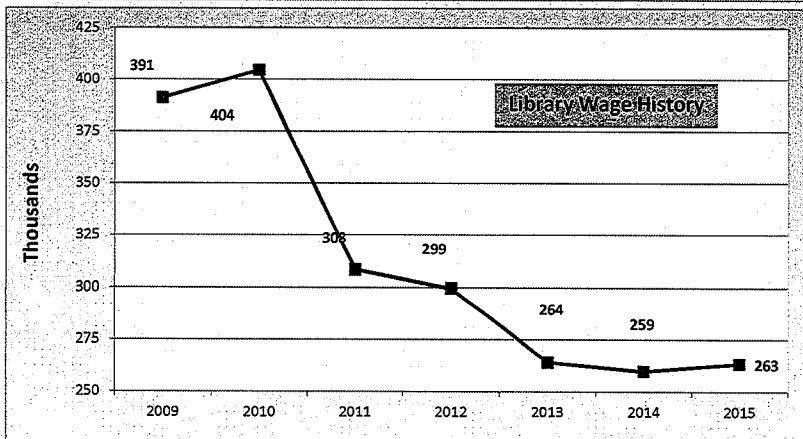
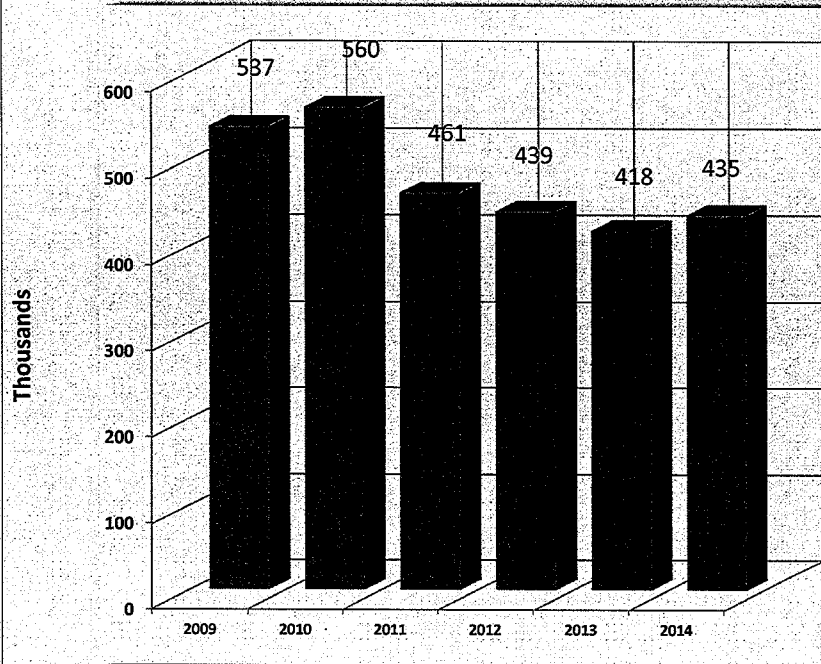
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934.000	MAINTENANCE - OFFICE EQUIPMENT A portion of all expenses related to data processing including server maintenance; server hardware; software and hardware maintenance; contracts for server and computer main frame. Represents approx 20% of general fund maintenance costs for this category.	2,000
940.000	RENTAL - EQUIPMENT Rental of building equipment in an emergency.	1,000
942.000	VEHICLE REIMBURSEMENT	--
956.000	MISCELLANEOUS APWA Dues (City membership only) and other miscellaneous items.	950
TOTAL		<hr/> <b>400,655</b>



## LIBRARY

LIBRARY AND CULTURAL CENTER ACTUAL  
EXPENSE HISTORY



## GOALS AND OBJECTIVES

To continue to provide widespread public access to knowledge and a guarantee that we can maintain a well-informed citizenry. To have met the QSAC (Quality Services Audit Checklist) designed by The Library of Michigan. We now plan to renew these standards. These standards have been updated to include new materials and resources. With our historical shelving and Karshner Showcase, located in the Knox Room, we will encourage residents to contribute historical memorabilia and enjoy our Huntington Woods historic collection. Utilize our expansive integrated library system, Enterprise, to its fullest, benefitting our library patrons by continuing to expand our resources. This includes immediate access to library collections throughout the region and the ability to place holds from off site as well as within the Library. This is also enhanced by Huntington Woods Library participation in Mel Cat which allows patrons to search for books and other materials throughout Michigan and have the items delivered to our library. Provide the latest in technology trends: wireless, books and movies, books on CD, eBook resources, Mango Languages, Zinio etc. to better serve our sophisticated and technologically savvy communities. In addition, the library has added more public internet stations and an internet reservation system to eliminate computer wait time for our patrons.

The library will update the internet stations with new faster computers for our public in the summer of 2015. The emergence of electronic books really took hold in late 2010, and Huntington Woods Library was on the front wave of libraries to circulate new titles of eBooks through OverDrive. The library has also added Freegal, a source for free music. The library has updated their website to make it easier for the public to use. We remain responsive to our communities. We provide suggestion cards and engage in informal discussions with our patrons to determine their wants and needs. These communication tools help guide our purchasing of books, magazines, media and library programming. Suggestions are also accepted electronically through the library's website. Promote Michigan State Parks and reading by participating in the State of Michigan's MI Big Green Gym Program. Library users with a valid library card from the Huntington Woods Public Library can check out a one day pass to any Michigan State Park. Park passes are good for a one day pass, within seven days from check-out at any one of the 98 Michigan State Parks and Recreation Areas. MI Big Green Gym runs from May 31 to October 1.

The Woods Gallery provides fine art works of local area artists and serves as an educational art center. The Woods Gallery showcases a wide range of artists from the Detroit metropolitan area. We present not only established artists, but feature many up-and-coming artists as well. Unique and creative art from a different artist or group is available for viewing and purchase approximately every eight weeks. Join us for our Meet the Artist receptions where you can learn about the inspiration behind the artwork. Children are our number one priority. They begin their visits as early as six months and develop a love for books and libraries, becoming lifelong learners. We encourage their participation in our many activities and provide quality materials for their enjoyment throughout their educational years utilizing the services of the county and immediate area. We are excited about our children's computer (Early Literacy Station - ELS). ELS is a computer workstation loaded with more than 45 educational software titles for kids ages 2 - 10. ELS offers children a safe, standalone computer not connected to the internet that is age appropriate, engaging, and academically relevant for children. We also updated our Children's story time room with paint, new cabinetry, recovered cushions and new carpeting. In addition to the updated Children's story time room we have updated the Children's area of the Library.

The children's section upgrades focus on making the most of our small footprint. The changes seek to create more defined spaces so that all users feel comfortable and welcome. The multi-purpose room (formerly the magazine room) will house the early literacy support items including the Duplo table, dramatic play pieces, puzzles, and small muscle activities such as play-dough and coloring. It will also house an elementary corner featuring a homework station with common homework supplies available at all times and a board game collection. We hope to bring in a free, drop-in tutor weekly to help the children that visit after school complete assignments. The main section has been rearranged to allow for increased supervision of all places within the section and create spaces that encourage elementary aged children to make better use of the library. Collaborate effectively with other city departments and other community libraries to provide programming and other resources for the benefit of all library patrons, ultimately saving time, money, and energy resulting in better services and value for everyone. Collaborate effectively with the city's IT department to integrate all library computers on one city wide network thus reducing telecommunication costs to the city and library. With the flood of August 2014 we have remodeled the lower level to create a more welcoming environment. We encourage the public to come and see the improvements.

## CAPITAL PLANNING FUND CURENT YEAR APPROPRIATIONS

Automation, equipment, HVAC reserve  
**Technology Upgrades**  
 Library Furniture Upholstry  
**HVAC Replacement Engineering**  
 HVAC REPLACEMENT (engineering pending)  
**SEMREO REPAYMENT - Library Windows**

RESERVE	5,000
<b>BUDGET</b>	<b>12,500</b>
RESERVE	2,000
<b>BUDGET</b>	<b>2,500</b>
PLANNED 2016	30,000
<b>BUDGET</b>	<b>9,100</b>

ACCOUNT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>LIBRARY</b>							
790 702000	SALARIES	123,585	127,073	122,523	126,222	3.02%	3,699
706000	WAGES - PART TIME	93,324	101,284	136,855	136,855	0.00%	-
715000	SOCIAL SECURITY	16,702	19,017	19,842	20,125	1.43%	283
716000	HOSPITALIZATION/ OPTICAL	12,925	12,914	10,249	10,485	2.30%	236
717000	LIFE INSURANCE	390	423	460	507	10.03%	46
718000	RETIREMENT	43,298	45,719	38,182	42,271	10.71%	4,089
719000	DENTAL	1,941	1,687	2,010	1,811	-9.90%	(199)
724000	BENEFITS	4,781	5,116	8,740	8,966	2.58%	226
727000	SUPPLIES - OFFICE	2,312	2,229	3,000	3,000	0.00%	-
756000	SUPPLIES - OPERATING	8,714	6,313	7,500	7,500	0.00%	-
802000	PROFESSIONAL SERVICES	40,122	41,158	38,500	41,500	7.79%	3,000
853000	JOINT OPERATING - COMMUNICATIONS	3,210	3,980	2,389	2,638	10.42%	249
860000	CONFERENCES AND WORKSHOP	904	330	510	510	0.00%	-
880000	COMMUNITY PROMOTION - ART FAIR	395	1,500	2,000	2,000	0.00%	-
920000	JOINT OPERATING - PUBLIC UTILITIES	13,922	16,047	17,190	17,311	0.71%	121
934000	MAINTENANCE - OFFICE EQUIP	2,667	2,287	2,750	2,750	0.00%	-
956000	MISCELLANEOUS	1,674	4,250	3,000	3,000	0.00%	-
978000	BOOKS	23,722	27,557	37,000	28,500	-22.97%	(8,500)
978002	PERIODICALS	15,575	15,754	15,000	15,000	0.00%	-
978003	DVD's/ONLINE DATABASES/DISCS	14,367	18,139	23,200	23,200	0.00%	-
	<b>Total</b>	<b>424,530</b>	<b>452,777</b>	<b>490,900</b>	<b>494,151</b>	<b>0.66%</b>	<b>3,251</b>

**NOTE**

Budget assumes no change in staffing levels

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### LIBRARY - 790

702.000	WAGES - SALARIED	126,222
	All full-time wages budgeted at MML study <u>maximum</u> per position classification. Library Director, Technical Services Coordinator.	
706.000	WAGES - HOURLY	136,855
	All full-time wages budgeted at MML study <u>maximum</u> per position classification.	
	(3) Librarians - (part time) (0) Intern summer - (part time)	
	(3) Clerks - (part time) (1) Gallery Coordinator - (part time)	
	(3) Pages - (part time) (1) Communication IT Support	
724.000	BENEFITS All employee benefits	84,165
727.000	SUPPLIES - OFFICE	3,000
	Includes the purchase of new computer equipment.	
756.000	SUPPLIES - OPERATING	7,500
	Includes but not limited to such items as bar-code labels, patron/bks, library cards (plastic imprinted), book jackets (plastic) and printing/graphics.	
802.000	PROFESSIONAL SERVICES	41,500
	Includes, but not limited to TLN quarterly payments, modem costs, on line charges, CD rom fees, phone designated line, fees for acquisitions & services, internet costs, data mailers. Most online book and periodical purchases	
853.000	COMMUNICATIONS - TELEPHONE / RADIO / PAGERS	2,638
	<u>Joint Operating Expense - 15% to Library</u>	
	T-1 Line for internet connection and other phone use (15% of joint operating communications cost city-wide. Per joint operating expense)	
860.000	CONFERENCES & WORKSHOPS	510
	Car mileage, conferences/workshops ALA, TLN, MLA out of state travel upon approval by City Manager	

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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790-880.000	COMMUNITY PROMOTION Monies allocated to the promotion of the Cultural Center and Art Gallery.	2,000
790-920.000	PUBLIC UTILITIES <u>Joint Operating Expense - 15% to Library</u> (Per Joint operating expense) 15% of all city-wide utility costs.	17,311
790-934.000	MAINTENANCE - OFFICE EQUIPMENT Cost of service contract with the purchase of a new copier and maintenance of color copy machine for use by the public and staff.	2,750
790-956.000	MISCELLANEOUS Includes but not limited to such items as professional memberships, decorations, refreshments, youth programming.	3,000
790-978.000	BOOKS Purchases of reference materials and books through TLN and others. A lesser dependance on hardcover books. A move to purchasing electronic books and periodicals, may lower costs	28,500
790-978.002	PERIODICALS AND NEWSPAPERS Continued expansion and review of our large current collection. A large portion of the expense is through our affiliation with TLN.	15,000
790-978.003	TAPES/CDS/DVD Includes both music and computer software. Expansion of books-on-tape, books on CD and DVD collections to meet the stated needs of our patrons.	23,200
	<b>CATEGORY TOTAL</b>	<b><u>494,151</u></b>



ACCOUNT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>CONTINGENCY</b>							
941	915000 MISCELLANEOUS CONTINGENCY	-	-	-	45,028	100.00%	45,028
	915001 RESERVE REQUIREMENT	-	-	-	-	0.00%	-
	<i>Total</i>	-	-	-	45,028	100.00%	45,028
<b>INSURANCE</b>							
954	911000 GENERAL LIABILITY	116,573	92,755	120,000	124,000	3.33%	4,000
	913000 LIABILITY SPEC EVENT	-	-	-	-	0.00%	-
	914000 EXCESS OF DEDUCTIBLE	1,222	745	1,600	1,600	0.00%	-
	<i>Total</i>	117,794	93,500	121,600	125,600	3.29%	4,000
<b>TRANSFERS</b>							
958	965000 TRANSFER - MAJOR STREET	-	-	-	-	0.00%	-
	965001 TRANSFER - LOCAL STREET	105,000	105,000	120,000	150,000	25.00%	30,000
	965208 TRANSFER - RECREATION FUND	800,000	800,000	750,000	750,000	0.00%	-
	965257 TRANSFER - BUDGET STABILIZATION FUND	50,000	50,000	103,969	50,000	-51.91%	(53,969)
	965661 TRANSFER TO EQUIPMENT FUND	20,833	25,000	25,000	65,000	160.00%	40,000
	965734 TRANSFER - POST RETIREMENT FUND	543,184	543,184	438,917	537,188	22.39%	98,271
	965970 TRANSFER - CAPITAL FACILITIES	183,291	183,290	232,858	255,404	9.68%	22,546
	<i>Total</i>	1,702,308	1,706,474	1,670,744	1,807,592	8.19%	136,848

**NOTE**

Other Post Retirement Benefits (OPEB) are funded at 12.40% of our annual liability (ARC)

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### GENERAL FUND CONTINGENCY - 941

915.000	MISCELLANEOUS CONTINGENCY	00
	Budget contingency for unforeseen expenditures as may be required. None budgeted this fiscal year.	
915.001	RESERVE REQUIREMENT	00
	NOTE : The contingency line item is used as a buffer to fund any unforeseen expenditures The City is not in position to budget monies in fiscal year 2015 -16 in this category	
	<b>CATEGORY TOTAL</b>	<b>00</b>

### INSURANCE LIABILITY - 954

911.000	INSURANCE PREMIUM	124,000
	Expenditure for insurance policies including personal bonds, general liability, auto, comprehensive, and umbrella coverages, through Michigan Municipal Risk Management Authority.	
913.000	LIABILITY - SPECIAL EVENT	00
	Liability insurance for special events. No events are scheduled in 2015 that would require additional insurance coverage.	
914.000	LIABILITY - EXCESS OF DEDUCTIBLE /OTHER	1,600
	Additional cost to General Fund of claims and charges below deductible limits as set by MMRMA.	
	<b>CATEGORY TOTAL</b>	<b>125,600</b>

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### TRANSFERS - 958

965.000	TRANSFER - MAJOR STREET	--
965.001	TRANSFER - LOCAL STREET Transfer to local street fund to assist in operation of local street system, and to augment Act 51 Road funding.	150,000
965.208	TRANSFER - RECREATION FACILITIES FUND Transfer to recreation fund for operation over and above millage levy and program revenue. This represents the additional cost of the operating the recreation department that is not collected by program revenue. This includes benefit costs.	750,000
965.257	TRANSFER - BUDGET STABILIZATION FUND As per P.A. 30 of 1978, A municipal corporation may at its discretion place monies aside for the sole purpose of budget stabilization. Monies placed in this account can only be used as per a resolution from the governing body.	50,000
965.257	TRANSFER - EQUIPMENT FUND Additional G.F. Reimbursement for server purchase	65,000
965.734	TRANSFER - POST RETIREMENT FUND Contribution to a post retirement account for <u>current health care liabilities</u> and an additional amount to fund ongoing legacy costs. The City seek to continue to improve funding where feasible to lower long term liabilities.	537,188
965.970	TRANSFER - CONTRIBUTION TO CAPITAL PLANNING FUND Contribution to capital planning fund for current and future expenditures under the capital facilities budget document.	255,404
CATEGORY TOTAL		<u>\$1,807,592</u>

## **ROAD FUNDS - 202 & 203** **FUND TYPE - GOVERNMENTAL**

**PURPOSE** - The Major and Local road funds are used (1) to receive all major street funds paid to cities and villages by the state, (2) to account for construction, maintenance and other authorized operations pertaining to all streets classified as either major or local within the local unit of government, (3) to receive money paid to the city or village for state trunk-line maintenance and (4) to record certain costs pertaining to the Michigan Department of Transportation authorized state trunk-line maintenance contracts, (5) to account for money received from General Fund contributions and (6) to account for revenue from a special assessment tax levy as provided by Act 51 of the Public Acts of 1951, as amended.

**CHARACTER** - Road funds are considered special revenue in nature due to the fact that they are used to control the expenditure of motor fuel taxes which are earmarked by law and the State Constitution for street and highway purposes, which are described in detail by the Michigan Department of Transportation.

### **2015 - 16 Objectives**

- Continuation of the road maintenance program with added emphasis on infrared heat patching. Crack sealing will be done on both major and local roads to improve some of our worst areas and prolong their usability.
- Continued maintenance of an established sweeping schedule.
- Care and maintenance of the our trees beyond the winter tree trimming initiative, including additional planting.
- Continue to investigate the impact of Complete Street legislation on city roads and help promote safe biking along city roads in order to prepare for the change in the Woodward Avenue Rapid Transit system.
- Repair of 11 Mile Road as per the details of the warrantee agreement.
- Use Tri-party monies to crack seal the service drive where necessary.

ACCOUNT #	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>MAJOR ROAD FUND - 202</b>							
000	REVENUE						
546000	ACT 51 REVENUE	268,349	271,032	258,006	261,568	1.38%	3,562
547000	TRIPARTY REVENUE	16,666	20,461	-	-	0.00%	-
567000	TREE GRANT REVENUE	-	-	-	-	0.00%	-
664000	INVESTMENTS	860	909	150	150	0.00%	-
668000	RIGHT-OF-WAY-FEES (METRO AUTHORITY)	16,973	17,000	17,500	17,500	0.00%	-
676301	TRANSFER FROM DEBT SERVICE/SIDEWALK	-	-	-	-	0.00%	-
695000	MISC INCOME	2,411	-	250	250	0.00%	-
979395	FUND BALANCE APPROPRIATION	-	-	36,516	8,050	-77.95%	(28,466)
	<b>Total</b>	<b>305,259</b>	<b>309,402</b>	<b>312,422</b>	<b>287,518</b>	<b>-7.97%</b>	<b>(24,904)</b>

**NOTE**

547.000 Tri-Party work will not be scheduled in 2015  
 546.000 minor increases in SSR for Gas and Weight Tax

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# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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## MAJOR ROAD FUND - 202

### REVENUES - 000

546.000	STATE HIGHWAY FUNDS Gas and weight taxes are relatively constant this year. Some increase in funding anticipated. Revenue based upon the same formula as in previous years. The City is now using bond monies to rebuild our roadway system.	261,568
547.000	TRI PARTY REVENUE The City will escrow any monies that become available in 2015-16	--
567.000	TREE GRANT REVENUE	--
664.000	INVESTMENT INCOME	150
668.000	RIGHT-OF-WAY FEES Fees associated with P.A. 48 of 2002	17,500
676.301	TRANSFER FROM DEBT SERVICE/SIDEWALK	--
695.000	MISCELLANEOUS INCOME	250
979.395	FUND BALANCE APPROPRIATION	8,050
TOTAL		<hr/> <hr/> 287,518

ACCOUNT #	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>463 ROUTINE MAINTENANCE (MAJOR)</b>							
706000	WAGES - HOURLY	17,989	20,701	20,598	17,504	-15.02%	(3,094)
715000	SOCIAL SECURITY	1,372	1,531	1,575	1,338	-15.03%	(237)
716000	HOSPITALIZATION/ OPTICAL	4,850	4,719	4,857	4,807	-1.03%	(50)
717000	LIFE INSURANCE	50	54	55	53	-3.49%	(2)
718000	RETIREMENT	2,910	3,081	1,788	3,627	102.86%	1,839
719000	DENTAL	265	324	342	323	-5.68%	(19)
724000	BENEFITS	283	273	2,010	1,743	-13.27%	(267)
756000	SUPPLIES - OPERATING	9,310	9,539	13,000	13,000	0.00%	-
802010	PROFESSIONAL SERVICE - ATTORNEY	-	-	1,000	1,000	-98.46%	-
818002	CONTRACTUAL - PATCHING	38,562	48,406	65,000	65,000	170.83%	-
818003	CONTRACTUAL - GROUNDS MAINTENANCE	15,652	21,395	24,000	24,000	100.00%	-
818006	CONTRACTUAL - GYPSY MOTH PROGRAM	-	-	-	-	-100.00%	-
818007	CONTRACTUAL - TREE TRIMMING/REMOVAL/PLANTING	37,899	44,698	50,000	31,625	40.56%	(18,375)
940000	EQUIPMENT RENTAL	12,259	13,730	22,500	15,800	100.00%	(6,700)
	<b>Total</b>	<b>141,401</b>	<b>168,451</b>	<b>206,725</b>	<b>179,820</b>	<b>-13.01%</b>	<b>(26,905)</b>
<b>474 TRAFFIC SERVICES (MAJOR)</b>							
706000	WAGES - HOURLY	5,178	5,311	4,899	4,344	-11.34%	(555)
715000	SOCIAL SECURITY	395	408	375	332	-11.39%	(43)
716000	HOSPITALIZATION/ OPTICAL	1,761	1,967	1,767	1,430	-19.10%	(337)
717000	LIFE INSURANCE	18	22	20	16	-20.40%	(4)
718000	RETIREMENT	1,056	1,110	651	636	-2.30%	(15)
719000	DENTAL	96	101	124	103	-16.85%	(21)
724000	BENEFITS	100	104	569	517	-9.16%	(52)
756000	SUPPLIES - OPERATING	2,899	758	1,000	1,000	0.00%	-
818000	CONTRACTUAL SERVICES	55,972	6,204	9,500	9,500	0.00%	-
940000	RENTAL - EQUIPMENT	298	5,236	3,500	2,000	-42.86%	(1,500)
	<b>Total</b>	<b>67,773</b>	<b>21,221</b>	<b>22,405</b>	<b>19,878</b>	<b>-11.28%</b>	<b>(2,528)</b>

ACCOUNT #	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>478 SNOW REMOVAL (MAJOR)</b>							
706000	WAGES - HOURLY	5,178	6,161	4,899	4,344	-11.34%	(555)
715000	SOCIAL SECURITY	394	473	375	332	-11.39%	(43)
716000	HOSPITALIZATION/ OPTICAL	1,761	1,653	1,767	1,430	-19.10%	(337)
717000	LIFE INSURANCE	18	35	20	16	-20.40%	(4)
718000	RETIREMENT	1,056	1,000	651	636	-2.30%	(15)
719000	DENTAL	96	96	124	103	-16.85%	(21)
724000	BENEFITS	100	302	569	517	-9.16%	(52)
756000	SUPPLIES - OPERATING	41	9,350	15,000	15,000	0.00%	-
940000	RENTAL - EQUIPMENT	19,234	9,639	9,500	9,500	0.00%	-
	<b>Total</b>	<b>27,878</b>	<b>28,709</b>	<b>32,905</b>	<b>31,878</b>	<b>-3.12%</b>	<b>(1,027)</b>
<b>482 ADMINISTRATION &amp; ENGINEERING (MAJOR)</b>							
702000	WAGES AND SALARIES	6,138	5,869	6,297	11,931	89.46%	5,634
715000	SOCIAL SECURITY	471	346	481	912	89.71%	431
716000	HOSPITALIZATION/ OPTICAL	770	619	694	606	-12.74%	(88)
717000	LIFE INSURANCE	24	18	9	8	-15.44%	(1)
718000	RETIREMENT	1,015	953	834	910	9.15%	76
719000	DENTAL	81	55	49	41	-16.68%	(8)
724000	BENEFITS	85	166	251	716	185.17%	465
727000	SUPPLIES	-	-	-	-	0.00%	-
	<b>Total</b>	<b>8,584</b>	<b>8,026</b>	<b>8,615</b>	<b>15,125</b>	<b>75.56%</b>	<b>6,510</b>
<b>485 LOAN PAYMENT (MAJOR)</b>							
965203	ACT 51 TRANSFER	-	-	-	-	0.00%	-
965303	TRANSFER TO 11 MILE BOND DEBT FUND	42,461	42,829	41,772	40,819	-2.28%	(953)
965482	TRANSFER TO SIDEWALK CONST. FUND	-	-	-	-	0.00%	-
	<b>Total</b>	<b>42,461</b>	<b>42,829</b>	<b>41,772</b>	<b>40,819</b>	<b>-2.28%</b>	<b>(953)</b>
	<b>GRAND TOTAL</b>	<b>288,097</b>	<b>269,236</b>	<b>312,422</b>	<b>287,518</b>	<b>-7.97%</b>	<b>(24,903)</b>



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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### MAJOR ROAD FUND - 202

#### MAJOR ROADS - MAINTENANCE - 463

706.000	WAGES - HOURLY Overtime will be limited to emergency situations only.	17,504
715 - 724.000	BENEFITS	11,891
756.000	SUPPLIES - MATERIALS Includes, but not limited to the purchase top soil, trees, cold patch, hot patch, concrete, asphalt, crack sealer, sod, grates, castings, pipes, and misc. roadway repair parts and materials.	13,000
802.010	PROFESSIONAL SERVICES - ATTORNEY Costs for misc legal expenses	1,000
818.002	CONTRACTUAL - PATCHING AND CRACK SEALING Infrared Heat Patching. Crack sealing of newer roads to prevent serious deterioration of the road surface and thus extend its life. Additional effort in 2015 to increase roadway crack sealing and patching.	65,000
818.003	CONTRACTUAL - GROUNDS MAINTENANCE Maintenance, mowing and care of green belt along I-696 berm and Coolidge, including irrigation system. Some minor costs related to the Adopt-a-Garden program.	24,000
818.006	CONTRACTUAL - GYPSY MOTH PROGRAM No testing projected for 2015-16.	--

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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818-007	CONTRACTUAL - TREE PROGRAM	31,625
	There will again be an aggressive tree removal program in fiscal year 2015-2016. In particular, the city will continue to remove trees weakened by age, the fluctuations in rain fall and the lack of pruning over the years. An emphasis will be put on removing the dead or dying trees in the area that was trimmed in 2015. Target trees were not trimmed during the winter trim. Most, but not all are the large silver maples on major and local roads which are, because of age and weakness, no longer safe in an urban environment. Funds included for contractual planting of city trees in the spring are included. <i>This budget assumes no large scale trimming effort this season</i>	
940.000	EQUIPMENT RENTAL	18,500
	Includes all vehicles and equipment used in the general maintenance of the City's major roads including, but not limited to, the following: dump trucks, pickup trucks, loader, arrow board, compressor, sweeper, saw and chipper.	
	<b>SUB-TOTAL - MAJOR ROADS - MAINTENANCE</b>	<b>179,820</b>
<b>MAJOR ROADS - TRAFFIC SERVICES - 474</b>		
706.000	WAGES - HOURLY	4,344
715 - 724.000	BENEFITS	3,362
756.000	SUPPLIES - OPERATING	1,000
	Includes such items as blanks, faces, posts, post caps, paint, batteries. Includes the purchase of replacement street signs.	
818.000	CONTRACTUAL SERVICES	9,500
	Woodward Ave maintenance/irrigation, traffic lighting Traffic Lines (11 Mile Rd. & Coolidge), traffic light improvement Includes painting lines on Coolidge. Other major road line painting will be handled in-house	

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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940.000	EQUIPMENT RENTAL Pickup, compressor, post driver and loader hours	2,000
	<b>SUB-TOTAL - MAJOR ROADS - TRAFFIC SERVICES</b>	<b>19,878</b>
	<b>MAJOR ROADS - ICE AND SNOW REMOVAL (478)</b>	
706.000	WAGES - HOURLY As a standard, snow will not be removed from major roads (plowed) on overtime until a depth of 4" or greater shall occur.	4,344
715 - 724.000	BENEFITS	3,034
756.000	SUPPLIES - OPERATING Salt (175 tons); includes a handling charge, use of the Berkley loader and an administrative fee per agreement with the City of Berkley.	15,000
940.000	EQUIPMENT RENTAL Equipment used in salting & plowing major roads.	9,500
	<b>SUB-TOTAL - MAJOR ROADS - SNOW &amp; ICE REMOVAL</b>	<b>31,878</b>
	<b>MAJOR ROADS - ADMINISTRATION &amp; ENGINEERING - 482</b>	
702.000	WAGES - SALARIED	11,931
715 - 724.000	BENEFITS	3,194
727.000	SUPPLIES	--
	<b>SUB-TOTAL - MAJOR ROADS - ADMINISTRATION &amp; ENGINEERING</b>	<b>15,125</b>
	<b>MAJOR ROADS - LOAN PAYMENT - 485</b>	
956.203	ACT 51 TRANSFER 25% LOCAL	--

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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965.303	Transfer to 11 Mile road debt fund	40,819
965.482		--
	<b>LOAN PAYMENT TOTAL</b>	<b>40,819</b>
	<b>MAJOR ROADS BUDGET TOTAL</b>	<b>297,518</b>

**LOCAL ROAD FUND - 203**  
**FUND TYPE - GOVERNMENTAL**

PURPOSE - The Local Road Fund is to be used (1) to receive all Local Street Funds paid to cities and villages by the state, (2) to account for construction, maintenance, traffic services and snow and ice control on all streets classified as Local Streets within the local unit of government, this includes construction done from money raised by special assessing property owners for street improvements, (3) to account for revenue from special assessment taxes levied for street purposes as provided by Act 51 of the Public Acts of 1951, as amended, (4) to account for money received from General Fund contributions.

CHARACTER -The Local Road Fund is a special revenue fund because it is used to control the expenditure of motor fuel taxes which are earmarked by law and the State Constitution for street and highway purposes, which are described in detail by the Michigan Department of Transportation.

ACCOUNT #	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>LOCAL ROAD FUND - 203</b>							
000 REVENUES							
546000	STATE HIGHWAY FUNDS	123,695	117,585	106,677	109,658	2.79%	2,981
567000	GRANT INCOME TREE PROGRAM	-	-	-	-	0.00%	-
664000	INVESTMENTS	15	75	60	60	0.00%	-
676101	TRANSFER FROM GENERAL FUND	105,000	120,000	105,000	150,000	42.86%	45,000
676202	TRANSFER FROM MAJOR ROAD FUND	-	-	-	-	0.00%	-
695000	UNCLASSIFIED	-	-	500	500	0.00%	-
979395	APPROPRIATION FUND BALANCE	-	-	-	-	0.00%	-
<b>Total</b>		<b>228,710</b>	<b>237,660</b>	<b>212,237</b>	<b>260,218</b>	<b>22.61%</b>	<b>47,981</b>

**NOTE**

546.000 additional minor increases in SSR for Gas and Weight Tax  
 667.001 Increase in GF transfer to increase level of Local Road Fund Balance  
 818.000 Tree planting and trimming program is complete

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### LOCAL ROADS

#### REVENUES

546.000	STATE HIGHWAY FUNDS	109,658
567.000	GRANT INCOME TREE PROGRAM	0
664.000	INVESTMENTS	60
676.101	TRANSFER FROM GENERAL FUND	150,000
676.202	TRANSFER FROM MAJOR ROAD FUND	0
695.000	UNCLASSIFIED	500
979.395	APPROPRIATION FUND	0
	<b>TOTAL</b>	<b>260,218</b>

ACCOUNT #	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>463 ROUTINE MAINTENANCE (LOCAL)</b>							
706000	WAGES - HOURLY	21,382	24,887	29,152	21,526	-26.16%	(7,626)
715000	SOCIAL SECURITY	1,629	1,928	2,230	1,646	-26.19%	(584)
716000	HOSPITALIZATION/ OPTICAL	5,744	6,604	7,206	6,565	-8.90%	(641)
717000	LIFE INSURANCE	58	85	79	70	-11.29%	(9)
718000	RETIREMENT	4,629	5,043	3,138	5,065	61.41%	1,927
719000	DENTAL	320	318	464	410	-11.73%	(54)
724000	BENEFITS	326	454	2,922	2,335	-20.07%	(587)
756000	SUPPLIES - OPERATING	24,574	6,104	6,500	6,500	0.00%	-
818002	CONTRACTUAL - PATCHING	34,898	54,286	60,000	60,000	0.00%	-
818003	CONTRACTUAL - GROUNDS MAINT	-	2,250	3,500	3,500	0.00%	-
818006	CONTRACTUAL - GYPSY MOTH SPRAYING	-	-	-	-	0.00%	-
818007	CONTRACTUAL - TREE TRIMMING/REMOVAL/PLANTING	65,361	55,743	42,000	31,625	-24.70%	(10,375)
940000	EQUIPMENT RENTAL	26,548	22,517	25,000	27,500	10.00%	2,500
	<b>Total</b>	<b>185,469</b>	<b>180,219</b>	<b>182,191</b>	<b>166,742</b>	<b>-8.48%</b>	<b>(15,449)</b>
<b>474 TRAFFIC SERVICES (LOCAL)</b>							
706000	WAGES - HOURLY	5,958	6,104	7,146	6,065	-15.13%	(1,081)
715000	SOCIAL SECURITY	454	453	547	464	-15.18%	(83)
716000	HOSPITALIZATION/ OPTICAL	2,085	1,795	2,620	2,069	-21.04%	(551)
717000	LIFE INSURANCE	21	20	29	22	-23.72%	(7)
718000	RETIREMENT	1,678	1,592	1,141	1,159	1.59%	18
719000	DENTAL	116	115	169	135	-20.36%	(34)
724000	BENEFITS	144	276	846	733	-13.30%	(113)
756000	SUPPLIES - OPERATING	617	1,131	3,850	3,850	0.00%	-
818000	CONTRACTUAL SERVICES	850	1,750	2,500	2,500	0.00%	-
940000	RENTAL - EQUIPMENT	223	2,150	2,500	2,500	0.00%	-
	<b>Total</b>	<b>12,146</b>	<b>15,386</b>	<b>21,348</b>	<b>19,497</b>	<b>-8.67%</b>	<b>(1,851)</b>



ACCOUNT #	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>478 SNOW REMOVAL (LOCAL)</b>							
706000	WAGES AND SALARIES	5,958	8,679	7,146	6,065	-15.13%	(1,081)
715000	SOCIAL SECURITY	454	503	547	464	-15.18%	(83)
716000	HOSPITALIZATION/ OPTICAL	2,085	2,323	2,620	2,069	-21.04%	(551)
717000	LIFE INSURANCE	21	35	29	22	-23.72%	(7)
718000	RETIREMENT	1,678	1,582	1,141	1,159	1.59%	18
719000	DENTAL	116	101	169	135	-20.36%	(34)
724000	BENEFITS	144	258	846	733	-13.30%	(113)
756000	SUPPLIES - OPERATING	6,698	9,250	12,500	8,250	-34.00%	(4,250)
940000	RENTAL - EQUIPMENT	11,175	3,640	8,000	12,500	56.25%	4,500
<b>Total</b>		<b>28,329</b>	<b>26,371</b>	<b>32,998</b>	<b>31,397</b>	<b>-4.85%</b>	<b>(1,601)</b>
<b>482 ADMINISTRATION &amp; ENGINEERING (LOCAL)</b>							
702000	WAGES & SALARIES	4,641	4,633	5,075	13,641	168.79%	8,566
715000	SOCIAL SECURITY	355	310	388	1,043	168.70%	655
716000	HOSPITALIZATION/ OPTICAL	838	746	919	796	-13.36%	(123)
717000	LIFE INSURANCE	17	22	12	12	1.71%	0
718000	RETIREMENT	1,141	1,060	1,066	1,153	8.14%	87
719000	DENTAL	68	38	60	57	-5.43%	(3)
724000	BENEFITS	90	130	306	945	208.92%	639
727000	SUPPLIES	-	-	100	100	0.00%	-
<b>Total</b>		<b>7,150</b>	<b>6,939</b>	<b>7,926</b>	<b>17,747</b>	<b>123.90%</b>	<b>9,821</b>
<b>GRAND TOTAL</b>		<b>233,094</b>	<b>228,915</b>	<b>244,463</b>	<b>235,383</b>	<b>-3.71%</b>	<b>(9,080)</b>

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### LOCAL ROADS

#### LOCAL ROADS - MAINTENANCE - 463

706.000	WAGES - HOURLY Wages have been redistributed between Major and Local Roads to greater equalize road expenses. Overtime will be limited to emergency situations only.	21,526
715-724.000	BENEFITS	16,091
756.000	SUPPLIES - OPERATING Includes, but not limited to the purchase of top soil, cold patch, hot patch, concrete, asphalt, crack sealer, sod, grates, castings, pipes, and misc. roadway repair parts and materials.	6,500
818.002	CONTRACTUAL - PATCHING AND CRACK SEALING Infrared Heat Patching. Possible crack sealing of newer roads to prevent serious deterioration of the road surface and thus extend its life.	60,000
818.003	CONTRACTUAL - GROUNDS MAINTENANCE Minor irrigation system work on LaSalle Blvd. and other common areas, not covered under parks or DPW Common Grounds maintenance line items. Some cost related to the Adopt-a-Garden program.	3,500
818.006	CONTRACTUAL - GYPSY MOTH SPRAYING No testing projected for 2015.	00
818-007	CONTRACTUAL - TREE PROGRAM The tree removal program of dead and dying trees will continue in fiscal year 2015-2016 to take down a large number of dead and dying trees in the middle section which were identified prior to the start of the trim program. These include, but are not limited to many of the large silver maples which are no longer safe in an urban setting. Funds are also included, here, for contractual planting of city trees. <i>This budget assumes no large scale tree trimming program</i>	31,625

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### LOCAL ROADS

940.000	EQUIPMENT RENTAL	27,500
	Includes all vehicles and equipment used in the general maintenance of the City's local roads including but not limited to the following: dump trucks, pickup trucks, loader, arrow board, compressor, tar kettle, sweeper, saw and chipper.	
	<b>SUB-TOTAL - LOCAL ROADS - MAINTENANCE</b>	<b>166,742</b>

### LOCAL ROADS - TRAFFIC SERVICES - 474

706.000	WAGES - HOURLY	6,055
724.000	BENEFITS	4,582
756.000	SUPPLIES - OPERATING	3,850
	Includes such necessary street signs, posts, post caps, paint, batteries. Includes the purchase of replacement street name signs when needed. Material for striping pavement and city owned parking lots. Additional cost for replacement of signs via the sign inventory program through Goby and Associates.	
818.000	CONTRACTUAL SERVICES	2,500
	Road marking, stop bars, some parking lines.	
940.000	EQUIPMENT RENTAL	2,500
	Pickup, compressor, post driver and loader hours	
	<b>SUB-TOTAL - LOCAL ROADS - TRAFFIC SERVICES</b>	<b>19,497</b>

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### LOCAL ROADS - SNOW & ICE REMOVAL (478)

706.000	WAGES - HOURLY	6,065
	Overtime will be kept to a bare minimum. As a standard, snow will not be removed from local streets (plowed) on overtime until a depth of 4" or greater shall occur.	
724.000	BENEFITS	5,055
756.000	SUPPLIES - OPERATING	
	Salt (125 tons); includes a handling charge, use of the Berkley loader and an administrative fee per agreement with the City of Berkley.	8,250
940.000	EQUIPMENT RENTAL	12,500
	Equipment used in salting & plowing local roads	
	<b>SUB-TOTAL - LOCAL ROADS - SNOW &amp; ICE REMOVAL</b>	<b>31,397</b>

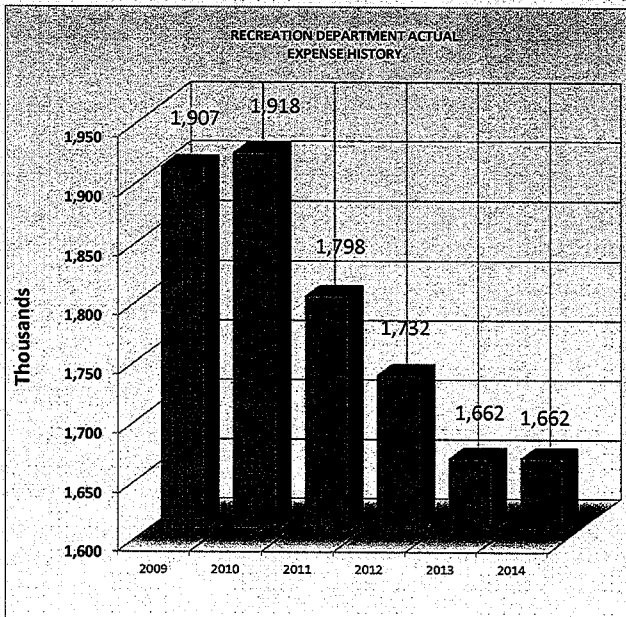
### LOCAL ROADS - ADMINISTRATION & ENGINEERING (482)

702.000	WAGES - SALARIED	13,641
724.000	BENEFITS	4,006
727.000	SUPPLIES	100
	<b>SUB-TOTAL - LOCAL ROADS - ADMINISTRATION &amp; ENGINEERING</b>	<b>17,747</b>

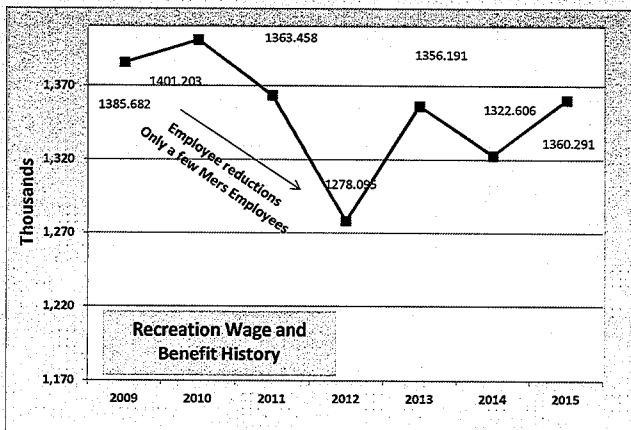
<b>LOCAL ROADS BUDGET TOTAL</b>	<b>235,383</b>
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## RECREATION



### WAGES AND BENEFITS



### GOALS AND OBJECTIVES

**MISSION STATEMENT:** The City of Huntington Woods Parks and Recreation Department is committed to developing and providing programs and activities to enhance the lives of residents.

**ADMINISTRATION:** The Department of Parks and Recreation is guided by a Director, a Recreation Supervisor, two Programmers, a Senior Outreach Coordinator, a Latchkey Director, a Parks Supervisor and other related administrative staff.

**ATHLETICS:** In 2015, we continue our commitment to improving the health and fitness of all our residents. The gymnasium continues to allow our community to participate in volleyball, basketball leagues, basketball camp, gymnastics, floor hockey, pillo polo, indoor tennis, baseball camp, soccer skills, and drop-in basketball. We also offer baseball and golf leagues. Indoor tennis lessons throughout the winter and spring have become popular offerings. The outdoor tennis courts provide a venue for our popular tennis lessons and clinics for children and adults, as well as free play. Lots for Tots, a drop in program for preschoolers and their caregivers, continues to flourish. Start Smart Baseball, a preschool baseball skills program has also grown in numbers. We continue to focus on adult fitness with our tai chi and yoga classes gaining a large and dedicated following.

**AQUATICS:** The Aquatics Club remains the hub for summer activities in Huntington Woods. Pool programming remains vibrant. We will continue to offer our popular programs at the pool, including Movie Night, Family Ice Cream Social and various theme events. The ever-popular Hurricane Swim Team continues to provide an incredible recreational swim team experience to 180 swimmers from Huntington Woods and the Berkley School District. The handicap accessible lift allows individuals of all abilities to use the pool. We will continue to offer our popular pre-school swim hours, aquatics lessons, Masters Swim, Water Exercise and Tropical Storm, a pre-swim team program for younger swimmers.

**CAMPS:** Fruit camp continues to thrive as do our specialty camps which are designed to address specific interests and meet the needs of non-traditional camp experiences. In total, we accommodate well over 1000 campers during the summer months in our camp program. In 2015, we are introducing several unique day camp opportunities, including horseback riding, golf, Lego and street hockey camp. We continue our active and successful partnership with the City of Berkley Parks and Recreation Department by offering camps jointly such as safety camp, track camp, cheer camp, fitness camp, and gymnastics camp.

**MAINTENANCE AND UTILITIES:** In 2015, we will undergo our annual floor maintenance of the wood floors and carpets in the building. Latchkey A will be renovated with new counters, cabinets, and sinks.

**LATCHKEY:** Servicing approximately 200 students, Before School Care and After school latchkey are important programs school Latchkey are important programs offered by the Recreation Department. A new preschool program for four year olds was introduced an effort to utilize the space and talents of our existing staff. This program has been highly successful and will continue as an integral part of our preschool programming.

**ROOM RENTALS/BUS RENTALS:** The two city-owned buses continue to provide safe and reliable transportation for our trips, latchkey, camp and private rentals. We remain a popular destination for residents to host showers, birthday parties, graduation parties and other special events. We continue to offer our space to Burton Elementary and the Berkley School District at large to assist in their programming needs. The Recreation Center is currently housing Burton's band class twice a week to help out with its space needs as well as providing space for a group of students and support staff from Burton's autistic program allowing them to offer movement opportunities three times per week.

### CAPITAL PLANNING FUND CURENT YEAR APPROPRIATIONS

Recreation Center Reserve	RESERVE	10,000
Latchkey Room Refurbish	BUDGET	20,000
Peasley Park & 11 Mile Huntington Renovation	ON HOLD	50,000
Scotia Park Rehabilitation	ON HOLD	5,000
Recreation Masterplan Update	RESERVE	-
Jogging Track Re-surface	BUDGET	30,000
H.W. Pool - North deck/shading redesign	BUDGET	25,000
Park Development	RESERVE	10,000
SEMREO REPAYMENT - Solar Panel	BUDGET	14,200

**RECREATION FUND-208**  
**TYPE -GOVERNMENTAL**

**PURPOSE** - The Recreation Fund is used to record funds raised for the purpose of operating a recreational program. All funds raised must be used for this specific purpose. The fund acts like a special revenue fund due to the nature of the revenue source.

**CHARACTER** - The Fund is classified as a special revenue fund because it is supported partially by a special tax levy or other revenue that is raised for the specific purpose of operating a local unit or regional park or recreational program. The Recreation Fund goal is to be a self-supporting fund. It will be supplemented by securing outside matching grants for additional funding.

**DISTINGUISHING FEATURES** - This fund is generally found in counties, cities and townships that have a special millage for operation of a local park or recreation program or a regional park commission. The Recreation Fund revenues are generated through user fees, classes, events, camps, pools, transportation, and merchandise sales. Fees are adjusted on an annual basis.

ACCOUNT DEPARTMENT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>RECREATION FUND - 208</b>							
<b>000 REVENUES</b>							
403000	TAX REVENUE	63,140	65,135	64,689	66,351	2.57%	1,662
567000	GRANTS	-	-	-	-	0.00%	-
651000	RECREATION FEES/RENTALS	8,566	9,267	10,000	10,000	0.00%	-
652000	RECREATION SALES	266	640	1,600	500	-68.75%	(1,100)
652001	CAFE' SALES	(1,064)	(4,256)	500	-	-100.00%	(500)
653000	POOL REVENUE	178,911	194,191	190,000	190,000	0.00%	-
654001	LEAGUE FEES	33,412	37,140	36,000	36,000	0.00%	-
654002	CLASSES/TRIP FEES	110,338	116,312	125,000	125,000	0.00%	-
654003	SENIOR PROGRAM FEES	11,510	14,216	25,000	16,000	-36.00%	(9,000)
654004	LATCH KEY FEES	222,057	228,580	195,000	225,000	15.38%	30,000
654005	CAMP FEES - FRUIT	307,244	308,500	320,000	310,000	-3.13%	(10,000)
654007	SPECIAL PROGRAMS	13,400	13,083	12,500	12,500	0.00%	-
654008	JULY 4th ACTIVITIES	29,683	27,042	30,500	30,500	0.00%	-
664000	INTEREST INCOME	7,602	6,564	6,500	7,000	7.69%	500
669000	BUS REVENUE	12,908	20,946	22,500	22,500	0.00%	-
676101	TRANSFER GENERAL FUND	800,000	750,000	750,000	750,000	0.00%	-
695000	MISCELLANEOUS INCOME	462	1,500	500	500	0.00%	-
699395	FUND BALANCE APPROPRIATION	-	-	89,071	116,202	30.46%	27,131
<b>Total</b>		<b>1,798,435</b>	<b>1,788,860</b>	<b>1,879,360</b>	<b>1,918,053</b>	<b>2.06%</b>	<b>38,693</b>

## NOTE

Latchkey Programs are doing well . The program for preschoolers has been doing well.  
 No change in General Fund Balance Appropriation.

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# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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## RECREATION FUND - 208

### REVENUES

403.000	TAX REVENUE	66,351
	Tax revenue generated by 0.2064 mills of tax levy expressly for purpose of maintenance of facilities.	
567.000	GRANTS	—
	We anticipate no grant monies being available in this category this year	
651.000	RECREATION FEES / FACILITY RENTAL	10,000
	Room rental sales, birthday party packages and drop-in fees, other events.	
652.000	RECREATION SALES	500
	Minor sale of logo clothing, and other small recreation related items.	
652.001	REC CAFÉ	—
	Sales of concession items at the pool café. The City does not anticipate any revenue in this account in 2015-16.	
653.000	POOL REVENUE	190,000
	Revenue from pool pass sales and pool related classes, increase in pool fees. Revenue is very weather dependent. Pool passes will increase by 3% this summer season .	
654.001	LEAGUE FEES	36,000
	Registration fees for all leagues, reduction in budget based upon history. no change anticipated.	
654.002	CLASSES / TRIP FEES	125,000
	No change for 2015-16 based upon anticipated enrollment this summer	



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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### RECREATION FUND - 208

654.003	SENIOR PROGRAM FEES	16,000
	Senior program revenue. The City will work in the next season to increase the senior program offerings, however we have seen a decline in the past 4 years in enrollment.	
654.004	LATCH KEY FEES	225,000
	This is a marquee program at the rec, and we anticipate a good year due to the number of new residents and working two parent families.	
654.005	CAMP FEES - FRUIT- SPECIALTY	310,000
	Interest in the specialty camps have generated increased income in this account over the past few years. We are looking for another good season in the coming year due to less travel outside the area.	
654.007	SPECIALTY PROGRAMS	12,500
	This revenue only represents monies from Woodward Dream Cruise (WDC) Inc. distributions. The City will not sell ROW spaces for parking in 2015-16 nor do we anticipate many vendor permits during the event.	
654.008	JULY 4 <sup>TH</sup> ACTIVITIES	30,500
	Projected sales are projected as high as last season. This line item represents sales of misc items in the week leading up to the event.	
664.000	INTEREST INCOME	7,000
	Monies collected from investment earnings through investment of fund balance. Low investments rate are continuing.	
669.000	BUS REVENUE	22,500
	Revenue is derived from private rentals and city use. The City has not received a Beaumont grant in the last few years and does not anticipate a grant this year.	

# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

## RECREATION FUND - 208

676.001 TRANSFER FROM GENERAL FUND

750,000

The 2015-16 figure represents the entire cost to general fund for personnel and benefits not borne by program revenue. The amount of revenue transferred balances the fund for monies not received by other sources.

RECREATION CENTER COST SNAPSHOT (ESTIMATED)		
REVENUE DERIVED FROM PROGRAM OFFERINGS	985,500	51.38%
REVENUE FROM TAXES	66,351	3.46%
REVENUE FROM FUND BALANCE RE-APPROPRIATION	116,202	6.06%
REVENUE FROM GENERAL FUND	750,000	39.10%
REVENUE TOTAL	1,918,053	100.00%
PROGRAM EXPENDITURES	1,177,843	61.41%
ADMINISTRATIVE EXPENDITURES	572,547	29.85%
PARK EXPENDITURES	167,663	8.74%
EXPENDITURE TOTAL	1,918,053	100.00%
PERSONNEL COSTS AS A PERCENT OF TOTAL BUDGET	49.28%	
OTHER COSTS AS A PERCENT OF THE BUDGET	50.72%	

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# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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## RECREATION FUND - 208

695.000 MISCELLANEOUS

500

699-395 APPROPRIATION FROM FUND BALANCE

116,202

The appropriation of fund balance has increased from last year. This fund has a total of \$449,970 in unappropriated fund excess which has continued to grow in the last three years. The recreation fund still receives a stipend from General fund of \$750,000. The goal is to minimize this transfer and make the fund as self sustaining as possible.

**1,918,053**

**TOTAL**

ACCOUNT DEPARTMENT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>290 CITY BUS</b>							
715000	SOCIAL SECURITY	1,401	1,882	2,024	2,024	0.00%	-
724000	BENEFITS	-	-	1,199	1,240	3.42%	41
751000	SUPPLIES - GAS AND OIL	6,991	5,427	9,000	7,500	-16.67%	(1,500)
802000	PROFESSIONAL SERVICES	18,436	12,422	26,462	26,462	0.00%	-
853000	COMMUNICATIONS	320	420	238	263	10.50%	25
940000	RENTAL - EQUIPMENT	16,950	16,948	16,950	16,950	0.00%	-
956000	MISCELLANEOUS	-	-	200	200	0.00%	-
	<i>Total</i>	44,098	37,099	56,073	54,639	-2.56%	(1,434)
<b>751 ADMINISTRATION</b>							
702000	SALARIES	122,114	135,671	130,936	135,632	3.59%	4,696
706000	WAGES - HOURLY	149,733	115,043	112,112	119,756	6.82%	7,644
715000	SOCIAL SECURITY	20,741	24,550	22,109	22,829	3.26%	720
716000	HOSPITALIZATION/ OPTICAL	47,553	45,368	79,511	55,538	-30.15%	(23,973)
717000	LIFE INSURANCE	759	1,311	1,449	1,521	4.97%	72
718000	RETIREMENT	70,192	31,899	36,101	38,434	6.46%	2,333
719000	DENTAL	4,211	4,006	6,474	5,815	-10.18%	(659)
724000	BENEFITS	5,376	30,198	31,277	32,458	3.78%	1,181
727000	SUPPLIES - OFFICE	4,439	4,599	7,700	7,700	0.00%	-
744000	UNIFORM PURCHASE	2,100	2,000	3,500	3,500	0.00%	-
756000	SUPPLIES - OPERATING	8,535	10,541	17,500	17,500	0.00%	-
802000	PROFESSIONAL SERVICES	2,115	2,862	5,000	5,000	0.00%	-
853000	JOINT OPERATING - COMMUNICATIONS	11,200	12,110	8,363	9,234	10.41%	871
860000	CONFERENCES AND WORKSHOPS	2,360	1,719	2,386	2,386	0.00%	-
900000	PUBLICATION AND PRINTING	125	-	500	500	0.00%	-
920000	PUBLIC UTILITIES	46,976	51,468	60,167	60,594	0.71%	427
931000	MAINTENANCE - BUILDING	21,502	32,851	30,000	45,000	50.00%	15,000
934000	MAINTENANCE - OFFICE EQUIPMENT	6,762	1,850	5,550	5,550	0.00%	-
940000	RENTAL - EQUIPMENT	3,007	1,250	3,200	3,200	0.00%	-
956000	MISCELLANEOUS	95	260	400	400	0.00%	-
	<i>Total</i>	529,895	509,556	564,235	572,547	1.47%	8,312

## NOTE

No significant change in the Administration and staffing levels in recreation.  
 Building Maintenance and Roof Top Units are at an age where maintenance costs may increase

ACCOUNT DEPARTMENT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>753 PROGRAMS</b>							
702000	SALARIES	114,312	118,900	107,389	109,400	1.87%	2,011
714001	WAGES - PROGRAM/ATHLETIC LEAGUE	595	1,280	7,953	8,273	4.02%	320
714002	WAGES - PROGRAM/CLASS TRIPS	255	2,460	6,250	6,250	0.00%	-
714003	WAGES - PROGRAM/SENIOR	32,245	33,752	37,764	38,905	3.02%	1,141
714004	WAGES - PROGRAM/LATCH KEY	125,387	129,787	97,657	106,664	9.22%	9,007
714005	WAGES - PROGRAM/CAMPS	99,638	105,788	103,222	113,120	9.59%	9,898
715000	SOCIAL SECURITY	28,352	33,592	28,771	30,816	7.11%	2,045
716000	HOSPITALIZATION/ OPTICAL	77,222	75,872	85,731	79,176	-7.65%	(6,555)
717000	LIFE INSURANCE	836	771	934	1,022	9.42%	88
718000	RETIREMENT	78,257	73,440	64,197	70,669	10.08%	6,472
719000	DENTAL	5,277	5,133	3,568	3,198	-10.37%	(370)
724000	BENEFITS	6,541	9,270	16,159	16,756	3.69%	597
787001	SUPPLIES - ATHLETIC LEAGUE	3,710	3,700	4,000	4,000	0.00%	-
787002	SUPPLIES - CLASS TRIPS	5,281	5,398	7,500	7,500	0.00%	-
787003	SUPPLIES - SENIOR PROGRAM	3,286	5,448	2,500	2,500	0.00%	-
787004	SUPPLIES - LATCH KEY	14,397	19,189	16,500	19,500	18.18%	3,000
787005	SUPPLIES - CAMPS	8,517	5,891	16,500	10,000	-39.39%	(6,500)
787006	SUPPLIES - SPECIAL PROGRAMS	871	1,500	2,500	2,500	0.00%	-
803001	CONTRACTS - ATHLETIC LEAGUES	15,959	19,460	21,000	21,000	0.00%	-
803002	CONTRACTS - CLASS TRIPS	72,072	75,973	80,000	80,000	0.00%	-
803003	CONTRACTS - SENIOR TRIPS	5,564	6,595	25,000	15,000	-40.00%	(10,000)
803004	CONTRACTS - LATCH KEY	5,382	4,075	8,500	8,500	0.00%	-
803005	CONTRACTS - CAMPS	55,715	61,514	65,500	62,500	-4.58%	(3,000)
803006	CONTRACTS - SPECIAL PROGRAMS	11,043	9,370	10,000	10,000	0.00%	-
803007	CONTRACTS - DREAM CRUISE	3,160	1,250	5,000	5,000	0.00%	-
803008	CONTRACTS - JULY FOURTH/RENTAL	28,748	24,624	24,000	24,000	0.00%	-
956000	MISCELLANEOUS	-	100	100	100	0.00%	-
<b>Total</b>		<b>802,622</b>	<b>834,132</b>	<b>848,195</b>	<b>856,349</b>	<b>0.96%</b>	<b>8,154</b>

NOTE **No significant change in full time or part-time personnel**

		2015 - 2016 budget					
ACCOUNT	DESCRIPTION	2013-14	JUNE 30	2014-15	2015-16	BUDGET %	BUDGE
DEPARTMENT		ACTUAL	FINAL	AMENDED	PROPOSED	INCREASE	INCREASE
			ESTIMATE	BUDGET	BUDGET	DECREASE	DECREASE
<b>754</b>	<b>PARKS</b>						
702000	SALARIES	8,168	8,239	7,953	8,273	4.02%	320
706000	WAGES - BUILDING AND GROUNDS	60,606	87,750	94,450	97,379	3.10%	2,929
715000	SOCIAL SECURITY	6,117	5,525	4,944	5,106	3.28%	162
716000	HOSPITALIZATION/ OPTICAL	19,551	18,755	13,579	20,059	47.72%	6,480
717000	LIFE INSURANCE	217	241	227	252	11.01%	25
718000	RETIREMENT	12,959	12,933	5,235	5,446	4.03%	211
719000	DENTAL	1,516	1,414	1,575	1,407	-10.67%	(168)
724000	BENEFITS	781	2,878	5,417	5,641	4.14%	224
744000	UNIFORM PURCHASE	-	200	500	500	0.00%	-
776000	SUPPLIES - PARKS MAINTENANCE	10,893	13,208	18,500	18,500	0.00%	-
802000	PROFESSIONAL SERVICES	-	550	4,500	4,500	0.00%	-
956000	MISCELLANEOUS/TRAINING	-	526	600	600	0.00%	-
		120,808	152,219	157,480	167,663	6.47%	10,183

NOTE No change in the full time park employees. Additional part time employees to be hired.

<b>756</b>	<b>SWIMMING POOL</b>						
702000	SALARIES	27,072	24,856	24,056	24,350	1.22%	294
709000	WAGES - SESONAL	129,249	155,387	141,450	150,811	6.62%	9,361
715000	SOCIAL SECURITY	11,612	12,500	10,820	11,537	6.63%	717
716000	HOSPITALIZATION/ OPTICAL	5,697	5,758	299	439	46.82%	140
717000	LIFE INSURANCE	113	56	4	5	25.00%	1
718000	RETIREMENT	1,397	531	98	102	4.08%	4
719000	DENTAL	790	415	31	28	-9.68%	(3)
724000	BENEFITS	263	282	3,219	3,483	8.20%	264
727000	SUPPLIES - OFFICE	676	850	1,350	1,350	0.00%	-
744000	UNIFORM PURCHASE	1,577	3,291	2,800	2,000	-28.57%	(800)
756000	SUPPLIES - OPERATING	12,960	13,205	18,500	18,500	0.00%	-
787000	SUPPLIES - PROGRAM	339	978	1,000	1,000	0.00%	-
802000	PROFESSIONAL SERVICES	6,823	8,487	13,500	10,000	-25.93%	(3,500)
853000	COMMUNICATIONS - TELEPHONE	43	250	250	250	0.00%	-
920000	PUBLIC UTILITIES	27,438	28,008	21,500	28,500	32.56%	7,000
931000	MAINTENANCE - BUILDING	7,245	28,481	14,000	14,000	0.00%	-
956000	MISCELLANEOUS/TRAINING	63	200	500	500	0.00%	-
	<b>Total</b>	233,357	283,535	253,377	266,855	5.32%	13,478
	<b>GRAND TOTAL</b>	1,730,780	1,816,541	1,879,360	1,918,053	2.06%	38,693

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### BUS - 290

715 - 724.000	BENEFITS	3,264
751.000	SUPPLIES - GAS AND OIL	7,500
	Gas and oil costs have stabilized lower in the last 18 months	
802.000	PROFESSIONAL SERVICES	26,462
	3 Part Time Bus drivers @ 25 hrs wk avg.	
	\$2,200 avg monthly cost	
853.000	COMMUNICATIONS - TELEPHONES / RADIOS / PAGERS	263
	Percentage value 1.0% of total Citywide communication cost.	
940.000	RENTAL - EQUIPMENT	16,950
	Rental of two city buses and SMART buses from the Equipment Fund.	
956.000	MISCELLANEOUS	200
<b>TOTAL</b>		<b>54,639</b>

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# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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## RECREATION FUND - 208

### RECREATION - ADMINISTRATION - 751

702.000	<b>SALARIES</b> Includes partial or full salaries for Director of Recreation, Recreation Supervisor, Clerk , Office Manager. All full-time wages budgeted at 1997 MML study <u>maximum</u> per position classification adjusted for inflation.	135,632
706.000	<b>WAGES - HOURLY</b> Includes partial or full wages for the following employees: Maintenance I & II; Maintenance Supervisor, Building maintenance staff, and facility managers. All full-time wages budgeted at MML study <u>maximum</u> per position classification adjusted for inflation.	119,756
715-724.000	<b>BENEFITS</b> New line item accounting for all benefits across all recreation activities. A major increase is attributable to the MERS catch-up provision and OPEB.	156,595
727.000	<b>SUPPLIES - OFFICE</b> This includes, but is not limited to general office supplies; software updates and copier supplies. No change needed	7,700
744.000	<b>UNIFORM PURCHASE</b> Staff shirts, sweaters logo/wear. No change needed	3,500



# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

## RECREATION FUND - 208

756.000	SUPPLIES - OPERATING	17,500
	Items Items used in the maintenance of the Recreation facility. This includes, but is not limited to building maintenance supplies, cleaning supplies, medical supplies, paper goods and soap, additional cost of mats to keep carpets clean. No change needed.	
802.000	PROFESSIONAL SERVICES	5,000
	Consulting services, as needed for outside engineering and consultation where necessary. Recreation masterplan update	
	JOINT OPERATING - COMMUNICATION	
853.000	Joint operating expense 30% of entire City-wide communication Budget. Decreased based upon changes in IT staffing and reduction in communication costs.	9,234
860.000	CONFERENCES AND WORKSHOPS	2,386
	Meetings and meals, transportation to & from training sessions, conferences and conventions.	
900.000	PUBLICATIONS AND PRINTING	500
	Subscriptions to relevant publications and advertisement of Recreation department positions when needed.	
920.000	JOINT OPERATING - PUBLIC UTILITIES	60,594
	Includes heat, lights and water for facility. Natural gas prices. All building electrical is purchased through an energy aggregation agreement. This represents 30% of entire city-wide utility budget.	

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# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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## RECREATION FUND - 208

931.000	MAINTENANCE - BUILDING	45,000
	Includes, but is not limited to contracted services for facility maintenance such as furnace contract, pest control, and carpet cleaning. Building age will cause some increases.	
934.000	MAINTENANCE - OFFICE EQUIPMENT	5,550
	Miscellaneous repairs to office equipment. Includes Recreation server software yearly maintenance fee.	
940.000	RENTAL EQUIPMENT	3,200
	Rental of skate-mobile, puppet mobile, porta johns, helium tanks, O.C. mobile unit etc. Includes such items as maintenance contracts on copier (no copier lease payment)	
956.000	MISCELLANEOUS	400
	<b>TOTAL</b>	<b>572,547</b>

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CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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PROGRAMS - 753		
702.000	SALARIES Includes partial or full salaries for Recreation Director, Supervisor, and Programers. All full-time wages budgeted at the <u>maximum</u> per classification based upon the 1997 MML compensation study. Adjustment made for reclassification of Senior Program operator	109,400
714.001	WAGES - HOURLY: PROGRAM / ATHLETIC LEAGUES Includes referees for all leagues and score-keepers in sports programs, gym supervisors for B-ball.	8,273
714.002	WAGES - HOURLY: PROGRAM / CLASS TRIP Instructors for preschool, youth and adult classes as well as building supervisors. Reduction due to enrollment changes	6,250
714.003	WAGES - HOURLY: PROGRAM / SENIORS Senior Outreach Coordinator and senior programer.	38,905
714.004	WAGES - HOURLY: PROGRAM / LATCH KEY Latchkey Director and staff.	106,664
714.005	WAGES - HOURLY: PROGRAM / DAY CAMPS Includes the summer day camp directors and counselors LIT Coordinators.	113,120
715 -724.000	ALL EMPLOYEE BENEFITS Includes all benefits for program staffing.	201,637
787.001	SUPPLIES - ATHLETIC LEAGUE This includes, but is not limited to team shirts and athletic equipment	4,000

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CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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**PROGRAMS - 753**

787.002	<b>SUPPLIES - CLASSES/ TRIPS</b> Supplies for preschool, youth and adult classes. This item has been high the last few years due to the increase in class offerings. Some changes based upon recent history and projection for reducing expenditures.	7,500
787.003	<b>SUPPLIES - SENIOR PROGRAM</b> Additional programs scheduled, including start-up supplies, computer, TV etc, supplies for monday lunch bunch, trips etc.	2,500
787.004	<b>SUPPLIES - LATCHKEY</b> This includes, but is not limited to all arts & craft supplies, snacks and games, educational books and CD's	19,500
787.005	<b>SUPPLIES - DAY CAMPS</b> This includes, but is not limited to camp shirts, arts & craft supplies and snacks. Increase due to addition of specialty camps.	10,000
787.006	<b>SUPPLIES - SPECIAL PROGRAMS</b> Includes, but not limited to art supplies and prizes for special events such as the Petting Farm, Family Night, Concerts-in-the-Park.	2,500
803.001	<b>PROFESSIONAL SERVICES - CONTRACTS: ATHLETIC LEAGUES</b> Includes, but not limited to league fees, green fees, tennis pro and hoops program	21,000
803.002	<b>PROFESSIONAL SERVICES - CONTRACTS: CLASS TRIPS</b> Includes, but not limited to fitness, youth, adult and pre-school programs. Larger program offerings and higher enrollment.	80,000

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CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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**PROGRAMS - 753**

803.003	PROFESSIONAL SERVICES - CONTRACTS: SENIOR TRIPS Includes, but not limited to admissions on trips, and restaurant fees contingent upon Senior program offerings	15,000
803.004	PROFESSIONAL SERVICES - CONTRACTS: LATCHKEY Includes, but not limited to professional services for special programs and admissions for field trips	8,500
803.005	PROFESSIONAL SERVICES - CONTRACTS: DAY CAMPS Includes, but not limited to professional services for special programs and admissions for field trips	62,500
803.006	PROFESSIONAL SERVICES - CONTRACTS: SPECIAL PROGRAMS Includes but not limited to holiday programs, concerts in the park, volunteer programs, recognition tea, magician, clowns, and reptilians.	10,000
803.007	PROFESSIONAL SERVICES - CONTRACTS: DREAM CRUISE Contracts for all entertainment and activities, rides etc. associated with the annual dream cruise event.	5,000
803.008	PROFESSIONAL SERVICES - CONTRACTS - FOURTH OF JULY Fourth of July programs, and other rental contracts	24,000
956.000	MISCELLANEOUS	100
<b>TOTAL</b>		<b>\$856,349</b>

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# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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## PARKS - 754

702.000	SALARIES	8,273
	Includes partial or full salaries for Recreation Director. All full-time wages budgeted at the <u>maximum</u> per position as per the 1997 MML wage study.	
706.000	WAGES - HOURLY: PROGRAM / ATHLETIC LEAGUES	97,379
	All full-time wages budgeted at the <u>maximum</u> per position as per the 1997 MML wage study.	
715-724.000	BENEFITS	37,911
	Employee benefits for staff	
744.000	UNIFORM PURCHASE	500
	Uniform and t-shirt purchases as per contractual obligations	
776.000	SUPPLIES - PARKS MAINTENANCE	18,500
	Includes all supplies for the maintenance of the public parks including maintenance of minor machinery, fertilizers, minor hand tools and equipment and all adopt-a-garden supplies for community service programs.	
802.000	PROFESSIONAL SERVICES	4,500
	Includes any necessary professional service contracts for park development	
956.000	MISCELLANEOUS/TRAINING	600
	<b>TOTAL</b>	<b>167,663</b>

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### POOL - 756

702.000	<b>SALARIES</b> Pool Manager; and 25% of Rec Programmer All full-time wages budgeted at MML study maximum per position classification.	24,350
706.000	<b>WAGES - HOURLY</b> Partial salaries for Maintenance II employee All seasonal help for pool operations including, lifeguards, cashier, and manager. Lifeguards and non-management staff. No change in staffing size anticipated.	150,811
715 - 724.000	<b>BENEFITS</b> Employee benefits for full and part-time staff	15,594
727.000	<b>SUPPLIES - OFFICE</b> Office supplies, mailer, other printing, Recreation server software costs. etc.	1,350
744.000	<b>UNIFORMS</b> Swim suits and T-shirts, item required by management only.	2,000
756.000	<b>SUPPLIES - OPERATING</b> Includes, but not limited to first aid kit, test kits, chlorine, acid, filter sand conditioners and stabilizers, cleaning supplies, weather dependant. Higher usage during hot weather.	18,500
787.000	<b>SUPPLIES - PROGRAMS</b> Teaching aids and manuals	1,000

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### POOL- 756

802.000	PROFESSIONAL SERVICES	10,000
	American Red Cross, consulting services, opening and closing costs, other costs including licensing for slides, boiler and pool examination etc.	
853.000	COMMUNICATIONS - TELEPHONES / RADIOS / PAGERS	250
	Very few costs in this category. Cell phones have replaced our walkie talkies. Some special events at the pool may require additional communication i.e. two-way communications equipment.	
920.000	PUBLIC UTILITIES	28,500
	Increase in utility costs overall including additional irrigation costs and water increases.	
931.000	BUILDING MAINTENANCE	14,000
	Repairs to building and pool as needed. Pool property and equipment is older and may need additional maintenance.	
956.000	MISCELLANEOUS	500
	<b>TOTAL</b>	<b>266,855</b>



**DEBT SERVICE FUNDS**  
**TYPE - GOVERNMENTAL**

**PURPOSE** - This fund is used to record the payment of interest and principal on long term general obligation debt other than that payable from special assessments and debt issued for and serviced primarily by an Enterprise Fund.

**CHARACTER** - There are three types of long term debt, the servicing of which should occur in Debt Service Funds (1) term or sinking fund bonds; (2) serial bonds; and (3) notes and time warrants having a maturity more than one year after date of issue.

**DISTINGUISHING FEATURES** - All the "General Obligation" long term debt of the unit, except in those units that have ordinances or resolutions requiring separate funds for each issue, is accounted for in this fund.

2015 - 2016 budget

DEBT SCHEDULE ALL OBLIGATIONS					
FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	TV Growth	Cost in Mills
15-16	1,696,350	440,783	2,137,133	321,468,780	6.6480
16-17	1,042,148	407,902	1,450,050	324,683,468	4.4660
17-18	897,632	377,223	1,274,855	327,930,302	3.8876
18-19	952,965	347,500	1,300,465	331,209,606	3.9264
19-20	1,033,920	316,580	1,350,500	334,521,702	4.0371
20-21	1,040,036	281,622	1,321,658	337,866,919	3.9118
21-22	1,121,620	244,012	1,365,632	341,245,588	4.0019
22-23	1,125,900	202,716	1,328,616	344,658,044	3.8549
23-24	1,129,279	160,299	1,289,578	348,104,624	3.7046
24-25	969,727	115,541	1,085,268	351,585,670	3.0868
25-26	720,176	84,249	804,425	355,101,527	2.2653
26-27	892,818	60,633	953,451	358,652,542	2.6584
24-28	668,136	34,483	702,619	362,239,068	1.9397
28-29	15,272	10,582	25,854	365,861,458	0.0707

TOTALS	13,305,980	3,084,125	16,390,105		
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	PRINCIPAL	INTEREST	TOTAL
2009 REFUNDED BONDS	485,000	7,275	492,275
SERIES I - 2010 REZEB BONDS	250,000	151,887	401,887
SERIES I - 2012 STREET BONDS	200,000	62,000	262,000
SERIES I - 2014 STREET BONDS	500,000	110,941	610,941
2007 11 MILE G.O.BONDS	50,000	52,019	102,019
GWK BONDS	211,350	56,661	268,011
	1,696,350	440,783	2,137,133

ACCOUNT # DEPARTMENT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>GWK DRAIN DEBT 225</b>							
<b>225 REVENUE</b>							
403000	TAX COLLECTIONS CURRENT	224,781	291,467	225,140	225,478	0.15%	338
407000	TAX COLLECTIONS DELINQUENT	4,250	5,800	4,500	4,500	0.00%	-
664000	INTEREST EARNINGS	2,812	1,439	850	850	0.00%	-
668000	GWK (DETROIT REIMB)	37,231	37,173	37,173	37,226	0.14%	53
699395	FB APPROPRIATION	-	-	-	-	0.00%	-
<b>Total</b>		<b>269,074</b>	<b>335,879</b>	<b>267,663</b>	<b>268,054</b>	<b>0.15%</b>	<b>391</b>
<b>225 EXPENDITURE</b>							
802000	PROFESSIONAL SERVICE	4,244	-	-	-	0.00%	-
994000	PRINCIPAL 2000A-E, 2005, 2007 BONDS	200,373	200,371	205,394	211,350	2.90%	5,956
995000	INTEREST 2000A-E, 2005, 2007 BONDS	67,672	64,952	62,233	56,661	-8.95%	(5,572)
999000	PAYING AGENT FEES	8	31	27	27	0.00%	-
<b>Total</b>		<b>272,297</b>	<b>265,354</b>	<b>267,654</b>	<b>268,038</b>	<b>0.14%</b>	<b>384</b>
JUNE 30 2014 FUND BALANCE (AUDITED)				283,332			
2014-15 ESTIMATED INCREASE/(DECREASE)				70,525			
JUNE 30 2015 FUND BALANCE (ESTIMATED)				353,857			
2015-16 BUDGETED REVENUE				268,054			
APPROPRIATION FROM FUND BALANCE				-			
2015-16 BUDGETED EXPENDITURE				268,038			
JUNE 30 2016 FUND BALANCE (ESTIMATED)				353,873			

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### GWK DRAIN - DEBT FUND - 225

#### REVENUE - 000

000-403.000	CURRENT TAX COLLECTIONS Tax collection (less delinquencies) needed to retire GWK bonds, based upon taxable value of \$321,468,780 and 0.7154 mills.	225,478
000-407.000	TAX COLLECTIONS DELINQUENT Delinquent current tax collections collected after February 28, 2016.	4,500
000-664.000	INTEREST EARNINGS Earnings on tax collections for the season based upon estimated average balances of approximately \$285,000	850
000-698.000	RACKHAM REIMBURSEMENT Reimbursement for portion of GWK Drain debt by the City of Detroit per contractual agreement. Reimbursement is equal to 13.89% of the total GWK debt..	37,226
<b>TOTAL FUND</b>		<b>268,054</b>

#### EXPENDITURES - 200

802.000	PROFESSIONAL SERVICE Legal Costs associated with drain matters and other as needed	0
994.000	PRINCIPAL PAYMENT	211,350
995.000	INTEREST PAYMENT DEBT	56,661
999.000	PAYING AGENT FEES	27
<b>TOTAL FUND</b>		<b>268,038</b>

ACCOUNT # DEPARTMENT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>REFUNDED BOND DEBT - 302</b>							
<b>302 REVENUE</b>							
403000	TAX COLLECTIONS CURRENT	1,339,607	1,339,150	1,329,101	221,371	-83.34%	(1,107,730)
407000	TAX COLLECTIONS DELINQUENT	25,200	24,180	35,000	35,000	0.00%	-
664000	INTEREST EARNINGS	1,876	1,393	650	1,250	92.31%	600
979395	APPROPRIATION FROM FUND BALANCE	-	-	-	240,000	100.00%	240,000
	<i>Total</i>	1,366,683	1,364,723	1,364,751	497,621	-63.54%	(867,130)
<b>302 EXPENDITURE</b>							
991000	PRINCIPAL PAYMENT DEBT	1,290,000	1,325,000	1,325,000	485,000	-63.40%	(840,000)
995000	INTEREST PAYMENT DEBT	70,425	54,300	34,425	7,275	-78.87%	(27,150)
999000	PAYING AGENT FEES / REFUNDING COSTS	251	250	350	350	0.00%	-
	<i>Total</i>	1,360,676	1,379,550	1,359,775	492,625	-63.77%	(867,150)
	JUNE 30 2014 FUND BALANCE (AUDITED)			265,265			
	2014-15 ESTIMATED INCREASE/(DECREASE)			(14,827)			
	JUNE 30 2015 FUND BALANCE (ESTIMATED)			250,438			
	2015-16 BUDGETED REVENUE			257,621			
	APPROPRIATION FROM FUND BALANCE			-			
	2015-16 BUDGETED EXPENDITURE			492,625			
	JUNE 30 2016 FUND BALANCE (ESTIMATED)			15,434			

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### REFUNDED G.O. BOND FUND - 302

**REVENUE**

403.000	CURRENT TAX COLLECTIONS Tax collection (less delinquencies) needed to retire the 2009 refunding street bonds. Current tax levy based upon TV of \$321,468,780 and 0.7975 mills.	221,371
407.000	TAX COLLECTIONS DELINQUENT Delinquent current tax collections collected after February 28, 2016	35,000
664.000	INTEREST EARNINGS Earnings on tax collections for the season based upon average balance of \$150,000 at less than 1.00%	1,250
979.395	APPROPRIATION FROM FUND BALANCE Appropriation to close fund	240,000

**TOTAL FUND**

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**497,621****EXPENDITURES**

991.000	PRINCIPAL PAYMENT DEBT Debt payment of refunding UTGO street bonds	485,000
995.000	INTEREST PAYMENT DEBT Interest payment on the above referenced debt Total interest UTGO street bonds	7,275
999.000	PAYING AGENT FEES Fees for the handling of the street improvement debt. estimated at \$350	350

**TOTAL FUND**

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**492,625**

ACCOUNT # DEPARTMENT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>11 MILE ROAD G.O. DEBT - 303</b>							
<b>303 REVENUE</b>							
664000	INTEREST EARNINGS	380	298	251	320	27.49%	69
676202	TRANSFER FROM MAJOR ROAD FUND	42,461	41,772	41,772	40,819	-2.28%	(953)
676592	TRANSFER FROM WATER FUND	63,692	62,658	62,658	61,228	-2.28%	(1,430)
	<i>Total</i>	106,533	104,728	104,681	102,367	-2.21%	(2,314)
<b>303 EXPENDITURE</b>							
991000	PRINCIPAL PAYMENT DEBT	50,000	50,000	50,000	50,000	0.00%	-
995000	INTEREST PAYMENT DEBT	56,644	55,488	54,331	52,018	-4.26%	(2,313)
999000	PAYING AGENT FEES/COSTS	750	750	350	350	0.00%	-
	<i>Total</i>	107,394	106,238	104,681	102,368	-2.21%	(2,313)
JUNE 30 2014 FUND BALANCE (AUDITED)				37,428			
2014-15 ESTIMATED INCREASE/(DECREASE)				(1,510)			
JUNE 30 2015 FUND BALANCE (ESTIMATED)				35,918			
2015-16 BUDGETED REVENUE				102,367			
APPROPRIATION FROM FUND BALANCE				-			
2015-16 BUDGETED EXPENDITURE				102,368			
JUNE 30 2016 FUND BALANCE (ESTIMATED)				35,917			

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### ELEVEN MILE GENERAL OBLIGATION STREET DEBT FUND - 303

#### REVENUE - 000

664.000	INTEREST EARNINGS Earnings on tax collections for the season based upon investment earnings at less than 1.50%.	320
676.202	TRANSFER FROM MAJOR ROAD Transfer of debt requirement monies to pay 11 mile road debt.	40,819
676.202	TRANSFER FROM WATER FUND Transfer of debt requirement monies to pay 11 mile road debt.	61,228
TOTAL FUND		<u>102,367</u>

#### EXPENDITURES - 300

991.000	PRINCIPAL PAYMENT DEBT Payment on 2007 11 Mile UTGO bond (no millage levy)	50,000
995.000	INTEREST PAYMENT DEBT Interest payment on the above referenced debt Total interest 2007 11 Mile Road G.O. bonds	52,018
999.000	PAYING AGENT FEES Fees for the handling of the street improvement debt estimated at \$350	350
TOTAL FUND		<u>102,368</u>



ACCOUNT # DEPARTMENT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>SERIES I - 2010 ROAD (REZEB) IMPROVEMENT BOND - 304</b>							
<b>000 REVENUE</b>							
403000	TAX COLLECTIONS CURRENT	423,974	356,095	412,428	362,095	-12.20%	(50,333)
407000	TAX COLLECTIONS DELINQUENT	2,500	7,550	2,450	2,450	0.00%	-
532000	REZEB BOND INTEREST	71,484	75,857	72,880	72,880	0.00%	-
664000	INTEREST EARNINGS	1,804	1,570	240	1,250	420.83%	1,010
	<i>Total</i>	499,762	441,072	487,998	438,675	-10.11%	(49,323)
<b>300 EXPENDITURE</b>							
991000	PRINCIPAL PAYMENT DEBT	325,000	325,000	325,000	250,000	-23.08%	(75,000)
995000	INTEREST PAYMENT DEBT	171,463	161,956	161,956	151,887	-6.22%	(10,069)
999000	PAYING AGENT FEES/COSTS	750	475	350	350	0.00%	-
	<i>Total</i>	497,213	487,431	487,306	402,237	-17.46%	(85,069)
	JUNE 30 2014 FUND BALANCE (AUDITED)			188,080			
	2014-15 ESTIMATED INCREASE/(DECREASE)			(46,359)			
	JUNE 30 2015 FUND BALANCE (ESTIMATED)			141,721			
	2015-16 BUDGETED REVENUE			438,675			
	APPROPRIATION FROM FUND BALANCE			-			
	2015-16 BUDGETED EXPENDITURE			402,237			
	JUNE 30 2016 FUND BALANCE (ESTIMATED)			178,159			

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# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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## ROAD IMPROVEMENT REZEB 2010 BOND - 304

### REVENUE - 000

000-403.000	TAX COLLECTIONS Current tax collection for payment of 2015-16 debt obligations based upon current TV and 1.1340 mills	362,095
000-407.000	TAX COLLECTIONS DELINQUENT Delinquent current tax collections after February 28, 2016.	2,450
000-664.000	REZEB BOND INTEREST REFUND Refund on interest paid on bonds via Recovery Zone Economic Development Bond program.	72,880
000-664.000	INTEREST EARNINGS Earnings on tax collections for the season based upon investment earnings at 1.00%.	1,250
<b>TOTAL FUND</b>		<b>438,675</b>

### EXPENDITURES - 304

991.000	PRINCIPAL PAYMENT DEBT Payment on 2010 SER7ES I UTGO DEBT	250,000
995.000	INTEREST PAYMENT DEBT Interest payment on the above referenced debt Total interest 2010 SERIES I ROAD UTGO bonds	151,887
999.000	PAYING AGENT FEES Fees for the handling of the street improvement debt, estimated at \$350	350
<b>TOTAL FUND</b>		<b>402,237</b>

ACCOUNT # DEPARTMENT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>SERIES II - 2012 ROAD IMPROVEMENT BOND - 305</b>							
<b>000 REVENUE</b>							
403000	TAX COLLECTIONS CURRENT	209,515	173,463	172,752	269,673	56.10%	96,921
407000	TAX COLLECTIONS DELINQUENT	-	1,620	2,450	2,450	0.00%	-
664000	INTEREST EARNINGS	18	18	120	100	-16.67%	(20)
676304	TRANSFER TO DEBT SERVICE FUND	-	-				
	<b>Total</b>	<b>209,533</b>	<b>175,101</b>	<b>175,322</b>	<b>272,223</b>	<b>55.27%</b>	<b>96,901</b>
<b>300 EXPENDITURE</b>							
991000	PRINCIPAL PAYMENT DEBT	75,000	100,000	100,000	200,000	100.00%	100,000
995000	INTEREST PAYMENT DEBT	67,592	66,750	65,000	62,000	-4.62%	(3,000)
999000	PAYING AGENT FEES/COSTS	250	250	350	250	-28.57%	(100)
	<b>Total</b>	<b>142,842</b>	<b>167,000</b>	<b>165,350</b>	<b>262,250</b>	<b>58.60%</b>	<b>96,900</b>
	JUNE 30 2014 FUND BALANCE (AUDITED)			17,702			
	2014-15 ESTIMATED INCREASE/(DECREASE)			8,101			
	JUNE 30 2015 FUND BALANCE (ESTIMATED)			25,803			
	2015-16 BUDGETED REVENUE			272,223			
	APPROPRIATION FROM FUND BALANCE			-			
	2015-16 BUDGETED EXPENDITURE			262,250			
	JUNE 30 2016 FUND BALANCE (ESTIMATED)			35,776			

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### ROAD IMPROVEMENT UTGO SERIES II - 2012 BOND - 305

#### REVENUE - 000

000-403.000	TAX COLLECTIONS Current tax collection for payment of 2015-16 debt obligations based upon current TV and 0.8465 mills	269,673
000-407.000	TAX COLLECTIONS DELINQUENT Delinquent current tax collections after February 28, 2016.	2,450
000-664.000	INTEREST EARNINGS Earnings on tax collections for the season based upon investment earnings at 1.00%.	120

#### TOTAL FUND

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**272,223**

#### EXPENDITURES - 305

991.000	PRINCIPAL PAYMENT DEBT Payment on 2012 Series 1 UTGO debt	100,000
995.000	INTEREST PAYMENT DEBT Interest payment on the above referenced debt Total interest 2012 SERIES I ROAD UTGO bonds	62,000
999.000	PAYING AGENT FEES Fees for the handling of the street improvement debt.	350

#### TOTAL FUND

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**262,250**

ACCOUNT # DEPARTMENT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>SERIES I - 2014 ROAD IMPROVEMENT BOND - 306</b>							
<b>000 REVENUE</b>							
403000	TAX COLLECTIONS CURRENT	-	133,665	134,525	633,704	371.07%	499,179
407000	TAX COLLECTIONS DELINQUENT	-	1,850	2,450	2,450	0.00%	-
664000	INTEREST EARNINGS	-	100	120	120	0.00%	-
676304	TRANSFER TO DEBT SERVICE FUND	-					
<b>Total</b>		-	135,615	137,095	636,274	364.11%	499,179
<b>300 EXPENDITURE</b>							
991000	PRINCIPAL PAYMENT DEBT	-	-	10,000	500,000	4900.00%	490,000
995000	INTEREST PAYMENT DEBT	-	91,323	101,750	110,941	9.03%	9,191
999000	PAYING AGENT FEES/COSTS	-	10,175	350	350	0.00%	-
<b>Total</b>		-	101,498	112,100	611,291	445.31%	499,191
JUNE 30 2014 FUND BALANCE (AUDITED)				315			
2014-15 ESTIMATED INCREASE/(DECREASE)				34,117			
JUNE 30 2015 FUND BALANCE (ESTIMATED)				34,432			
2015-16 BUDGETED REVENUE				636,274			
APPROPRIATION FROM FUND BALANCE				-			
2015-16 BUDGETED EXPENDITURE				611,291			
JUNE 30 2016 FUND BALANCE (ESTIMATED)				59,415			

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### ROAD IMPROVEMENT UTGO SERIES II - 2014 BOND - 306

#### REVENUE - 000

000-403.000	TAX COLLECTIONS Current tax collection for payment of 2015-16 obligations based upon current TV of 321,468,780 and 1.9789 mills	633,694
000-407.000	TAX COLLECTIONS DELINQUENT Delinquent current tax collections collected after February 28, 2016.	2,450
000-664.000	INTEREST EARNINGS Earnings on tax collections for the season based upon investment earnings at 1.00%.	120

#### TOTAL FUND

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**636,274**

#### EXPENDITURES - 305

991.000	PRINCIPAL PAYMENT DEBT Payment on 2014 Series 1 UTGO debt	500,000
995.000	INTEREST PAYMENT DEBT Interest payment on the above referenced debt Total interest 2014 Series 1 UTGO debt	110,941
999.000	PAYING AGENT FEES Fees for the handling of the street improvement debt.	350

#### TOTAL FUND

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**611,291**

**CAPITAL PLANNING FUND - 402**

**FUND TYPE - GOVERNMENTAL**

**PURPOSE** - This fund is used to account for earmarked revenue set aside for statutory public improvements of a major nature.

**CHARACTER** - This is a capital facilities fund and is used to record revenue transferred from the General Fund and construction of major statutory capital projects authorized by Act 135, Public Acts of 1956, as amended.

**DISTINGUISHING FEATURES** - This fund can be found in any local unit or government. Money which may be placed in this fund is limited by statute to "non-tax" revenues, such as charges for services, licenses and permits, sales of general fixed assets, state shared revenues, earned interest, etc. Revenue in this fund is transferred from General Fund, However, if local charter permits a tax levy for capital outlay public improvements this fund may be used.

ACCOUNT #	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>CAPITAL PLANNING - 402</b>							
402	REVENUE						
531000	GRANT REVENUE		14,000	15,000	15,000	0.00%	-
664000	INTEREST EARNINGS	1,095	5,010	3,500	4,500	28.57%	1,000
676101	GENERAL FUND CONTRIBUTION	182,203	232,856	232,858	255,404	9.68%	22,546
677000	GF PARKS RESERVE CONTRIBUTION	-	-	-	-	0.00%	-
677001	GF CABLE RESERVE CONTRIBUTION	-	-	-	-	0.00%	-
677002	TRUST FUND LIBRARY CONTRIBUTION	-	-	-	-	0.00%	-
676592	WATER FUND CONTRIBUTION	-	-	-	-	0.00%	-
695000	MISCELLANEOUS INCOME	5,950	5,000	-	-	0.00%	-
979395	APPROPRIATION FROM FUND BALANCE	-	-	84,325	131,296	55.70%	46,971
	<b>Total</b>	<b>189,248</b>	<b>256,866</b>	<b>335,683</b>	<b>406,200</b>	<b>21.01%</b>	<b>70,517</b>
402	EXPENDITURE						
970171	COMMISSION	16,014	300	-	-	0.00%	-
970171	GENERAL ADMINISTRATION	-	298,482	25,000	70,000	180.00%	45,000
970301	PUBLIC SAFETY	-	-	32,600	9,400	-71.17%	(23,200)
970441	DPS	6,880	-	10,000	48,500	385.00%	38,500
970751	REC CENTER/POOL/PARKS	62,842	97,366	100,000	89,200	-10.80%	(10,800)
970790	LIBRARY	7,052	-	-	21,600	100.00%	21,600
970970	CABLE	-	-	-	-	0.00%	-
	<b>Total</b>	<b>92,788</b>	<b>396,148</b>	<b>167,600</b>	<b>238,700</b>	<b>42.42%</b>	<b>71,100</b>
	JUNE 30 2014 FUND BALANCE (AUDITED)		419,765				
	2014-15 ESTIMATED INCREASE/(DECREASE)		(139,282)				
	JUNE 30 2015 FUND BALANCE (ESTIMATED)		280,483				
	2015-16 BUDGETED REVENUE		274,904				
	APPROPRIATION FROM FUND BALANCE		131,296				
	2015-16 BUDGETED EXPENDITURE		238,700				
	JUNE 30 2016 FUND BALANCE (ESTIMATED)		185,391				



## CAPITAL FACILITIES BUDGET WORKSHEET

STATUS	PROJECT DESCRIPTION	PROJECTED YEAR	FISCAL YEAR BEGINNING					TOTAL OUTLAY	CURRENT RESERVE	TOTAL FUTURE RESERVE	PERCENT OF BUDGET
			2015	2016	2017	2018	2019				
1	ON HOLD HVAC Damping System	ON HOLD	-	-	-	-	-	-	-	-	0.00%
2	RESERVE Interior Upgrade Reserve	RESERVE	2,500	2,500	2,500	2,500	2,500	12,500	3,492	15,992	1.25%
3	BUDGET Commission Room Referbish, Desk, Chairs	BUDGET	50,000	-	-	-	-	50,000	13,968	-	4.98%
4	RESERVE Carpeting and Furniture/Interior Finishes	RESERVE	2,000	2,000	2,000	2,000	2,000	10,000	2,793	12,793	1.00%
5	RESERVE Server Reserve	RESERVE	1,000	1,000	1,000	1,000	1,000	5,000	1,396	6,396	0.50%
6	BUDGET Portable Tricaster (suitecase studio) remote location videoc	BUDGET	20,000	-	-	-	-	20,000	5,587	25,587	1.99%
TOTAL ADMINISTRATION/CITY HALL			75,500	5,500	5,500	5,500	5,500	97,500	27,236	60,768	9.71%
7	RESERVE HVAC	RESERVE	2,000	2,000	2,000	2,000	2,000	10,000	2,793	12,793	1.00%
8	RESERVE Building Maintenance Reserve	RESERVE	10,000	5,000	5,000	5,000	5,000	30,000	8,380	38,380	2.99%
9	BUDGET Scene Lighting for Fire Vehicles	BUDGET	3,400	-	2,500	2,500	2,500	10,900	3,045	-	1.09%
10	BUDGET Fire hose Replacement	BUDGET	3,000	2,500	2,500	2,500	2,500	13,000	3,631	-	1.29%
11	BUDGET SCBA Air Tank Replacement (multi-year program)	BUDGET	3,000	3,000	3,200	3,200	3,200	15,600	4,358	-	1.55%
12	ON HOLD Diesel Exhaust System Firehouse (2016)	ON HOLD	8,000	8,000	-	-	-	16,000	4,469	20,469	1.59%
TOTAL PUBLIC SAFETY			29,400	20,500	15,200	15,200	15,200	95,500	26,676	71,642	9.51%
13	RESERVE Building Repair	RESERVE	10,000	10,000	10,000	10,000	10,000	50,000	13,968	63,968	4.98%
14	BUDGET DPW Office/Lunchroom/Refurbish	BUDGET	10,000	15,000	-	-	-	25,000	6,984	31,984	2.49%
15	RESERVE Roof replacement reserve	RESERVE	5,000	5,000	7,500	5,000	-	22,500	6,285	28,785	2.24%
16	BUDGET City Tree Replacement Program	BUDGET	10,000	10,000	10,000	10,000	10,000	50,000	13,968	-	4.98%
17	BUDGET Overhead Door replacement Dpw South Garage	BUDGET	25,000	-	-	-	-	25,000	6,984	-	2.49%
18	BUDGET Tree Keeper Software Upgrade	BUDGET	3,500	-	-	-	-	3,500	977	-	0.35%
TOTAL DEPARTMENT OF PUBLIC WORKS			63,500	40,000	27,500	25,000	20,000	176,000	49,166	124,737	17.53%
19	RESERVE Recreation Center Reserve	RESERVE	10,000	10,000	10,000	10,000	10,000	50,000	13,968	63,968	4.98%
20	BUDGET Latchkey Room/2015	BUDGET	20,000	-	-	2,000	2,000	24,000	6,704	-	2.39%
21	ON HOLD Peasly Park & 11 Mile Huntington Renovation	ON HOLD	50,000	75,000	-	-	-	125,000	34,920	159,920	12.45%
22	ON HOLD Scotia Park Rehabilitation	ON HOLD	20,000	-	-	-	-	20,000	5,587	25,587	1.99%
23	RESERVE Recreation Masterplan Update	RESERVE	-	2,000	2,000	2,000	2,000	8,000	2,234	10,234	0.80%
24	BUDGET Jogging Track Re-surface	BUDGET	30,000	-	3,000	3,000	3,000	39,000	10,895	-	3.88%
25	BUDGET H.W. Pool - North deck/shading redesign	BUDGET	25,000	10,000	10,000	10,000	10,000	65,000	18,158	-	6.47%
26	RESERVE Park Development	RESERVE	10,000	10,000	10,000	10,000	10,000	50,000	13,968	63,968	4.98%
27	BUDGET SEMREO REPAYMENT - Solar Panel	BUDGET	14,200	14,200	14,200	14,200	14,200	71,000	19,834	-	7.07%
TOTAL RECREATION CENTER			179,200	121,200	49,200	51,200	51,200	452,000	126,268	323,677	45.02%
28	RESERVE Automation, equipment, HVAC reserve	RESERVE	5,000	5,000	5,000	5,000	5,000	25,000	6,984	31,984	2.49%
29	BUDGET Technology Upgrades - Computers	BUDGET	12,500	-	-	-	-	12,500	3,492	-	1.25%
30	RESERVE Library Furniture Upholstry	RESERVE	2,000	2,000	2,000	2,000	2,000	10,000	2,793	12,793	1.00%
32	ON HOLD HVAC REPLACEMENT - Engineering report pending	PLANNED 2016	30,000	60,000	-	-	-	90,000	25,142	115,142	8.96%
33	BUDGET SEMREO REPAYMENT - Library Windows	BUDGET	9,100	9,100	9,100	9,100	9,100	45,500	12,711	-	4.53%
TOTAL LIBRARY			58,600	76,100	16,100	16,100	16,100	183,000	51,122	159,919	18.23%
			406,200	263,300	113,500	113,000	108,000	1,004,000	280,468	740,743	100%

## CAPITAL PLANNING JUSTIFICATION 2015-16

**Commission Chambers** - Since the City Hall building was built in the early fifties, there had been only a few occasions where some improvements were made to the interior spaces. These were in 1983 and in 1998. In both instances these improvements were made to make this office space more usable. The City has as well improved energy efficiency with new lighting and windows. As you are eminently aware, the City Commission Table is in a state of disrepair. Based upon the age and condition of the table, replacement will be necessary. In doing so we will also look at the function of the table and look at ways to bring the usability of the table and surrounding equipment up to 2015 standards for use with new communication devices and technology.

**Portable Suitcase Studio** - The City has had numerous occasions where it would be in the best interest of the City Commission and the residents to move the meeting to a larger venue to accommodate larger crowds. Unfortunately, the video equipment we now have prevents us from moving the meeting and broadcasting live from a remote location. New technology is available that would allow the City to broadcast meetings easily from the Recreation Center or Library. The suitcase studio or tri-caster is designed to make this possible. The administration needs to look at all avenues available to us including contracting this service to a third party provider such as Community Media Network (CMN). I would suggest that the City budget for the mobile studio, in the event that we are unable to adequately contract these video services to a third party.

**Fire Hose** - The Public Safety department requests funding to purchase replacement lengths of fire hose used as supply and attack lines during firefighting operations at a cost of \$2000. Annually, fire departments are required to perform hose testing in accordance with NFPA standards and are further more required to take any hose lengths out of service that are dated prior to 1990. The department is in the process of replacing those lengths of hose that are determined defective as a result of testing or are still in service that are dated prior to 1990.

**SCBA Air Tank Apparatus** - The Public Safety department requests funding to purchase three (3) 3K psi self contained breathing apparatus (SCBA) air bottles at a cost of \$2,775. The department currently has twenty-four (24) SCBA air bottles in its inventory with each bottle having a life span of fifteen (15) years from the date of manufacture. Over the next several years the department will need to begin replacing Air Bottles that have reached their life-span date. Beginning a program of replacement over time will spread out the cost of purchasing these ageing SCBA air bottles.

**Scene Lighting** - Equipment needs to be purchased that would allow for emergency lighting of a scene via our Public Safety Department. This was not purchased when the new fire truck was delivered, and is a required piece of equipment for safety reasons.

**CAPITAL PLANNING JUSTIFICATION 2015-16**

**DPW Lunchroom Painting** - The common areas of the DPW building and the lunchroom are in poor condition and have not been improved in 50 years. The lighting in the main office is still the original lighting that was installed 6 decade ago. The lighting is inefficient and poor. The quality of the environment for our employees is poor as well. We believe, that even if the City determines to move forward with the re-development of the 11 Mile properties, the project will take some time, and perhaps 5-6 years to realize. That said, the painting and replacement of the lighting is imperative to create a clean safe work environment

**Tree Replacement Program** - The City has taken down well over 600 dead and hazardous trees in the past five years. The City now is in the process rebuilding our street tree inventory. The purchase of approximately 100 trees per season will allow the City to "catch-up" within a few years. With the help of community groups and donations where possible, we believe that the City will once again have a complete diverse inventory of street trees within a decade or so.

**Overhead Door Replacement DPW** - The size of the new dump trucks we now purchase are too high for the size of the bays we have available at the DPW. Moving these trucks indoor for repair and storage is critical and will extend the life of these vehicles. We have been very successful in maintaining our fleet of trucks well past the date where the vehicles are fully depreciated. We believe that the investment in raising the door heights to accommodate these new trucks will pay handsomely in the life of these \$150,0000 vehicles.

**Tree Keeper Software** - The City had invested in software designed by Davy Tree Company a decade ago to keep track of all the street trees in the City. We have used this software well. The current tree trimming program was bid on the data provided in the software, and has been a great tool in establishing how to manage one of our greatest city assets; our trees. The data provides for a full listing of all the trees in the City as well as many other attributes of the location, description, species and condition of the trees. This software now is very problematic due to changes in the technology, and in need of replacement.

**Latchkey Room refurbish** - The old recreation center building has been the home of our latchkey program for 30 years. The latchkey program has become a very important part of the program offering at the recreation center, and one where the City has continued to excel. The room is in need of new cabinetry and some other minor upgrades to the counter-top, lighting and the like. We believe that by improving the room, the program will continue to have a safe and usable environment for our schoolchildren by improving the latchkey facilities.

**Jogging Track Resurface** - Not completed last year, this is a holdover from the 2014-15 budget. The jogging track is now in need of a facelift. Failure to complete this task will vastly shorten its life. The track is used daily by Huntington Woods residents, and by the Burton school.

**H.W. Pool North Deck Shading** - Although the pool has been given numerous accolades for being the perfect fit for our community, the one aspect of the pool that has been lacking is shaded areas for reduced sun exposure. The City a few years ago spent some time and money reviewing the pool deck with an eye toward improvements. As a result of this effort the new play structure area, a new play structure, picnic tables and seating were installed, greatly improving the south side of the pool deck. The last part of the improvements were to add shading on the north portion of the deck surface. This much needed improvement has been on the drawing board and should be installed this season.

**Technology Upgrade Library** - The computers used in the Gardner technology center at the library are now in need of replacement. As of this date we have numerous machines that are not functional. These as well as a handful of other computers used by the staff are still on old operating systems that are not being upgraded. In order that we keep our clientele in the 21st century, and maintain our productivity with TLN, it is required that we replace these aging computers

**Solar Panels / Library Windows** - Continued funding to pay the debt obligation to SEMREO.

**BUDGET STABILIZATION FUND - 257**

**FUND TYPE - GOVERNMENTAL - SPECIAL REVENUE**

**PURPOSE** - This fund is used to account for funds set aside under the provisions of Public Act 30 of 1978, being Section 141.441 to 141.445 of the compiled laws of 1979..

**CHARACTER** - The fund is classified as a special revenue because of the limited uses of the fund assets as provided in Act 30 of the Public Acts of 1978.

**DISTINGUISHING FEATURES** - None. This fund may be found in any local unit .

**THIS FUND IS ROLLED INTO THE GENERAL FUND FOR (CAFR) Comprehensive Annual Financial Report purposes.**

DEPARTMENT	ACCOUNT #	DESCRIPTION	2014-15 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>BUDGET STABILIZATION - 257</b>								
	<b>REVENUE</b>							
	664.000	INTEREST EARNINGS	7,328	6,719	5,700	7,800	36.84%	2,100
	676.101	TRANSFER/GENERAL FUND	50,000	103,788	50,000	50,000	0.00%	-
	695.000	MISCELLANEOUS INCOME	-	-	-	-	0.00%	-
	979.395	APPROPRIATION FROM FUND BALANCE	-	-	-	-	0.00%	-
		<b>Total</b>	<b>57,328</b>	<b>110,507</b>	<b>55,700</b>	<b>57,800</b>	<b>3.77%</b>	<b>2,100</b>
	<b>EXPENDITURE</b>							
	956.000	MISCELLANEOUS	-	-	-	-	0.00%	-
	965.101	TRANSFER TO GENERAL FUND/ ADMIN	-	-	-	-	0.00%	-
		<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>JUNE 30 2014 FUND BALANCE (AUDITED)</b>			848,663				
	<b>2014-15 ESTIMATED INCREASE/(DECREASE)</b>			110,507				
	<b>JUNE 30 2015 FUND BALANCE (ESTIMATED)</b>			959,170				
	<b>2015-16 BUDGETED REVENUE</b>			57,800				
	<b>APPROPRIATION FROM FUND BALANCE</b>			-				
	<b>2015-16 BUDGETED EXPENDITURE</b>			-				
	<b>JUNE 30 2016 FUND BALANCE (ESTIMATED)</b>			1,016,970				

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# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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## BUDGET STABILIZATION FUND - 257

### REVENUE

000-664.000	INTEREST EARNINGS	7,800
	Earnings on idle funds invested as per the City investment policy.	
000-676.101	TRANSFER FROM GENERAL FUND	50,000
	Transfer into budget stabilization fund to maintain adequate fund balance and to provide for a rainy day fund as per State of Michigan 978 P.A. 30	
000-695.000	MISCELLANEOUS INCOME	--
000-979.395	FUND BALANCE APPROPRIATION	--

### TOTAL FUND

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**57,000**

### EXPENSES

**NONE ANTICIPATED**..... Expenses in the budget stabilization fund may only be made at the express wishes of the City Commission per resolution. The purpose of this fund is to place monies away for emergency purposes. The amount shown in this fund is recorded part of General Fund Equity as of June 30, 2011 as per the Governmental Accounting Standards Board (GASB).

**SANITATION FUND - 515**

PURPOSE - The Sanitation Fund is used, primarily, to record the operations of environmental services including recycling, yard waste and solid waste collection, processing and disposal.

CHARACTER - The Sanitation Fund is a self-supporting fund which does business with individuals and firms outside the local unit departments and is therefore classified as an enterprise fund.

DISTINGUISHING FEATURES - A Sanitation Fund can be found in any local unit of government. It is used to record the revenues and expenditures for the operation of a sanitation system. Fixed assets are recorded within the fund and depreciation is charged.



### SANITATION- 515

**GOALS** - Increased emphasis to promote further diversion of solid waste from the landfill. An attempt will be made to quantify participation in the recycling program with SOCRRA's help. The Environmental Advisory Committee will again consider ways to increase recycling and decrease landfill tonnage to have a positive impact on the Sanitation bottom line. The bi-annual electronics/metal/book drop-off & shredder event will again take place in October and May. These events pull a significant amount of material out of the landfill. DPW will continue to vacuum leaves from the curb in the fall. In addition, we will:

1. Participate in Governor Snyder's statewide initiative to double the recycling rate in Michigan to 30% by 2016.
2. Work to integrate Recyclebank in our efforts to increase recycling tonnage. Our partnership should help us with education and enhance the use of social media for recycling. Success will increase revenues and reduce costs.
3. Promote the curbside collection of clothing and other textiles as part of a program which, we hope, will start soon.
4. Work closely with SOCRRA to prepare the next RFP for the handling of all materials (recycling, yard waste and landfill material)
5. Work closely with SOCRRA as they plan for a member-wide conversion to single stream recycling
6. Develop a recycling policy for all rentals and events taking place in Huntington Woods.
7. Work closely with SOCRRA to develop expanded recycling throughout all of the SOCRRA communities. This benefits our City by increasing revenues to SOCRRA which are returned to the City in higher rebates. HW benefits disproportionately from these efforts because of our high rate of recycling.
8. Continue the curbside leaf collection program in the fall.

The major goal of the Department of Public Works remains to provide the residents of Huntington Woods with the very best service possible on a day to day basis.

ACCOUNT #	DESCRIPTION	2013-14	JUNE 30	2014-15	2015-16	BUDGET %	BUDGET \$
		ACTUAL	FINAL ESTIMATE	AMENDED BUDGET	PROPOSED BUDGET	INCREASE DECREASE	INCREASE DECREASE
SANITATION - 515							
515 REVENUE							
403000	CURRENT TAX COLLECTIONS	513,491	526,376	526,379	540,035	2.59%	13,656
404000	QUARTERLY USER FEES	-	-	-	-	0.00%	-
664000	INTEREST EARNINGS	572	548	500	500	0.00%	-
695000	MISCELLANEOUS	22,357	7,762	8,500	8,500	0.00%	-
979395	APPROPRIATION FUND BALANCE	-	7,865	9,146	-	-100.00%	(9,146)
		536,420	542,551	544,525	549,035	0.83%	4,510
515 EXPENDITURE							
702000	SALARIES	77,523	73,802	47,558	49,567	4.22%	2,009
706000	WAGES	18,097	24,250	28,390	22,977	-19.07%	(5,413)
715,000	SOCIAL SECURITY	7,309	6,947	5,810	5,549	-4.49%	(261)
716,000	HOSPITALIZATION/ OPTICAL	18,508	19,337	23,857	13,089	-45.14%	(10,768)
717,000	LIFE INSURANCE	289	256	247	213	-13.77%	(34)
718,000	RETIREMENT	27,325	27,726	23,337	25,565	9.55%	2,228
719,000	DENTAL	1,343	1,259	1,167	997	-14.57%	(170)
724000	BENEFITS	2,261	2,667	5,857	5,472	-6.57%	(385)
751000	SUPPLIES - GAS AND OIL	10,350	10,620	8,278	8,410	1.59%	132
756000	SUPPLIES - OPERATING	8,886	8,201	6,979	9,043	29.57%	2,064
802000	PROFESSIONAL SERVICES	351,680	350,274	369,500	376,400	1.87%	6,900
853000	COMMUNICATIONS - TELEPHONE	950	980	716	791	10.47%	75
860000	CONFERENCES AND WORKSHOPS	849	1,294	800	1,000	25.00%	200
880000	COMMUNITY PROMOTION	1,925	2,040	5,500	5,500	0.00%	-
920000	PUBLIC UTILITIES	3,770	3,670	5,157	5,193	0.70%	36
931000	MAINTENANCE - BUILDING	4,060	5,130	4,119	8,500	106.36%	4,381
934000	MAINTENANCE - OFFICE EQUIP	2,830	3,810	5,455	7,620	39.69%	2,165
940000	RENTAL - EQUIPMENT	60	270	1,298	1,310	0.92%	12
915000	MISCELLANEOUS CONTINGENCY	-	-	-	-	0.00%	-
956000	MISCELLANEOUS	-	18	500	500	0.00%	-
965101	TRANSFER TO GF (ADMINISTRATION)	-	-	-	-	0.00%	-
	Total	538,015	542,551	544,525	547,696	0.58%	3,171

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# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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## SANITATION- 515

### REVENUES - 000

403.000	CURRENT TAX REVENUE	540,035
404.000	QUARTERLY USER FEES	--
664.000	INTEREST EARNINGS	500
695.000	MISCELLANEOUS	8,500
	Includes, in part, proceeds from the scrap metal drop off and the sale of used motor oil.	
979.395	APPROPRIATION FUND BALANCE	--
	<b>CATEGORY TOTAL</b>	<b>549,035</b>

## SANITATION- 515

## EXPENDITURES - 500

702.000	ADMINISTRATION & STAFF	49,567
	Includes partial salary for the City Manager, Finance Director, Treasurer, DPW Managers, DPW Superintendent	
706.000	WAGES - HOURLY	22,977
	Includes wages for full-time city employees engaged in the non-contractual hauling of debris and the vacuuming and collection of fall leaves.	
715-724.000	BENEFITS - ALL EMPLOYEE	50,885
751.000	SUPPLIES - GAS & OIL	8,410
	Joint operating expense with DPW, 10% of total.	
756.000	SUPPLIES - OPERATING	9,043
	Joint operating expense with DPW, 10% of total. Recycling/trash container to be placed in all outdoor and indoor public venues (funded in part through the SC Johnson/Recyclebank Challenge prize money).	
802.000	PROFESSIONAL SERVICES	376,400
	<i>SOCRRA - recycling, landfill waste, yard waste &amp; chipping</i>	351,900
	<i>Contracts.</i>	
	Covers collection, disposal and processing of recycling, yard waste, refuse, household waste, electronics and chipping. Includes cost for fall and spring electronic and shredding events.	

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### SANITATION- 515

<i>Disposal Costs (other)</i>	1,000
Waste oil and incidentals. Solid waste disposal is incorporated into the SOCRRA bi-monthly fee.	
<i>Consultant</i>	500
<i>Temporary workers- leaf collection</i> 1000 hours @ \$13 .00 per hour	13,000
<i>Leaf Hauling</i>	10,000
Use of and hauling of leaves from the Ferndale DPW yard to SOCRRA's compost facility.	

**TOTAL FOR PROFESSIONAL SERVICES      376,400**

853.000	COMMUNICATIONS - TELEPHONE / PAGERS	791
	Joint operating expense with DPW, 3% of total.	
860.000	CONFERENCES, EDUCATION (TRAINING) & DUES	1,000
	Meetings, meals, & transportation. Michigan Recycling Coalition dues and conference (in state).	
880.000	COMMUNITY PROMOTIONS	5,500
	Materials used to increase recycling, increase solid waste diversion and expand yard waste awareness. This will continue this year.	
920.000	PUBLIC UTILITIES	5,193
	Joint operating expense with DPW, 3% of total. No change	
931.000	BUILDING MAINTENANCE - CONTRACTUAL	8,500
	Joint operating expense with DPW, 10% of total. No change	

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# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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## SANITATION- 515

934.000	MAINTENANCE - OFFICE EQUIPMENT Joint operating expense with DPW, 10% of total. No change	7,620
940.000	EQUIPMENT RENTAL	1,310
915.000	MISCELLANEOUS CONTINGENCY This account is available for unforeseen expenses. If unused the contingency will become additional equity at the end of the fiscal year.	—
956.000	MISCELLANEOUS	500
956.101	TRANSFER TO GF (ADMINISTRATION)	—
	<b>TOTAL</b>	<hr/> <b>547,696</b>

## **WATER FUND**

**PURPOSE** -

The Water Fund is used to record the operations of the water system.

**CHARACTER** -

The Water Fund is a self-supporting fund which does business with individuals and firms outside the local unit departments and is, therefore, classified as an enterprise.

**DISTINGUISHING  
FEATURES** -

A Water Fund is found in most local units of government. The fund is used to record the revenues and expenditures related to the operation of the water system. Fixed assets are recorded within the fund, and depreciation is charged.

**GOALS** -

As part of the continued maintenance of the water and sewer system, the Water Department will continue the process of cleaning the city's storm lines. Beginning in 2014, the Water Department will have the new sewer camera in use throughout the spring and summer. In conjunction with the use of the sewer camera, the VACTOR will be used to rod and clean the these lines.

The Water Department has begun replacing the water meters with new meters on an as needed basis. The new meters have no moveable parts and carry a 20-year warranty. We will begin to look at possible options to replace water meters citywide with these new smart meters in conjunction with the federal mandate to remove lead, present in our current meters, from our water system. This will also allow our transition to a fixed read system in the future.

ACCOUNT #	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>WATER AND SEWER - 592</b>							
<b>592 REVENUE</b>							
626000	INSTALLATION	5,150	1,250	500	500	0.00%	-
642000	WATER SERVICE	2,147,875	2,095,336	2,430,400	2,322,000	-4.46%	(108,400)
655000	PENALTIES	24,993	22,058	24,000	24,000	0.00%	-
664000	INVESTMENTS	5,765	5,796	5,200	5,200	0.00%	-
673000	FIXED ASSET SALE	1,600	-	-	-	0.00%	-
695000	MISCELLANEOUS/OVERFLOW ADJUSTMENT	4,323	-	-	-	0.00%	-
695001	CAPITAL REPLACEMENT FEE	115,915	115,916	115,915	164,220	41.67%	48,305
695002	READY TO SERVE FEE	-	-	-	144,900	100.00%	144,900
979395	APPROPRIATION RETAINED EARNINGS	-	215,630	-	45,207	100.00%	45,207
979491	APPROPRIATION FROM STREET BOND FUND	-	-	-	-		
	<b>Total</b>	<b>2,305,621</b>	<b>2,455,985</b>	<b>2,576,015</b>	<b>2,706,027</b>	<b>5.05%</b>	<b>130,012</b>

## NOTE

642.000 Rate increase equal to 8.8% based upon a lower usage rate of 21,500/ MCF  
 665.000 Penalty rate 5%  
 695.002 Ready to Serve Charge is new and based upon changes in the SOCWA and DWS System metrics.



ACCOUNT #	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>592 EXPENDITURE</b>							
702000	SALARIES/ADMINISTRATION	157,698	84,826	76,903	107,086	39.25%	30,183
706000	WAGES - HOURLY	67,818	147,852	164,248	151,041	-8.04%	(13,207)
715000	SOCIAL SECURITY	17,189	19,120	18,448	19,746	7.04%	1,298
716000	HOSPITALIZATION/ OPTICAL	60,298	62,315	57,686	59,803	3.67%	2,117
717000	LIFE INSURANCE	709	1,064	761	738	-3.02%	(23)
718000	RETIREMENT	56,664	60,516	43,727	59,455	35.97%	15,728
719000	DENTAL	3,500	3,403	4,068	3,760	-7.57%	(308)
724000	BENEFITS / FRINGES	3,678	5,573	20,940	22,372	6.84%	1,432
727000	OFFICE SUPPLIES	-	95	1,500	1,500	0.00%	-
744000	UNIFORMS	-	-	250	250	0.00%	-
751000	GAS AND OIL	41,360	47,590	33,113	42,054	27.00%	8,941
756000	SUPPLIES OPERATING	59,979	58,975	87,418	52,216	-40.27%	(35,202)
802000	PROFESSIONAL SERVICES	55,575	76,821	50,000	50,000	0.00%	-
853000	COMMUNICATIONS	8,000	8,830	5,974	6,596	10.41%	622
920000	UTILITIES	31,390	31,000	42,976	43,281	0.71%	305
927000	WATER PURCHASE	340,867	383,595	404,880	395,472	-2.32%	(9,408)
929000	SEWAGE DISPOSAL	990,122	1,053,809	1,099,312	1,103,180	0.35%	3,868
931000	MAINTENANCE BUILDING	16,200	20,520	16,476	42,500	157.95%	26,024
934000	MAINTENANCE OFFICE EQUIPMENT	11,300	17,200	21,823	38,100	74.59%	16,277
939000	MAINTENANCE VEHICLE/EQUIP	2,521	8,314	9,500	9,500	0.00%	-
940000	EQUIPMENT RENTAL	54,518	43,000	38,000	45,000	18.42%	7,000
956000	MISCELLANEOUS	2,278	1,686	1,800	1,800	0.00%	-
965101	TRANSFER TO GF (ADMINISTRATION)	191,627	191,707	191,788	164,349	-14.31%	(27,439)
965303	TRANSFER TO 11 MILE G.O. DEBT BOND FUND	63,692	63,175	62,658	61,228	-2.28%	(1,430)
965491	TRANSFER TO ROAD CONSTRUCTION FUND	-	-	-	-	0.00%	-
968000	DEPRECIATION	110,103	65,000	65,000	65,000	0.00%	-
968001	RETENTION - MACHINES	-	-	-	-	0.00%	-
972000	RETENTION - SYSTEM REPLACEMENT	-	-	35,818	-	-100.00%	(35,818)
982000	CAPITAL OUTLAY	-	-	-	160,000	100.00%	160,000
985000	CAPITAL OUTLAY VEHICLES	-	-	20,948	-	-100.00%	(20,948)
995000	INTEREST EXPENSE	-	-	-	-	0.00%	-
	<b>Total</b>	<b>2,347,086</b>	<b>2,455,986</b>	<b>2,576,015</b>	<b>2,706,027</b>	<b>5.05%</b>	<b>130,012</b>

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### REVENUES - 000

626.000	INSTALLATION	500
	Fees associated with the installation of new water service. Advent of rebuilds have increased tap fees significantly.	
642.000	WATER SERVICE	2,322,400
	Water & Sewage - \$10.80 / 100.25 cu. ft. (unit)	
	Represents a 4.0% increase. Based on 24.5 million gallons of water. Water consumption is still lower than in previous years and continues to decline	
655.000	PENALTIES	24,000
	Penalty rate adjusted to 5.0% as of July 1, 2014 as per budget resolution.	
664.000	INVESTMENT INCOME	5,200
	Investment earnings based upon markedly reduced interest rates at <1.00% or less	
673.000	FIXED ASSETS	0
695.000	MISCELLANEOUS	0
	No Look-back adjustment from Detroit this year	
695.001	CAPITAL REPLACEMENT	164,220
	Capital fee for pay-as-you-go replacement of water main.	
695.002	READY TO SERVE	144,900
	The 10% ready to serve fee approximates that portion of the billing from DWSD and SOCWA that are fixed.	
979.395	RETAINED EARNINGS RE-APPROPRIATION	45,207
	<b>CATEGORY TOTAL</b>	<b>2,706,027</b>

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### EXPENDITURES - 535

702.000	<b>SALARIES</b> Includes partial salary for the City Manager, Finance Director, Treasurer, Deputy Finance Director/Deputy Treasurer, DPW Managers, DPW Superintendent, P/T Clerks.	107,086
706.000	<b>WAGES - HOURLY</b> Includes wages for city employees engaged in maintaining the water and sewer system in the city; including meter reading and fire hydrant maintenance (as per personnel matrix). Over time will be kept to a minimum. Water main breaks that can safely wait will not be fixed on overtime.	151,041
715-724.000	<b>BENEFITS</b> All employees	165,874
727.000	<b>OFFICE SUPPLIES</b> Includes postage for water bills, printing, computer & general office supplies	1,500
744.000	<b>UNIFORMS</b> Purchase of rain suits, firemen boots, gloves and other apparel specifically used when repairing water or sewer lines	250
751.000	<b>GAS &amp; OIL</b> Redistribution of joint operating expense with 40% of joint operating Gas prices have continued to rise although no significant raise is expected in this fiscal year.	42,054
756.000	<b>SUPPLIES - REPAIR &amp; MAINTENANCE OF SYSTEM</b> Tools and materials used in repair of the water and sewer system. Includes such items as meters, hydrant parts, topsoil, sand, sod and patching material for returning areas impacted by water breaks to their original state. Includes a project to Camera and inspect all 26 miles of sanitary sewer line over several years. Additional 40% of joint operating allocation.	52,216

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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802.000	PROFESSIONAL SERVICES	50,000
	Hauling mud. Also includes such items as system repairs, cross connection inspection program, sewer foaming to reduce root intrusion and infra-red asphalt repair related to road restoration of areas impacted by water breaks.	
853.000	TELEPHONE/CELL PHONES/COMMUNICATION	6,596
	Joint operating expense with 25% of total communication cost	
920.000	UTILITIES	43,281
927.000	WATER PURCHASES	395,472
	The water rate for FY 2015-16 is \$10.80 per 1000 cubic feet calculated on 21.5 million gallons of annual usage. In addition, the SOCWA board has determined that due to the reduction in water usage, a fixed rate component will be charged as part of the billing cycle to all units using the system every month. Combined together SOCWA cost represents a 14% increase. All area rates have increased significantly based upon changes in the DWSD Billing formula. The rate we pay is determined by SOCWA using system-wide data.	
929.000	SEWAGE DISPOSAL	1,103,180
	Beginning on 7/1/2015 all sewage billings will be based on a flat rate rather than on a unit consumption basis. This rate will be in effect for a period of three years, and will not vary. The rate is based upon the average of usage over the past 5 years in the DWSD district.	
931.000	MAINTENANCE OF BUILDING	42,500
	Cost to water department to maintain shared facility with Public Services Additional painting and building repair included in this budget. 40% of Joint operating	
934.000	MAINTENANCE OF OFFICE EQUIPMENT	38,100
	Cost to water department to maintain shared data processing costs and equipment with public services. 40% of joint operating.	

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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939.000	MAINTENANCE VEHICLES / EQUIPMENT Supplies such as filters, tires, hoses for water department vehicles, specialized equipment for vacator.	9,500
940.000	EQUIPMENT RENTAL	45,000
956.000	MISCELLANEOUS	1,800
965.101	TRANSFER TO GF (ADMINISTRATION)	164,349
965-303	TRANSFER TO 11 MILE G.O. DEBT	61,228
965-491	TRANSFER TO ROAD CONSTRUCTION FUND	--
968.000	RETENTION - SYSTEM/DEPRECIATION	65,000
968.001	RETENTION - MACHINES	--
972.000	SYSTEM REPLACEMENT The City is in the process of putting together information for the purchase of water meters citywide in 2015-16. This is due to a number of factors including the reduction of federally mandated lead in the system, the age of the current meters and the need to reduce the labor cost associated with billing. The program will be implemented in a three year phase-in period. The process of reviewing the requirements will begin this spring. The goal will be to upgrade the entire metering system including provisions for radio/cell meter reading. This equipment purchase will cost approximately \$465,000 and could be covered by an installment loan.	160,000
982.000	CAPITAL OUTLAY Water main replacement will occur as part of the 2014 road program spending upon the bids received. The cost of the main will be handled by the infrastructure bond..	--
985.000	CAPITAL OUTLAY - VEHICLES	--

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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995.000

INTEREST EXPENSE

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CATEGORY TOTAL

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2,706,027

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### EQUIPMENT FUND

PURPOSE -

This fund is used to record the acquisition of new equipment or the replacement of old equipment.

CHARACTER -

This is a capital projects fund used to record the receipts and expenditures for the acquisition of major equipment only.

DISTINGUISHING  
FEATURES -

This fund can be found in any local unit. The life of the fund is limited to the length of time required to acquire the specified equipment. A balance remaining after acquiring the equipment is normally transferred to the Debt Service fund when bonds are issued.

ACCOUNT #	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	PROPOSED % OVER/UNDER ACTUAL AUDIT	BUDGET \$ INCREASE DECREASE
<b>EQUIPMENT - 661</b>							
<b>661 REVENUE</b>							
664000	INTEREST INCOME	1,701	3,059	1,100	1,100	-35.33%	-
670000	EQUIPMENT RENTAL	198,889	164,049	185,090	189,652	-4.64%	4,562
673000	SALE OF EQUIPMENT	(36,879)	1,773	2,500	2,500	-106.78%	-
676101	TRANSFER FROM GENERAL FUND	20,833	25,000	25,000	65,000	212.00%	40,000
695000	MISCELLANEOUS	25	-	-	-	-100.00%	-
979386	TRANSFER FROM EQUIPMENT RESERVE	-	-	-	-	0.00%	-
979395	TRANSFER FROM FUND BALANCE	-	44,927	97,476	101,869	100.00%	4,393
	<b>Total</b>	<b>184,569</b>	<b>238,808</b>	<b>311,166</b>	<b>360,121</b>	<b>95.11%</b>	<b>48,955</b>
<b>661 EXPENDITURE</b>							
702000	SALARIES ADMINISTRATIVE	-	7,437	8,643	8,904	100.00%	261
706000	WAGES - HOURLY	21,008	33,752	28,233	28,233	34.39%	-
715000	SOCIAL SECURITY	1,685	3,480	2,821	2,841	68.61%	20
716000	HOSPITALIZATION/ OPTICAL	3,568	9,209	768	52	-98.54%	(716)
717000	LIFE INSURANCE	36	96	116	99	175.00%	(17)
718000	RETIREMENT	243	387	2,182	1,807	643.62%	(375)
719000	DENTAL	229	448	787	703	206.99%	(84)
724000	BENEFITS	108	427	2,720	2,795	2487.96%	75
756000	SUPPLIES - OPERATING	81,091	88,229	65,000	82,000	1.12%	17,000
802008	PROFESSIONAL SERVICE	4,362	1,000	6,000	6,000	37.55%	-
968000	DEPRECIATION	77,908	67,000	65,000	65,000	-16.57%	-
983000	CAPITAL OUTLAY EQUIPMENT/VEHICLES	2,768	71,645	-	-	-100.00%	-
995000	INTEREST/ PRINCIPAL EXPENSE	7,728	7,871	100,896	161,687	1992.22%	60,791
	<b>Total</b>	<b>200,734</b>	<b>290,981</b>	<b>283,166</b>	<b>360,121</b>	<b>79.40%</b>	<b>76,955</b>

## NOTE

Standard Dump Truck to replace aging equipment  
One New standard pickup truck w/ plow



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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### EQUIPMENT FUND

#### REVENUES - 000

664.000	INTEREST INCOME Interest income on total available balance.	1,100
670.000	EQUIPMENT RENTAL Rental income scheduled to be collected from other funds for the rental of equipment. These figures are based on the State regulated equipment rate schedules for contractor equipment. Rental comes from the General Fund, Major and Local Roads and the Water Fund.	189,652
673.000	SALE OF EQUIPMENT Sale of outdated and used equipment from the Equipment Fund	2,500
676.101	TRANSFER FROM GENERAL FUND Transfers will be higher for the next few years to pay for the large amount of equipment purchased.	65,000
695.000	MISCELLANEOUS	--
979.395	TRANSFER FROM FUND BALANCE.	101,869
	<b>CATEGORY TOTAL</b>	<b>360,121</b>

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### EQUIPMENT FUND

#### EXPENDITURES -600

702.000	WAGES - SALARIED Portion of Finance Director's salary.	8,904
706.000	WAGES - HOURLY Wages for mechanics (as per personnel matrix).	28,233
715 -724.000	BENEFITS	8,297
756.000	SUPPLIES - OPERATING All parts and equipment for the maintenance of all city vehicles and other small equipment purchases.	82,000
802.008	PROFESSIONAL SERVICES Cost of professional services for storage, etc. installment loan financing costs.	6,000
968.000	DEPRECIATION Per equipment fund vehicle replacement schedule.	65,000
983.000	CAPITAL OUTLAY EQUIPMENT Equipment purchased on simple interest loans principal and interest payments on a current basis in 995.000	0
995.000	INTEREST/ PRINCIPAL EXPENSE Cost of installment purchase. Amount represents the principal and interest on patrol vehicles, fire vehicle, V-body dump truck, passenger bus.	161,687
<b>TOTAL</b>		<b>360,121</b>

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### POST RETIREMENTS BENEFIT FUND - 734

#### INTERNAL SERVICE FUND

**PURPOSE -**

These funds are utilized for the recording of expenses related to either health care or retirement issues. The City of Huntington Woods is actively working on programs through MERS to fund the legacy costs we have and have taken major steps to begin the process of reducing health care costs moving forward.

**CHARACTER -**

This is an intergovernmental service fund and receives the preponderance of its revenue from transfers made by other funds.

**DISTINGUISHING  
FEATURES -**

This fund can be found in any local unit. The life of the fund is generally unlimited. Balances roll from year to year, and serve as a budget stabilization tool. The goal is to place monies aside for legacy costs

ACCOUNT #	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATE	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>POST RETIREMENT BENEFITS- 734</b>							
<b>734 REVENUE</b>							
676101	GENERAL FUND CONTRIBUTION CURRENT	440,107	333,490	333,491	425,629	27.63%	92,138
676734	GENERAL FUND CONTRIBUTION OPEB	103,078	105,426	105,427	111,560	5.82%	
664000	INTEREST EARNINGS	7,867	5,876	2,500	5,000	100.00%	2,500
695000	MISCELLANEOUS	-	-	100	100	0.00%	-
	<b>Total</b>	<b>551,052</b>	<b>444,792</b>	<b>441,518</b>	<b>542,289</b>	<b>22.82%</b>	<b>94,638</b>
<b>734 EXPENDITURE</b>							
702000	SALARIES	9,862	9,670	21,152	21,791	3.02%	639
724000	BENEFITS	975	1,180	2,661	3,157	18.64%	496
724001	CURRENT RETIREE HEALTH CARE	412,265	445,000	349,697	371,777	6.31%	22,080
802000	PROFESSIONAL SERVICES	-	-	2,000	2,000	0.00%	-
956000	MISCELLANEOUS	-	-	100	100	0.00%	-
965734	TRANSFER TO MERS RHV FUND	63,908	63,908	63,908	141,464	121.36%	77,556
965101	TRANSFER TO GF (ADMIN)	2,000	2,000	2,000	2,000	0.00%	-
	<b>Total</b>	<b>489,010</b>	<b>521,758</b>	<b>441,518</b>	<b>542,289</b>	<b>22.82%</b>	<b>100,771</b>

THIS FUND IS RESPONSIBLE FOR THE CURRENT HEALTH CARE OBLIGATION FOR RETIREES AND THE OPEB FUNDING REQUIREMENT MONIES ARE TRANSMITTED TO MERS RETIREE HEALTH VEHICLE TRUST FOR OPEB PURPOSES

802.000 Professional Services only where needed

715 - 724 Benefit cost for administrative services provided by the finance director and City Manager

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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### POST RETIREMENT FUND - 734

**REVENUE**

676.101	GENERAL FUND CONTRIBUTION	425,629
	Contribution to fund the cost of current employee post retirement. Post Retirement benefit costs required to be calculated and are considered a liability.	
676-734	OPEB CONTRIBUTIONS - OTHER FUNDS	111,560
	Contribution based upon calculation of long term legacy costs. This amount represents approximately only 10% of the required OPEB contribution for the fiscal year equal to \$1,058,730. The City is required to show all unfunded OPEB (ARC's) Annual Required Contributions as a liability on the current year balance sheet.	
664.000	INTEREST EARNINGS	5,000
	Interest earning on invested idle funds at 1.25%	
695.000	MISCELLANEOUS	100
	Miscellaneous funding not budgeted elsewhere.	

**CATEGORY TOTAL**

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**542,289****EXPENDITURES**

702.000	SALARIES	21,791
	Salaries for administration cost of fund. Finance Director only	
724.000	BENEFITS COST	3,157
724.001	RETIREE HEALTHCARE COST	371,777
802.000	PROFESSIONAL SERVICES	2,000
956.000	MISCELLANEOUS	100
965.734	TRANSFER TO MERS RHV (OPEB)	141,464
965.101	TRANSFER TO GENERAL FUND	2,000
	Transfer to General Fund for administrative cost of fund.	

**CATEGORY TOTAL**

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**542,289**

**CONSTRUCTION FUNDS**

**PURPOSE -**

This fund is used to record the construction of major infrastructure projects, and is normally used to deposit bond proceeds.

**CHARACTER -  
DISTINGUISHING  
FEATURES -**

This is a Capital Projects Fund

This fund can be found in any local unit. The life of the fund is limited to the length of time required to spend the proceeds of a bond purchase for construction related uses. The monies used in this fund can only be utilized for the stated purpose for which intended

ACCOUNT # DEPARTMENT	DESCRIPTION	2013-14 ACTUAL	JUNE 30 FINAL ESTIMATES	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE
<b>ROAD CONSTRUCTION FUND - 491</b>							
000	REVENUE						
664000	INVESTMENT INCOME	4,983	6,833	1,500	5,100	240.00%	3,600
676101	TRANSFER FROM GENERAL FUND	-	-	-	-	0.00%	-
676592	TRANSFER FROM WATER FUND	-	-	-	-	0.00%	-
695000	MISC INCOME	-	4,141	-	-	0.00%	-
696000	BOND PROCEEDS	-	-	-	-	0.00%	-
979395	FUND BALANCE APPROPRIATION	324,010	1,919,806	885,000	1,650,573	86.51%	765,573
	<i>Total</i>	328,993	1,930,780	886,500	1,655,673	86.77%	769,173
NOTE	Bond Sale is pending for 2015-16						
491	EXPENDITURES						
676202	TRANSFER / MAJOR ROAD		485	-	-	0.00%	-
706,000	WAGES/BUILDING AND GROUNDS	29,048	-	-	-	0.00%	-
715000	SOCIAL SECURITY	2,222	3	-	3,027	100.00%	3,027
716000	HOSPITALIZATION/ OPTICAL	269	221	-	8,769	100.00%	8,769
717000	LIFE INSURANCE	-	-	-	100	100.00%	100
718000	RETIREMENT	1,913	2,588	-	18,781	100.00%	18,781
719000	DENTAL	-	-	-	395	100.00%	395
724000	BENEFITS	212	151	-	3,178	100.00%	3,178
756000	SUPPLIES	236	83	500	500	0.00%	-
802000	PROFESSIONAL SERVICES	-	4,574	-	39,573	100.00%	39,573
900000	PRINTING AND PUBLICATION	-	500	500	500	0.00%	-
940000	EQUIPMENT RENTAL	-	-	1,000	1,000	0.00%	-
956000	MISCELLANEOUS	-	312	250	250	0.00%	-
975000	CONSTRUCTION EXPENSES	-	-	-	-	0.00%	-
975001	CONSTRUCTION EXPENSES	1,155,397	1,659,405	1,500,000	1,500,000	0.00%	-
977001	CONSTRUCTION ENGINEERING	201,448	262,459	165,000	74,500	-54.85%	(90,500)
	<i>Total</i>	1,390,745	1,930,780	1,667,250	1,650,573	-1.00%	(16,677)

NOTE

Construction work will continue using the 2014 bond proceeds  
 DPW Manager to perform inspection services for the City of Huntington Woods no other contracted labor will be employed

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# CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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## ROAD CONSTRUCTION FUND - 491

### REVENUE - 000

664.000	INTEREST EARNINGS Earnings on tax collections for the season based upon average balance at 1.05%.	5,100
696.000	BOND PROCEEDS	--
979.395	RE-APPROPRIATION BOND PROCEEDS	1,650,573

### TOTAL FUND

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**1,655,673**

### EXPENDITURES

715 -724.000	BENEFITS	34,750
756.000	SUPPLIES Misc supplies purchased for road improvement project	500
802.000	PROFESSIONAL SERVICES Costs for contracted supervision services provided by Huntington Woods. This service will be provided by the engineering staff this construction season	39,573
900.000	PRINTING AND PUBLICATION Misc printing and publication supplies for distribution to homeowners	500
940.000	EQUIPMENT RENTAL	1,000
956.000	MISCELLANEOUS Expenses not budgeted elsewhere	250



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## CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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### ROAD CONSTRUCTION FUND - 491

975.001	CONSTRUCTION - SERIES I Interior roads reconstruct (as per 2015 building plan)	1,500,000
977.001	PE - CE (ENGINEERING) - SERIES I BOND	-- 74,500
	<b>TOTAL FUND</b>	<b><u>1,650,573</u></b>

<b>GENERAL FUND SUMMARY</b>	<b>2013-14 ACTUAL</b>	<b>JUNE 30 ESTIMATED ACTUAL</b>	<b>2014-15 AMENDED BUDGET</b>	<b>2015-16 PROPOSED BUDGET</b>	<b>BUDGET % INCREASE DECREASE</b>	<b>BUDGET \$ INCREASE DECREASE</b>
<b>REVENUES</b>						
TAX COLLECTIONS	5,230,080	5,392,294	5,361,044	5,530,723	3.17%	169,679
LICENSES AND PERMITS	485,469	570,044	440,950	496,550	12.61%	55,600
STATE REV. SHARING	554,637	561,691	558,295	569,219	1.96%	10,924
USER FEES - TRANSFER REVENUE	917,866	604,322	597,185	517,746	-13.30%	(79,439)
FUND BALANCE APPROPRIATION	-	-	-	-	0.00%	-
<b>Total</b>	<b>7,188,052</b>	<b>7,128,351</b>	<b>6,957,474</b>	<b>7,114,238</b>	<b>2.25%</b>	<b>156,764</b>
<b>EXPENDITURES</b>						
COMMISSION 101	18,735	20,114	22,925	22,925	0.00%	-
ADMINISTRATION 172	862,887	870,191	875,169	875,609	0.05%	440
PUBLIC SAFETY 301	3,155,686	3,411,984	3,343,329	3,342,678	-0.02%	(651)
DPS 441	388,860	417,884	432,807	400,655	-7.43%	(32,152)
LIBRARY 790	424,530	452,777	490,900	494,151	0.66%	3,251
CONTINGENT 941	-	-	-	45,028	100.00%	45,028
INSURANCE 954	117,794	93,500	121,600	125,600	3.29%	4,000
TRANSFERS 958	1,702,308	1,706,474	1,670,744	1,807,592	8.19%	136,848
<b>Total</b>	<b>6,670,800</b>	<b>6,972,924</b>	<b>6,957,474</b>	<b>7,114,238</b>	<b>2.25%</b>	<b>156,764</b>

CATEGORY	VALUATION AND MILLAGE HISTORY						CALCULATED PERCENTAGE CHANGE
	2010	2011	2012	2013	2014	2015	
OPERATING GENERAL FUND / REC FUND	16.6263	17.1263	17.6263	17.6263	17.4897	17.3013	-1.08%
SANITATION	1.7227	1.7227	1.7227	1.7227	1.7047	1.6799	-1.45%
RACKHAM	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	---
SUB TOTAL	18.3490	18.8490	19.3490	19.3490	19.1944	18.9812	-1.11%
DEBT MILLAGE	5.2105	6.8859	7.0389	7.4775	7.5160	5.4723	-27.19%
GRAND TOTAL LEVY	23.5595	25.7349	26.3879	26.8265	26.7104	24.4535	-8.45%
MILLAGE CHANGE %	7.34%	9.23%	2.54%	1.66%	-0.43%	-8.45%	
HEADLEE ROLL BACK ?	NO	NO	NO	NO	NO	NO	
COMPOUND MILLAGE REDUCTION FACTOR	1.0000	1.0000	1.0000	1.0000	0.9896	0.9855	-0.41%
TAXABLE VALUE	306,037,730	294,190,790	293,384,750	298,907,820	308,781,030	321,468,780	4.11%
AVG TAXABLE VALUE PER PARCEL	126,619	121,717	121,384	123,669	127,754	133,003	4.11%
GENERAL FUND TAX LEVY	5,023,456	4,976,090	5,109,145	5,205,330	5,335,791	5,495,473	2.99%
OPERATING TAX LEVY ALL FUNDS (LESS DEBT)	5,667,988	5,593,203	5,724,699	5,833,068	5,952,113	6,137,110	3.11%
AVG TAX PER PARCEL (LESS DEBT)	2,345	2,314	2,369	2,413	2,463	2,539	3.09%
AVG TAX PER PARCEL (INCL DEBT)	2,983	3,132	3,203	3,318	3,412	3,252	-4.68%
CHANGE IN TAXABLE VALUE	-6.04%	-3.87%	-0.27%	1.60%	3.30%	4.11%	---
CHANGE IN TAX DOLLARS	-3.34%	-1.32%	2.35%	2.35%	2.04%	3.11%	---
CONSUMERS PRICE INDEX	-0.30%	1.70%	2.70%	2.70%	1.60%	1.60%	---
FUND BALANCE APPROPRIATION	-	62,714	53,856	-	-	-	---
RE-APPROPRIATION AS A % OF TOTAL TAX LEVY	0.00%	1.12%	94.00%	0.00%	0.00%	0.00%	---
STATE SHARED REVENUE (BUDGETED)	800,916	747,064	792,233	886,507	909,828	924,345	1.60%
NO. OF HOMES	2,417	2,417	2,417	2,417	2,417	2,417	0.00%
POPULATION	6,151	6,238	6,238	6,238	6,238	6,238	0.00%
STATE SHARED REVENUE PER CAPITA	130.21	119.76	127.00	142.11	145.85	148.18	1.60%

## OPERATING MILLAGE CALCULATION 2015

	<b>GENERAL FUND EXPENSE</b>	<b>\$7,114,238</b>
<b>LESS:</b>		
	LICENSES AND PERMITS	496,550
	STATE REVENUE SHARING	569,219
	USER FEES	517,746
	FUND BALANCE APPROPRIATION	-
	TOTAL NON-TAX REVENUES	1,583,515
	TAX DOLLARS REQUIRED	\$5,530,723
	TAX PENALTIES	35,250
<b>LEVY REQUIREMENT</b>		<b>5,495,473</b>
<b>MILLAGE CALCULATION</b>		
	TAXABLE VALUE 12/31/14	321,468,780
	CALCULATED MILLAGE REQUIRED	17.0949
	2015 LEVY CEILING	17.0949
	TOTAL REVENUE RAISED	5,495,473
		<b>5,495,473</b>

## OTHER FUNDS LEVY REQUIREMENTS

	GENERAL	SANITATION	REC	GWK	REVENUE BOND	2010 REZEB	2012 ROAD	2014 ROAD
<b>TOTAL FUND EXPENSES</b>	7,114,238	547,696	1,918,053	268,038	492,625	402,237	262,250	611,291
<b>LESS: OTHER REVENUE</b>	1,583,515	9,000	1,101,702	38,076	241,250	1,250	100	120
<b>PLUS: CASH RESERVE</b>	-	-	-	-	5,000	(36,440)	10,000	25,000
<b>LEVY REQUIREMENT</b>	5,530,723	538,696	816,351	229,962	256,375	364,547	272,150	636,171
<b>MILLAGE DOLLAR LEVY</b>	5,495,473	540,035	66,351	229,979	256,371	364,546	272,123	636,155
<b>MILLAGE REQUIRED</b>	17.0949	1.6757	2.5394	0.7154	0.7975	1.1340	0.8465	1.9789
<b>MILLAGE LEVY</b>	17.0949	1.6757	2.5394	0.7154	0.7975	1.1340	0.8465	1.9789
<b>OVER/(UNDER)</b>	-	-	2.3330	-	-	-	-	-

**RACKHAM GOLF COURSE SERVICE FEE**  
**2015 CITY OF DETROIT (GWK 13.9% portion of debt)**

16,500

37,226

# STATE SHARED REVENUE 2015-2016

REVENUE TYPE	BASE MULTIPLIERS			2015	2014	2013	2012	2011
MAJOR STREETS								
POPULATION	6,238	31.05		193,689	190,570	186,516	185,143	164,969
MILEAGE	6.95	8,879	1.10	67,879	67,436	66,366	65,854	62,994
TOTAL MAJOR BUDGETED				261,568	258,006	252,882	250,997	227,963
TOTAL ACTUAL								
LOCAL STREETS								
POPULATION	6,238	10.25		63,939	63,502	62,192	61,693	54,989
MILEAGE	17.80	2,335	1.10	45,719	45,425	44,485	44,152	42,703
TOTAL LOCAL BUDGETED				109,658	108,927	106,677	105,845	97,692
TOTAL ACTUAL								
GRAND TOTAL ACT51				371,226	366,933	359,559	356,842	325,655
SALES TAX CONSTITUTIONAL	ESTIMATED			480,087	472,027	459,337	375,370	351,643
SALES TAX STATUTORY	ESTIMATED			73,032	70,868	67,611	60,021	69,766
INCOME TAX				-	-	-	-	-
SINGLE BUSINESS				-	-	-	-	-
INVENTORY DISTRIBUTION				-	-	-	-	-
TOTAL				553,119	542,895	526,948	435,391	421,409
GRAND TOTAL CITY				924,345	909,828	886,507	792,233	747,064

DEPT CLASSIFICATION	POSITION TYPE/GRADE	2015-16 BUDGETED	POSITIONS	TOTAL HOURS	FULL TIME EQUIVALENT
<b>ADMINISTRATION</b>					
City Manager	11	112,469	1.00	2,080	1.00
Finance Director (Contract Position)	C	89,041	1.00	2,080	1.00
Treasurer/Clerk/Personnel Director	7	71,951	1.00	2,080	1.00
Deputy Finance Director/ Treasurer	7	71,951	1.00	2,080	1.00
Code enforcement/Planning Official	5	55,917	1.00	2,080	1.00
Deputy Clerk	3	46,610	1.00	2,080	1.00
Communications (part-time)	PT	-	1.00	1,400	0.67
Planner (part-time)	C	-	1.00	520	0.25
<b>DEPARTMENT TOTAL</b>		<b>447,939</b>			
<b>FULL TIME EMPLOYEES/ FTE</b>			<b>6.00</b>		<b>6.92</b>

<b>PUBLIC SAFETY</b>					
Public Safety Director	10	104,623	1.00	2,080	1.00
LT/Detective	U	424,200	5.00	12,000	5.00
Public Safety Officer	U	738,815	11.00	24,200	11.00
Clerk Typist	1	40,190	1.00	2,080	1.00
<b>DEPARTMENT TOTAL</b>		<b>1,307,828</b>			
<b>FULL TIME EMPLOYEES/ FTE</b>			<b>18.00</b>		<b>18.00</b>

<b>PUBLIC SERVICES</b>					
Construction Supervisor (Contract Position)	C	-	-	-	-
Manager of Finance and Administration	6	66,471	1.00	2,080	1.00
DPW Manager	8	79,147	1.00	2,080	1.00
DPW Supervisor	6	65,410	1.00	2,080	1.00
Laborer	U	39,108	1.00	2,080	1.00
Mechanic II	U	46,824	1.00	2,080	1.00
Crew Leader	U	52,604	1.00	2,080	1.00
Mechanic II / Crew Leader	U	54,218	1.00	2,080	1.00
Equipment II	U	47,713	1.00	2,080	1.00
Office Clerk (part time)	1	28,890	1.00	780	0.38
Seasonal Contracted Labor (part time)	PT	19,190	5.00	4,375	2.10
<b>DEPARTMENT TOTAL</b>		<b>499,574</b>			
<b>FULL TIME EMPLOYEES/ FTE</b>			<b>8.00</b>		<b>10.48</b>

FOR BUDGETARY PURPOSES ONLY, SALARIES AND WAGES PRESENTED ON THIS DOCUMENT REPRESENT THE TOP OF THE SCALE FOR ALL RESPECTIVE POSITIONS... ACTUAL PAY RATES ARE NOT SHOWN.

DEPT CLASSIFICATION	POSITION TYPE/GRADE	2015-16 BUDGETED	POSITIONS	TOTAL HOURS	FULL TIME EQUIVALENT
<b>LIBRARY</b>					
Library Director	8	79,147	1.00	2,080	1.00
Technical Service Coordinator	3	47,076	1.00	2,080	1.00
ITT Coordinator (part time)	PT	35,350	1.00	1,435	0.69
Librarian (part time)	PT	16,665	3.00	1,566	0.75
Pages (part time)	PT	15,453	3.00	750	0.36
Clerks (part time)	PT	52,116	3.00	3,510	1.69
Youth Services Assistant (part time)	PT	10,504	1.00	200	0.10
Gallery Coordinator (part time)	PT	6,767	1.00	520	0.25
<b>DEPARTMENT TOTAL</b>		<b>263,078</b>			
<b>FULL TIME EMPLOYEES/ FTE</b>			<b>2.00</b>		<b>5.84</b>

<b>RECREATION / PARKS</b>					
Recreation Director	8	82,737	1.00	2,080	1.00
Recreation Supervisor	5	55,917	1.00	2,080	1.00
Recreation Clerk & Office Manager	3	47,076	1.00	2,080	1.00
Recreation Programmer	3	97,400	2.00	4,160	2.00
Latch Key Director	4	53,639	1.00	2,080	1.00
Parks Maintenance I	1	38,905	1.00	2,080	1.00
Park Maintenance II	3	51,325	1.00	2,080	1.00
Building Maintenance Staff	1	77,810	2.00	4,160	2.00
Senior Coordinator	1	38,905	1.00	1,300	0.63
Bldg/Gym Supervisor (part time)	PT	34,769	1.50	1,047	0.50
Pool Manager (part time)	PT	8,585	1.00	800	0.38
Assistant Pool Manager (part time)	PT	7,070	1.00	600	0.29
Life Guard (part time)	PT	100,800	36.00	10,500	5.05
Cashier (pool,cafe) (part time)	PT	33,330	15.00	7,140	3.43
Program Instructor (part time)	PT	6,250	2.00	832	0.40
Latch Key Staff (part time)	PT	53,025	7.00	3,850	1.85
Day Camp Staff (part time)	PT	113,120	28.00	9,900	4.76
Drivers (part time)	PT	26,462	4.00	5,200	2.50
Seasonal Contracted Labor (part time)	PT	15,352	4.00	2,560	1.23
Sports ref's (part time)	PT	2,800	5.00	300	0.14
<b>DEPARTMENT TOTAL</b>		<b>945,280</b>			
<b>FULL TIME EMPLOYEES/ FTE</b>			<b>11.00</b>		<b>31.17</b>

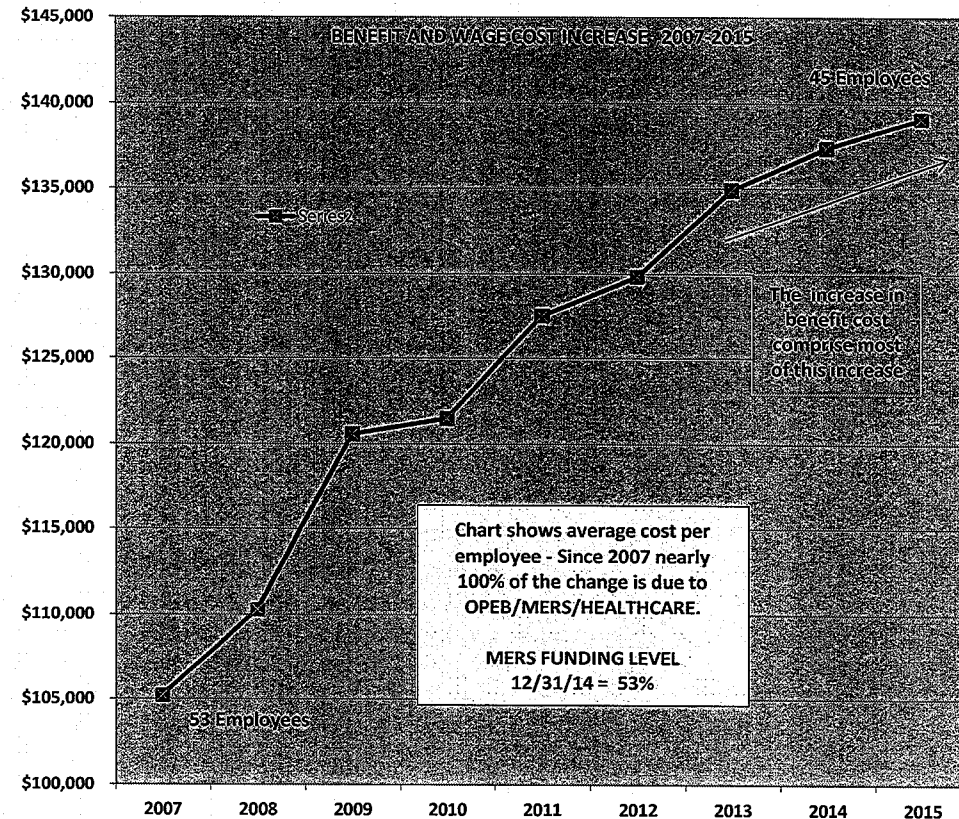
	FY 12-13	FY 14-15	FY 15-16
FULL TIME POSITIONS	46.00	45.00	45.00
PART TIME EQUIVALENTS	27.49	27.41	27.41
GRAND TOTAL FTE	73.49	72.41	72.41

### 2015 - 2016 Wage Analysis

	WAGES	BENEFITS	TOTAL	% OF TOTAL
ADMINISTRATION 172	335,249	143,543	478,792	7.65%
PUBLIC SAFETY 301	1,472,327	1,555,424	3,027,751	48.38%
DPS 441	120,318	96,680	216,998	3.47%
LIBRARY 790	263,078	84,167	347,245	5.55%
MAJOR 202	38,122	21,152	59,273	0.95%
LOCAL 203	47,296	29,261	76,557	1.22%
RECREATION 208	945,275	415,001	1,360,276	21.73%
CONSTRUCTION 491	39,573	34,250	73,823	1.18%
SANITATION 515	72,544	50,885	123,429	1.97%
EQUIPMENT 661	37,137	8,297	45,434	0.73%
WATER 592	258,127	165,874	424,001	6.77%
POST RETIREMENT 734	21,791	3,157	24,948	0.40%

Year	No. of Employees	Wages	Benefits	Total	Cost per Employee
2015	45	3,650,836	2,607,690	6,258,526	139,078
2014	45	3,571,299	2,609,578	6,180,877	137,353
2013	45	3,665,830	2,405,418	6,071,248	134,917
2012	45	3,657,012	2,186,564	5,843,576	129,857
2011	46	3,679,869	2,186,564	5,866,433	127,531
2010	48	3,609,875	2,177,834	5,787,709	120,577
2009	50	3,966,575	2,107,762	6,074,337	121,487
2008	52	4,050,106	1,684,951	5,735,057	110,290
2007	53	4,051,589	1,524,941	5,576,530	105,218

Includes election workers



## 2015 Memberships and Conference Expenses

		Funded	Upon Approval			Funded	Upon Approval
AGENCY MEMBERSHIPS - 1	Michigan Municipal League	3,900		INDIVIDUAL MEMBERSHIP DUES - 3	International City Managers Assoc. dues	800	
	National League of Cities	1,200			Michigan Association of Planning	60	
	Berkley Chamber of Commerce	300			Michigan Association of Municipal Clerks	100	
	South Eastern Michigan Council of Governments	1,300			O.C. Clerks Association dues	50	
	Woodward Ave. Action Association	1,600			Mich Gov. Fin Officers Assoc. MGFOA (2)	150	
	Protec	800			O.C. Treasurer Association dues	25	
	Traffic Improvement Associtaion	1,800			Michigan Municipal Treasurer's Association dues	50	
	Beautification Council Southeast Michigan	20			Michigan Association of Mayors	85	
	Michigan Historic Preservation Network	40			South East Michigan Building Officials	75	
	Michigan Recycling Coalition Dues	150			International Association of Chiefs of Police dues	125	
	International Association of Chiefs of Police login	500			MI Association Chiefs of Police dues	115	
	American Public Works Association	500			MI Association of Fire Chiefs Dues	100	
	CALEA annual dues	2,900			Oakland Couty Assocaition Chiefs of Police	30	
	Michigan Parks and Recreation Dues (1) person	276			SE michigan Association of Chiefs of Police	50	
	Michigan Library Association membership	110			Michigan Parks and Recreation dues (individual staff members)	275	
TRAINING / WORKSHOPS - 2	Michigan Municipal League Workshops	3,500		CONFERENCES - 4	Michigan Library Association membership	85	
	Finance Officials workshops State/Regional /CPE	1,650			CALEA Conference cost (EST) (3 yr cycle 2015)	3,900	-
	Clerk/Election training workshops	500			International Associaton Chiefs of Police Conference (1) person only		1,200
	Treasurer/Assessing workshops State/Regional	150			Michigan Parks and Recreation Association Conference (2) persons only		750
	Michigan Parks and Recreation Assoc. workshops	1,000			International City Managers Association Conference (1) person only		1,100
	Planning workshops State/Regional	120			Michigan Municipal Finance Association Conference (2) persons only		500
	Beautification Council of SE Mich Workshops	75			Michigan Library Association Conference (1) person only		400
	PSO training expenses	16,000			Michigan Recycling Coalition Conference (1) person only		650
					Michigan Municipal Clerks Institute (1) person		1,200
					National League of Cities		2,500
						44,466	8,300

1 City agency memberships funded as indicated

2 Training and workshops funded as indicated

3 Individual membership dues

4 Conferences are funded on approval of City Commission

Out state travel prohibited except where expressly approved by the City Commission

FUNDING	FUNDING	44,466
	UPON ADMINISTRATIVE APPROVAL	8,300



**ADMINISTRATIVE SERVICE CHARGES**

<b>CATEGORY</b>	<b>GENERAL 50.00%</b>	<b>WATER 50.00%</b>	<b>SANITATION 0.00%</b>	<b>TOTALS</b>
Attorney fees	55,000	55,000	-	110,000
Insurance	62,000	62,000	-	124,000
Data Processing	38,099	38,099	-	76,199
Auditing	9,250	9,250	-	18,500
<b>TOTAL .....</b>	<b>164,349</b>	<b>164,349</b>	<b>-</b>	<b>328,699</b>

**Budget Variables**

Recycling fee per household quarter	-
Fund balance appropriation	-
Full time employees	43
Contracted Full time employees	1
Part time employees Full Time Equivalents	27
General Fund Contingency	45,028
Additional Appropriation to Post Retirement Benefit Fund	77,556
Budget Stabilization Fund	50,000
Taxable Value as budgeted	321,468,780
Debt Payments 2014-15 - All Debt Funds	2,137,133
Water capital charge	164,220
Water capital charge per household (per quarter)	16.00
Water penalty rate	5.00%
PEG Distribution to CMN 0%	0.00%
Library Pleasant Ridge Reserve	63,198
Library CIP Transfer	-

	GENERAL FUND	MAJOR ROAD	LOCAL ROAD	RECREATION	CIP	SANITATION	EQUIPMENT	TOTALS
Available June 2014	3,110,149	228,084	57,641	449,970	660,842	40,573	204,718	4,751,977
ESTIMATED 2014-15 INCREASE DECREASE	265,934	40,166	8,745	(27,681)	(139,282)	(7,865)	(30,100)	109,917
Estimated FB June 2015	3,376,083	268,250	66,386	422,289	521,560	32,708	174,618	4,861,894
EST. 2015-16 REVENUE	7,172,038	287,518	260,218	1,801,851	274,904	549,035	258,252	10,603,816
APPROPRIATION FUND BALANCE	-	(8,050)	-	(116,202)	(131,296)	-	-	(255,548)
2015-16 EXPENDITURE	7,114,238	287,518	235,383	1,918,053	238,700	547,696	295,121	10,636,709
Estimated FB June 2016	3,433,883	260,200	91,221	306,087	426,468	34,047	137,749	4,689,654
OPERATING BUDGET	7,114,238	287,518	235,383	1,918,053	238,700	547,696	360,121	10,701,709
F/B AS % OF OPERATIONS	48.27%	90.50%	38.75%	15.96%	178.66%	6.22%	38.25%	43.82%

## JOINT OPERATIONS DISTRIBUTION 2015-2016

FUND / CATEGORY						
	DISTRIBUTION	COMMUNICATIONS	UTILITIES			
WATER AND SEWER	25.00%	6,596	43,281			
SANITATION	3.00%	791	5,193			
RECREATION	35.00%	9,234	60,594			
RECREATION BUS	1.00%	263	1,731			
GEN FUND DPW	6.00%	1,583	10,387			
GEN FUND PS	10.00%	2,638	17,312			
GEN FUND LIBRARY	10.00%	2,638	17,312			
GEN FUND ADMIN	10.00%	2,638	17,312			
	100.00%	26,381	173,122			
FUND / CATEGORY	DISTRIBUTION	GAS AND OIL	SUPPLIES	MAINTENANCE BUILDING	DATA PROCESSING	EQUIPMENT RENTAL
WATER AND SEWER	50.00%	42,054	20,216	42,500	38,100	6,553
SANITATION	10.00%	8,410	4,043	8,500	7,620	1,310
GENERAL FUND	40.00%	33,643	16,173	34,000	30,480	5,242
	100.00%	84,107	40,432	85,000	76,200	13,105
DESCRIPTION	2010	2011	2012	2013	2014	2015
SUPPLIES GAS AND OIL -751	43,211	52,884	79,571	81,481	82,785	84,109
SUPPLIES OPERATING - 756	34,250	36,673	38,252	39,170	39,797	40,433
MAINTENANCE BUILDING - 931	43,500	55,935	39,593	40,543	41,192	85,000
DATA PROCESSING - 934	48,500	53,331	48,242	54,312	67,056	76,200
EQUIPMENT RENTAL/DEPR - 940	14,675	14,766	15,250	15,616	13,106	13,106
COMMUNICATIONS - 853	35,250	25,872	25,427	26,037	25,969	26,384
UTILITIES - 920	190,450	224,553	161,987	174,902	150,926	173,126
TOTAL	409,836	464,014	408,322	432,061	443,031	498,358
TOTAL EXPENSES			498,358		100.00%	
CHARGED TO OTHER FUNDS			306,989		61.60%	
GENERAL FUND			191,369		38.40%	

# INTERFUND TRANSFER TABLE

FUND	ACCOUNT NUMBER	DESCRIPTION	CURRENT BUDGET YEARLY BASIS	(LOSS) GAIN
GENERAL	101-958-965-001	Transfer to Local Streets	(150,000)	
	101-958-965.734	Transfer to Post Retirement	(537,188)	
	101-958-965.970	Transfer to Capital Planning	(255,404)	
	101-958-965.208	Transfer to Recreation Fund	(750,000)	
	101-958-965.250	Transfer to Budget Stabilization Fund	(50,000)	
	101-958-965-661	Transfer to Equipment Fund	(65,000)	
	101-172-940.000	Transfer to Equipment Fund	(10,080)	
	101-301-940.000	Transfer to Equipment Fund	(45,000)	
	101-000-676.515	Transfer from Sanitation Fund	-	
	101-000-676.592	Transfer from Water Fund Administration	164,349	
	101-000-676.734	Transfer from Post Retirement Fund	2,000	(1,696,323)
MAJOR STREET	202-000-676.482	Transfer To Sidewalk Construction fund	-	
	202-485-965.203	Transfer to Local	-	
	202-485-965.303	Transfer to 11 Mile Bond Fund	(40,819)	(40,819)
LOCAL STREET	203-000-676.101	Transfer from General Fund	150,000	
	203-000-676.202	Transfer from Major Streets	-	150,000
RECREATION	208-000-676.101	Transfer from General Fund	750,000	
	208-290-940.000	Transfer to Equipment Fund	(16,950)	733,050
11 MILE DEBT	303-000-676.202	Transfer From Major Road Fund	40,819	
	303-000-676.203	Transfer From Water Fund	61,228	102,047
CAPITAL PLANNING	402-000-676.101	Transfer from General Fund	255,404	255,404
BUDGET STABILIZATION	257-000-676.101	Transfer from General Fund	50,000	50,000
WATER	592-535-965.101	Administrative transfer to gf	(164,349)	
	592-535-965.303	Transfer to 11 Mile Bond Fund	(61,228)	(225,577)
	515-500-965.101	Transfer to General Fund	-	-
EQUIPMENT	661-000-670.000	Transfer from Recreation Fund	16,950	
	661-000-670.000	Transfer from General Fund - Public Safety	110,000	
	661-000-670.000	Transfer from General Fund	10,080	137,030
POST RETIREMENT	734-734-695.101	Transfer to General fund admin	(2,000)	
	734-000-676.101	Transfer from General fund operating	537,188	535,188
				(0)

VEHICLE SCHEDULE						
NO.	YEAR	TYPE	DESCRIPTION	LIFE	REMAINING LIFE	REPLACEMENT
25C	1984	Leaf vacuum	AMERICAN leaf vacuum - refurbished (diesel) 07	15	-16	1999
25A	1985	Leaf vacuum	AMERICAN leaf vacuum - gasoline	15	-15	2000
25B	1994	Leaf vacuum	TARRANT leaf vacuum - refurbished (diesel) 08	6	-15	2000
25	1986	Leaf vacuum	TARRANT leaf vacuum - refurbished (diesel) 08	15	-14	2001
8	1991	Dump	FORD 7 ton dump F-700	12	-12	2003
28	1993	Pickup	GMC Crew Cab 1 ton pick-up	10	-12	2003
12	1997	Bus	FORD E-350 Champion Body - SMART	7	-11	2004
711	1996	Pickup	GMC Sierra 3/4 Ton	10	-9	2006
77	2003	Police Interceptor	Ford Crown Vic 4 dr.	3	-9	2006
13	1992	Backhoe	JOHN DEERE 310D Tractor Loader / Backhoe	15	-8	2007
32	1992	Compressor	SULLIVAN - portable Air Compressor	15	-8	2007
4	1995	Dump	CHEVY 7 yd dump w / scraper / spreader / plow	12	-8	2007
709	1998	Van	Ford E- 350 Van	10	-7	2008
710	1989	Cube	GMC Step Van P-35	20	-6	2009
34	1997	Dump	CHEVY 3500 3 yd dump	12	-6	2009
719	1999	Pickup	CHEVY 2500 utility truck w/alum service body	10	-6	2009
5	1998	Dump	CHEVY 5 dump dump w/scraper	12	-5	2010
1	2001	Sewer Vacuum	STERLING w/VACTOR sewer rodder	10	-4	2011
716	2001	Pickup	FORD 3/4 Ton F250	10	-4	2011
720	2001	Van	CHEVY Cargo Express Van	10	-4	2011
14	2000	Dump	CHEVY C-7500 3 ton w/scraper	12	-3	2012
717	2002	Pick-up	GMC Sierra 1/2 Ton	10	-3	2012
9	2005	Bus	FORD E-350 - Super Duty - SMART	7	-3	2012
6	1998	Skidsteer	JCB Skidsteer/Loader	15	-2	2013
79	2010	Police Interceptor	Ford Crown Vic 4 dr.	4	-1	2014
715	1999	Cube	CHEVY G3500 CUBE VAN	15	-1	2014
3	2003	Dump	GMC 7 yd dump w/scraper/salt spreader/plow	12	0	2015
712	2005	Pickup	GMC 3/4 ton pickup 4 x 4 w/plow and liftgate	10	0	2015
714	2005	Pickup	GMC 3/4 ton pickup 4 x 4 w/plow and liftgate	10	0	2015
71	2009	Passenger Car	Ford Fusion SE	7	1	2016
20	2005	Sweeper	Johnston 3000 Street Sweeper	12	2	2017
718	2007	Pick-up	GMC 3/4 ton pickup 4 x 4	10	2	2017
15	1998	Loader	JOHN DEERE 544H Loader/ w extension arms	20	3	2018
73	2014	Police Interceptor	Ford Explorer	4	3	2018
74	2014	Police Interceptor	Ford Explorer	4	3	2018
76	2014	Police Interceptor	Ford Explorer	4	3	2018
11	2004	Bus	GMC - GLAVAL 45 passenger body	15	4	2019
16	2004	Tractor	John Deere Tractor - Sweeping Brooms	15	4	2019
17	2004	Tractor	John Deere Tractor - Sweeping Brooms	15	4	2019
78	1997	Fire Truck	SPENCER 750 gallon pumper	25	7	2022
721	2012	Passenger Car	Ford Fusion	10	7	2022
722	2012	Chev	CHEVY Cargo Express Van	12	9	2024
10	2014	Bus	Freightliner	15	14	2029
70	2012	Fire Truck	Pierce Custom Pumper	25	22	2037

REPLACE

REFURBISH

**HEADLEE TAX IT CALCULATION**

C.P.I.	1.0160
TAXABLE VALUE - PRIOR YEAR	308,781,030
TAXABLE VALUE - CURRENT YEAR (INCLUDES REDUCTION IN PP TAX)	321,468,780
PERCENT INCREASE (MEMO ONLY)	4.11%
CURRENT YEAR LOSSES	573,402
CURRENT YEAR ADDITIONS	3,745,021
MAXIMUM AUTHORIZED RATES: OPERATION	20.0000
MAXIMUM AUTHORIZED RATES: SANITATION	3.0000
CURRENT YEAR MILLAGE REDUCTION FRACTION	0.9855
APPLICABLE FRACTION (can't exceed 1.0)	0.9855

<b>2014-15</b>		<b>2014 LEVIED</b>	<b>NOT-LEVIED</b>
PRIOR YEAR OPERATING	12.7802	12.7802	-
PRIOR YEAR 2004 VOTED OVERRIDE	5.8737	4.5000	1.3737
PRIOR YEAR 1998 VOTED OVERRIDE	0.2095	0.2095	-
PRIOR YEAR 2007 RACKHAM OVERRIDE	0.5000	-	0.5000
PRIOR YEAR SANITATION	1.7047	1.7047	-
<b>TOTAL</b>	<b>21.0681</b>	<b>19.1944</b>	<b>1.8737</b>

<b>2015-16</b>	<b>MAX AUTHORIZED</b>	<b>2015 LEVIED</b>	<b>NOT-LEVIED</b>
CURRENT YEAR OPERATING	12.5949	12.5949	-
CURRENT YEAR 2004 VOTED OVERRIDE	5.7885	4.5000	1.2885
CURRENT YEAR 1998 VOTED OVERRIDE	0.2064	0.2064	-
CURRENT YEAR 2007 RACKHAM OVERRIDE	0.5000	-	-
CURRENT YEAR SANITATION	1.6799	1.6799	-
<b>TOTAL</b>	<b>20.7697</b>	<b>18.9812</b>	<b>1.2885</b>

<b>SUMMARY</b>	<b>MAX AUTHORIZED</b>	<b>2015 LEVIED</b>	<b>NOT-LEVIED</b>
TOTAL MAX AUTHORIZED OPERATION	18.3834	17.0949	1.2885
TOTAL MAX AUTHORIZED RECREATION	0.2064	0.2064	-
TOTAL MAX AUTHORIZED RACKHAM	0.5000	-	0.5000
TOTAL MAX AUTHORIZED SANITATION LEVY	1.6799	1.6799	-
<b>TOTAL</b>	<b>20.7697</b>	<b>18.9812</b>	<b>1.7885</b>

SPREADSHEET LEVY: OPERATING	17.0949
SPREADSHEET LEVY: RECREATION	0.2064
SPREADSHEET LEVY: RACKHAM DEFENSE	-
SPREADSHEET LEVY: SANITATION	1.6757
TOTAL PROPOSED LEVY	18.9770
AUTHORIZED BUT NOT LEVIED	0.0041