

2013-2014

Municipal Budget



CITY HALL - FINANCE

2013-2014 BUDGET INDEX

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CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

April 16, 2013

Honorable Mayor and City Commission
Huntington Woods, MI 48070

Dear Mayor and Commissioners:

Pursuant to Chapter IX, Section 8, of the Huntington Woods City Charter, submitted herewith is the City Manager's estimate of Revenues and Expenditures for the fiscal year commencing July 1, 2013 and ending June 30, 2014. The proposed General Fund Budget reflects Revenues and Expenditures estimated at \$ 6,843,602 and an operating millage rate of 17.6263 mills. 1.7227 mills are proposed for sanitation services, and 7.4775 mills for all debt requirements.

<u>Purpose</u>	<u>2013/2014 Proposed Millage Rate</u>
General Fund/Recreation Facilities	17.6263
Sanitation Fund	1.7227
Debt Service Funds	<u>7.4775</u>
TOTAL LEVY	26.8265

For the first time in the past five (5) years revenue will increase slightly. As projected to you in the previous budget we believe revenues will increase for the next three (3) years at a rate below the Consumer Price Index. Constitutional State Shared Revenues will increase based on the improved economy of the State of Michigan, however, Statutory Revenue Sharing will remain unchanged with additional mandates. The budget, as presented, appropriates a small amount of General Fund Reserves while continuing our reductions to operations. The total number of employees in the proposed budget will remain the same as in the previous fiscal year. However, there is a shift in funding as a retiring employee will not be replaced and we will be restoring one Laborer position to the Department of Public Works.

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

The 2013-2014 City Budget will continue our aggressive reconstruction of City streets. This will be the sixth year that the City has reconstructed more than one mile of local roads in addition to Coolidge Highway in 2012. In November of 2013, Huntington Woods residents will be asked to both renew and increase funding for road and infrastructure reconstruction. In the next 6 to 8 years we are proposing increasing the annual miles of roads reconstructed within the City. In addition to our infrastructure proposal there are modest capital additions which will be outlined in our budget deliberations. We look forward to meeting with the City Commission to discuss priorities and objectives, not only for this year, but for years to come.

I wish to thank the City's Finance Department as well as all Departmental Directors for their continued efforts in reducing costs and improving the efficiency of all City operations.

Sincerely,

THE CITY OF HUNTINGTON WOODS



Alex R. Allie
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. He 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

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.

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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.

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, removal of rubbish and operation of the City's water and sewer system.

J. RECREATION

The Department operates a variety of recreation programs and facilities. A Latch-key operation is available for residents as well as adult and youth sports activities and senior citizen activities. With the advent of a new recreation center facility the department is now operating out of a separate Recreation Fund (#208) which is a special revenue fund that 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 twelve 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' complaints regarding assessments. 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.

DEPARTMENT	ACCOUNT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	BUDGET VS ACTUAL 2013-14
GENERAL FUND - 101								
G.F. REVENUE - 101								
	403000	CURRENT TAX COLLECTION	4,733,820	4,991,185	4,940,608	5,030,330	89,722	296,510
	404000	RACKHAM GOLF SERVICE FEE	-	-	33,840	-	(33,840)	-
	407000	DELINQUENT TAX COLLECTIONS	224,096	175,000	195,000	175,000	(20,000)	(49,096)
	445000	PENALTIES ON TAXES	37,780	49,622	48,000	49,500	1,500	11,720
	452000	AIR CONDITIONING PERMITS	3,190	3,945	3,000	3,850	850	660
	453000	BUILDING PERMITS	100,424	193,345	125,000	195,000	70,000	94,576
	454000	ELECTRICAL PERMITS	14,857	19,880	18,200	18,200	-	3,343
	455000	HEATING PERMITS	8,105	13,150	13,500	13,500	-	5,395
	456000	PLUMBING PERMITS	19,035	15,115	15,000	15,000	-	(4,035)
	457000	BUSINESS REGISTRATION	11,415	15,530	7,200	15,500	8,300	4,085
	458000	ROW PARKING (ORDINANCE)	1,900	1,150	1,800	1,800	-	(100)
	470000	CABLE TELEVISION FEES	145,143	159,895	125,000	160,000	35,000	14,857
	479000	NONBUSINESS LICENSES & PERMITS	2,876	2,402	2,900	2,900	-	24
	480000	BUILDING INSPECTIONS	9,835	10,031	6,000	6,000	-	(3,835)
	481000	ALARM FEES	3,510	2,750	3,000	3,000	-	(510)
	529000	COMMUNITY DEVELOPMENT	13,674	-	10,500	9,800	(700)	(3,874)
	543000	STATE GRANTS - PUBLIC SAFETY	125	-	200	200	-	75
	566000	STATE GRANTS - LIBRARY	3,608	4,190	4,400	4,400	-	792
	576000	STATE REV SALES	511,049	434,283	435,391	526,948	91,557	15,899
	577000	STATE REV SH/LIQUOR	710	1,235	1,000	1,000	-	290
	607000	ADMINISTRATIVE FEES - TAXES	68,088	68,365	74,000	74,000	-	5,912
	608000	SERVICE FEES	55	105	200	200	-	145
	627000	POST OFFICE	-	-	-	-	-	-
	656000	DISTRICT COURT FINES	137,436	145,904	142,000	145,000	3,000	7,564
	657000	PARKING VIOLATIONS	21,955	17,645	18,000	22,000	4,000	45
	658000	LIBRARY FINES/FEES	7,452	8,175	7,000	7,000	-	(452)
	658001	LIBRARY CONTRACT REVENUE	39,174	39,750	38,500	38,500	-	(674)
	659000	PENAL FEES	10,727	11,797	12,000	12,000	-	1,273
	660,000	ART FAIR	-	-	-	-	-	-
	664000	INVESTMENT INCOME	9,783	22,527	35,000	28,500	(6,500)	18,717
	670000	EQUIPMENT RENTAL	900	200	500	500	-	(400)
	673000	FIXED ASSET SALE	-	75	250	250	-	250
	675000	GIFT ACCOUNT	-	-	250	250	-	250
	676000	INSURANCE REIMBURSEMENT	69,005	116,749	45,000	25,000	(20,000)	(44,005)
	676515	SANITATION FUND ADMIN	12,935	-	-	-	-	(12,935)
	676592	WATER FUND ADMIN	170,749	178,557	197,345	191,627	(5,718)	20,878
	676734	POST RET/FUND ADMIN	2,000	2,000	2,000	2,000	-	-
	695000	UNCLASSIFIED	31,000	28,311	25,000	30,195	5,195	(805)
	699395	APPROPRIATION FROM FUND BALANCE	-	-	53,859	34,652	(19,207)	34,652
Total			6,426,411	6,732,868	6,640,443	6,843,602	203,159	417,191

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

GENERAL FUND SUMMARY	2011-12 ACTUAL	JUNE 30 ESTIMATED ACTUAL	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 PROPOSED +/- AUDIT
REVENUES						
TAX COLLECTIONS	4,995,696	5,215,807	5,183,608	5,254,830	71,222	259,134
LICENSES AND PERMITS	320,290	437,193	354,440	434,750	80,310	114,460
STATE REV. SHARING	529,166	439,708	451,491	542,348	90,857	13,182
USER FEES - TRANSFER REVENUE	581,259	640,160	597,045	577,022	(20,023)	(4,237)
FUND BALANCE APPROPRIATION	-	-	53,859	34,652	(19,207)	34,652
Total	6,426,411	6,732,868	6,640,443	6,843,602	203,159	417,191
EXPENDITURES						
COMMISSION 101	17,717	15,428	20,225	22,925	2,700	5,208
ADMINISTRATION 172	828,723	775,187	804,655	847,287	42,632	18,564
PUBLIC SAFETY 301	2,990,888	3,178,476	3,126,705	3,253,983	127,278	263,095
DPS 441	411,763	421,258	479,621	407,584	(72,037)	(4,179)
LIBRARY 790	434,911	407,653	478,483	484,347	5,864	49,436
CONTINGENT 941	-	-	-	-	-	-
INSURANCE 954	115,654	113,774	121,000	121,000	-	5,346
TRANSFERS 958	1,547,893	1,583,288	1,609,754	1,706,476	96,722	158,583
Total	6,347,549	6,495,064	6,640,443	6,843,602	203,159	496,053

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

GENERAL FUND REVENUE - 000

REVENUES

403.000	CURRENT TAX REVENUE Tax Revenue based on Taxable Value (TV) and Consumers Price Index (CPI). The TV has increased by 1.88%, and the CPI has increased by 2.40% There is 1.3737 mills remaining from the 2004 over-ride vote.	5,030,330
404.000	RACKHAM GOLF SERVICE FEE Contracted Service Fee, adjusted yearly by CPI of 2.70% increase Negotiated Settlement for Rackham being discussed	--
407.000	DELINQUENT CURRENT TAX COLLECTIONS Tax collections after the due date of February 28, 2014	175,000
445.000	PENALTIES TAX COLLECTION Penalties Collected on delinquent tax collections.	49,500
452.000	AIR CONDITIONING PERMITS Revenue from residential and commercial Air Conditioning permits.	3,850
453.000	BUILDING PERMITS Revenue from residential and commercial building permit activity.	195,000
454.000	ELECTRICAL PERMITS Revenue from residential and commercial electrical permit activity.	18,200
455.000	HEATING PERMITS Revenue from residential and commercial HVAC permit activity.	13,500
456.000	PLUMBING PERMITS Revenue from residential and commercial plumbing permit activity.	15,000

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

457.000	BUSINESS REGISTRATIONS Registration for Licenses and other related activity.	15,500
458.000	ROW PARKING PERMITS Based upon ordinance on non-conforming properties.	1,800
470.000	CABLE TELEVISION FEES Cable franchise fees - Comcast, Wow and ATT- 5% franchise fees and 1% PEG fee.	160,000
479.000	NON-BUSINESS LICENSES, PERMITS Revenue from dog licenses, visual inspections, and misc. street permits	2,900
480.000	BUILDING INSPECTIONS Revenue from building inspections performed on rental properties.	6,000
481.000	ALARM FEES Revenue from false alarm charges.	3,000
529.000	COMMUNITY DEVELOPMENT Block Grant monies from Oakland County allocated for use in the City under the 2013 CDBG plan.	9,800
543.000	STATE GRANTS - PUBLIC SAFETY Revenue sharing from Oakland County CLEMIS	200
566.000	STATE GRANTS - PUBLIC LIBRARY State Aid for Libraries based on population multiplied by 0.69 Fifty percent of this revenue is paid to (TLN) The Library Network for services. State Aid for Pleasant Ridge is included in this revenue estimate by contract.	4,400

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

576.000	STATE REVENUE SHARING - SALES TAX Percentage of Sales Tax distribution based on formula estimated by the State Treasury. (see financial tab)	526,948
577.000	STATE REVENUE SHARING - LIQUOR Revenue Sharing percentage of Liquor Sales within our jurisdiction	1,000
607.000	ADMINISTRATIVE FEES - TAXES Revenue Generated by 1% administrative fee charge on total tax roll.	74,000
608.000	SERVICE FEES Miscellaneous charges for zoning maps, licenses, copies, police reports	200
627.000	POST OFFICE Eliminated - Closed.	--
656.000	DISTRICT COURT FINES 1/3 of revenue collected by the District Court for fines and fees for Uniform Traffic Code Violations.	145,000
657.000	PARKING VIOLATIONS Parking fines imposed on local streets by ordinance.	22,000
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.	38,500
659.000	PENAL FINES Collection of a proportion of Penal Fines imposed by the Court System for use in libraries. This figure includes penal fine revenue from Pleasant Ridge for contracted service.	12,000

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

660.000	ART FAIR No Art Fair is anticipated in 2013	--
664.000	INVESTMENT INCOME Revenue generated by the investments, and reduced cash flow.	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 \$10,000. Michigan Municipal Risk Management Association dividend. Reduced in 2013-14	25,000
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 in a rebuilding mode. The City will forego any administrative revenue in 2013.	--
676.592	CONTRIBUTION FROM WATER FUND 55% of admin fees, accounting, data processing increase as per management audit results of operations.	191,627
676.734	CONTRIBUTION POST RETIREMENT FUND Contribution for post retirement fund administrative fees	2,000

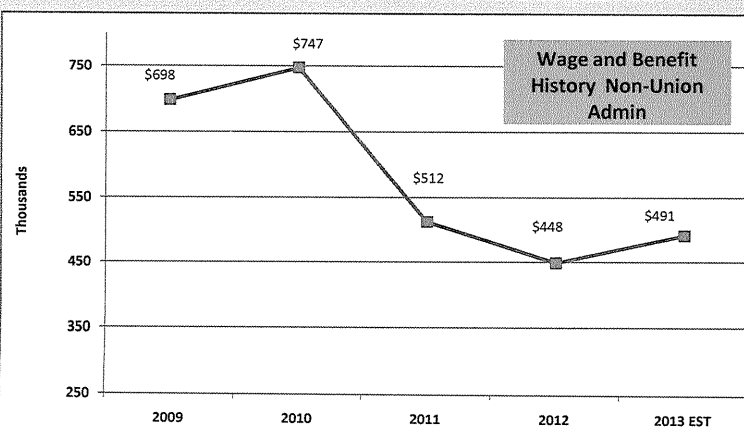
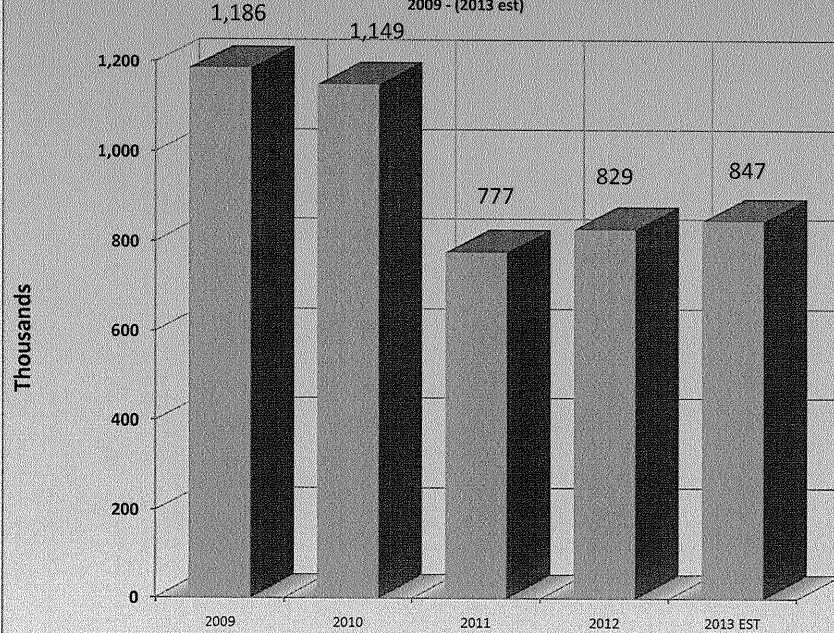
CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

695.000	UNCLASSIFIED REVENUE Revenue and misc credits not classified elsewhere in the budget (est).	30,195
695.395	APPROPRIATION FROM FUND BALANCE Monies taken from unappropriated fund balance reserve to balance budget.	34,652
	FUND TOTAL	<u>6,843,602</u>



ADMINISTRATION

CITY HALL ADMINISTRATIVE EXPENSE HISTORY
2009 - (2013 est)



GOALS AND OBJECTIVES

CLERK/TREASURER

- Continue to educate Clerk/Treasurer and Deputy Clerk with State of Michigan QVF System and Election Administration.
- Certification training for Clerk and as time allows Deputy Clerk certification
- Research the feasibility of using the Electronic Poll Books at Election Precincts.
- Recruit and train additional election inspectors to allow some to work only half-day shifts if preferred.
- Continue to cross train City Hall Staff as staffing is reduced.
- Educate the residents and public about available on-line information.
- Make packets available on-line to City Commissioners to reduce copying costs and become more green.
- Clean up old files to reduce storage and allow for better organization

FINANCE

A.) Investment Portfolio Review.

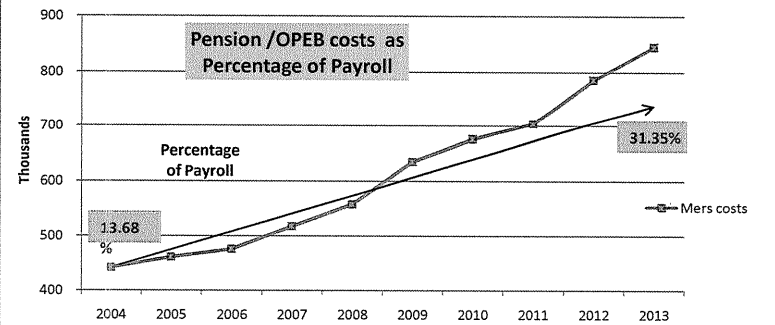
A thorough no holes bared approach to review the mid-long term strategy in a post recession investment environment. The City will prepare documents that will be reviewed by our portfolio managers, Ambassador Capital and look at where the City needs to position itself to earn as much as possible in a low risk governmental investment vain.

D) Legacy Cost Containment

The City must reduce the cost of the unbridled increase in health care, pension requirements and OPEB. THis will include a long term approach to lower the additional costs moving forward. At the same time the City will review the possibility of paying down these costs either by bonding or cash distributions.

C) City Domain Server

The City will work toward the objective of replacing the old server and re-using the old device as a backup server. This process will be time consuming and will be done with as little interruption as possible. The City will utilize our consultants to expedite the transition.



CAPITAL PLANNING FUND CURRENT YEAR APPROPRIATIONS

Copier/ imaging/ Replacement	PLANNED 2014	5,000
HVAC Damping System	ON HOLD	0
Interior Upgrade Reserve	RESERVE	3,000
Commission Desk, Chairs	PLANNED 2014	10,000
Carpeting and Furniture/Interior Finishes	RESERVE	1,000
Server Reserve	RESERVE	1,000
City Main Domain Server	BUDGET	25,000

**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 adopts and maintains the City's Master Land Use Plan, prepares and maintains the City's capital improvement program (unless specifically exempted by the City Commission), recommends revisions to the zoning ordinance, reviews site plans and special land uses, and makes recommendations on other planning related issues.
- ◆ 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, information about preferred construction and preservation methods, and how to take advantage of State historic resources.

The Planning and Building Departments are responsible for the administration and enforcement of the zoning ordinance and building codes. This includes making recommendations for updating the Master Plan; drafting changes to the zoning ordinance and other City ordinances; advising homeowners and contractors about zoning, building and historic district laws; maintaining planning, building and historic district records; issuing permits and licenses; and providing 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 and Building Departments, together with the Boards and Commissions listed above, for the coming year and future years are:

- ◆ To amend the Master Land Use Plan as required by the Michigan Planning Enabling Act every five years (2013)
- ◆ To prepare and adopt a capital improvement program as required by the Michigan Planning Enabling Act (unless exempted by the City Commission).

PLANNING & BUILDING DEPARTMENTS GOALS Cont:

- ◆ To complete the tasks outlined on the Planning Commission's priority list which include adding a chapter on "complete streets" to the City's Master Plan, developing a tree protection ordinance, and revising the fence ordinance.
- ◆ 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 implement the action items outlined in the Master Plan such as exploring Certified Local Government status under the National Historic Preservation Act.
- ◆ To pursue a National Register of Historic Places designation for Rackham Golf Course, and State of Michigan historical markers for the Rackham and Hill Historic Districts.
- ◆ To re-activate the Historic District Study Committee to conduct research, write reports, and hold public hearings to consider designating the Detroit Zoo as a local historic district.
- ◆ 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.

ACCOUNT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	BUDGET VS ACTUAL 2013-14
GENERAL FUND - 101							
COMMISSION							
101 702000	SALARIES	-	5	5	5	-	5
802000	PROFESSIONAL SERVICES	8,036	5,050	10,720	10,920	200	2,884
860000	CONFERENCES AND WORKSHOPS	9,681	10,180	8,500	11,000	2,500	1,319
956000	MISCELLANEOUS	-	193	1,000	1,000	-	1,000
	Total	17,717	15,428	20,225	22,925	2,700	5,208
NOTE Travel has been higher in 2012 due to travel to NLC. Out state travel still is contingent upon approval by City Commission							
ADMINISTRATIVE							
172 702000	SALARIES	266,127	246,000	265,264	281,945	16,681	15,818
706000	WAGES	67,694	85,012	79,756	81,625	1,869	13,931
715000	SOCIAL SECURITY	27,092	27,782	25,751	27,170	1,419	78
716000	HOSPITALIZATION/ OPTICAL	31,812	54,049	45,028	49,828	4,800	18,016
717000	LIFE INSURANCE	2,179	1,336	1,819	733	(1,086)	(1,446)
718000	RETIREMENT	40,938	33,755	28,688	32,469	3,781	(8,469)
719000	DENTAL	4,483	3,693	2,717	3,044	327	(1,439)
724000	OTHER BENEFITS/OPEB	7,963	11,117	13,674	14,171	497	6,208
727000	SUPPLIES GENERAL	9,923	8,648	8,000	8,000	-	(1,923)
727001	SUPPLIES POSTAGE	15,724	15,000	16,000	16,000	-	276
727002	SUPPLIES ELECTIONS	4,526	3,082	3,000	3,000	-	(1,526)
727003	SUPPLIES DATA PROCESSING	-	1,801	4,400	4,400	-	4,400
802000	PROFESSIONAL SERVICES	6,459	10,298	2,500	2,500	-	(3,959)
802008	PROFESSIONAL SERVICES - AUDIT	29,200	18,675	20,200	20,200	-	(9,000)
802009	PROFESSIONAL SERVICES - INSPECTORS	33,022	40,752	27,660	41,000	13,340	7,978
802010	PROFESSIONAL SERVICES - ATTORNEY	134,571	76,736	102,000	102,000	-	(32,571)
802011	PROFESSIONAL SERVICES - ELECTIONS	-	1,500	750	750	-	750
802012	PROFESSIONAL SERVICES - O.C.	39,835	37,045	40,000	40,000	-	165
853000	JOINT OPERATING - COMMUNICATIONS	4,219	2,313	2,501	2,603	102	(1,616)
860000	CONFERENCES/WORKSHOPS	1,169	2,730	3,605	5,795	2,190	4,626
860001	CONFERENCES/WORKSHOPS - DUES	2,697	3,294	560	860	300	(1,837)
860002	CONFERENCES/WORKSHOPS - MILEAGE	-	150	500	500	-	500
880000	COMMUNITY PROMOTIONS	5,884	4,165	4,400	4,400	-	(1,484)
880001	COMMUNITY PROMOTIONS - YOUTH ASSIST	2,000	3,350	5,000	5,000	-	3,000
880002	COMMUNITY PROMOTIONS - CDBG	9,359	7,600	7,000	7,000	-	(2,359)
900000	PRINTING AND PUBLICATIONS	4,912	5,052	3,000	4,000	1,000	(912)
900001	PRINTING AND PUBLICATIONS - NEWSLETTER	13,055	13,977	13,000	14,000	1,000	945
900002	PRINTING AND PUBLICATIONS - ELECTION	-	532	500	500	-	500
920000	JOINT OPERATING - UTILITIES	13,708	10,835	22,676	17,490	(5,186)	3,782
934000	JOINT OPERATING - MAINTENANCE	24,362	18,832	26,804	27,156	352	2,794
940000	JOINT OPERATING - LEASE/RENTAL	14,485	12,680	12,912	14,158	1,246	(327)
942000	VEHICLE REIMBURSEMENT	5,400	5,400	5,400	5,400	-	-
956000	MISCELLANEOUS	5,925	7,996	9,590	9,590	-	3,665
		828,723	775,187	804,655	847,287	42,632	18,564

NOTE OPEB funded at 10% MERS catchup provision in place (10yr) agreement
Additional workforce reductions will continue Citywide through 2013-14

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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		
	No out of State Travel (without Commission consent)		
	Commission Travel - Other - per policy		
956.000	MISCELLANEOUS		1,000
	Promotional Activity	650	
	Name-tags, Misc expenses, Other	350	
	CATEGORY TOTAL		\$22,925

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

GENERAL ADMINISTRATION - 172

702.000	SALARIES	281,945
	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 Contracted Manager & Finance Officer, Treasurer/Personnel Administrator, Deputy Finance Director/Deputy Treasurer, City Clerk.	
706.000	WAGES	81,625
	Wages for the following part-time positions as indicated in the personnel section of the budget. <u>P/T Planning staff on retainer.</u> Administration P/T staff. Wage Reductions. Includes all election workers temporary help, cable TV assistants.	
715-724.000	ALL EMPLOYEE BENEFITS	127,415
	Proportion of benefits that due the Administrative Department	
727.000	SUPPLIES - GENERAL	8,000
	General office supplies for all City Hall Departments (does not include - postage, data processing supplies, election supplies)	
727.001	SUPPLIES - POSTAGE	16,000
	Postage for all Administrative functions including flyers, communications, general office mail and newsletter publications. Large mailings are contracted to Oakland County Mailing Services.	
727.002	SUPPLIES - ELECTIONS	3,000
	All supplies related to election administration (including postage, absentee forms, precinct kits, envelopes, misc expenses)	

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

727.003	SUPPLIES - DATA PROCESSING	4,400
	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	PROFESSIONAL SERVICES	2,500
	Engineering Services and other Architect/Consultant services such as needed, although none anticipated.	
802.008	PROFESSIONAL SERVICES - AUDIT	20,200
	Audit and other Accounting related consultant service expenses. Second year of a three year engagement.	
802.009	PROFESSIONAL SERVICES - BUILDING INSPECTORS	41,000
	All expenses related to the contract service requirements of the building department. Twice weekly part-time. 4-6 hours maximum.	
	Building / Electrical Inspector	29,000
	Mechanical Inspector	12,000
802.010	PROFESSIONAL SERVICE - ATTORNEY	102,000
	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	64,000
	Prosecuting Attorney	27,000
	Labor Attorney	11,000
802.011	PROFESSIONAL SERVICE - ELECTIONS	750
	Setup coding for ESS Election software and firmware	250
	O. C. Canvassers	250
	Oracle Contract costs paid to outside vendor for election database	250

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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		2,603
	Local Service, Inter-lata-toll, Long Distance, Cell Phones, T-1 Data Lines, Nortel switch maintenance, Analog backup telephone lines.		
	<u>DISTRIBUTION FORMULA 10% TO ADMINISTRATIVE - SEE FINANCIAL TAB</u>		
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		500
	Vehicle usage as required for Conference, Workshops, Meetings (included in the workshops above). The majority of travel done via the City owned vehicle.		
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.		

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

880.001	COMMUNITY PROMOTIONS - YOUTH ASSISTANCE	5,000
	Youth Assistance	2,000
	Common Ground	800
	Operation Graduation	200
	Tri-Community Coalition	1,000
	Haven	1,000
880.002	COMMUNITY PROMOTIONS - CDBG	7,000
	Expenses related to the administration of Block Grant Funding through Oakland County Development Division.	
	Matching Revenue in General Fund	
900.000	PRINTING AND PUBLICATION - GENERAL	4,000
	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. New contract should keep this cost consistent with last year.	
900.001	PRINTING AND PUBLICATIONS - NEWSLETTER	14,000
	All Costs associated with newsletter publication.	
	Printing	12,400
	Distribution (through O.C. Mailing)	1,300
	Misc. Expenses	300
900.002	PRINTING AND PUBLICATIONS - ELECTIONS	500
	All costs associated with printing related to election services	
	Primary Election and General Election	

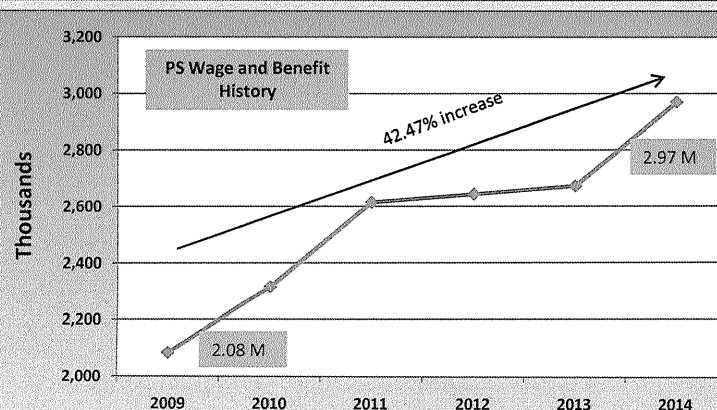
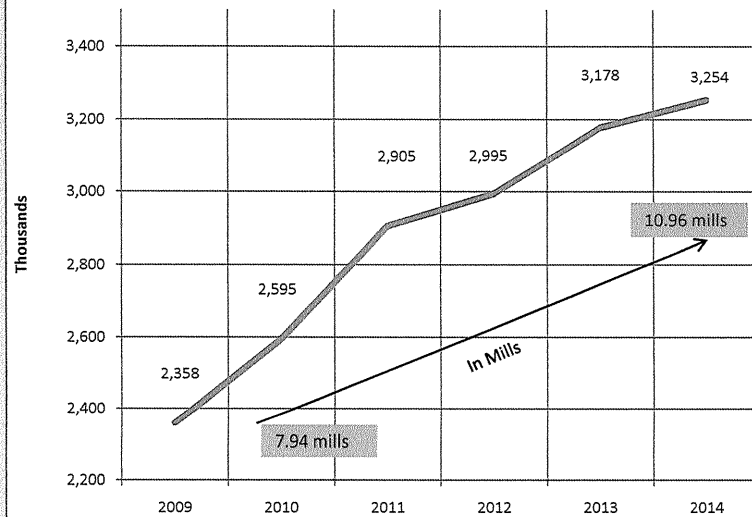
CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

920.000	UTILITIES	17,490
	Utility costs associated with providing utility service to City Hall (does not include phone or other communication services, or street lighting) MMRMA Energy Aggregation	
	<u>DISTRIBUTION FORMULA 10% TO CITY HALL - SEE FINANCIAL TAB</u>	
934.000	MAINTENANCE - OFFICE/COMPUTERS	27,156
	Toners /Consumables Network Printer Maintenance	
	SERVERS Hardware Maintenance Software Registration	
	SERVERS Software Maintenance Network Consultant - Contractual	
	<u>DISTRIBUTION FORMULA 50% TO ADMINISTRATIVE - SEE FINANCIAL TAB</u>	
940.000	EQUIPMENT LEASING AND DEPRECIATION	14,158
	Canon Image-runner, Server Rental/Depreciation	
	<u>DISTRIBUTION FORMULA 50% TO ADMINISTRATIVE - SEE FINANCIAL TAB</u>	
942.000	VEHICLE REIMBURSEMENT	5,400
	Reimbursement of auto use as provided by contract.	
956.000	MISCELLANEOUS	9,590
	Other Expenses not budgeted elsewhere	
	CATEGORY TOTAL	847,287

GOALS AND OBJECTIVES



PUBLIC SAFETY

PUBLIC SAFETY ACTUAL EXPENSE
HISTORY

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 job and 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 2013-2014 budget contains funding for three replacement police cars. Police cars were last purchased during FY 2009-2010.
- .A commitment to maintaining, improving and maximizing the use of our Volunteer Fire Company.
- .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 organizations.

Ongoing Project:

On March 25, 2006, the department received a certificate of national accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA). CALEA is an organization formed in 1979 by (1) International Association of Chiefs of Police, (2) National Organization of Black Police Executives, (3) National Sheriffs' Association, and (4) Police Executive Research Forum. 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.

In November 2011, members of CALEA's assessment staff visited our department and conducted a five day, on – sight audit/assessment of all department operations. The assessment team found us in compliance with over 400 best practice standards as determined by the international organization. We will receive our second re-accreditation award on March 27, 2012 at the organization's national conference in Mobile, Alabama.

CAPITAL PLANNING FUND CURRENT YEAR APPROPRIATIONS

HVAC
Building Maintenance Reserve
Traffic Enforcement Laser
Jaws of Life
Diesel Exhaust System Firehouse (2014)
In-Car video units digital
Fire hose Replacement

RESERVE	2,000
RESERVE	5,000
BUDGET	2,600
BUDGET	30,000
ON HOLD	2,500
PLANNED 2014	10,000
RESERVE	2,000

ACCOUNT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	BUDGET VS ACTUAL 2013-14
PUBLIC SAFETY							
301 702000	SALARIES	1,449,378	1,492,143	1,488,198	1,500,542	12,344	51,164
710000	WAGES - CROSSING GUARDS	16,989	17,655	16,500	16,500	-	(489)
712000	WAGES - VOL FIRE	3,634	3,400	8,500	8,500	-	4,866
715000	SOCIAL SECURITY	24,958	24,819	22,042	22,226	184	(2,732)
716000	HOSPITALIZATION/ OPTICAL	315,207	359,020	343,340	381,252	37,912	66,045
717000	LIFE INSURANCE	635	7,441	12,445	4,072	(8,373)	3,437
718000	RETIREMENT	774,742	880,142	836,646	909,903	73,257	135,161
719000	DENTAL	20,246	20,081	20,191	22,643	2,452	2,397
724000	OTHER BENEFITS/OPEB	67,630	101,287	101,286	103,472	2,186	35,842
727000	SUPPLIES - OFFICE	4,862	3,363	4,500	4,500	-	(362)
744000	UNIFORMS	27,139	30,624	29,000	29,000	-	1,861
751000	SUPPLIES - GAS AND OIL	35,728	57,507	31,500	35,000	3,500	(728)
756000	SUPPLIES - OPERATING	15,505	17,282	20,000	20,000	-	4,495
802000	PROFESSIONAL SERVICES	130,820	76,758	80,000	80,000	-	(50,820)
853000	JOINT OPERATING - COMMUNICATIONS	27,457	13,286	22,501	27,603	5,102	146
860000	CONFERENCES AND WORKSHOPS	3,060	2,525	2,500	2,500	-	(560)
920000	JOINT OPERATING - PUBLIC UTILITIES	13,293	9,905	22,676	17,490	(5,186)	4,197
934000	MAINTENANCE - OFFICE EQUIPMENT	110	291	2,000	2,000	-	1,890
940000	RENTAL - EQUIPMENT	45,480	45,000	45,000	45,000	-	(480)
942000	VEHICLE REIMBURSEMENT	4,380	4,380	4,380	4,380	-	-
956000	MISCELLANEOUS	1,003	1,958	2,000	2,000	-	997
956001	EDUCATION / TRAINING COSTS	8,632	9,609	11,500	15,400	3,900	6,768
985000	RESERVE FIRE TRUCK	-	-	-	-	-	-
Total		2,990,888	3,178,476	3,126,705	3,253,983	127,278	263,095

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

PUBLIC SAFETY - 301		
702.000	SALARIES	1,500,542
	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.	
710.000	WAGES - CROSSING GUARDS	16,500
	Scotia/Nadine (2)	
	Scotia/Lincoln (1)	
	Coolidge/Lincoln (1)	
	Coolidge/11 Mile (1/3) - shared with Berkley & Oak Park	
	No additional personnel expenses anticipated.	
712.000	WAGES - VOLUNTEER FIRE	8,500
	Compensation of paid on-call firefighters used to supplement sworn officers and volunteers. Compensation is paid for all firefighting training and special assignment hours.	
715 -724.000	BENEFITS	1,443,568
	The amount shown represents the actual cost of all full and part time benefits including vacation sick, OPEB and pension. MERS contribution will increase from 58.11% of payroll to 67.50% of payroll beginning July 1, 2013. Health Care benefit increases will be minimal.	
727.000	SUPPLIES - OFFICE	4,500
	Office Supplies, Dog Licensing, Garage Sale Materials, Misc.	
744.000	UNIFORMS	29,000
	Contractual Allotments	
	Purchase, Special Equipment, Cleaning and Replacement	
	Chief, Reserve Police, Volunteers Paid On-Call, Original issue for new officers	

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

PUBLIC SAFETY - 301

751.000	SUPPLIES - GAS & OIL 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	SUPPLIES - OPERATING All operating supplies as required to maintain departmental operations.	20,000
802.000	PROFESSIONAL SERVICES Includes costs of Berkley Dispatch, Berkley Jail, Berkley firearms range, animal control, medical/psychological Examinations, professional memberships, publications, promotional processes, employee recruiting and hiring, annual equipment and apparatus certifications, OSHA testing.	80,000
853.000	COMMUNICATIONS - TELEPHONE / RADIOS 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.	27,603
860.000	CONFERENCES/MEMBERSHIPS/WORKSHOPS (As per the membership schedule in the financial section of the budget) International Association of Chiefs of Police Conference (one attendee) CALEA ongoing costs Miscellaneous travel costs associated with conferences, training, meetings, etc.	2,500

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

PUBLIC SAFETY - 301

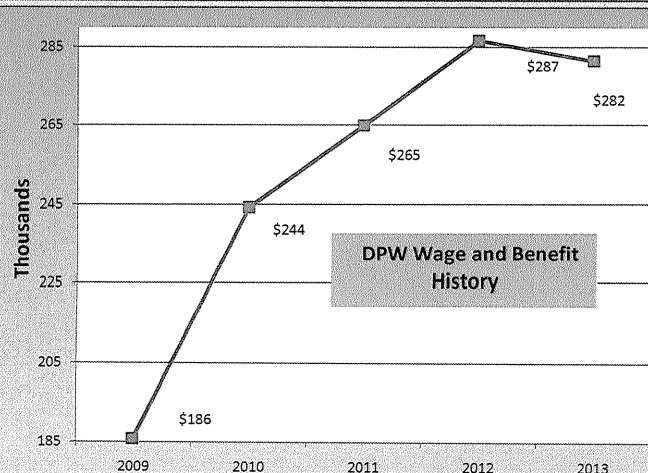
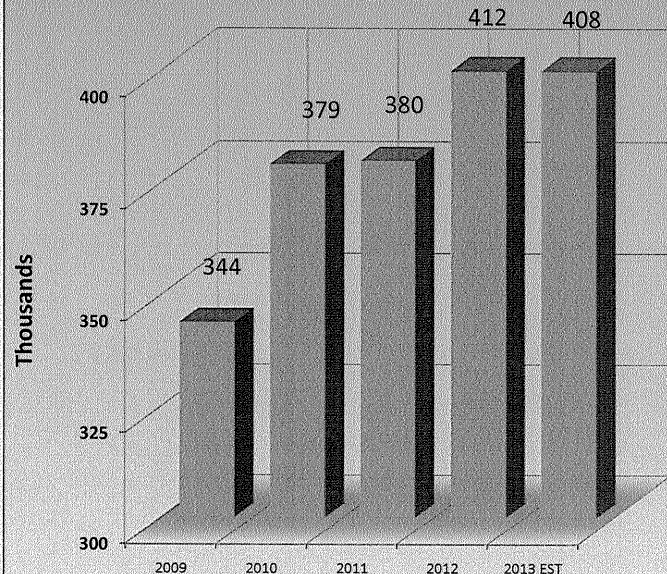
920.000	UTILITIES	17,490
	Natural Gas and DTE Costs through the Michigan Municipal Risk Management Authority (MMRMA) Some cost reductions City-wide due to the completion of the re-lamping program and other initiatives through South East Michigan Regional energy office. Represents 10% of all utility costs 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>3,253,983</u></u>

GOALS AND OBJECTIVES



DPW

DEPARTMENT OF PUBLIC WORKS
ACTUAL EXPENSE HISTORY



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 solid waste collection and delivery to for processing and disposal; leaf vacuuming and transport to Ferndale DPW yard for transfer to the SOCRRRA compost site;
- Promotion and evaluation of the Recyclebank program;
- Continuation of recycling education in a single stream environment;
- Education and preventative efforts related to the control of West Nile Virus; and
- Increase awareness of the need for proper disposal of all unused and expired pharmaceuticals.
- 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.
- Work with the Environmental Advisory Board to recommend cost / energy saving ideas to the City Commission. Continue to build bridges to the green committees from neighboring communities and the statewide green communities efforts;
- 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 sewer mains and laterals = 247,170
 Fire hydrants = 269

Total tons of solid waste = 1936
 Total tons of recycled trash = 935
 Total tons of yard waste including leaves = 1286
 Percent of trash diverted not including yard waste = 33%
 Total dollar savings of recycling including avoided disposal = \$72,460.00

CAPITAL PLANNING FUND CURRENT YEAR APPROPRIATIONS

Building Repair
 Locker Room Upgrade/Replacement
 Bid Specs Roof 2013--- Roof replacement 2014
 City Tree Replacement Program

RESERVE	5,000
ON HOLD	5,000
PLANNED 2014	10,000
BUDGET	10,000

ACCOUNT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	BUDGET VS ACTUAL 2013-14
DEPARTMENT OF PUBLIC WORKS							
441 702000	SALARIES	30,160	83,323	83,922	18,412	(65,510)	(11,748)
706000	WAGES - HOURLY	140,572	85,561	101,659	124,150	22,491	(16,422)
715000	SOCIAL SECURITY	13,066	11,925	14,197	10,906	(3,291)	(2,160)
716000	HOSPITALIZATION/ OPTICAL	34,795	38,390	47,501	48,627	1,126	13,832
717000	LIFE INSURANCE	695	654	1,550	538	(1,012)	(157)
718000	RETIREMENT	57,629	50,058	43,822	16,886	(26,936)	(40,743)
719000	DENTAL	2,732	2,714	2,884	2,809	(75)	77
724000	BENEFITS	7,218	8,928	17,905	14,989	(2,916)	7,771
727000	SUPPLIES - OFFICE	1,125	1,654	1,000	1,000	-	(125)
744000	UNIFORM PURCHASE	3,398	2,230	2,850	2,850	-	(548)
751000	JOINT OPERATING - SUPPLIES - GAS AND OIL	22,643	26,336	26,702	40,740	14,038	18,097
756000	JOINT OPERATING - SUPPLIES - OPERATING	5,528	8,376	18,516	19,585	1,069	14,057
776000	SUPPLIES - COMMON GROUNDS MAINT	1,449	2,220	4,000	4,000	-	2,551
853000	JOINT OPERATING - COMMUNICATIONS	1,400	1,320	1,501	1,562	61	162
860000	CONFERENCES AND WORKSHOPS	533	380	315	315	-	(218)
920000	JOINT OPERATING - PUBLIC UTILITIES	8,641	8,250	13,605	10,494	(3,111)	1,853
926000	UTILITIES - STREET LIGHTING	61,103	67,326	65,500	65,500	-	4,397
931000	JOINT OPERATING - MAINTENANCE - BUILDING	18,359	20,730	28,242	20,271	(7,971)	1,912
934000	MAINTENANCE - OFFICE EQUIPMENT	110	37	2,000	2,000	-	1,890
940000	RENTAL - EQUIPMENT	406	250	1,000	1,000	-	594
942000	VEHICLE REIMBURSEMENT	-	-	-	-	-	-
956000	MISCELLANEOUS	201	597	950	950	-	749
Total		411,763	421,258	479,621	407,584	(72,037)	(4,179)

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

DEPARTMENT OF PUBLIC WORKS - 441

702.000	SALARIES	18,412
	Includes partial salaries for: DPW Managers, (as per personnel matrix).	
706.000	WAGES - HOURLY	124,150
	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	94,755
727.000	SUPPLIES - OFFICE	1,000
744.000	UNIFORM PURCHASE	2,850
	Stipend provided each DPW employee for required clothing including. 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	40,740
	<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	19,585
	<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.	

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

DEPARTMENT OF PUBLIC WORKS - 441

776-000	SUPPLIES - GROUNDS MAINTENANCE 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	COMMUNICATIONS - TELEPHONE/ PAGERS <u>Joint Operating Expense - 6% to DPW</u> This distribution represents 6% of communications as per the joint distribution matrix.	1,562
860.000	WORKSHOPS/TRAINING/MEMBERSHIPS Local meetings and workshops only, meals, transportation per diem based upon formula for travel as per policy. APWA funded, (As per the membership schedule in the financial section of the budget).	315
920.000	PUBLIC UTILITIES <u>Joint Operating Expense - 6% to DPW</u> This distribution represents 6% of communications as per the joint distribution matrix.	10,494
926.000	UTILITIES - STREET LIGHTING Street Lighting costs per fixture from DTE	65,500
931.000	MAINTENANCE - BUILDING <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 painting interior of the Public Works' offices and break room.	20,271

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

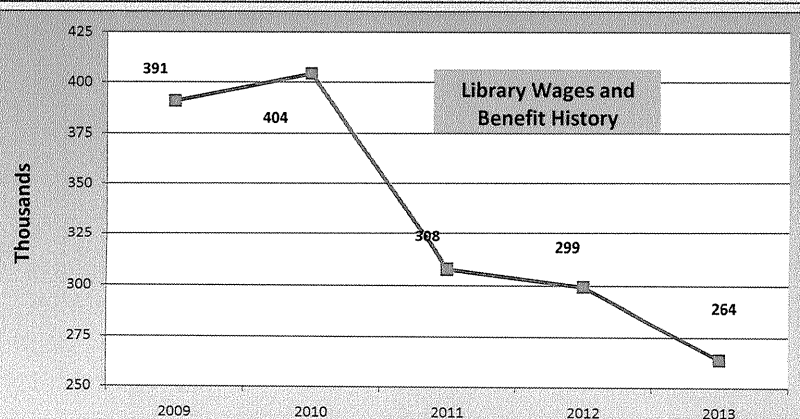
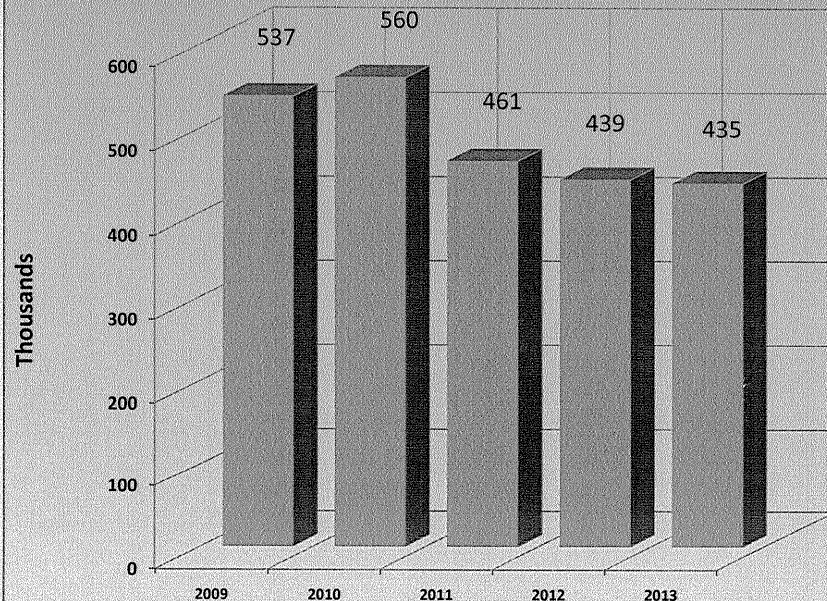
DEPARTMENT OF PUBLIC WORKS - 441

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/> 407,584



LIBRARY

LIBRARY AND CULTURAL CENTER ACTUAL
EXPENSE HISTORY



GOALS AND OBJECTIVES

- * serve As we identify goals and priorities for the next year, the Huntington Woods Public Library has developed a plan to as guidance for the library board and staff to work within our mission.
- * 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, SIRSI, 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.
- * serve Provide the latest in technology trends: wireless, books and movies, books on CD, eBook resources, etc. to better 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 emergence of electronic books really took hold in late 2010, and Huntington Woods Library was on front wave of libraries to new titles of eBooks through OverDrive. The library is also adding Freegal, a source for free music! The library is also redoing their website to make it easier for the public to use.
- * circulate 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. The library board is preparing a community survey to help the library plan for the future.
- * Michigan Promote Michigan State Parks and reading by participating in the State of Michigan's *Park and Read* Program. Library users with a valid library card from the Huntington Woods Public Library can check out a one day pass to any 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. *Park and Read* 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 new 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.
- * 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.

CAPITAL PLANNING FUND CURRENT YEAR APPROPRIATIONS

Automation, equipment, HVAC reserve	RESERVE	5,000
Technology Upgrades	RESERVE	2,000
Library Furniture Upholstry	RESERVE	-
HVAC (renovation)	PLANNED 2014	30,000

ACCOUNT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	BUDGET VS ACTUAL 2013-14
LIBRARY							
790 702000	SALARIES	123,273	113,353	121,917	122,523	606	(750)
706000	WAGES - PART TIME	103,917	86,464	136,178	136,855	677	32,938
715000	SOCIAL SECURITY	17,533	16,771	19,744	19,842	98	2,309
716000	HOSPITALIZATION/ OPTICAL	10,544	9,952	9,870	10,715	845	171
717000	LIFE INSURANCE	447	455	1,314	460	(854)	13
718000	RETIREMENT	36,275	29,879	25,498	30,976	5,478	(5,299)
719000	DENTAL	1,761	1,687	1,708	1,912	204	151
724000	BENEFITS	5,633	5,201	8,617	8,511	(106)	2,878
727000	SUPPLIES - OFFICE	1,195	1,405	3,000	3,000	-	1,805
756000	SUPPLIES - OPERATING	4,987	6,999	7,500	7,500	-	2,513
802000	PROFESSIONAL SERVICES	35,823	39,427	35,500	38,500	3,000	2,677
853000	JOINT OPERATING - COMMUNICATIONS	3,530	3,590	2,501	2,603	102	(927)
860000	CONFERENCES AND WORKSHOP	556	295	510	510	-	(46)
880000	COMMUNITY PROMOTION - ART FAIR	275	1,500	3,000	2,000	(1,000)	1,725
920000	JOINT OPERATING - PUBLIC UTILITIES	20,328	16,817	22,676	17,490	(5,186)	(2,838)
934000	MAINTENANCE - OFFICE EQUIP	1,204	869	2,750	2,750	-	1,546
956000	MISCELLANEOUS	6,485	4,250	3,000	3,000	-	(3,485)
978000	BOOKS	29,853	33,666	35,000	37,000	2,000	7,147
978002	PERIODICALS	16,172	16,850	15,000	15,000	-	(1,172)
978003	DVD's/ONLINE DATABASES/DISCS	15,120	18,223	23,200	23,200	-	8,080
Total		434,911	407,653	478,483	484,347	5,864	49,436

NOTE Budget assumes no change in staffing levels and service

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

LIBRARY - 790

702.000	WAGES - SALARIED All full-time wages budgeted at MML study <u>maximum</u> per position classification. Library Director, Technical Services Coordinator.	122,523
706.000	WAGES - HOURLY 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	136,855
715-724.000	BENEFITS All employee benefits	72,416
727.000	SUPPLIES - OFFICE Includes the purchase of new computer equipment.	3,000
756.000	SUPPLIES - OPERATING Includes but not limited to such items as bar-code labels, patron/bks, library cards (plastic imprinted), book jackets (plastic) and printing/graphics.	7,500
802.000	PROFESSIONAL SERVICES Includes, but not limited to TLN Quarterly payments, Modem Costs, On Line Charges, On-Line, CD Rom Fees, Phone designated line, Fees for Acquisitions & Services, Internet costs, Data Mailers.	38,500
853.000	COMMUNICATIONS - TELEPHONE / RADIO / PAGERS <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)	2,603

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

860.000	<p>CONFERENCES & WORKSHOPS</p> <p>Car mileage, conferences/workshops ALA, TLN, MLA</p> <p>No out of state travel. All certifications and memberships paid by employees.</p>	510
790-880.000	<p>COMMUNITY PROMOTION</p> <p>This is a new line item established to account for all costs associated with the Art Fair and Gallery costs.</p>	2,000
790-920.000	<p>PUBLIC UTILITIES</p> <p><u>Joint Operating Expense - 15% to Library</u></p> <p>(Per Joint operating expense) 15% of all city-wide utility costs.</p>	17,490
790-934.000	<p>MAINTENANCE - OFFICE EQUIPMENT</p> <p>Cost of service contract with the purchase of a new copier and maintenance of color copy machine for use by the public and staff.</p>	2,750
790-956.000	<p>MISCELLANEOUS</p> <p>Includes but not limited to such items as professional memberships, decorations, refreshments, youth programming.</p>	3,000
790-978.000	<p>BOOKS</p> <p>Purchases of reference materials and books through TLN and others. Continued replacement of many outdated reference materials where economically feasible.</p>	37,000
790-978.002	<p>PERIODICALS AND NEWSPAPERS</p> <p>Continued expansion and review of our large current collection. No current expansion of this collection in 2011-12</p>	15,000
790-978.003	<p>TAPES/CDS/DVD</p> <p>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.</p>	23,200
CATEGORY TOTAL		<u>484,347</u>

ACCOUNT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	BUDGET VS ACTUAL 2013-14
CONTINGENCY							
941 915000	MISCELLANEOUS CONTINGENCY	-	-	-	-	-	-
915001	RESERVE REQUIREMENT	-	-	-	-	-	-
	Total	-	-	-	-	-	-
INSURANCE							
954 911000	GENERAL LIABILITY	115,654	113,274	120,000	120,000	-	4,346
913000	LIABILITY SPEC EVENT	-	-	-	-	-	-
914000	EXCESS OF DEDUCTIBLE	-	500	1,000	1,000	-	1,000
	Total	115,654	113,774	121,000	121,000	-	5,346
TRANSFERS							
958 965000	TRANSFER - MAJOR STREET	-	-	-	-	-	-
965001	TRANSFER - LOCAL STREET	70,000	105,000	105,000	105,000	-	35,000
965208	TRANSFER - RECREATION FUND	800,000	800,000	800,000	800,000	-	-
965257	TRANSFER - BUDGET STABILIZATION FUND	50,000	50,000	50,000	50,000	-	-
965661	TRANSFER TO EQUIPMENT FUND	-	-	-	25,000	25,000	25,000
965734	TRANSFER - POST RETIREMENT FUND	439,893	446,086	446,086	543,185	97,099	103,292
965970	TRANSFER - CAPITAL FACILITIES	188,000	182,202	208,668	183,291	(25,377)	(4,709)
	Total	1,547,893	1,583,288	1,609,754	1,706,476	96,722	158,583

NOTE Other Post Retirement Benefits are funded at 10% of our annual liability only

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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 not shown	

CATEGORY TOTAL

00

INSURANCE LIABILITY - 954

911.000	INSURANCE PREMIUM	120,000
	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 including Woodward Dream Cruise, Art Fair and other events as needed. No Huntington Woods event is anticipated in 2012.	
914.000	LIABILITY - EXCESS OF DEDUCTIBLE /OTHER	1,000
	Additional cost to General Fund of claims and charges below deductible limits as set by MMRMA.	

CATEGORY TOTAL

121,000

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

TRANSFERS - 958

965.000	TRANSFER - MAJOR STREET	--
965.001	TRANSFER - LOCAL STREET Transfer to Local Street to Assist in operation of Local Street System, and to augment Act 51 Road funding.	105,000
965.208	TRANSFER - RECREATION FACILITIES FUND Transfer to Recreation Facilities 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.	800,000
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	25,000
965.734	TRANSFER - POST RETIREMENT FUND Contribution to a post retirement account for current health care liabilities and 10% of the required contribution for OPEB equal to \$103,078. 90% of the OPEB requirement remains unfunded.	543,185
965.970	TRANSFER - CONTRIBUTION TO CAPITAL PLANNING FUND Contribution to Capital Planning budget for current and future expenditures under the Capital facilities budget document.	183,288
CATEGORY TOTAL		\$1,706,473

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.

**MAJOR AND LOCAL ROADS
GOALS AND OBJECTIVES**

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.
- Work with the Tree Task Force (representatives from the current BART Board, Planning and the Historic District Committee) to complete a new Tree Ordinance for review by the City Commission to protect and insure this valuable resource for future generations.
- Continue the citywide tree trim program partially funded through the 2012 Men's Club service auction.
- Investigate the impact of Complete Street legislation on city roads and help promote safe biking along city roads.

DEPARTMENT	ACCOUNT #	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
MAJOR ROAD FUND - 202								
000	REVENUE							
	546000	ACT 51 REVENUE	250,654	250,997	250,997	252,882	1,885	2,228
	547000	TRIPARTY REVENUE	42,588	33,333	33,333	-	(33,333)	(42,588)
	567000	TREE GRANT REVENUE	-	-	-	-	-	-
	664000	INVESTMENTS	-	20	50	120	70	120
	668000	RIGHT-OF-WAY-FEES (METRO AUTHORITY)	17,062	16,800	17,000	17,000	-	(62)
	676301	TRANSFER FROM DEBT SERVICE/SIDEWALK	-	-	-	-	-	-
	695000	MISC INCOME	-	-	250	250	-	250
	979395	FUND BALANCE APPROPRIATION	-	-	-	8,772	8,772	8,772
		Total	310,304	301,150	301,630	279,024	(22,606)	(31,280)

NOTE 547.000 Tri-Party I-696 rehabilitation apron work is to start late spring 2013 .
664.000 Major reduction in interest income based upon market index, this trend is continuing.
546.000 Some positive change in monies available from the State for Gas and Weight Tax based upon the current formula (budgeted at 100%)

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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.	252,882
547.000	TRI PARTY REVENUE The City will escrow any monies that become available in 2013-14	--
567.000	TREE GRANT REVENUE	--
664.000	INVESTMENT INCOME	120
668.000	RIGHT-OF-WAY FEES Fees associated with P.A. 48 of 2002	17,000
676.301	TRANSFER FROM DEBT SERVICE/SIDEWALK	--
695.000	MISCELLANEOUS INCOME	250
979.395	FUND BALANCE APPROPRIATION	8,772
TOTAL		279,024

ACCOUNT #	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
MAJOR ROAD FUND - 202							
463 ROUTINE MAINTENANCE (MAJOR)							
706000	WAGES - HOURLY	18,124	15,550	20,361	20,598	237	2,474
715000	SOCIAL SECURITY	1,386	1,418	1,559	1,575	16	189
716000	HOSPITALIZATION/ OPTICAL	4,809	5,076	4,481	5,645	1,164	836
717000	LIFE INSURANCE	86	64	149	55	(94)	(31)
718000	RETIREMENT	2,534	2,389	2,146	1,139	(1,007)	(1,395)
719000	DENTAL	306	346	269	326	57	20
724000	BENEFITS	451	290	1,737	1,936	199	1,485
756000	SUPPLIES - OPERATING	3,663	10,912	12,000	12,000	-	8,337
802010	PROFESSIONAL SERVICE - ATTORNEY	-	-	2,500	1,000	(1,500)	1,000
818002	CONTRACTUAL - PATCHING	17,529	49,320	35,000	45,000	10,000	27,471
818003	CONTRACTUAL - GROUNDS MAINTENANCE	4,458	22,712	21,500	24,000	2,500	19,542
818006	CONTRACTUAL - GYPSY MOTH PROGRAM	-	-	-	-	-	-
818007	CONTRACTUAL - TREE TRIMMING/REMOVAL	7,954	22,490	15,500	41,000	25,500	33,046
940000	EQUIPMENT RENTAL	18,825	18,732	20,000	22,500	2,500	3,675
Total		80,125	149,299	137,202	176,774	39,572	96,649
474 TRAFFIC SERVICES (MAJOR)							
706000	WAGES - HOURLY	3,130	4,583	4,425	4,898	473	1,768
715000	SOCIAL SECURITY	228	382	338	374	36	146
716000	HOSPITALIZATION/ OPTICAL	929	2,149	1,630	2,053	423	1,124
717000	LIFE INSURANCE	12	25	55	20	(35)	8
718000	RETIREMENT	919	935	781	414	(367)	(505)
719000	DENTAL	58	109	98	118	20	60
724000	BENEFITS	165	111	447	549	102	384
756000	SUPPLIES - OPERATING	218	867	1,000	1,000	-	782
818000	CONTRACTUAL SERVICES	62,736	56,741	60,500	10,500	(50,000)	(52,236)
940000	RENTAL - EQUIPMENT	3,561	4,055	3,500	3,500	-	(61)
Total		71,956	69,957	72,774	23,426	(49,348)	(48,530)

ACCOUNT #	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
MAJOR ROAD FUND - 202							
478 SNOW REMOVAL (MAJOR)							
706000	WAGES - HOURLY	5,511	5,823	4,425	4,898	473	(613)
715000	SOCIAL SECURITY	439	447	338	374	36	(65)
716000	HOSPITALIZATION/ OPTICAL	2,118	1,643	1,630	2,053	423	(65)
717000	LIFE INSURANCE	38	38	55	20	(35)	(18)
718000	RETIREMENT	919	825	781	414	(367)	(505)
719000	DENTAL	126	104	98	118	20	(8)
724000	BENEFITS	229	309	447	549	102	320
756000	SUPPLIES - OPERATING	8,806	10,650	11,000	11,000	-	2,194
940000	RENTAL - EQUIPMENT	6,412	5,737	8,500	8,500	-	2,088
Total		24,598	25,576	27,274	27,926	652	3,328
482 ADMINISTRATION & ENGINEERING (MAJOR)							-
702000	WAGES AND SALARIES	5,149	5,415	5,665	6,296	631	1,147
715000	SOCIAL SECURITY	392	329	433	481	48	89
716000	HOSPITALIZATION/ OPTICAL	424	667	817	731	(86)	307
717000	LIFE INSURANCE	32	20	28	8	(20)	(24)
718000	RETIREMENT	831	647	614	631	17	(200)
719000	DENTAL	116	52	39	46	7	(70)
724000	BENEFITS	103	168	224	243	19	140
727000	SUPPLIES	-	-	-	-	-	-
Total		7,047	7,297	7,820	8,436	616	1,389
485 LOAN PAYMENT (MAJOR)							-
965203	ACT 51 TRANSFER	-	-	-	-	-	-
965303	TRANSFER TO 11 MILE BOND DEBT FUND	44,308	43,886	43,386	42,461	(925)	(1,847)
965482	TRANSFER TO SIDEWALK CONST. FUND	-	-	-	-	-	-
Total		44,308	43,886	43,386	42,461	(925)	(1,847)
GRAND TOTAL		228,034	296,015	288,456	279,024	(9,433)	50,990

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

MAJOR ROAD FUND - 202

MAJOR ROADS - MAINTENANCE - 463

706.000	WAGES - HOURLY Overtime will be limited to emergency situations only.	20,598
715 - 724.000	BENEFITS	10,676
756.000	SUPPLIES - MATERIALS Includes, but not limited to the purchase top soil, cold patch, hot patch, concrete, asphalt, crack sealer, sod, grates, castings, pipes, and misc. roadway repair parts and materials. Money for the purchase of trees for planting will come, primarily, from the Huntington Woods Community Fund tree purchase matching grant program.	12,000
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 2013 to increase the amount of roadway maintained by crack sealing.	45,000
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 2013.	--

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

818-007	CONTRACTUAL - TREE PROGRAM	41,000
	Some tree removal will take place in fiscal year 2013-2014. In particular, the city will begin the process of removing some of the trees weakened by the years of drought and lack of pruning The tree trimming program will continue through winter 2015. Tree planting program will be continued this year.	
940.000	EQUIPMENT RENTAL	22,500
	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.	
	SUB-TOTAL - MAJOR ROADS - MAINTENANCE	176,774
MAJOR ROADS - TRAFFIC SERVICES - 474		
706.000	WAGES - HOURLY	4,898
715 - 724.000	BENEFITS	3,528
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	10,500
	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	
940.000	EQUIPMENT RENTAL	3,500
	Pickup, compressor, post driver and loader hours	
	SUB-TOTAL - MAJOR ROADS - TRAFFIC SERVICES	23,426

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

MAJOR ROADS - ICE AND SNOW REMOVAL (478)

706.000	WAGES - HOURLY	4,898
	As a standard, snow will not be removed from major roads (plowed) on overtime until a depth of 4" or greater shall occur.	
715 - 724.000	BENEFITS	3,528
756.000	SUPPLIES - OPERATING	11,000
	Salt (175 tons); rental of space in the Berkley Salt Dome.	
940.000	EQUIPMENT RENTAL	
	Equipment used in salting & plowing major roads.	8,500
SUB-TOTAL - MAJOR ROADS - SNOW & ICE REMOVAL		27,926

MAJOR ROADS - ADMINISTRATION & ENGINEERING - 482

702.000	WAGES - SALARIED	6,296
715 - 724.000	BENEFITS	2,140
727.000	SUPPLIES	--
SUB-TOTAL - MAJOR ROADS - ADMINISTRATION & ENGINEERING		8,436

MAJOR ROADS - LOAN PAYMENT - 485

956.203	ACT 51 TRANSFER 25% LOCAL	--
965.303	TRANSFER TO 11 MILE BOND DEBT FUND	42,461
965.482	TRANSFER TO SIDEWALK CONSTRUCTION FUND	--
LOAN PAYMENT TOTAL		42,461
MAJOR ROADS BUDGET TOTAL		279,024

ACCOUNT #	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
LOCAL ROAD FUND - 203							
000 REVENUES							
546000	STATE HIGHWAY FUNDS	97,692	105,845	105,845	106,677	832	8,985
567000	GRANT INCOME TREE PROGRAM	-	-	-	-	-	-
664000	INVESTMENTS	150	50	60	60	-	(90)
676101	TRANSFER FROM GENERAL FUND	70,000	87,500	105,000	105,000	-	35,000
676202	TRANSFER FROM MAJOR ROAD FUND	-	-	-	-	-	-
695000	UNCLASSIFIED	-	-	500	500	-	500
979395	APPROPRIATION FUND BALANCE	-	-	-	-	-	-
Total		167,842	193,395	211,405	212,237	832	44,395

NOTE

546.000 Some improvements in monies available from the State for Gas and Weight Tax based upon the current formula (budgeted at 100%)
 664.000 Small cash position and low rates prevail
 979.395 No Fund Balance to Re-allocate. Overtime will be for emergency purposes only
 818.000 Some tree planting via monies from the Community Fund Board in 2013-14

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

LOCAL ROADS

REVENUES

546.000	STATE HIGHWAY FUNDS	106,677
567.000	GRANT INCOME TREE PROGRAM	0
664.000	INVESTMENTS	60
676.101	TRANSFER FROM GENERAL FUND	105,000
676.202	TRANSFER FROM MAJOR ROAD FUND	0
695.000	UNCLASSIFIED	500
979.395	APPROPRIATION FUND	0
	TOTAL	212,237

ACCOUNT #	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
463 ROUTINE MAINTENANCE (LOCAL)							
706000	WAGES - HOURLY	24,478	19,803	25,666	29,152	3,486	4,674
715000	SOCIAL SECURITY	1,888	1,794	1,963	2,229	266	341
716000	HOSPITALIZATION/ OPTICAL	6,586	6,901	5,172	8,122	2,950	1,536
717000	LIFE INSURANCE	119	96	209	79	(130)	(40)
718000	RETIREMENT	4,015	3,756	4,160	2,126	(2,034)	(1,889)
719000	DENTAL	417	339	342	442	100	25
724000	BENEFITS	640	472	2,157	2,814	657	2,174
756000	SUPPLIES - OPERATING	5,071	7,872	6,500	6,500	-	1,429
818002	CONTRACTUAL - PATCHING	44,825	44,470	40,000	40,000	-	(4,825)
818003	CONTRACTUAL - GROUNDS MAINT	-	2,250	3,500	3,500	-	3,500
818006	CONTRACTUAL - GYPSY MOTH SPRAYING	-	-	-	-	-	-
818007	CONTRACTUAL - TREE TRIMMING/REMOVAL	15,126	22,950	10,000	35,000	25,000	19,874
940000	EQUIPMENT RENTAL	25,784	29,540	20,000	25,000	5,000	(784)
Total		128,949	140,242	119,669	154,964	35,295	26,015
474 TRAFFIC SERVICES (LOCAL)							
706000	WAGES - HOURLY	4,128	5,358	6,209	7,145	936	3,017
715000	SOCIAL SECURITY	306	412	475	546	71	240
716000	HOSPITALIZATION/ OPTICAL	1,225	1,900	1,881	2,953	1,072	1,728
717000	LIFE INSURANCE	16	23	76	29	(47)	13
718000	RETIREMENT	1,458	1,283	151	773	622	(685)
719000	DENTAL	76	124	124	160	36	84
724000	BENEFITS	235	284	599	816	217	581
756000	SUPPLIES - OPERATING	716	504	3,000	3,850	850	3,134
818000	CONTRACTUAL SERVICES	-	1,800	2,500	2,500	-	2,500
940000	RENTAL - EQUIPMENT	3,133	1,630	500	2,500	2,000	(633)
Total		11,293	13,318	15,515	21,272	5,757	9,979

ACCOUNT #	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
478 SNOW REMOVAL (LOCAL)							
706000	WAGES AND SALARIES	5,790	4,293	6,209	7,145	936	1,355
715000	SOCIAL SECURITY	442	385	475	546	71	104
716000	HOSPITALIZATION/ OPTICAL	1,854	1,771	1,881	2,953	1,072	1,099
717000	LIFE INSURANCE	31	35	76	29	(47)	(2)
718000	RETIREMENT	1,459	1,273	1,513	773	(740)	(686)
719000	DENTAL	119	101	124	160	36	41
724000	BENEFITS	284	265	599	816	217	532
756000	SUPPLIES - OPERATING	2,935	2,750	7,300	7,300	-	4,365
940000	RENTAL - EQUIPMENT	1,899	3,250	5,000	8,000	3,000	6,101
Total		14,813	14,123	23,177	27,722	4,545	12,909
482 ADMINISTRATION & ENGINEERING (LOCAL)							
702000	WAGES & SALARIES	3,682	2,960	4,507	5,075	568	1,393
715000	SOCIAL SECURITY	278	291	344	387	43	109
716000	HOSPITALIZATION/ OPTICAL	433	801	813	956	143	523
717000	LIFE INSURANCE	18	22	33	11	(22)	(7)
718000	RETIREMENT	967	766	1,005	721	(284)	(246)
719000	DENTAL	52	38	46	57	11	5
724000	BENEFITS	184	130	233	295	62	111
727000	SUPPLIES	-	-	100	100	-	100
Total		5,614	5,008	7,081	7,602	521	1,988
GRAND TOTAL		160,669	172,691	166,803	211,560	44,757	50,891

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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.	29,152
715-724.000	BENEFITS	15,812
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. Money for the purchase of trees for planting will come, primarily, from the Huntington Woods Community Fund tree purchase matching grant program.	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.	40,000
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 2013.	00
818-007	CONTRACTUAL - TREE PROGRAM Some tree removal will take place in fiscal year 2013-2014. In particular, the city will begin the process of removing some of the trees weakened by the years of drought and lack of pruning. Part of the City's contribution to the comprehensive tree trimming program partially funded through the 2012 Men's Club Auction to continue winter 2014. Tree planting program will primarily be funded through monies provided by the Community Fund.	35,000

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

LOCAL ROADS

940.000	EQUIPMENT RENTAL	25,000
	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.	

SUB-TOTAL - LOCAL ROADS - MAINTENANCE	154,964
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LOCAL ROADS - TRAFFIC SERVICES - 474

706.000	WAGES - HOURLY	7,145
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724.000	BENEFITS	5,277
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756.000	SUPPLIES - OPERATING	3,850
	Includes such items as blanks, faces, 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, parking lines to be done in-house.	

940.000	EQUIPMENT RENTAL	2,500
	Pickup, compressor, post driver and loader hours	

SUB-TOTAL - LOCAL ROADS - TRAFFIC SERVICES	21,272
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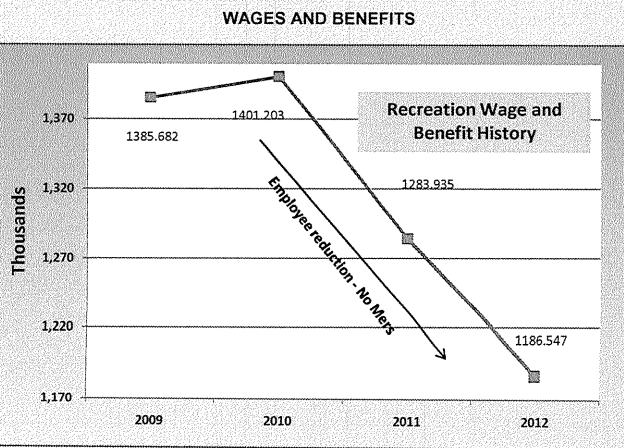
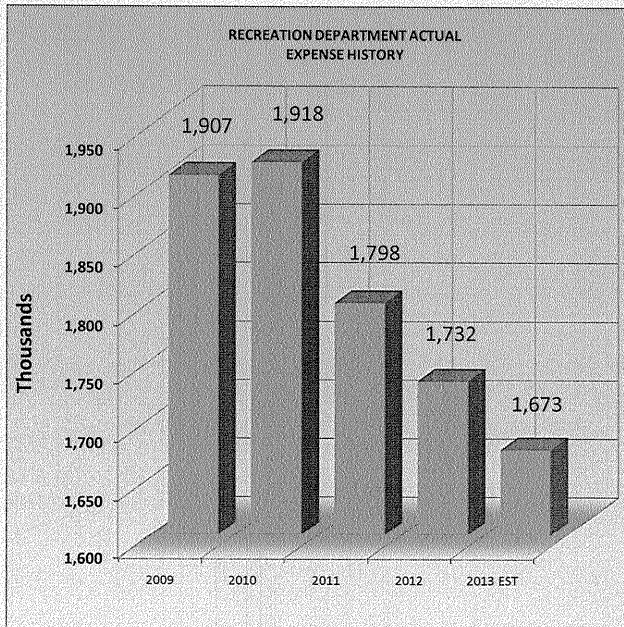
LOCAL ROADS - SNOW & ICE REMOVAL (478)

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

706.000	WAGES - HOURLY 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.	7,145
724.000	BENEFITS	5,277
756.000	SUPPLIES - OPERATING Salt (125 tons); Rental of space in the Berkley Salt Dome	7,300
940.000	EQUIPMENT RENTAL Equipment used in salting & plowing local roads	8,000
	SUB-TOTAL - LOCAL ROADS - SNOW & ICE REMOVAL	27,722
LOCAL ROADS - ADMINISTRATION & ENGINEERING (482)		
702.000	WAGES - SALARIED	5,075
724.000	BENEFITS	2,427
727.000	SUPPLIES	100
	SUB-TOTAL - LOCAL ROADS - ADMINISTRATION & ENGINEERING	7,602
	LOCAL ROADS BUDGET TOTAL	211,560



RECREATION



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 headed by a Director, a Recreation Supervisor, two Programmers, a Senior Outreach Coordinator, a Latchkey Director, and other related administrative staff. The Director of Parks and Recreation oversees the Parks Supervisor.

ATHLETICS: In 2013, 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, indoor tennis camp, baseball camp and soccer skills, the Pistons Academy 3-on-3 basketball tournament and drop-in basketball. We also offer baseball and golf leagues and indoor golf lessons. Indoor tennis lessons throughout the winter and spring are a new and popular offering. Our newly re-finished tennis courts house our popular tennis lessons and clinics for both children and adults. 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 pilates, punk fitness, yoga, aerobics classes and the addition of multiple Zumba classes, tapping into one of the hottest new fitness crazes.

AQUATICS: The Aquatics Club remains the hub for summer activities in Huntington Woods. 2013 will bring some well-needed repairs to the pool including re-marcing the entire pool surface and the installation of a cover for the off season. We will also continue our popular programs at the pool, including Movie Nights, Float a Boat and various theme parties. 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 in 2013. The spring of 2013 will see the installation of a new handicap accessible lift at the pool to bring the pool into compliance with new ADA requirements for public pools. We will continue our popular pre-school swim hours, aquatics lessons, Masters Swim, and Tropical Storm, our 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, well over 1000 campers are accommodated over the summer months in our camp program. In 2013, we are introducing several new and unique day camp opportunities, including lacrosse camp, soccer camp and survival camp. We continue our active and successful partnership with the City of Berkley Parks and Recreation Department by offering camps jointly such as track camp, cheer camp and gymnastics camp.

MAINTENANCE AND UTILITIES: In 2013, we will undergo our annual floor maintenance of the wood floors and carpets in the building. 2013 also ushered in a new computer monitoring system to track our energy savings from the recent installation of solar panels on the Recreation Center roof.

LATCHKEY: Servicing approximately 200 students, Before School Care, Kindergarten Enrichment, and After-school Latchkey are important programs offered by the Recreation Department. 2013 will continue to provide tremendous challenges for our Enrichment Program as the Berkley School District has continued with offering only full day kindergarten to its students. We anticipate that Burton will continue to house the "Young 5's" half day program and we will offer our Enrichment opportunity to all enrolled in that program. The regular "after-school" latchkey program continues to thrive.

ROOM RENTALS/BUS RENTALS: Residents continue to enjoy the opportunity to utilize the buses and facilities for private use. The purchase in 2005 of the new 45 passenger bus has been a welcome addition to our fleet and allows us to transport many of our residents with greater peace of mind. 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 has is currently housing Burton's band class twice a week to help out with its space needs.

PROGRAMMING AND SPECIAL EVENTS: In 2013-14, we will continue to evaluate and expand the number and variety of our class offerings at the Recreation Center. We are continuing to focus on encouraging the health and well being of our community by offering innovative exercise opportunities that appeal to a broad section of the population. We continue to innovate and find exciting options for all our residents. Knitting and crocheting classes are among the popular new offerings.

SPECIAL EVENTS: Among other things, the following special events are held throughout the year to enrich the lives of our residents: Euchre Tournament; Summer Concert Series; July 4th Events and Fireworks; Family Hay Day; Daddy-Daughter Dance, adult and youth "Wild Rides with Colette and Weezy"; a spring event, Santa Breakfast; Outdoor movies; Float-a-Boat competition; Pancake Breakfast, Parents Night Out babysitting program and pre-school parties. We are excited to grow the newest community event, "Run, Walk, Boom", the 1 mile and 5K run fundraiser for the 4th of July Fireworks.

SENIORS: The Senior Outreach Coordinator continues to support our residents by providing home and telephone reassurance services, coordinating transportation and by providing information regarding services available in the area. The Monday lunch program continues weekly and the monthly blood pressure readings are always popular. The popularity of senior trips continues to show strong interest. We strive to develop a variety of programs and trips to local areas of interest. The Leisure Forum, which is now emailed out to interested residents, and mailed to those who prefer that format, on a bi-monthly basis, continues to be a great programming guide for our senior residents. In an effort to maximize the offerings to residents, we frequently partner with Oak Park and collaborate on trips. We have begun several intergenerational programs between our seniors and teens, including "Teeniors Bingo" and "Teeniors Scrabble and Sweets" which have been wildly successful. Our seniors also continue to partner with a 4th grade class at Burton Elementary for the intergenerational pen pal program.

TEENS: The Teen Programs at the Recreation Center continue to have incredible involvement. Teen programming is more popular than ever, with the continuation of mystery trips, "wild-rides", lock-ins, progressive dinners and "teeniors" programming. In 2013, we sent 8 teens to the Annual Youth Symposium sponsored by the Michigan Recreation and Parks Association. The teens are also a huge resource for the Recreation Center for all the time they volunteer. The Leader-in-Training Program continues to be especially popular as does the Junior Counselor program. For the summer of 2013, we anticipate approximately 85 middle and high schoolers participating in both programs combined.

CAPITAL PLANNING FUND CURRENT YEAR APPROPRIATIONS

Recreation Center Reserve
Peasley Park - 11 Mile Huntington Renovation 2013-14
Scotia Park Rehabilitation
Recreation Masterplan Update
Jogging Track Re-surface
H.W. Aquatic Center Reserve
BCP Park rehabilitation / Replacement (Play structure)
Park Development

RESERVE	5,000
BUDGET	60,000
ON HOLD	5,000
BUDGET	10,000
BUDGET	30,000
RESERVE	10,000
PLANNED 2014	10,000
RESERVE	5,000

ACCOUNT DEPARTMENT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
RECREATION FUND - 208							
000 REVENUES							
403000	TAX REVENUE	62,122	62,846	62,138	63,308	1,170	1,186
567000	GRANTS	-	-	-	-	-	-
651000	RECREATION FEES/RENTALS	8,557	8,167	13,500	10,000	(3,500)	1,443
652000	RECREATION SALES	1,532	640	1,000	1,600	600	68
652001	CAFE' SALES	258	545	-	500	500	242
653000	POOL REVENUE	180,504	189,132	190,000	190,000	-	9,496
654001	LEAGUE FEES	34,838	35,316	36,000	36,000	-	1,162
654002	CLASSES/TRIP FEES	110,848	123,883	135,000	125,000	(10,000)	14,152
654003	SENIOR PROGRAM FEES	19,311	33,800	35,000	25,000	(10,000)	5,689
654004	LATCH KEY FEES	213,409	205,907	129,000	185,000	56,000	(28,409)
654005	CAMP FEES - FRUIT	315,136	308,500	330,000	330,000	-	14,864
654007	SPECIAL PROGRAMS	11,073	14,659	14,500	12,500	(2,000)	1,427
654008	JULY 4th ACTIVITIES	27,373	26,773	5,800	20,500	14,700	(6,873)
664000	INTEREST INCOME	5,466	5,200	7,500	6,500	(1,000)	1,034
669000	BUS REVENUE	24,003	21,944	15,000	22,500	7,500	(1,503)
676101	TRANSFER GENERAL FUND	800,000	800,000	800,000	800,000	-	-
695000	MISCELLANEOUS INCOME	3,624	1,500	500	500	-	(3,124)
699395	FUND BALANCE APPROPRIATION	-	-	101,406	85,857	(15,549)	85,857
	Total	1,818,054	1,838,812	1,876,344	1,914,765	38,421	96,711

NOTE

Latch key revenues are contingent on programs at Burton School

No change in GF appropriation and only a slight change in FB appropriation out of Recreation Fund.

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

RECREATION FUND - 208

REVENUES

403.000	TAX REVENUE Tax revenue generated by 0.2118 mills of tax levy expressly for purpose of maintenance of facilities.	62,904
567.000	GRANTS We anticipate no grant monies being available in this category this year	—
651.000	RECREATION FEES / FACILITY RENTAL Room rental sales, birthday party packages and drop-in fees, other events.	10,000
652.000	RECREATION SALES Minor sale of logo clothing, and other small recreation related items.	1,600
652.001	REC CAFÉ Sales of concession items at the pool cafe'. Some improvement over the past year. Total Operations \$11,000 annually.	500
653.000	POOL REVENUE Revenue from pool pass sales and pool related classes, increase in pool fees. Revenue is very weather dependant. Pool passes increase 5% in cost for the 2013-14 season.	190,000
654.001	LEAGUE FEES Registration fees for all leagues, reduction in budget based upon history. no change anticipated.	36,000
654.002	CLASSES / TRIP FEES No change for 2013-14 based upon user-ship in the past 12 months	125,000

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

RECREATION FUND - 208

654.003	SENIOR PROGRAM FEES Senior program revenue. Conservative estimate based upon economic climate.	25,000
654.004	LATCH KEY FEES We are waiting for additional changes in Latch Key at the elementary school and trying to anticipate the impact on revenues this season. Staff has already been reduced staff accordingly to the extent possible to offset this reduction in revenue last year.	185,000
654.005	CAMP FEES - FRUIT- SPECIALTY Continued 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.	330,000
654.007	DREAM CRUISE This revenue represents monies from Woodward Dream Cruise (WDC) Inc. distributions, parking and other incidental revenue. The event for Huntington Woods is down substantially. Only revenue from sponsorship and parking will be collected again this year	12,500
654.008	JULY 4TH ACTIVITIES Projected sales as last season. This line item represents sales of misc item leading up to and during the dream cruise event.	20,500
664.000	INTEREST INCOME Monies collected from Investment earnings through investment of fund balance. Low investments rate are continuing.	6,500

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

RECREATION FUND - 208

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 but will apply in 2013	
676.001	TRANSFER FROM GENERAL FUND	800,000
	The 2010-11 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.	
	Program revenues - account for 50% of the Rec budget including all wage and benefits. Approximately 50% of the revenue comes from General Fund and other sources.	
	Program Expenditures - account for 60% of the rec. budget.	
	Total Expenditures - Overall a increase of 2.44 % is largely due to a One percent budgeted payroll increase and minor adjustments to programming and related activities.	
695.000	MISCELLANEOUS	500
699-395	APPROPRIATION FROM FUND BALANCE	86,261
	The appropriation of Fund balance is increased from last year. The Fund has a total of \$242,000 in unappropriated fund excess.	
	TOTAL	1,914,765

ACCOUNT DEPARTMENT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	-14 BUDGET VS ACTUAL
290 CITY BUS							
715000	SOCIAL SECURITY	2,015	1,882	2,015	2,024	9	9
724000	BENEFITS	41	-	1,264	1,169	(95)	1,128
751000	SUPPLIES - GAS AND OIL	7,391	8,100	9,000	9,000	-	1,609
802000	PROFESSIONAL SERVICES	26,491	24,011	26,331	26,462	131	(29)
853000	COMMUNICATIONS	210	110	250	260	10	50
940000	RENTAL - EQUIPMENT	16,950	16,948	16,950	16,950	-	-
956000	MISCELLANEOUS	-	-	200	200	-	200
	Total	53,098	51,051	56,010	56,065	55	2,967
751 ADMINISTRATION							
702000	SALARIES	133,692	120,927	163,677	161,148	(2,529)	27,456
706000	WAGES - HOURLY	141,310	146,044	111,967	116,059	4,092	(25,251)
715000	SOCIAL SECURITY	21,433	23,597	21,697	21,833	136	400
716000	HOSPITALIZATION/ OPTICAL	33,888	53,280	68,679	75,741	7,062	41,853
717000	LIFE INSURANCE	1,279	1,330	4,199	1,433	(2,766)	154
718000	RETIREMENT	50,249	36,442	34,210	36,634	2,424	(13,615)
719000	DENTAL	4,252	3,699	6,107	6,961	854	2,709
724000	BENEFITS	17,180	20,750	25,025	28,096	3,071	10,916
727000	SUPPLIES - OFFICE	5,592	5,518	7,700	7,700	-	2,108
744000	UNIFORM PURCHASE	1,700	1,650	3,500	3,500	-	1,800
756000	SUPPLIES - OPERATING	13,424	12,200	17,500	17,500	-	4,076
802000	PROFESSIONAL SERVICES	-	-	5,000	5,000	-	5,000
853000	JOINT OPERATING - COMMUNICATIONS	10,320	8,270	8,755	9,113	358	(1,207)
860000	CONFERENCES AND WORKSHOPS	3,046	2,389	2,026	2,386	360	(660)
900000	PUBLICATION AND PRINTING	-	-	500	500	-	500
920000	PUBLIC UTILITIES	47,112	39,896	63,866	61,215	(2,651)	14,103
931000	MAINTENANCE - BUILDING	18,344	25,892	30,000	30,000	-	11,656
934000	MAINTENANCE - OFFICE EQUIPMENT	5,233	1,850	5,550	5,550	-	317
940000	RENTAL - EQUIPMENT	1,644	1,250	3,200	3,200	-	1,556
956000	MISCELLANEOUS	328	286	400	400	-	72
	Total	510,026	505,269	583,558	593,969	10,411	83,943

NOTE \$750.00 allocated to conference expense 2012
 Joint operating communications costs down due to contracted IT services
 Recreation masterplan update to be prepared in fiscal 2013-14

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

BUS - 290

715 - 724.000	BENEFITS	3,193
751.000	SUPPLIES - GAS AND OIL Increases in cost projected	9,000
802.000	PROFESSIONAL SERVICES 3 Part Time Bus drivers @ 25 hrs wk avg. \$2,200 avg monthly cost	26,462
853.000	COMMUNICATIONS - TELEPHONES / RADIOS / PAGERS Percentage value 1.0% of total Citywide communication cost.	260
940.000	RENTAL - EQUIPMENT Rental of two city buses and SMART buses from the Equipment Fund.	16,950
956.000	MISCELLANEOUS	200
TOTAL		56,065

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

RECREATION FUND - 208

RECREATION - ADMINISTRATION - 751

702.000	SALARIES 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.	161,148
706.000	WAGES - HOURLY 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.	116,059
715-724.000	BENEFITS New line item accounting for all benefits across all recreation activities. A major increase is attributable to the MERS catch-up provision and OPEB.	170,698
727.000	SUPPLIES - OFFICE This includes, but is not limited to general office supplies; software updates and copier supplies. No change needed	7,700
744.000	UNIFORM PURCHASE 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	
853.000	JOINT OPERATING - COMMUNICATION	9,113
	Joint operating expense 30% of entire City-wide Communication Budget. Decreased based upon changes in IT staffing and reduction in communication costs.	
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	61,215
	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.	

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

RECREATION FUND - 208

931.000	MAINTENANCE - BUILDING	30,000
	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 Rec.Trac 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
	TOTAL	593,969

ACCOUNT DEPARTMENT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
753	PROGRAMS						
702000	SALARIES	113,110	108,734	108,007	107,389	(618)	(5,721)
714001	WAGES - PROGRAM/ATHLETIC LEAGUE	534	1,280	7,953	7,953	-	7,419
714002	WAGES - PROGRAM/CLASS TRIPS	2,111	2,460	6,250	6,250	-	4,139
714003	WAGES - PROGRAM/SENIOR	15,937	29,580	37,391	37,764	373	21,827
714004	WAGES - PROGRAM/LATCH KEY	131,375	119,097	99,369	97,657	(1,712)	(33,718)
714005	WAGES - PROGRAM/CAMPS	99,275	99,386	102,711	103,222	511	3,947
715000	SOCIAL SECURITY	27,697	31,470	32,428	28,771	(3,657)	1,074
716000	HOSPITALIZATION/ OPTICAL	53,067	70,662	73,143	81,252	8,109	28,185
717000	LIFE INSURANCE	918	838	3,297	934	(2,363)	16
718000	RETIREMENT	63,505	47,071	44,045	52,668	8,623	(10,837)
719000	DENTAL	3,968	4,701	3,031	3,397	366	(571)
724000	BENEFITS	9,865	10,275	16,560	15,762	(798)	5,897
787001	SUPPLIES - ATHLETIC LEAGUE	3,635	3,416	4,500	4,000	(500)	365
787002	SUPPLIES - CLASS TRIPS	6,008	6,482	10,500	7,500	(3,000)	1,492
787003	SUPPLIES - SENIOR PROGRAM	1,417	2,371	3,500	2,500	(1,000)	1,083
787004	SUPPLIES - LATCH KEY	15,526	14,624	16,500	16,500	-	974
787005	SUPPLIES - CAMPS	12,450	13,278	16,500	16,500	-	4,050
787006	SUPPLIES - SPECIAL PROGRAMS	891	1,583	5,000	2,500	(2,500)	1,609
803001	CONTRACTS - ATHLETIC LEAGUES	16,360	19,728	27,000	21,000	(6,000)	4,640
803002	CONTRACTS - CLASS TRIPS	73,525	73,773	90,000	80,000	(10,000)	6,475
803003	CONTRACTS - SENIOR TRIPS	11,212	20,208	25,000	25,000	-	13,788
803004	CONTRACTS - LATCH KEY	4,110	4,398	11,000	8,500	(2,500)	4,390
803005	CONTRACTS - CAMPS	61,273	56,644	65,500	65,500	-	4,227
803006	CONTRACTS - SPECIAL PROGRAMS	9,215	9,020	12,500	10,000	(2,500)	785
803007	CONTRACTS - DREAM CRUISE	3,615	4,692	10,000	5,000	(5,000)	1,385
803008	CONTRACTS - JULY FOURTH/RENTAL	26,365	23,383	24,000	24,000	-	(2,365)
956000	MISCELLANEOUS	-	100	100	100	-	100
	Total	766,964	779,254	855,785	831,619	(24,166)	64,655

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

PROGRAMS - 753

702.000	SALARIES Includes partial or full salaries for Recreation Director, Supervisor, and Programers. All full-time wages budgeted at the maximum per classification based upon the 1997 MML compensation study. Adjustment made for reclassification of Senior Program operator	107,389
714.001	WAGES - HOURLY: PROGRAM / ATHLETIC LEAGUES Includes referees for all leagues and score-keepers in sports programs, gym supervisors for B-ball.	7,953
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.	37,764
714.004	WAGES - HOURLY: PROGRAM / LATCH KEY Latchkey Director and staff.	97,657
714.005	WAGES - HOURLY: PROGRAM / DAY CAMPS Includes the summer day camp directors and counselors LIT Coordinators.	103,222
715 -724.000	ALL EMPLOYEE BENEFITS Includes all benefits for program staffing. major increase for MERS ten year catch-up program and for partial OPEB requirements.	182,784
787.001	SUPPLIES - ATHLETIC LEAGUE This includes, but is not limited to team shirts and athletic equipment	4,000

PROGRAMS - 753

787.002	SUPPLIES - CLASSES/ TRIPS 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	SUPPLIES - SENIOR PROGRAM Additional programs scheduled, including start-up supplies, computer, TV etc, supplies for Monday lunch bunch, trips etc.	2,500
787.004	SUPPLIES - LATCHKEY This includes, but is not limited to all arts & craft supplies, snacks and games, educational books and CD's	16,500
787.005	SUPPLIES - DAY CAMPS This includes, but is not limited to camp shirts, arts & craft supplies and snacks. Increase due to addition of specialty camps.	16,500
787.006	SUPPLIES - SPECIAL PROGRAMS 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	PROFESSIONAL SERVICES - CONTRACTS: ATHLETIC LEAGUES Includes, but not limited to League fees, green fees, tennis pro and Hoops program	21,000
803.002	PROFESSIONAL SERVICES - CONTRACTS: CLASS TRIPS Includes, but not limited to fitness, youth, adult and pre-school programs. Larger program offerings and higher enrollment.	80,000

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PROGRAMS - 753

803.003	PROFESSIONAL SERVICES - CONTRACTS: SENIOR TRIPS Includes, but not limited to admissions on trips, and restaurant fees	25,000
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	65,500
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. All costs except employee wages, some reduction from prior year events likely.	5,000
803.008	PROFESSIONAL SERVICES - CONTRACTS - FOURTH OF JULY/RENTAL Fourth of July programs, and other rental contracts	24,000
956.000	MISCELLANEOUS	100
TOTAL		\$831,619

ACCOUNT DEPARTMENT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-1 BUDGET VS ACTUAL
754	PARKS						
702000	SALARIES	8,167	7,502	7,953	7,953	-	(214)
706000	WAGES - BUILDING AND GROUNDS	52,457	53,976	59,680	101,090	41,410	48,633
715000	SOCIAL SECURITY	4,602	4,999	5,174	8,341	3,167	3,739
716000	HOSPITALIZATION/ OPTICAL	16,291	16,045	12,897	14,417	1,520	(1,874)
717000	LIFE INSURANCE	362	258	635	354	(281)	(8)
718000	RETIREMENT	7,973	5,634	5,236	9,676	4,440	1,703
719000	DENTAL	1,316	1,365	1,339	2,850	1,511	1,534
724000	BENEFITS	1,583	2,881	5,002	9,648	4,646	8,065
744000	UNIFORM PURCHASE	196	200	500	500	-	304
776000	SUPPLIES - PARKS MAINTENANCE	26,692	12,928	22,500	18,500	(4,000)	(8,192)
802000	PROFESSIONAL SERVICES	-	485	4,500	4,500	-	4,500
956000	MISCELLANEOUS/TRAINING	-	200	600	600	-	600
		119,639	106,473	126,016	178,429	52,413	58,790

NOTE Increase in category due to additional part-time wages allocated for park maintenance.

756	SWIMMING POOL						
702000	SALARIES	23,720	22,065	24,319	24,056	(263)	336
706000	WAGES - SESONAL	140,987	105,111	141,219	142,437	1,218	1,450
715000	SOCIAL SECURITY	10,785	10,734	10,804	10,896	92	111
716000	HOSPITALIZATION/ OPTICAL	235	450	284	317	33	82
717000	LIFE INSURANCE	246	17	13	7	(6)	(239)
718000	RETIREMENT	1,656	102	99	197	98	(1,459)
719000	DENTAL	675	32	27	60	33	(615)
724000	BENEFITS	2,224	728	4,063	3,313	(750)	1,089
727000	SUPPLIES - OFFICE	467	1,100	1,350	1,350	-	883
744000	UNIFORM PURCHASE	2,791	2,750	1,900	2,800	900	9
756000	SUPPLIES - OPERATING	12,592	15,195	18,500	18,500	-	5,908
787000	SUPPLIES - PROGRAM	275	1,014	1,000	1,000	-	725
802000	PROFESSIONAL SERVICES	11,934	15,212	11,000	13,500	2,500	1,566
853000	COMMUNICATIONS - TELEPHONE	-	250	250	250	-	250
920000	PUBLIC UTILITIES	36,192	42,877	18,500	21,500	3,000	(14,692)
931000	MAINTENANCE - BUILDING	11,379	13,149	14,000	14,000	-	2,621
956000	MISCELLANEOUS/TRAINING	233	177	500	500	-	267
	Total	256,391	230,963	247,828	254,683	6,855	(1,708)
	GRAND TOTAL	1,706,118	1,673,010	1,869,197	1,914,765	45,568	208,647

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

PARKS - 754

702.000	SALARIES	7,953
	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, 1% increase budgeted in 2013-14	
706.000	WAGES - HOURLY: PROGRAM / ATHLETIC LEAGUES	101,090
	Includes additional salary of Parks Maintenance Employee. 1% budget increase	
715-724.000	BENEFITS	45,286
	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
	TOTAL	178,429

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POOL - 756

702.000	SALARIES Pool Manager; and 25% of Rec Programmer All full-time wages budgeted at MML study maximum per position classification.	24,056
706.000	WAGES - HOURLY Partial salaries for Maintenance II employee All seasonal help for pool operations including, lifeguards, cashier, and manager. 30+ lifeguards and non-management staff. No change in staffing size.	142,437
715 - 724.000	BENEFITS Employee benefits for full and part-time staff	14,790
727.000	SUPPLIES - OFFICE Office supplies, mailer, other printing, Vermont System Rec Trac costs. etc.	1,350
744.000	UNIFORMS Swim suits and T-shirts, item required by management only.	2,800
756.000	SUPPLIES - OPERATING 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	SUPPLIES - PROGRAMS Teaching aids and manuals	1,000

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

POOL- 756

802.000	PROFESSIONAL SERVICES American Red Cross, consulting services, opening and closing costs, other costs including licensing for slides, boiler and pool examination etc.	13,500
853.000	COMMUNICATIONS - TELEPHONES / RADIOS / PAGERS 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.	250
920.000	PUBLIC UTILITIES Increase in utility costs overall including additional irrigation costs and water increases.	21,500
931.000	BUILDING MAINTENANCE Repairs to building and pool as needed. Pool property and equipment now 11 years old, and some additional maintenance is needed.	14,000
956.000	MISCELLANEOUS	500
TOTAL		254,683

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.

DEBT SCHEDULE-ALL OBLIGATIONS					
FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	TV Growth	EQUAL TO (?) MILLS ¹
13-14	1,940,371	432,954	2,373,325	298,907,820	7.9400
14-15	2,005,394	377,947	2,383,341	301,896,898	7.8946
15-16	1,196,350	329,847	1,526,197	304,915,867	5.0053
16-17	717,148	300,324	1,017,472	307,965,026	3.3039
17-18	747,632	276,363	1,023,995	311,044,676	3.2921
18-19	802,965	250,417	1,053,382	314,155,123	3.3531
19-20	883,920	221,422	1,105,342	317,296,674	3.4836
20-21	890,036	172,918	1,062,954	320,469,641	3.3169
21-22	921,620	139,597	1,061,217	323,674,337	3.2787
22-23	875,900	120,631	996,531	326,911,081	3.0483
23-24	879,279	85,369	964,648	330,180,191	2.9216
24-25	719,727	49,275	769,002	333,481,993	2.3060
25-26	395,176	27,022	422,198	336,816,813	1.2535
26-27	392,818	14,226	407,044	340,184,981	1.1965
27-28	168,136	4,183	172,319	343,586,831	0.5015
TOTALS	13,536,468	2,802,492	16,338,965		
NOTE: GWK DRAIN (all series/all years) MILLAGE GROWTH PROJECTED AT 1% BEGINNING 2012-13					
¹ (ESTIMATED FOR PRESENTATION PURPOSES ONLY)					

ACCOUNT # DEPARTMENT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
225	GWK DRAIN DEBT 225 REVENUE						
403000	TAX COLLECTIONS CURRENT	228,733	224,500	225,443	222,551	(2,892)	(6,182)
407000	TAX COLLECTIONS DELINQUENT	(639)	1,500	6,800	6,800	-	7,439
664000	INTEREST EARNINGS	5,295	1,398	1,500	1,500	-	(3,795)
668000	GWK (DETROIT REIMB)	42,120	34,957	37,294	37,231	(63)	(4,889)
699395	FB APPROPRIATION	(5)	-	-	-	-	5
	Total	275,503	262,355	271,036	268,082	(2,954)	(7,421)
225	EXPENDITURE						
802000	PROFESSIONAL SERVICE	-	-	2,500	-	(2,500)	-
994000	PRINCIPAL 2000A-E, 2005, 2007 BONDS	185,486	200,371	195,515	200,371	4,856	14,885
995000	INTEREST 2000A-E, 2005, 2007 BONDS	83,173	67,672	72,978	67,672	(5,306)	(15,501)
999000	PAYING AGENT FEES	18	27	27	27	-	9
	Total	268,677	268,070	271,020	268,070	(2,950)	(607)
	JUNE 30 2012 FUND BALANCE (AUDITED)			287,706			
	2012-13 ESTIMATED INCREASE/(DECREASE)			(5,715)			
	JUNE 30 2013 FUND BALANCE (ESTIMATED)			281,991			
	2013-14 BUDGETED REVENUE			268,082			
	APPROPRIATION FROM FUND BALANCE			-			
	2013-14 BUDGETED EXPENDITURE			268,070			
	JUNE 30 2014 FUND BALANCE (ESTIMATED)			282,003			

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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 \$298,907,820 and 0.7673 mills.	222,551
000-407.000	TAX COLLECTIONS DELINQUENT Delinquent Current Tax Collections collected after February 28, 2013.	6,800
000-664.000	INTEREST EARNINGS Earnings on tax collections for the season based upon estimated average balances of approximately \$230,000 at less than 1.00%	1,500
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..	37,231
TOTAL FUND		<hr/> 268,082

EXPENDITURES - 200

802.000	PROFESSIONAL SERVICE Legal Costs associated with drain matters and other as needed	0
994.000	PRINCIPAL PAYMENT	200,371
995.000	INTEREST PAYMENT DEBT	67,672
999.000	PAYING AGENT FEES	27
TOTAL FUND		<hr/> 268,070

ACCOUNT # DEPARTMENT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
REFUNDED BOND DEBT - 302							
302 REVENUE							
403000	TAX COLLECTIONS CURRENT	1,143,915	1,180,714	1,181,548	1,329,245	147,697	185,330
407000	TAX COLLECTIONS DELINQUENT	(3,446)	34,200	35,000	35,000	-	38,446
664000	INTEREST EARNINGS	3,738	1,170	1,500	1,500	-	(2,238)
	Total	1,144,207	1,216,084	1,218,048	1,365,745	147,697	221,538
302 EXPENDITURE							
991000	PRINCIPAL PAYMENT DEBT	1,005,000	1,115,000	1,115,000	1,290,000	175,000	285,000
995000	INTEREST PAYMENT DEBT	139,600	97,700	97,700	70,425	(27,275)	(69,175)
999000	PAYING AGENT FEES / REFUNDING COST	250	250	350	350	-	100
	Total	1,144,850	1,212,950	1,213,050	1,360,775	147,725	215,925
JUNE 30 2012 FUND BALANCE (AUDITED)				257,771			
2012-13 ESTIMATED INCREASE/(DECREASE)				3,134			
JUNE 30 2013 FUND BALANCE (ESTIMATED)				260,905			
2013-14 BUDGETED REVENUE				1,365,745			
APPROPRIATION FROM FUND BALANCE				-			
2013-14 BUDGETED EXPENDITURE				1,360,775			
JUNE 30 2014 FUND BALANCE (ESTIMATED)				265,875			

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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 \$298,907,820 and 4.5641 mills.	1,329,245
407.000	TAX COLLECTIONS DELINQUENT Delinquent Current Tax Collections collected after February 28, 2014	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%	1,500
TOTAL FUND		1,365,745

EXPENDITURES

991.000	PRINCIPAL PAYMENT DEBT Debt payment of Refunding UTGO Street Bonds	1,290,000
995.000	INTEREST PAYMENT DEBT Interest payment on the above referenced debt Total interest UTGO Street Bonds	70,425
999.000	PAYING AGENT FEES Fees for the handling of the Street Improvement Debt. Estimated at \$350	350
TOTAL FUND		1,360,775

ACCOUNT # DEPARTMENT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
11 MILE ROAD G.O. DEBT - 303							
303 REVENUE							
664000	INTEREST EARNINGS	736	266	840	840	-	104
676202	TRANSFER FROM MAJOR ROAD FUND	45,237	43,886	43,386	42,461	(925)	(2,776)
676592	TRANSFER FROM WATER FUND	67,855	65,080	65,080	63,692	(1,388)	(4,163)
Total		113,828	109,232	109,306	106,993	(2,313)	(6,835)
303 EXPENDITURE							
991000	PRINCIPAL PAYMENT DEBT	50,000	50,000	50,000	50,000	-	-
995000	INTEREST PAYMENT DEBT	63,581	58,956	58,956	56,644	(2,312)	(6,937)
999000	PAYING AGENT FEES/COSTS	325	325	350	350	-	25
Total		113,906	109,281	109,306	106,994	(2,312)	(6,912)
JUNE 30 2012 FUND BALANCE (AUDITED)				38,916			
2012-13 ESTIMATED INCREASE/(DECREASE)				(49)			
JUNE 30 2013 FUND BALANCE (ESTIMATED)				38,867			
2013-14 BUDGETED REVENUE				106,993			
APPROPRIATION FROM FUND BALANCE				-			
2013-14 BUDGETED EXPENDITURE				106,994			
JUNE 30 2014 FUND BALANCE (ESTIMATED)				38,866			

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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 1.00%.	840
676.202	TRANSFER FROM MAJOR ROAD Transfer of debt requirement monies to pay 11 mile road debt.	42,461
676.202	TRANSFER FROM WATER FUND Transfer of debt requirement monies to pay 11 mile road debt.	63,692
TOTAL FUND		106,993

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	56,644
999.000	PAYING AGENT FEES Fees for the handling of the Street Improvement Debt. Estimated at \$350.00	350
TOTAL FUND		106,994

ACCOUNT # DEPARTMENT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
SERIES I - 2010 ROAD (REZEB) IMPROVEMENT BOND - 304							
000 REVENUE							
403000	TAX COLLECTIONS CURRENT	220,827	613,862	613,862	422,058	(191,804)	201,231
407000	TAX COLLECTIONS DELINQUENT	-	2,300	2,450	2,450	-	2,450
532,000	REZEB BOND INTEREST	-	82,428	-	77,158	77,158	77,158
664000	INTEREST EARNINGS	-	922	120	141	21	141
Total		220,827	699,512	616,432	501,807	(114,625)	280,980
300 EXPENDITURE							
991000	PRINCIPAL PAYMENT DEBT	18,448	425,000	425,000	325,000	(100,000)	306,552
995000	INTEREST PAYMENT DEBT	86,490	181,094	181,094	171,463	(9,632)	84,973
999000	PAYING AGENT FEES/COSTS	-	475	350	350	-	350
Total		104,938	606,569	606,444	496,812	(109,632)	391,874
JUNE 30 2012 FUND BALANCE (AUDITED)				184,104			
2012-13 ESTIMATED INCREASE/(DECREASE)				92,943			
JUNE 30 2013 FUND BALANCE (ESTIMATED)				277,047			
2013-14 BUDGETED REVENUE				501,807			
APPROPRIATION FROM FUND BALANCE				-			
2013-14 BUDGETED EXPENDITURE				496,812			
JUNE 30 2014 FUND BALANCE (ESTIMATED)				282,042			

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

ROAD IMPROVEMENT UTGO 2010 BOND - 304

REVENUE - 000

000-403.000	TAX COLLECTIONS Current tax collection for payment of 2013-14 debt obligations based upon current TV and 1.4202 mills	422,058
000-407.000	TAX COLLECTIONS DELINQUENT Delinquent Current Tax Collections collected after February 28, 2014.	2,450
000-664.000	REZEB BOND INTEREST REFUND Refund on Interest paid on Bonds via Recovery Zone Economic Development Bond program.	77,158
000-664.000	INTEREST EARNINGS Earnings on tax collections for the season based upon investment earnings at 1.00%.	141
TOTAL FUND		501,807

EXPENDITURES - 304

991.000	PRINCIPAL PAYMENT DEBT Payment on 2010 SERIES I UTGO DEBT	325,000
995.000	INTEREST PAYMENT DEBT Interest payment on the above referenced debt Total interest 2010 SERIES I ROAD UTGO Bonds	171,463
999.000	PAYING AGENT FEES Fees for the handling of the Street Improvement Debt. Estimated at \$350	350
TOTAL FUND		496,812

ACCOUNT # DEPARTMENT	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
SERIES I - 2012 ROAD IMPROVEMENT BOND - 305							
000 REVENUE							
403000	TAX COLLECTIONS CURRENT	-	-	-	214,527	214,527	214,527
407000	TAX COLLECTIONS DELINQUENT	-	-	-	2,450	2,450	2,450
664000	INTEREST EARNINGS	-	7	-	120	120	120
	Total	-	7	-	217,097	217,097	217,097
300 EXPENDITURE							
991000	PRINCIPAL PAYMENT DEBT	-	(485)	-	75,000	75,000	75,000
995000	INTEREST PAYMENT DEBT	-	51,178	-	66,750	66,750	66,750
999000	PAYING AGENT FEES/COSTS	-	-	-	350	350	350
	Total	-	50,693	-	142,100	142,100	142,100
JUNE 30 2012 FUND BALANCE (AUDITED)				1,834			
2012-13 ESTIMATED INCREASE/(DECREASE)				(50,686)			
JUNE 30 2013 FUND BALANCE (ESTIMATED)				(48,852)			
2013-14 BUDGETED REVENUE				217,097			
APPROPRIATION FROM FUND BALANCE				-			
2013-14 BUDGETED EXPENDITURE				142,100			
JUNE 30 2014 FUND BALANCE (ESTIMATED)				26,145			

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

ROAD IMPROVEMENT UTGO 2012 BOND - 305

REVENUE - 000

000-403.000	TAX COLLECTIONS Current tax collection for payment of 2013-14 debt obligations based upon current TV and 0.7259 mills	214,527
000-407.000	TAX COLLECTIONS DELINQUENT Delinquent Current Tax Collections collected after February 28, 2014.	2,450
000-664.000	INTEREST EARNINGS Earnings on tax collections for the season based upon investment earnings at 1.00%.	120

TOTAL FUND

217,097

EXPENDITURES - 305

991.000	PRINCIPAL PAYMENT DEBT Payment on 2012 SERIES I UTGO DEBT	75,000
995.000	INTEREST PAYMENT DEBT Interest payment on the above referenced debt Total interest 2012 SERIES I ROAD UTGO Bonds	66,750
999.000	PAYING AGENT FEES Fees for the handling of the Street Improvement Debt.	350

TOTAL FUND

142,100

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	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
CAPITAL PLANNING - 402							
402	REVENUE						
531000	GRANT REVENUE	-	-	-	15,000	15,000	15,000
664000	INTEREST EARNINGS	4,634	3,778	-	3,500	3,500	(1,134)
676101	GENERAL FUND CONTRIBUTION	135,350	182,203	182,203	183,291	1,088	47,941
677000	GF PARKS RESERVE CONTRIBUTION	-	-	-	-	-	-
677001	GF CABLE RESERVE CONTRIBUTION	-	-	-	-	-	-
677002	TRUST FUND LIBRARY CONTRIBUTION	-	-	-	-	-	-
676592	WATER FUND CONTRIBUTION	-	-	-	-	-	-
695000	MISCELLANEOUS INCOME	-	17,437	-	-	-	-
979395	APPROPRIATION FROM FUND BALANCE	-	-	72,797	99,309	26,512	99,309
	<i>Total</i>	139,984	203,418	255,000	301,100	46,100	161,116
402	EXPENDITURE						
970171	COMMISSION	2,915	16,014	-	-	-	(2,915)
970171	GENERAL ADMINISTRATION	-	-	20,000	25,000	5,000	25,000
970301	PUBLIC SAFETY	13,006	4,700	12,000	32,600	20,600	19,594
970441	DPS	1,995	1,718	30,000	10,000	(20,000)	8,005
970751	REC CENTER/POOL/PARKS	18,713	73,000	45,000	100,000	55,000	81,287
970790	LIBRARY	7,198	9,500	10,000	-	(10,000)	(7,198)
970970	CABLE	-	-	-	-	-	-
	<i>Total</i>	43,827	104,932	117,000	167,600	50,600	123,773
	JUNE 30 2012 FUND BALANCE (AUDITED)		561,467				
	2012-13 ESTIMATED INCREASE/(DECREASE)		98,486				
	JUNE 30 2013 FUND BALANCE (ESTIMATED)		659,953				
	2013-14 BUDGETED REVENUE		201,791				
	APPROPRIATION FROM FUND BALANCE		99,309				
	2013-14 BUDGETED EXPENDITURE		167,600				
	JUNE 30 2014 FUND BALANCE (ESTIMATED)		594,835				

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

CAPITAL PLANNING JUSTIFICATION 2013-14

Main Domain Server - The City primary domain server is now 9 years old. The age of the device, its memory capacity, speed of computing, and age of drives make this a candidate for replacement. The Server as it sits will be moved down the line, and used as a backup server. This way the oldest server in the System will be removed from service.

Traffic Enforcement Laser -The Department requests funding to purchase one traffic enforcement laser device at a cost of \$2,600. We are currently using one such device that was purchased several years ago. All officers are trained to conduct traffic enforcement with the laser device. An additional device will improve our traffic enforcement capabilities.

Jaws of Life - The "jaws of life" is a basic, crucial piece of equipment carried on our response apparatus. It is of particular importance because of the presence of I-696 in our jurisdiction where the potential is always high for a high speed crashes where vehicle occupants need extrication. The current device predates is well over 15 years old and in dire need of replacement. In spite of its age we have, until recently been able to maintain its usability. However, during annual OSHA testing this year, we discovered the hydraulic generator no longer meets required standards. Further, we found it could not be adequately repaired. The unit was immediately taken out of service. The City is currently using a backup unit from Berkley. This unit is old as well, and cannot be considered dependable on a long term basis.

Tree Replacement Program - The City has torn down well over 600 dead 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.

Peasly Park Renovation - The City was forced to tear down the existing play structure last season as it presented a clear and present danger to those who used the park, as it did not pass the inspection program as required by the State. This spring season we will be moving a play structure from Val Jones park that will fit well in the Peasly park environment. Although the cost of the park renovation may take two seasons to purchase ancillary structures, benches and other smaller apparatus at the park, the fencing will cost upwards of \$60,000 to complete, depending upon the type of fencing used. This allocation will complete this task.

CAPITAL PLANNING JUSTIFICATION Cont.....

Recreation Master-plan - This is a state requirement that was not completed last year. The City Recreation master-plan needs to be completed if the City is to apply for grant monies.

Jogging Track Resurface - Not completed last year, this is a holdover from the 2012-13 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.

CAPITAL FACILITIES BUDGET WORKSHEET

	STATUS	PROJECT DESCRIPTION	PROJECTED YEAR	FISCAL YEAR BEGINNING					TOTAL OUTLAY	CURRENT RESERVE	TOTAL FUTURE RESERVE	PERCENT OF BUDGET
				2013	2014	2015	2016	2017				
1	ON HOLD	Copier/ imaging/ Replacement	PLANNED 2014	5,000	5,000	-	-	-	10,000	7,323	17,323	1.11%
2	ON HOLD	HVAC Damping System	ON HOLD	-	-	-	-	-	-	-	-	0.00%
3	RESERVE	Interior Upgrade Reserve	RESERVE	3,000	2,500	2,500	2,500	2,500	13,000	9,521	22,521	1.44%
4	PLANNED	Commission Desk, Chairs	PLANNED 2014	10,000	25,000	-	-	-	35,000	25,633	60,633	3.88%
5	RESERVE	Carpeting and Furniture/Interior Finishes	RESERVE	1,000	2,000	2,000	2,000	2,000	9,000	6,591	15,591	1.00%
6	RESERVE	Server Reserve	RESERVE	1,000	1,000	1,000	1,000	1,000	5,000	3,661	8,661	0.55%
7	BUDGET	City Main Domain Server	BUDGET	25,000	-	-	-	-	25,000	18,309	23,309	2.77%
TOTAL ADMINISTRATION/CITY HALL				45,000	35,500	5,500	5,500	5,500	97,000	71,038	148,038	10.76%
8	RESERVE	HVAC	RESERVE	2,000	2,000	2,000	2,000	2,000	10,000	7,337	17,337	1.11%
9	RESERVE	Building Maintenance Reserve	RESERVE	5,000	5,000	10,000	5,000	5,000	30,000	21,971	51,971	3.33%
10	BUDGET	Traffic Enforcement Laser	BUDGET	2,600	-	-	-	-	2,600	1,904	4,504	0.29%
11	BUDGET	Jaws of Life	BUDGET	30,000	-	-	-	-	30,000	21,971	51,971	3.33%
12	ON HOLD	Diesel Exhaust System Firehouse (2014)	ON HOLD	2,500	5,000	-	-	-	7,500	5,492	12,992	0.83%
13	PLANNED	In-Car video units digital	PLANNED 2014	10,000	10,000	-	-	-	20,000	14,647	34,647	2.22%
14	RESERVE	Fire hose Replacement	RESERVE	2,000	2,000	2,000	2,500	2,500	11,000	8,056	19,056	1.22%
TOTAL PUBLIC SAFETY				54,100	24,000	14,000	9,500	9,500	111,100	81,378	192,478	12.33%
15	RESERVE	Building Repair	RESERVE	5,000	5,000	10,000	10,000	10,000	40,000	29,295	69,295	4.44%
16	PLANNED	DPW Office/Locker_ room/Refurbish	PLANNED 2014	5,000	10,000	-	-	-	15,000	10,985	25,985	1.66%
17	PLANNED	Bid Specs Roof 2013--- Roof replacement 20	PLANNED 2014	10,000	40,000	-	-	-	50,000	36,619	86,619	5.55%
18	BUDGET	City Tree Replacement Program	BUDGET	10,000	10,000	10,000	10,000	10,000	50,000	36,619	86,619	5.55%
TOTAL DEPARTMENT OF PUBLIC WORKS				30,000	65,000	20,000	20,000	20,000	155,000	113,518	268,518	17.20%
19	RESERVE	Recreation Center Reserve	RESERVE	5,000	10,000	10,000	10,000	10,000	45,000	32,957	77,957	4.99%
20	BUDGET	Peasley Park - 11 Mile Huntington Renovati	BUDGET	60,000	50,000	-	-	-	110,000	80,562	190,562	12.21%
21	PLANNED	Scotia Park Rehabilitation	ON HOLD	5,000	20,000	20,000	-	-	45,000	32,957	77,957	4.99%
22	BUDGET	Recreation Masterplan Update	BUDGET	10,000	-	-	2,000	2,000	14,000	10,253	24,253	1.55%
23	BUDGET	Jogging Track Re-surface	BUDGET	30,000	-	2,000	3,000	3,000	38,000	27,830	65,830	4.22%
24	RESERVE	H.W. Aquatic Center Reserve	RESERVE	10,000	10,000	10,000	10,000	10,000	50,000	36,619	86,619	5.55%
25	PLANNED	BCP Park rehabilitation / Replacement (Play s	PLANNED 2014	10,000	70,000	10,000	-	-	90,000	65,914	155,914	9.99%
26	RESERVE	Park Development	RESERVE	5,000	10,000	10,000	10,000	10,000	45,000	32,957	77,957	4.99%
TOTAL RECREATION CENTER				135,000	170,000	62,000	35,000	35,000	437,000	320,049	757,049	48.50%
27	RESERVE	Automation, equipment, HVAC reserve	RESERVE	5,000	5,000	5,000	5,000	5,000	25,000	18,310	43,310	2.77%
28	RESERVE	Technology Upgrades	RESERVE	2,000	2,000	2,000	2,000	2,000	10,000	7,323	17,323	1.11%
29	RESERVE	Library Furniture Upholstry	RESERVE	-	-	2,000	2,000	2,000	6,000	4,394	10,394	0.67%
30	PLANNED	HVAC (renovation)	PLANNED 2014	30,000	30,000	-	-	-	60,000	43,943	103,943	6.66%
TOTAL LIBRARY				37,000	37,000	9,000	9,000	9,000	101,000	73,970	174,970	11.21%
				301,100	331,500	110,500	79,000	79,000	901,100	659,953	1,541,053	100%

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.

ACCOUNT #	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE
BUDGET STABILIZATION - 257						
000 REVENUE						
664000	INTEREST EARNINGS	6,728	7,011	10,000	5,700	(4,300)
676101	TRANSFER/GENERAL FUND	50,000	50,000	50,000	50,000	-
695000	MISCELLANEOUS INCOME	-	-	-	-	-
979395	APPROPRIATION FROM FUND BALANCE	-	-	-	-	-
	Total	56,728	57,011	60,000	55,700	(4,300)
172 EXPENDITURE						
956.000	MISCELLANEOUS	-	-	-	-	-
965.101	TRANSFER TO GENERAL FUND/ ADMIN	-	-	-	-	-
	Total	-	-	-	-	-
	JUNE 30 2012 FUND BALANCE (AUDITED)		683,011			
	2012-13 ESTIMATED INCREASE/(DECREASE)		57,011			
	JUNE 30 2013 FUND BALANCE (ESTIMATED)		740,022			
	2013-14 BUDGETED REVENUE		55,700			
	APPROPRIATION FROM FUND BALANCE		-			
	2013-14 BUDGETED EXPENDITURE		-			
	JUNE 30 2014 FUND BALANCE (ESTIMATED)		795,722			

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

BUDGET STABILIZATION FUND - 257

REVENUE

000-664.000	INTEREST EARNINGS	3,500
	Earnings on tax collections for the season based upon average estimated balance of \$683,011	
000-676.101	TRANSFER FROM GENERAL FUND	50,000
	Transfer into budget stabilization fund as per the request of the City Commission as defined in the budget stabilization act 1978 P.A. 30	
000-695.000	MISCELLANEOUS INCOME	--
000-979.395	FUND BALANCE APPROPRIATION	--
	TOTAL FUND	\$55,700

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 will be 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.

GOALS - The push to increase recycling tonnage and participation will continue with the support of the Environmental Advisory Committee which will begin to consider concrete steps to increase waste diversion. Waste diversion generates revenue through the SOCRRA rebate on recyclables and avoided trash disposal expense. In the past fiscal year, recycling revenue generated 108% of the cost of recycling paying for recycling collection and reducing the overall cost of solid waste.

An evaluation of Recyclebank and its role in increasing recycling will be on-going as the program continues to be free through June 2014. This evaluation process will be carried out with SOCRRA.

**SANITATION AND SOLID WASTE
GOALS AND OBJECTIVES**

SANITATION & SOLID WASTE

1. Promote the Recyclebank program and monitor its impact. Work with SOCRRA to evaluate the program.
2. Work closely with SOCRRA as they plan for a SOCRRA wide conversion to single stream recycling
3. Develop a plan to divert more material from solid waste to recycling to help increase revenues and reduce costs.
4. Develop a recycling policy for all rentals and events taking place in Huntington Woods.
5. 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 for our recyclables.
 - 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.

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	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
SANITATION - 515							
515 REVENUE							
403000	CURRENT TAX COLLECTIONS	525,052	505,413	505,413	514,928	9,515	(10,124)
404000	QUARTERLY USER FEES	-	-	-	-	-	-
664000	INTEREST EARNINGS	2,422	635	1,500	1,500	-	(922)
695000	MISCELLANEOUS	11,653	2,959	8,500	8,500	-	(3,153)
979395	APPROPRIATION FUND BALANCE	23,672	13,948	22,329	18,961	(3,368)	(4,711)
		562,799	522,955	537,742	543,889	6,147	(18,910)
515 EXPENDITURE							
702000	SALARIES	81,126	59,446	46,024	47,558	1,534	(33,568)
706000	WAGES	17,094	30,626	24,064	28,390	4,326	11,296
715,000	SOCIAL SECURITY	9,235	6,373	5,362	5,810	448	(3,425)
716,000	HOSPITALIZATION/ OPTICAL	26,150	16,779	21,270	13,317	(7,953)	(12,833)
717,000	LIFE INSURANCE	1,034	290	694	247	(447)	(787)
718,000	RETIREMENT	20,484	17,400	16,134	17,409	1,275	(3,075)
719,000	DENTAL	1,765	1,443	915	1,111	196	(654)
724000	BENEFITS	88	3,522	4,730	5,676	946	5,588
751000	SUPPLIES - GAS AND OIL	2,040	3,440	5,340	8,148	2,808	6,108
756000	SUPPLIES - OPERATING	6,353	7,309	6,703	6,917	214	564
802000	PROFESSIONAL SERVICES	351,522	362,191	379,834	385,432	5,598	33,910
853000	COMMUNICATIONS - TELEPHONE	730	670	750	781	31	51
860000	CONFERENCES AND WORKSHOPS	548	550	800	800	-	252
880000	COMMUNITY PROMOTION	3,399	3,214	5,500	5,500	-	2,101
920000	PUBLIC UTILITIES	4,520	3,180	6,802	5,247	(1,555)	727
931000	MAINTENANCE - BUILDING	3,720	4,120	5,648	4,054	(1,594)	334
934000	MAINTENANCE - OFFICE EQUIP	3,470	1,990	5,360	5,431	71	1,961
940000	RENTAL - EQUIPMENT	-	250	1,312	1,561	249	1,561
915000	MISCELLANEOUS CONTINGENCY	-	-	-	-	-	-
956000	MISCELLANEOUS	473	162	500	500	-	27
965101	TRANSFER TO GF (ADMINISTRATION)	29,048	-	-	-	-	(29,048)
	Total	562,799	522,955	537,742	543,889	6,147	(18,910)

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

SANITATION- 515

REVENUES - 000

403.000	CURRENT TAX REVENUE	514,928
404.000	QUARTERLY USER FEES	0
664.000	INTEREST EARNINGS	1,500
695.000	MISCELLANEOUS Includes, in part, proceeds from the scrap metal drop off and the sale of used motor oil.	8,500
979.395	APPROPRIATION FUND BALANCE	18,961
CATEGORY TOTAL		<hr/> <hr/> 543,889

SANITATION- 515

EXPENDITURES - 500

702.000	ADMINISTRATION & STAFF		47,558
	Includes partial salary for the City Manager, Finance Director, Treasurer, DPW Managers, DPW Superintendent		
706.000	WAGES - HOURLY		28,390
	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		43,570
751.000	SUPPLIES - GAS & OIL		8,148
	Joint operating expense with DPW, 10% of total.		
756.000	SUPPLIES - OPERATING		6,917
	Joint operating expense with DPW, 10% of total.		
802.000	PROFESSIONAL SERVICES		385,432
	<i>SOCRRA - Recycling, Solid Waste & Chipping Contract</i>	360,932	
	Covers collection, disposal and processing of recycling, yard waste, refuse, HHW, electronics and chipping.		
	<i>Brush chipping</i>	--	
	Included with other SOCRRA costs		
	<i>Disposal Costs (other)</i>	1,000	
	Waste oil and incidentals. SOCRRA costs are incorporated into Recycling & Refuse cost above.		
	<i>Consultant</i>	500	

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

SANITATION- 515

Temporary workers- leaf collection 1000 hours @ \$13 .00 13,000
per hour

Leaf Hauling 10,000
Use of and hauling of leaves to the Ferndale DPW yard for
transport to SOCRRA's compost facility.

TOTAL FOR PROFESSIONAL SERVICES 385,432

853.000	COMMUNICATIONS - TELEPHONE / PAGERS Joint operating expense with DPW, 3% of total.	781
860.000	CONFERENCES, EDUCATION (TRAINING) & DUES Meetings, meals, & transportation. Michigan Recycling Coalition corporate dues and conference (in state).	800
880.000	COMMUNITY PROMOTIONS Materials used for increasing recycling and expanded yard waste awareness. Recyclebank promotion partially offset by materials provided by Recyclebank.	5,500
920.000	PUBLIC UTILITIES Joint operating expense with DPW, 3% of total.	5,247
931.000	BUILDING MAINTENANCE - CONTRACTUAL Joint operating expense with DPW, 10% of total.	4,054
934.000	MAINTENANCE - OFFICE EQUIPMENT Joint operating expense with DPW, 10% of total.	5,431
940.000	EQUIPMENT RENTAL	1,561

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

SANITATION- 515

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)	—
		<hr/>
	TOTAL	543,889

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. The VACTOR will be seen on city streets throughout the summer.

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.

**WATER AND SEWAGE DEPARTMENT
GOALS AND OBJECTIVES**

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.
- Begin to look at possible 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 meters with the new style meter on an as needed basis.
- Rodding of 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 and expired pharmaceuticals as it relates to water quality.

ACCOUNT #	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
WATER AND SEWER - 592								
592 REVENUE								
626000	INSTALLATION	-	-	500	500	0.00%	-	500
642000	WATER SERVICE	2,250,668	2,880,050	2,290,750	2,383,850	4.06%	93,100	133,182
655000	PENALTIES	8,691	24,904	18,250	22,500	23.29%	4,250	13,809
664000	INVESTMENTS	11,355	3,576	12,500	6,450	-48.40%	(6,050)	(4,905)
673000	FIXED ASSET SALE	-	-	-	-	0.00%	-	-
695000	MISCELLANEOUS/OVERFLOW ADJUSTMENT	8,660	12,018	-	-	0.00%	-	(8,660)
695001	CAPITAL REPLACEMENT FEE	-	115,916	115,915	115,915	0.00%	-	115,915
979395	APPROPRIATION RETAINED EARNINGS	-	-	41,300	-	-100.00%	(41,300)	-
979491	APPROPRIATION FROM STREET BOND FUND	1,307,952	-	-	-			(1,307,952)
	Total	3,587,326	3,036,464	2,479,215	2,529,215	2.02%	50,000	(1,058,111)

NOTE 642.000 Rate increase passthrough of SOCWA and Oakland County Drain equal to 4%
665.000 Penalty rate adjusted to 5.0% beginning July 1, 2012
664.000 Interest Income substantially reduced due to very low investment rates

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

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	2,383,850
	Water & Sewage - \$9.730 / 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	22,500
	Penalty rate adjusted to 5.0% as of July 1, 2013 as per budget resolution.	
664.000	INVESTMENT INCOME	6,450
	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	115,915
	Capital fee for pay-as-you-go replacement of water main.	
979.395	RETAINED EARNINGS RE-APPROPRIATION	0
	CATEGORY TOTAL	2,529,215

ACCOUNT #	DESCRIPTION	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET % INCREASE DECREASE	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
WATER AND SEWER - 592								
592 EXPENDITURE								
702000	SALARIES/ADMINISTRATION	62,075	104,988	72,635	76,903	5.88%	4,268	14,828
706000	WAGES - HOURLY	152,371	108,924	155,295	164,248	5.77%	8,953	11,877
715000	SOCIAL SECURITY	16,384	17,618	17,437	18,448	5.80%	1,011	2,064
716000	HOSPITALIZATION/ OPTICAL	53,502	61,304	55,347	63,756	15.19%	8,409	10,254
717000	LIFE INSURANCE	979	1,156	2,139	761	-64.42%	(1,378)	(218)
718000	RETIREMENT	48,194	38,343	37,032	31,820	-14.07%	(5,212)	(16,374)
719000	DENTAL	3,582	3,554	3,265	3,874	18.65%	609	292
724000	BENEFITS / FRINGES	6,060	5,699	17,635	20,257	14.87%	2,622	14,197
727000	OFFICE SUPPLIES	206	155	1,500	1,500	0.00%	-	1,294
744000	UNIFORMS	-	(114)	250	250	0.00%	-	250
751000	GAS AND OIL	11,040	13,700	21,361	32,592	52.58%	11,231	21,552
756000	SUPPLIES OPERATING	54,941	60,362	86,313	87,168	0.99%	855	32,227
802000	PROFESSIONAL SERVICES	50,704	54,900	50,000	50,000	0.00%	-	(704)
853000	COMMUNICATIONS	5,880	5,570	6,254	6,509	4.08%	255	629
920000	UTILITIES	32,130	27,010	56,690	43,725	-22.87%	(12,965)	11,595
927000	WATER PURCHASE	338,736	371,396	385,000	401,800	4.36%	16,800	63,064
929000	SEWAGE DISPOSAL	975,095	1,030,929	1,090,300	1,085,592	-0.43%	(4,708)	110,497
931000	MAINTENANCE BUILDING	9,640	16,520	22,594	16,217	-28.22%	(6,377)	6,577
934000	MAINTENANCE OFFICE EQUIPMENT	14,057	9,960	21,443	21,724	1.31%	281	7,667
939000	MAINTENANCE VEHICLE/EQUIP	1,757	10,841	9,500	9,500	0.00%	-	7,743
940000	EQUIPMENT RENTAL	37,831	41,552	38,000	38,000	0.00%	-	169
956000	MISCELLANEOUS	1,702	3,864	1,800	1,800	0.00%	-	98
965101	TRANSFER TO GF (ADMINISTRATION)	170,749	197,346	197,345	191,627	-2.90%	(5,718)	20,878
965303	TRANSFER TO 11 MILE G.O. DEBT BOND FUND	66,461	66,468	65,080	63,692	-2.13%	(1,388)	(2,769)
965491	TRANSFER TO ROAD CONSTRUCTION FUND	-	-	-	-	0.00%	-	-
968000	DEPRECIATION	130,344	65,000	65,000	65,000	0.00%	-	(65,344)
968001	RETENTION - MACHINES	-	-	-	-	0.00%	-	-
972000	RETENTION - SYSTEM REPLACEMENT	-	18,500	-	20,948	100.00%	20,948	20,948
982000	CAPITAL OUTLAY	-	67,500	-	-	0.00%	-	-
985000	CAPITAL OUTLAY VEHICLES	-	16,700	-	-	0.00%	-	-
995000	INTEREST EXPENSE	-	-	-	-	0.00%	-	-
	Total	2,244,420	2,419,745	2,479,215	2,517,711	1.55%	38,496	273,291

NOTE

927.000 4.0% increase in water rate from SOCWA.
 929.000 Major 6%+ estimated Increase in Sewage and storm water rate
 985.000 No vehicles purchased, No major equipment purchases
 985.491 Debt Payment will continue for 11 years 11 mile road

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

EXPENDITURES - 535

702.000	SALARIES Includes partial salary for the City Manager, Finance Director, Treasurer, Deputy Finance Director/Deputy Treasurer, DPW Managers, DPW Superintendent, P/T Clerks.	76,903
706.000	WAGES - HOURLY 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.	164,248
709.000	WAGES - SEASONAL Seasonal employees.	
715-724.000	BENEFITS All Employees	138,916
727.000	OFFICE SUPPLIES Includes postage for water bills, printing, computer & general office supplies	1,500
744.000	UNIFORMS Purchase of rain suits, firemen boots, gloves and other apparel specifically used when repairing water or sewer lines	250
751.000	GAS & OIL Redistribution of Joint operating expense with 40% of Joint operating Gas prices have continued to rise an average of 10% in the last few years.	32,592

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

756.000	SUPPLIES - REPAIR & MAINTENANCE OF SYSTEM 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.	87,168
802.000	PROFESSIONAL SERVICES 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.	50,000
853.000	TELEPHONE/CELL PHONES/COMMUNICATION Joint operating expense with 25% of total communication cost	6,509
920.000	UTILITIES	43,725
927.000	WATER PURCHASES Water rate \$14.350 /1000 cubic feet calculated on 28 million gallons annual usage. This represents a 4.00% increase from SOCWA. Detroit has increased its rate by a larger amount however the SOCWA Passthrough price is less.	401,800
929.000	SEWAGE DISPOSAL Sewer rate \$15.62/1000 cubic feet calculated on 28 million gallons annual usage, equal to a 4% increase. GWK Overflow - \$52,340/month, same budgeted amount as in fiscal 2013.	1,106,540
931.000	MAINTENANCE OF BUILDING Cost to Water Department to maintain shared facility with Public Services Additional painting and building repair included in this budget. 40% of Joint operating	16,217
934.000	MAINTENANCE OF OFFICE EQUIPMENT Cost to Water Department to maintain shared data processing costs and equipment with Public Services. 40% of Joint operating.	21,724

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

939.000	MAINTENANCE VEHICLES / EQUIPMENT Supplies such as filters, tires, hoses for Water Department vehicles, specialized equipment for Vactor.	9,500
940.000	EQUIPMENT RENTAL	38,000
956.000	MISCELLANEOUS	1,800
965.101	TRANSFER TO GF (ADMINISTRATION)	191,627
965-303	TRANSFER TO 11 MILE G.O. DEBT	63,692
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 2014-15. This equipment purchase will cost approximately \$290,000 and be covered by an installment loan. Monies allocated in 2013-14 will pay for replacement of brass corporation fittings in inventory with lead free fittings as required by law beginning January 1, 2014.	20,948
982.000	CAPITAL OUTLAY No water main replacement is planned as part of the 2013-2014 road project. No additional Water/Sewer Fund monies will be appropriated.	--
985.000	CAPITAL OUTLAY - VEHICLES	--
995.000	INTEREST EXPENSE	--
	CATEGORY TOTAL	2,517,711

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	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
EQUIPMENT - 661							
661 REVENUE							
664000	INTEREST INCOME	3,320	1,103	2,000	1,200	(800)	(2,120)
670000	EQUIPMENT RENTAL	172,479	174,431	181,674	185,669	3,995	13,190
673000	SALE OF EQUIPMENT	-	3,150	750	2,500	1,750	2,500
676101	TRANSFER FROM GENERAL FUND	-	16,014	2,500	25,000	22,500	25,000
695000	MISCELLANEOUS	1,000	-	-	-	-	(1,000)
979386	TRANSFER FROM EQUIPMENT RESERVE	-	-	-	-	-	-
979395	TRANSFER FROM FUND BALANCE	-	52,830	52,356	77,742	25,386	77,742
	Total	176,799	247,528	239,280	292,111	52,831	115,312
661 EXPENDITURE							
702000	SALARIES ADMINISTRATIVE	6,691	9,159	7,049	8,643	1,594	1,952
706000	WAGES - HOURLY	28,375	27,159	28,510	28,233	(277)	(142)
715000	SOCIAL SECURITY	2,675	2,775	2,720	2,821	101	146
716000	HOSPITALIZATION/ OPTICAL	7,043	8,311	9,217	10,230	1,013	3,187
717000	LIFE INSURANCE	199	196	349	116	(233)	(83)
718000	RETIREMENT	2,372	3,958	3,965	1,044	(2,921)	(1,328)
719000	DENTAL	457	428	669	750	81	293
724000	BENEFITS	976	500	2,450	2,645	195	1,669
756000	SUPPLIES - OPERATING	100,678	66,955	65,000	65,000	-	(35,678)
802008	PROFESSIONAL SERVICE	5,400	8,790	6,000	6,000	-	600
968000	DEPRECIATION	59,688	80,499	80,500	65,000	(15,500)	5,312
983000	CAPITAL OUTLAY EQUIPMENT/VEHICLES	2,589	16,014	22,000	-	(22,000)	(2,589)
983001	CAPITAL OUTLAY COMPUTERS/SERVER	-	2,750	3,000	23,000	20,000	23,000
985000	RESERVE - TRANSFER TO	-	-	-	-	-	-
995000	INTEREST/ PRINCIPAL EXPENSE	1,004	7,817	7,850	78,629	70,779	77,625
	Total	218,147	235,311	239,279	292,111	52,832	73,964

NOTE

Parol Vehicle Purchase in 2013-14 (3) vehicles
Computers purchased based upon replacement schedule and server/firewall replacement

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

EQUIPMENT FUND

REVENUES - 000

664.000	INTEREST INCOME Interest income on total available balance.	1,200
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.	185,669
673.000	SALE OF EQUIPMENT Sale of outdated and used equipment from the Equipment Fund	2,500
676.101	TRANSFER FROM GENERAL FUND	25,000
695.000	MISCELLANEOUS	0
979.395	TRANSFER FROM FUND BALANCE.	<u>77,742</u>
	CATEGORY TOTAL	292,111

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

EQUIPMENT FUND

EXPENDITURES -600

702.000	WAGES - SALARIED Portion of Finance Director's Salary	8,643
706.000	WAGES - HOURLY Wages for mechanics (as per personnel matrix)	28,233
715 -724.000	BENEFITS	17,606
756.000	SUPPLIES - OPERATING All parts and equipment for the maintenance of all city vehicles and other equipment. Large Blue transit Bus is being sold and cost for its maintenance will be removed from the supplies line item	65,000
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 -	23,000
983.001	(Server and Firewall replacement scheduled in Late 2013-14 \$20,000) Desktops \$3,000	
✓ 985.001	RESERVE FIRE TRUCK	0 ?
995.000	INTEREST/ PRINCIPAL EXPENSE Cost of installment purchase Principal and interest on Patrol Vehicles and new fire vehicle	78,629
TOTAL		292,111

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	2011-12 ACTUAL	JUNE 30 FINAL ESTIMATE	2012-13 AMENDED BUDGET	2013-14 PROPOSED BUDGET	BUDGET \$ INCREASE DECREASE	2013-14 BUDGET VS ACTUAL
POST RETIREMENT BENEFITS- 734							
734 REVENUE							
676101	GENERAL FUND CONTRIBUTION CURRENT	375,985	311,628	374,391	440,107	65,716	64,122
676734	GENERAL FUND CONTRIBUTION OPEB	63,908	71,696	71,696	103,078		39,170
664000	INTEREST EARNINGS	9,466	6,085	8,500	6,500	(2,000)	(2,966)
695000	MISCELLANEOUS	-	-	100	100	-	100
	Total	449,359	389,409	454,687	549,785	63,716	100,426
734 EXPENDITURE							
702000	SALARIES	9,431	8,727	17,936	21,152	3,216	11,721
724000	BENEFITS	10,754	848	1,543	1,751	208	(9,003)
724001	CURRENT RETIREE HEALTH CARE	420,644	445,187	367,200	458,874	91,674	38,230
802000	PROFESSIONAL SERVICES	-	-	2,000	2,000	-	2,000
956000	MISCELLANEOUS	-	-	100	100	-	100
965734	TRANSFER TO MERS RHV FUND	41,302	48,522	63,908	63,908	-	22,606
965101	TRANSFER TO GF (ADMIN)	2,000	2,000	2,000	2,000	-	-
	Total	484,131	505,284	454,687	549,785	95,098	65,654

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

2009-10 Non-Union Vacation Accruals eliminated (all accrued vacation expunged January 2010)

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

POST RETIREMENT FUND - 734

REVENUE

676.101	GENERAL FUND CONTRIBUTION	440,107
	Contribution to "fund" the cost of employee post retirement costs	
	Post Retirement Benefit Costs required to be calculated and are considered a liability.	
	The General Fund funds both the current health care cost for retirees, and is charged with the payment of the OPEB portion shown below.	
676-734	OPEB CONTRIBUTIONS - OTHER FUNDS	103,078
	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 \$1,078,730. 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	6,500
	Interest earning on invested idle funds at 1%	
695.000	MISCELLANEOUS	100
	Miscellaneous funding not budgeted elsewhere.	

CATEGORY TOTAL

549,785**EXPENDITURES**

702.000	SALARIES	21,152
	Salaries for administration cost of fund. Finance Director only	
724.000	BENEFITS COST	1,751
724.001	RETIREE HEALTHCARE COST	458,874
802.000	PROFESSIONAL SERVICES	2,000
956.000	MISCELLANEOUS	100
965.734	TRANSFER TO MERS RHV (OPEB)	63,908
965.101	TRANSFER TO GENERAL FUND	2,000
	Transfer to General Fund for administrative cost of fund.	

CATEGORY TOTAL

549,785

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 #		2011-12	JUNE 30	2012-13	2013-14	BUDGET \$	2013-14
DEPARTMENT	DESCRIPTION	ACTUAL	FINAL	AMENDED	PROPOSED	INCREASE	BUDGET V
			ESTIMATES	BUDGET	BUDGET	DECREASE	ACTUAL
ROAD CONSTRUCTION FUND - 491							
000 REVENUE							
664000	INVESTMENT INCOME	8,419	3,317	28,500	1,500	(27,000)	(6,919)
676101	TRANSFER FROM GENERAL FUND	-	-	-	-	-	-
676592	TRANSFER FROM WATER FUND	-	-	-	-	-	-
695000	MISC INCOME	-	316,300	-	-	-	-
696000	BOND PROCEEDS	4,409,950	-	3,020,000	-	(3,020,000)	(4,409,950)
979395	FUND BALANCE APPROPRIATION	-	1,342,160	1,125,000	885,000	(240,000)	885,000
	Total	4,418,369	1,661,777	4,173,500	886,500	(3,287,000)	(3,531,869)

NOTE

Potential Bond Sale in 2014

No transfers from any fund in fiscal 2012-13. No additional revenue pending a bond sale in 2014

491 EXPENDITURES

676.202	TRANSFER / MAJOR ROAD	-	-	-	-	-	-
706.000	WAGES/BUILDING AND GROUNDS	-	-	-	-	-	-
715.000	SOCIAL SECURITY	-	2,130	3,977	-	(3,977)	-
716.000	HOSPITALIZATION/ OPTICAL	-	68	-	-	-	-
717.000	LIFE INSURANCE	-	-	-	-	-	-
718.000	RETIREMENT	-	-	-	-	-	-
719.000	DENTAL	-	-	-	-	-	-
724000	BENEFITS	-	2,744	4,287	-	(4,287)	-
756.000	SUPPLIES	2	275	500	500	-	498
802.000	PROFESSIONAL SERVICES	1,100	23,875	51,988	-	(51,988)	(1,100)
900.000	PRINTING AND PUBLICATION	-	-	1,000	500	(500)	500
940000	EQUIPMENT RENTAL	-	-	1,000	1,000	-	(250)
956.000	MISCELLANEOUS	500	-	250	250	-	-
975.000	CONSTRUCTION EXPENSES	-	-	-	-	-	245,300
975.001	CONSTRUCTION EXPENSES 2010 SERIES I	515,800	-	978,750	761,100	(217,650)	-
975.002	CONSTRUCTION EXPENSES 2010 SERIES II	-	-	-	-	-	-
976.000	CONSTRUCTION EXPENSES COOLIDGE	-	1,154,699	2,186,250	-	(2,186,250)	(36,374)
976.001	CONSTRUCTION ENGINEERING COOLIDGE	-	99,021	327,189	-	(327,189)	-
977.000	CONSTRUCTION ENGINEERING	36,374	-	-	-	-	(46,585)
977.001	CONSTRUCTION ENGINEERING SERIES I	152,485	62,665	145,250	105,900	(39,350)	-
977.002	CONSTRUCTION ENGINEERING SERIES II	-	-	-	-	-	1,000

Total	706,261	1,345,477	3,700,440	869,250	(2,831,190)	162,989
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NOTE

Construction work will continue with remaining funds from 2012 bond sale. Only monies used are from Fund Balance.

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

ROAD CONSTRUCTION FUND - 491

REVENUE - 000

664.000	INTEREST EARNINGS Earnings on tax collections for the season based upon average balance at 1.05%.	1,500
696.000	BOND PROCEEDS Pending Bond sale in June/July 2014	--
979.395	RE-APPROPRIATION BOND PROCEEDS	885,000
TOTAL FUND		886,500

EXPENDITURES

715 -724.000	BENEFITS	--
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	--
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
975.000	ROAD CONSTRUCTION - 11 MILE	--

CITY OF HUNTINGTON WOODS BUDGET DOCUMENT

ROAD CONSTRUCTION FUND - 491

975.001	CONSTRUCTION - SERIES I Interior Roads Mill and Cap (as per 2013 building plan)	761,100
975.002	CONSTRUCTION - COOLIDGE Not budgeted.... complete	--
976.000	CONSTRUCTION - SERIES II	--
977.000	PE - CE (ENGINEERING) - 11 MILE	--
977.001	PE - CE (ENGINEERING) - SERIES I BOND	105,900
977.002	PE - CE (ENGINEERING) - SERIES II BOND	--
	TOTAL FUND	869,250

VALUATION AND MILLAGE HISTORY						CALCULATED PERCENTAGE CHANGE
CATEGORY	2009	2010	2011	2012	2013	
OPERATING GENERAL FUND / REC FUND	16.1263	16.6263	17.1263	17.6263	17.6263	0.00%
SANITATION	1.7227	1.7227	1.7227	1.7227	1.7227	0.00%
RACKHAM	0.1066	0.0000	0.0000	0.0000	0.0000	0.00%
SUB TOTAL	17.9556	18.3490	18.8490	19.3490	19.3490	0.00%
DEBT MILLAGE	3.9919	5.2105	6.8859	7.0389	7.4775	6.23%
GRAND TOTAL LEVY	21.9475	23.5595	25.7349	26.3879	26.8265	1.66%
MILLAGE CHANGE %	4.02%	7.34%	9.23%	2.54%	4.24%	
HEADLEE ROLL BACK ?	NO	NO	NO	NO	NO	
COMPOUND MILLAGE REDUCTION FACTOR	1.0000	1.0000	1.0000	1.0000	1.0000	0.00%
TAXABLE VALUE	325,711,090	306,037,730	294,190,790	293,384,750	298,907,820	1.88%
AVG TAXABLE VALUE PER PARCEL	134,758	126,619	121,717	121,384	123,669	1.88%
GENERAL FUND TAX LEVY	5,183,529	5,023,456	4,976,090	5,109,145	5,205,330	1.88%
OPERATING TAX LEVY ALL FUNDS (LESS DEBT)	5,863,618	5,667,988	5,593,203	5,724,699	5,833,068	1.89%
AVG TAX PER PARCEL (LESS DEBT)	2,426	2,345	2,314	2,369	2,413	1.87%
AVG TAX PER PARCEL (INCL DEBT)	2,958	2,983	3,132	3,203	3,318	3.58%
CHANGE IN TAXABLE VALUE	0.59%	-6.04%	-3.87%	-0.27%	1.60%	---
CHANGE IN TAX DOLLARS	3.60%	-3.34%	-1.32%	2.35%	4.29%	---
CONSUMERS PRICE INDEX	4.40%	-0.30%	1.70%	2.70%	2.40%	---
FUND BALANCE APPROPRIATION	-	-	62,714	53,856	-	---
RE-APPROPRIATION AS A % OF TOTAL TAX LEVY	0.00%	0.00%	1.12%	94.00%	0.00%	---
STATE SHARED REVENUE (BUDGETED)	904,742	800,916	747,064	792,233	886,507	11.90%
NO. OF HOMES	2,417	2,417	2,417	2,417	2,417	0.00%
POPULATION	6,151	6,151	6,238	6,238	6,238	0.00%
STATE SHARED REVENUE PER CAPITA	147.09	130.21	119.76	127.00	142.11	11.90%

OPERATING MILLAGE CALCULATION 2013

GENERAL FUND EXPENSE		\$6,843,602
LESS:	LICENSES AND PERMITS	443,750
	STATE REVENUE SHARING	542,348
	USER FEES	577,022
	FUND BALANCE APPROPRIATION	25,652
	TOTAL NON-TAX REVENUES	1,588,772
	TAX DOLLARS REQUIRED	5,254,830
LESS:	TAX PENALTIES	49,500
LEVY REQUIREMENT		5,205,330

MILLAGE CALCULATION

TAXABLE VALUE DECEMBER 31, 2012	298,907,820	
CALCULATED MILLAGE REQUIRED	17.4145	
2013-2014 LEVY CEILING	17.4145	
TOTAL REVENUE RAISED	5,205,330	5,205,330
TEST	-	(0)
TEST	-	

OTHER FUNDS LEVY REQUIREMENTS

	GENERAL	SANITATION	REC	GWK	REUNDED	2010 ROAD	2012 ROAD	RACKHAM
TOTAL FUND EXPENSES	6,843,602	543,889	1,914,765	268,070	1,360,775	496,812	142,100	-
LESS: OTHER REVENUE	1,588,772	28,961	1,051,457	38,731	1,500	141	120	-
PLUS: CASH RESERVE	-	-	-	-	5,000	(72,158)	75,000	-
LEVY REQUIREMENT	5,254,830	514,928	863,308	229,339	1,364,275	424,513	216,980	-
MILLAGE DOLLAR LEVY	5,205,330	514,929	63,309	229,352	1,364,245	424,509	216,977	-
MILLAGE REQUIRED	17.4145	1.7227	2.8882	0.7673	4.5641	1.4202	0.7259	-
MILLAGE LEVY	17.4145	1.7227	0.2118	0.7673	4.5641	1.4202	0.7259	-
OVER/(UNDER)	-	-	2.6764	-	-	-	-	-

RACKHAM GOLF COURSE SERVICE FEE	9,000
2009 American Golf Service Fee (as per settlement)	33,742
2012 CITY OF DETROIT (GWK 13.9% portion of debt)	37,231

HEADLEE TAX LIMIT CALCULATION

C.P.I.	1.0240
TAXABLE VALUE - PRIOR YEAR	293,384,570
TAXABLE VALUE - CURRENT YEAR	298,907,820
PERCENT INCREASE (MEMO ONLY)	1.88%
CURRENT YEAR LOSSES	316,497
CURRENT YEAR ADDITIONS	1,111,280
MAXIMUM AUTHORIZED RATES: OPERATION	20.0000
MAXIMUM AUTHORIZED RATES: SANITATION	3.0000
CURRENT YEAR MILLAGE REDUCTION FRACTION	1.0077
APPLICABLE FRACTION (can't exceed 1.0)	1.0000

2012-13		2012 LEVIED	CUSHION
PRIOR YEAR OPERATING	12.9145	12.9145	-
PRIOR YEAR 2004 VOTED OVERRIDE	5.8737	4.5000	1.3737
PRIOR YEAR 1998 VOTED OVERRIDE	0.2118	0.2118	-
PRIOR YEAR 2007 RACKHAM OVERRIDE	0.5000	-	0.5000
PRIOR YEAR SANITATION	1.7227	1.7227	-
TOTAL	21.2227	19.3490	1.8737

2013-14	MAX AUTHORIZED	2013 LEVIED	CUSHION
CURRENT YEAR OPERATING	12.9145	12.9145	-
CURRENT YEAR 2004 VOTED OVERRIDE	5.8737	4.5000	1.3737
CURRENT YEAR 1998 VOTED OVERRIDE	0.2118	0.2118	-
CURRENT YEAR 2007 RACKHAM OVERRIDE	0.5000	-	-
CURRENT YEAR SANITATION	1.7227	1.7227	-
TOTAL	21.2227	19.3490	1.3737

SUMMARY	MAX AUTHORIZED STATUTORY	2013 LEVIED	2013 NET MILLAGE CUSHION
TOTAL MAX AUTHORIZED OPERATION	18.7882	17.4145	1.3737
TOTAL MAX AUTHORIZED RECREATION	0.2118	0.2118	-
TOTAL MAX AUTHORIZED RACKHAM	0.5000	-	-
TOTAL MAX AUTHORIZED SANITATION LEVY	1.7227	1.7227	-
TOTAL	21.2227	19.3490	1.3737

SPREADSHEET LEVY: OPERATING	17.4145
SPREADSHEET LEVY: RECREATION	0.2118
SPREADSHEET LEVY: RACKHAM DEFENSE	0.0000
SPREADSHEET LEVY: SANITATION	1.7227
TOTAL PROPOSED LEVY	19.3490
AUTHORIZED BUT NOT LEVIED	0.0000

STATE SHARED REVENUE 2013-2014

REVENUE TYPE	BASE MULTIPLIERS			2013	2012	2011	2010
MAJOR STREETS							
POPULATION	6,238	29.90		186,516	185,143	164,969	165,154
MILEAGE	6.95	8,681	1.10	66,366	65,854	62,994	63,232
TOTAL MAJOR BUDGETED				252,882	250,997	227,963	228,386
TOTAL ACTUAL							
LOCAL STREETS							
POPULATION	6,238	9.97		62,192	61,693	54,989	55,051
MILEAGE	17.80	2,272	1.10	44,485	44,152	42,703	42,802
TOTAL LOCAL BUDGETED				106,677	105,845	97,692	97,853
TOTAL ACTUAL							
GRAND TOTAL ACT51				359,559	356,842	325,655	326,239
SALES TAX CONSTITUTIONAL	ESTIMATED			459,337	375,370	351,643	376,655
SALES TAX STATUTORY	ESTIMATED			67,611	60,021	69,766	98,022
INCOME TAX				-	-	-	-
SINGLE BUSINESS				-	-	-	-
INVENTORY DISTRIBUTION				-	-	-	-
TOTAL				526,948	435,391	421,409	474,677
GRAND TOTAL CITY				886,507	792,233	747,064	800,916

2013 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 (\$736.00)	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 Treasuer'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		MIAssociation Chiefs of Police dues	115		
	American Public Works Association	240		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		
				Michigan Library Association membership (per person)	85		
TRAINING / WORKSHOPS - 2	Micihgan Municipal League Workshops	3,500	CONFERENCES - 4	CALEA Conference cost (EST) (3 yr cycle 2015)	3,900	-	
	Finance Officials workshops State/Regional /CPE	1,650		International Associaton Chiefs of Police Conference (1) person only		1,200	
	Clerk/Election training workshops	500		Michigan Parks and Recreation Association Conference (2) persons only		750	
	Treasurer/Assessing workshops State/Regional	150		International City Managers Association Conference (1) person only		1,100	
	Michigan Parks and Recreation Assoc. workshops	1,000		Michigan Municipal Finance Association Conference (2) persons only		500	
	Planning workshops State/Regional	120		Michigan Library Association Conference (1) person only		400	
	Beautification Council of SE Mich Workshops	75		Michigan Recycling Coalition Conference (1) person only		650	
	Public Safety Officer Training Expenses	16,000		Michigan Muncipal Clerks Institute (1) person		1,200	
				National League of Cities		2,500	
						44,206	8,300

1 Agency (CITY) Memberships funded as indicated

FUNDED

44,206

2 Traning and Workshops funded as indicated

CONTINGENT UPON APPROVAL

8,300

3 Individual Memberships Citywide paid by the employee

4 Conferences are funded on approval of City Commission

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

ADMINISTRATIVE SERVICE CHARGES

CATEGORY	GENERAL 35.00%	WATER 65.00%	SANITATION 0.00%	TOTALS
Attorney fees	35,700	66,300	-	102,000
Insurance	42,000	78,000	-	120,000
Data Processing	19,009	35,302	-	54,312
Auditing	6,475	12,025	-	18,500
TOTAL	103,184	191,627	-	294,812

Budget Variables

Recycling fee per household quarter	-
Fund balance appropriation	34,652
Full time employees	43
Contracted Full time employees	2
Part time employees Full Time Equivalents	26
Contingency	-
Budget Stabilization Fund	50,000
Taxable Value as budgeted	298,907,820
Debt Payments 2012 - All Debt Funds	2,373,325
Water capital charge	115,915
Water capital charge per household (per quarter)	11.00
Water penalty rate	5.00%
PEG Distribution to CMN 0%	0.00%
Library Pleasant Ridge Reserve	63,198
Library CIP Transfer	-

DEPT CLASSIFICATION	POSITION TYPE/GRADE	2013-14 BUDGETED	POSITIONS	TOTAL HOURS	FULL TIME EQUIVALENT
ADMINISTRATION					
Manager (Contract Position)	C	109,172	1.00	2,080	1.00
Finance Director (Contract Position)	C	86,430	1.00	2,080	1.00
Treasurer/Clerk/Personnel Director	7	69,843	1.00	2,080	1.00
Deputy Finance Director/ Treasurer	7	69,843	1.00	2,080	1.00
Code enforcement/Planning Official	5	54,036	1.00	2,080	1.00
Deputy postmaster	3	45,697	1.00	2,080	1.00
Communications (part-time)	PT	19,190	1.00	1,400	0.67
Planner (part-time)	C	18,500	1.00	520	0.25

FULL TIME EMPLOYEES / FTE**6.00****6.92**

PUBLIC SAFETY					
Public Safety Director	10	101,556	1.00	2,080	1.00
LT/Detective	U	419,220	5.00	12,000	5.00
Public Safety Officer	U	772,214	11.00	24,200	11.00
Clerk Typist	1	37,765	1.00	2,080	1.00

FULL TIME EMPLOYEES / FTE**18.00****18.00**

PUBLIC SERVICES					
Construction Supervisor (Contract Position)	C	-	-	-	-
Manager of Finance and Administration	6	63,493	1.00	2,080	1.00
Superintendent	6	63,493	1.00	2,080	1.00
Laborer / Equipment Operator I	U	93,647	2.00	4,160	2.00
Equipment Operator II	U	46,824	1.00	2,080	1.00
Utility Specialist/ Crew Leader	U	54,218	1.00	2,080	1.00
Mechanic II / Crew Leader	U	54,218	1.00	2,080	1.00
Water Maintenance II	U	47,713	1.00	2,080	1.00
Office Clerk (part time)	1	28,324	1.00	780	0.38
Seasonal Contracted Labor (part time)	PT	19,190	5.00	4,375	2.10

FULL TIME EMPLOYEES / FTE**8.00****10.48**

**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	2013-14 BUDGETED	POSITIONS	TOTAL HOURS	FULL TIME EQUIVALENT
LIBRARY					
Library Director	8	76,827	1.00	2,080	1.00
Technical Service Coordinator	3	45,697	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

FULL TIME EMPLOYEES / FTE**2.00****5.84**

RECREATION / PARKS					
Recreation Director	8	79,532	1.00	2,080	1.00
Recreation Supervisor	5	54,036	1.00	2,080	1.00
Recreation Clerk & Office Manager	3	45,697	1.00	2,080	1.00
Recreation Programmer	3	96,224	2.00	4,160	2.00
Latch Key Director	4	51,561	1.00	2,080	1.00
Special Projects Coordinator	6	-	-	-	-
Park Maintenance II	3	98,676	2.00	2,080	1.00
Building Maintenance Staff	1	75,530	2.00	4,160	2.00
Senior Coordinator/ Clerk	1	37,765	1.00	1,300	0.63
Bldg/Gym Supervisor (part time)	PT	29,565	1.50	1,047	0.50
Pool Manager (part time)	PT	8,282	1.00	800	0.38
Assistant Pool Manager (part time)	PT	6,767	1.00	600	0.29
Life Guard (part time)	PT	93,600	36.00	10,500	5.05
Cashier (pool,cafe) (part time)	PT	31,815	15.00	7,140	3.43
Program Instructor (part time)	PT	6,250	2.00	832	0.40
Latch Key Staff (part time)	PT	46,096	7.00	3,850	1.85
Day Camp Staff (part time)	PT	103,222	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 refs (part time)	PT	2,800	5.00	300	0.14

FULL TIME EMPLOYEES / FTE**11.00****30.17**

**FULL TIME POSITIONS
PART TIME EQUIVALENTS
GRAND TOTAL FTE**

FY 11-12	FY 13-14
46.00	45.00
27.49	26.41
73.49	71.41

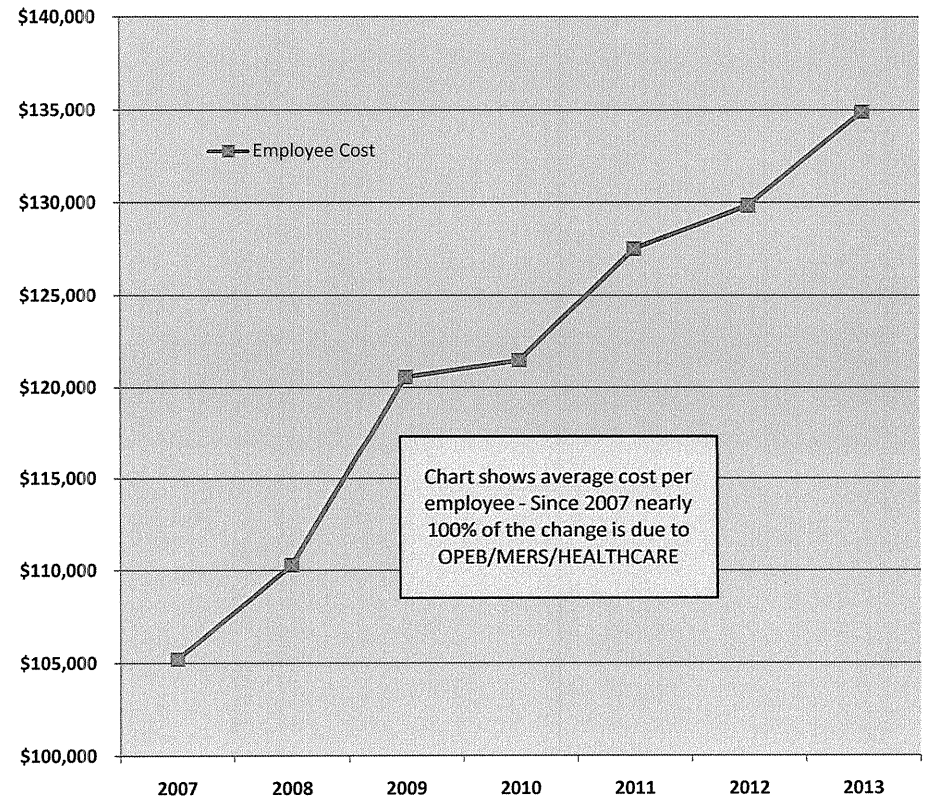
2013 - 2014 Wage Analysis

	WAGES	BENEFITS	TOTAL	% OF TOTAL
ADMINISTRATION 172	363,570	127,415	490,985	8.09%
PUBLIC SAFETY 301	1,500,542	1,443,571	2,944,113	48.49%
DPS 441	142,563	94,755	237,318	3.91%
LIBRARY 790	259,379	72,417	331,796	5.47%
MAJOR	36,690	19,872	56,562	0.93%
LOCAL	48,517	28,793	77,310	1.27%
RECREATION	939,440	416,751	1,356,191	22.34%
CONSTRUCTION	-	-	-	0.00%
SANITATION	75,948	43,570	119,518	1.97%
EQUIPMENT	36,876	17,606	54,482	0.90%
WATER	241,151	138,916	380,067	6.26%
POST RETIREMENT	21,152	1,751	22,903	0.38%

Year	No. of Employees	Wages	Benefits	Total	Cost per Employee
2013	45	3,665,830 ¹	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

¹ Includes election workers

Employee Cost



	FUND BALANCE / OPERATING EQUITY							
	GENERAL FUND	MAJOR ROAD	LOCAL ROAD	RECREATION	CIP	SANITATION	EQUIPMENT	TOTALS
Audit June 2012	2,209,053	143,611	29,955	242,439	385,870	67,573	169,898	3,248,399
ESTIMATED 2012-13 INCREASE DECREASE	294,815	5,135	20,704	165,802	98,486	-	12,217	597,159
Estimted FB June 2013	2,503,868	148,746	50,659	408,241	484,356	67,573	182,115	3,845,558
EST. 2013-14 REVENUE	6,899,302	279,024	212,237	1,828,908	201,791	-	292,111	9,713,373
APPROPRIATION FUND BALANCE	(25,652)	(8,772)	-	(85,857)	(99,309)	-	-	(219,590)
2013-14 EXPENDITURE	6,843,602	279,024	211,560	1,914,765	167,600	-	227,111	9,643,662
Estimated June 2014	2,533,916	139,974	51,336	322,384	419,238	67,573	247,115	3,781,536
OPERATING BUDGET	6,843,602	279,024	211,560	1,914,765	167,600	543,889	292,111	10,252,551
F/B AS % OF OPERATIONS	37.03%	50.17%	24.27%	16.84%	250.14%	12.42%	84.60%	36.88%

JOINT OPERATIONS DISTRIBUTION 2013-2014

DISTRIBUTION COMMUNICATIONS UTILITIES

WATER AND SEWER	25.00%	6,509	43,725
SANITATION	3.00%	781	5,247
RECREATION	35.00%	9,113	61,215
RECREATION BUS	1.00%	260	1,749
GEN FUND DPW	6.00%	1,562	10,494
GEN FUND PS	10.00%	2,603	17,490
GEN FUND LIBRARY	10.00%	2,603	17,490
GEN FUND ADMIN	10.00%	2,603	17,490
	100.00%	26,034	174,900

	DISTRIBUTION	GAS AND OIL	SUPPLIES	MAINTENANCE BUILDING	DATA PROCESSING	EQUIPMENT RENTAL
WATER AND SEWER	40.00%	32,592	15,668	16,217	21,724	6,246
SANITATION	10.00%	8,148	3,917	4,054	5,431	1,561
ADMINISTRATIVE	50.00%	40,740	19,585	20,271	27,156	7,808
	100.00%	81,480	39,170	40,542	54,311	15,615

ACCOUNT	DESCRIPTION	2009	2010	2011	2012	2013
751000	SUPPLIES GAS AND OIL	55,440	43,211	52,884	79,571	81,481
756000	SUPPLIES OPERATING	36,060	34,250	36,673	38,252	39,170
931000	MAINTENANCE BUILDING	60,000	43,500	55,935	39,593	40,543
934000	DATA PROCESSING	44,620	48,500	53,331	48,242	54,312
940000	EQUIPMENT RENTAL/DEPR	16,560	14,675	14,766	15,250	15,616
853000	COMMUNICATIONS	43,150	35,250	25,872	25,427	26,037
920000	UTILITIES	191,505	190,450	224,553	161,987	174,902
	TOTAL	447,335	409,836	464,014	408,322	432,062

TOTAL EXPENSES	432,062	100.00%
CHARGED TO OTHER FUNDS	244,157	56.51%
GENERAL FUND	187,905	43.49%

INTERFUND TRANSFER TABLE

FUND	ACCOUNT NUMBER	DESCRIPTION	CURRENT BUDGET YEARLY BASIS	(LOSS) GAIN
GENERAL	101-958-965-001	Transfer to Local Streets	(105,000)	
	101-958-965.734	Transfer to Post Retirement	(543,185)	
	101-958-965.970	Transfer to Capital Planning	(183,291)	
	101-958-965.208	Transfer to Recreation Fund	(800,000)	
	101-958-965.250	Transfer to Budget Stabilization Fund	(50,000)	
	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	191,627	
	101-000-676.734	Transfer from Post Retirement Fund	2,000	(1,542,929)
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	(42,461)	(42,461)
LOCAL STREET	203-000-676.101	Transfer from General Fund	105,000	
	203-000-676.202	Transfer from Major Streets	-	105,000
RECREATION	208-000-676.101	Transfer from General Fund	800,000	
	208-290-940.000	Transfer to Equipment Fund	(16,950)	783,050
11 MILE DEBT	303-000-676.202	Transfer From Major Road Fund	42,461	
	303-000-676.203	Transfer From Water Fund	63,692	106,153
CAPITAL PLANNING	402-000-676.101	Transfer from General Fund	183,291	183,291
BUDGET STABILIZATION	257-000-676.101	Transfer from General Fund	50,000	50,000
WATER	592-535-965.101	Administrative transfer to gf	(191,627)	
	592-535-965.303	Transfer to 11 Mile Bond Fund	(63,692)	(255,319)
	515-500-965.101	Transfer to 1 General Fund	-	-
EQUIPMENT	661-000-670.000	Transfer from Recreation Fund	16,950	
	661-000-670.000	Transfer from General Fund - Public Safety	45,000	
	661-000-670.000	Transfer from General Fund	10,080	72,030
POST RETIREMENT	734-734-695.101	Transfer to General fund admin	(2,000)	
	734-000-676.101	Transfer from General fund operating	543,185	541,185
				-

VEHICLE SCHEDULE - BY TYPE						
NO.	YEAR	TYPE	VEHICLE DESCRIPTION	LIFE	REMAINING LIFE	REPLACEMENT
25C	1984	Leaf vacuum	AMERICAN leaf vacuum - refurbished (diesel) 07	6	-23	1990
25	1986	Leaf vacuum	TARRANT leaf vacuum - refurbished (diesel) 08	6	-21	1992
25A	1985	Leaf vacuum	AMERICAN leaf vacuum - gasoline	15	-13	2000
25B	1994	Leaf vacuum	TARRANT leaf vacuum - refurbished (diesel) 08	6	-13	2000
8	1991	Dump	FORD 7 ton dump F-700	12	-10	2003
28	1993	Pickup	GMC Crew Cab 1 ton pick-up	10	-10	2003
713	1994	Pickup	GMC 3/4 ton 4x4 pickup	10	-9	2004
12	1997	Bus	FORD E-350 Champion Body - SMART	7	-9	2004
711	1996	Pickup	GMC Sierra 3/4 Ton	10	-7	2006
77	2003	Police Interceptor	Ford Crown Vic 4 dr.	3	-7	2006
13	1992	Backhoe	JOHN DEERE 310D Tractor Loader / Backhoe	15	-6	2007
32	1992	Compressor	SULLIVAN - portable Air Compressor	15	-6	2007
4	1995	Dump	CHEVY 7 yd dump w / scraper / spreader / plow	12	-6	2007
10	1993	Bus	THOMAS - HOEKSTRA - Transit bus	15	-5	2008
709	1998	Van	Ford E- 350 Van	10	-5	2008
75	2005	Police Interceptor	Ford Crown Vic 4 dr.	3	-5	2008
710	1989	Cube	GMC Step Van P-35	20	-4	2009
34	1997	Dump	CHEVY 3500 3 yd dump	12	-4	2009
719	1999	Pickup	CHEVY 2500 utility truck w/alum service body	10	-4	2009
5	1998	Dump	CHEVY 5 dump dump w/scraper	12	-3	2010
1	2001	Sewer Vacuum	STERLING w/VACTOR sewer rodder	10	-2	2011
716	2001	Pickup	FORD 3/4 Ton F250	10	-2	2011
720	2001	Van	CHEVY Cargo Express Van	10	-2	2011
14	2000	Dump	CHEVY C-7500 3 ton w/scraper	12	-1	2012
717	2002	Pick-up	GMC Sierra 1/2 Ton	10	-1	2012
9	2005	Bus	FORD E-350 - Super Duty - SMART	7	-1	2012
72	2009	Police Interceptor	Ford Crown Vic 4 dr.	3	-1	2012
73	2009	Police Interceptor	Ford Crown Vic 4 dr.	3	-1	2012
74	2009	Police Interceptor	Ford Crown Vic 4 dr.	3	-1	2012
6	1998	Skidsteer	JCB Skidsteer/Loader	15	0	2013
71	2009	Passenger Car	Ford Fusion SE	4	0	2013
79	2010	Police Interceptor	Ford Crown Vic 4 dr.	3	0	2013
715	1999	Cube	CHEVY G3500 CUBE VAN	15	1	2014
3	2003	Dump	GMC 7 yd dump w/scraper/salt spreader/plow	12	2	2015
712	2005	Pickup	GMC 3/4 ton pickup 4 x 4 w/plow and liftgate	10	2	2015
714	2005	Pickup	GMC 3/4 ton pickup 4 x 4 w/plow and liftgate	10	2	2015
20	2005	Sweeper	Johnston 3000 Street Sweeper	12	4	2017
718	2007	Pick-up	GMC 3/4 ton pickup 4 x 4	10	4	2017
15	1998	Loader	JOHN DEERE 544H Loader/ w extension arms	20	5	2018
11	2004	Bus	GMC - GLAVAL 45 passenger body	15	6	2019
16	2004	Tractor	John Deere Tractor - Sweeping Brooms	15	6	2019
17	2004	Tractor	John Deere Tractor - Sweeping Brooms	15	6	2019
78	1997	Fire Truck	SPENCER 750 gallon pumper	25	9	2022
721	2012	Passenger Car	Ford Fusion	10	9	2022
722	2012	Chev	CHEVY Cargo Express Van	12	11	2024
70	2012	Fire Truck	Pierce Custom Pumper	25	24	2037

CITY COMPUTER INVENTORY AND REPLACEMENT SCHEDULE

COMPUTER	OPERATING SYS	MEMORY	COMPUTER	OPERATING SYS	MEMORY
SERVER -2	SERVER 2003	3,076 MB RAM	TECHNICALSVC (WORKGROUP)	Windows 7	4,096 MB RAM
CH-632 (citydomain.local)	Windows XP PRO	511 MB RAM	TECHNICALSVC (WORKGROUP)	Windows XP HOME	4,096 MB RAM
CH-640 (citydomain.local)	Windows XP PRO	4,096 MB RAM	HWREC700 (citydomain.local)	Windows 7	4,096 MB RAM
PC3 (citydomain.local)	Windows XP PRO	511 MB RAM	KUSTOM (citydomain.local)	Windows XP PRO	2,048 MB RAM
PW-674 (citydomain.local)	Windows XP PRO	511 MB RAM	PC2 (citydomain.local)	Windows XP PRO	2,048 MB RAM
PWWK00 (citydomain.local)	Windows XP PRO	512 MB RAM	PC5 (citydomain.local)	Windows XP PRO	2,048 MB RAM
PWWK02A (citydomain.local)	Windows XP PRO	2,048 MB RAM	PC6 (citydomain.local)	Windows XP PRO	2,048 MB RAM
REC-718 (citydomain.local)	Windows XP PRO	512 MB RAM	PC7 (citydomain.local)	Windows XP PRO	3,076 MB RAM
SERVER -3	SERVER 2003	4,096 MB RAM	PC8 (citydomain.local)	Windows XP PRO	3,076 MB RAM
SERVER -1	SERVER 2003	1,024 MB RAM	PC9 (citydomain.local)	Windows XP PRO	2,048 MB RAM
CH-637 (citydomain.local)	Windows XP PRO	2,048 MB RAM	PS-650 (citydomain.local)	Windows XP HOME	3,294 MB RAM
CH-638 (citydomain.local)	Windows XP PRO	1,024 MB RAM	PS-651 (citydomain.local)	Windows XP PRO	3,584 MB RAM
CH-641 (citydomain.local)	VISTA PRO	2,048 MB RAM	PS-652	Windows XP PRO	3,294 MB RAM
CH-643 (citydomain.local)	Windows XP PRO	2,048 MB RAM	PS-656 (citydomain.local)	Windows XP PRO	4,096 MB RAM
CHILD_LIBRARIAN (WORKGROUP)	VISA	2,048 MB RAM	PWWK01 (citydomain.local)	Windows XP PRO	2,560 MB RAM
DIRECTOROFFICE (WORKGROUP)	Windows 7	4,096 MB RAM	QVFSERV (citydomain.local)	Windows XP PRO	2,048 MB RAM
FRONT_DESK (WORKGROUP)	VISTA	4,096 MB RAM	REC-700 (citydomain.local)	Windows XP PRO	1,024 MB RAM
HNTNGTN-WDS-CI (citydomain.local)	Windows XP PRO	4,096 MB RAM	REC-710 (citydomain.local)	Windows XP PRO	1,024 MB RAM
HWLT1 (WORKGROUP)	Windows XP PRO	4,096 MB RAM	REC-715 (citydomain.local)	Windows XP PRO	2,048 MB RAM
HW-PC1 (citydomain.local)	Windows XP PRO	2,048 MB RAM	REC-716 (citydomain.local)	Windows XP HOME	3,076 MB RAM
HW-PC10 (WORKGROUP)	Windows XP HOME	3,543 MB RAM	REC-717 (citydomain.local)	Windows XP PRO	1,024 MB RAM
HW-PC11 (citydomain.local)	Windows XP PRO	4,100 MB RAM	REC-719 (citydomain.local)	Windows XP PRO	1,024 MB RAM
HW-PC12 (citydomain.local)	Windows XP PRO	4,100 MB RAM	RECCENTER-PC (WORKGROUP)	Windows 7	2,048 MB RAM
HW-PC13 (citydomain.local)	Windows 7	4,100 MB RAM	REC-SEN1 (citydomain.local)	Windows XP PRO	1,024 MB RAM
HW-PC14 (citydomain.local)	Windows 7	4,100 MB RAM	REFDESK (WORKGROUP)	Windows 7	4,096 MB RAM
HW-PC15 (citydomain.local)	Windows 7	4,100 MB RAM	REPORTS-2 (citydomain.local)	Windows XP PRO	3,584 MB RAM
HW-PC16 (citydomain.local)	Windows 7	4,100 MB RAM	HW-PC21 (citydomain.local)	Windows 7	8,192 MB RAM
HW-PC17 (citydomain.local)	Windows 7	4,100 MB RAM	HW-PC22 (citydomain.local)	Windows 7	4,096 MB RAM
HW-PC18 (citydomain.local)	Windows 7	4,100 MB RAM	HWPS654 (citydomain.local)	Windows 7	4,096 MB RAM
HW-PC19 (citydomain.local)	Windows 7	2,048 MB RAM	HW-READERBOARD (citydomain.local)	Windows XP PRO	1,024 MB RAM
HW-PC20 (citydomain.local)	Windows 7	2,048 MB RAM			

REPLACE 2013