

City of Warren, Michigan

BUDGET

AS ADOPTED BY COUNCIL



FISCAL YEAR

July 1, 2017 through June 30, 2018

City of Warren



JAMES R. FOUTS
MAYOR

ONE CITY SQUARE
WARREN, MICHIGAN 48093

ADMINISTRATION

City of Warren was incorporated January 1, 1957, under Act 279, P.A. 1909, as amended (Home Rule Act). The 2010 population per Federal Census, 134,056

City is administered by a Mayor, a Council of seven members, Treasurer and Clerk, all of whom are elected for four-year terms.

PRESENT ELECTIVE OFFICERS (Terms expire November 10, 2019)

MAYOR
JAMES R. FOUTS

COUNCIL

CECIL D. ST. PIERRE, JR., President
RONALD PAPANDREA

ROBERT BOCCOMINO, Secretary
KEITH J. SADOWSKI, Asst. Secretary
STEVEN G. WARNER, Vice President

KELLY COLEGIO
SCOTT C. STEVENS

TREASURER
LORIE BARNWELL

CITY CLERK
PAUL WOJNO

DEPARTMENT HEADS (Appointed Officials)

RICHARD D. SABAUGH, Public Services Director
WILBURT MCADAMS, Fire Commissioner
ROBERT MALESZYK, City Controller

JERE GREEN, Police Commissioner
RONALD F. WUERTH, Planning Director
HENRY BOWMAN, Recreation Director

PHIL EASTER, Director of Human Resources
MARCIA D. SMITH, City Assessor

City Seal

The inscription "City of Warren, Michigan -Seal-" encompasses the circular seal. The hand holding a sheaf of wheat at the bottom represents the agricultural heritage of the community. The residential dwelling on the lower left hand side represents the residential character of the community. A factory on the right side represents commerce and industry. A hand holding a rocket on the upper left side represents national defense technology. The heads of a young man and young woman in center at the top represent the youth of the City.



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CITY CONTROLLER'S OFFICE

ONE CITY SQUARE, SUITE 425
WARREN, MI 48093-5289
(586) 574-4600
FAX (586) 574-4614
www.cityofwarren.org

May 12, 2017

Honorable Mayor and
Members of the Warren City Council

Dear Mayor and Council Members,

The Mayor's Recommended Budget has been modified pursuant to City Council's amendments and is now the final Fiscal 2018 Annual Budget for the City of Warren. The final adoption of the Budget by the City Council has followed the legally required public hearings prescribed by State law and City Charter. The Appropriations Resolution is the City's legislative vehicle for appropriations and sets the legal expenditures by budgetary center and may not be changed, except with City Council approval, as provided by the State Budget Act.

With the adoption of this budget, the property tax levy for all services will be 27.7987 mills (\$27.7987 of taxes for every \$1,000 of taxable valuation). City property taxes will average \$1,026.41 per residential property taxpayer.

2018 General Fund

The General Fund revenues total \$113,480,594 and expenditures total \$113,480,594. The Budget reflects City Council's decisions made since the Mayor presented the Recommended Budget on April 11, 2017. The City Council reviewed the Budget during two budget sessions and the Charter required public hearing on the Budget.

Changes to the Mayor's Recommended Budget

General Fund:

In summary, the City Council increased the Mayor's recommended \$112,962,700 General Fund Budget to \$113,480,594 resulting in a total increase of \$517,894.

Some of the significant changes and subsequent financial impacts include:

General Fund:

• Increase Contractual Services Council	\$ 350,000
• Increase Temporary Employees – Inspection \$80,000 Property Maintenance	98,660
• Increase Capital Equipment Building Inspections	52,000
• Increase Counsel for Indigent Defendants City Retirement	25,000
• Reduce Salary and Benefits Planning	<u>(7,766)</u>
Total General Fund	<u>\$ 517,894</u>

Special Revenue Funds:

• Increase Salary and Benefits Sanitation	\$ 119,719
• Reduce Salary and Benefits Communications	<u>(68,438)</u>
Total Special Revenue Funds	<u>\$ 51,281</u>


Enterprise Funds:

• Reduce Water & Sewer Charge Water & Sewer System	\$4,969,100
• Reduce Salary and Benefits Water & Sewer System	(27,685)
• Reduce Sanitary Sewer Inspection and Cleaning Water & Sewer System	(250,000)
• Reduce Capital Improvements Water & Sewer System	(2,053,900)
• Increase Salary and Benefits Senior Housing – Stilwell Manor	<u>2,256</u>
Total Enterprise Funds	<u>\$2,639,771</u>

The Fiscal 2018 Budget has been modified to reflect all City Council amendments and represents the Council's plan for providing services to Warren residents.

I wish to recognize the excellent work of all departments who participated in the budget process. I would like to express my sincere appreciation to all members of the Controller's Office who assisted and contributed in the preparation of this budget. I would also like to thank your office and members of the Warren City Council for your interest and support in planning and conducting the financial operations of the City in a responsible and progressive manner.

Respectfully,

A handwritten signature in cursive script, appearing to read "Rob Maleszyk".

Rob Maleszyk, C.P.A.
City Controller



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April 3, 2017

Honorable Council Members:

I respectfully present the Administration's proposed 2017-2018 Budget for the City of Warren. This budget serves as a planning guide outlining our goals and how they will be implemented in the upcoming year. It is the means of allocating financial and personnel resources to provide City services to meet the needs and desires of our residential and business communities. The budget illustrates the City's administrative structure and work plan for the upcoming fiscal year.

This budget reflects the continuation of our overall strategic financial plan that has been in place since the economic downturn. The Public Safety Millage that was passed on August 7, 2012, by the citizens will allow us to maintain staffing levels for public safety. It was renewed for an additional five years in August 2016. This budget allows us to maintain our strong city services and continue to retain our excellent bond rating.

Budget Overview

The budget is balanced with use of fund balance and is financially conservative. It continues the City's commitment to providing high quality, dependable services and it allocates available resources to service areas experiencing the greatest demands. Building from a strong base, this budget addresses current and future needs of our community and balances demands for service, with conservative financial management. This budget adequately meets the City's equipment, infrastructure, vehicle, and general operating needs while maintaining and in certain cases, enhancing current City service levels.

The total General Fund recommended budget is \$112,962,700 which represents a decrease of \$ 3,057,199 or 2.6% from the previous year's amended budget. The largest portion of the budget is for salaries and benefits that amount to 83% of the total overall budget. The decrease from prior year is primarily attributable an additional pension payment of \$3 million made in 2017.

The millage rates applied to our estimated Taxable Value of \$3.117 billion will generate approximately \$86.6 million city-wide. Since the recommended budget is based on an estimated Taxable Value, some adjustments may be necessary upon final review by the Macomb County Equalization Department and State Tax Commission. Based upon our estimated Taxable Value, the average market value of a single-family residence in Warren is \$73,800. City taxes for a typical Warren home will be \$1,026 in fiscal 2017-2018, or \$2.81 per day. I am confident that as you examine this budget, you will be convinced that our taxpayers are getting outstanding service for their tax dollars.

The recommended budget attempts to prioritize the areas of most importance to our community, including the following:

- Public Safety
- Neighborhoods
- Library and Education
- Parks and Recreation
- Economic Development and Redevelopment
- Major and Local Roads
- Sanitation and Environment
- Financial Planning

PUBLIC SAFETY

Public Safety continues to be the biggest priority in our General Fund budget. This budget includes 375 full-time positions in Police (243) and Fire (132). This is one more than the prior year. The Fire Department is completing the purchasing of \$3 million in truck purchases which includes two ladder trucks and two engines. This budget also includes the retention of the 18 SAFER grant firefighters. The Police Department is completing a renovation of their Dispatch Center and it includes a back-up Dispatch Center for the County.

NEIGHBORHOODS

The neighborhoods are the backbone of our community. We are committed to improving them to provide a healthy atmosphere for everyone to live, work and raise their families.

Our residents and businesses must be informed of all important programs and decisions affecting this community. Community pride and community standards are vital to the neighborhoods and businesses throughout the entire City. The budget provides for communications with residents and businesses on issues of importance to them about our City.

Code enforcement efforts along with an aggressive nuisance abatement program are a strong priority in the Administration. Policies have been instituted and ordinances amended to get an early start on control of summer blight issues. Sound leadership, coupled with the restructuring of enforcement personnel duties, has boosted our efforts to curb blight in the City of Warren. Our City has received very good response from our residents and the media regarding these programs.

We provide programs to assist residents in need of improving their homes but without the financial resources to do so. The C.D.B.G. residential rehabilitation program is available to improve and upgrade their home to an acceptable level. The Federal Government is still debating the continued funding the Community Development Block Grant Program for fiscal year 2017-2018.

Various volunteer organizations receive funding in the 2016-2017 City Budget. The Beautification Commission, Cultural Commission, Crime Commission, Historical Commission and Village Historical Commission, among others, provide programs that enhance the quality of life in our community.

LIBRARY AND EDUCATION

The Library continues its transformation after the successful voter approved millage in August 2010 of .8500 mills. This millage has allowed for the library to keep all four libraries open. It has also allowed for adequate staffing levels, and provided substantial funding to increase our collections and to bring each of our branches to a state of the art facility. The Busch Branch renovation is almost complete and will have a grand opening on June 22, 2017. This budget includes the funding for the renovation of the Burnette Branch library. Once this project is complete, all four libraries will have been renovated.

The Warren Public Library is a member of the Suburban Library Cooperative. These services provide Warren residents with access to library collections throughout the state.

PARKS AND RECREATION

The total recommended Parks and Recreation budget is \$5,840,768 which represents an increase of \$295,066 or 5.3% from the previous year's amended budget. The increase is due primarily to higher employee costs per union contracts. The recommended millage rate for Parks and Recreation remains at .9697 mills. The principal sources of additional revenues for Parks & Recreation are memberships and other user fees generated by the Community Center.

The Community Center and Park at the old Warren High School site has enhanced the area by offering both youth and seniors recreational activities. This approximately 135,000 square foot facility consolidates most of Parks and Recreation's office and maintenance staff operations. It offers a home for our commissions and new historical museum for our residents.

The community park around the City Hall is still very much a "work-in-progress" but is rapidly becoming a major focal point for residents and visitors. On hot summer days, a large contingent of people can be found utilizing the wading pool. The Farmer's Market on Sundays is enjoying increasing popularity. There is a continuous array of concerts, art shows and other social events to be found in what is becoming the first ever identifiable downtown area in the City of Warren.

ECONOMIC DEVELOPMENT AND REDEVELOPMENT

The City is committed to an aggressive effort of attracting new companies into the City and creating new jobs for our residents. We endorse Public/Private Partnerships not only to retain existing jobs, but also to create new ones. We are currently working on several exciting projects with our current business partners to bring construction and jobs to the City.

The Tax Increment Finance Authority (T.I.F.A.) Board will continue to pursue vacant buildings and parcels of land to promote new development that will improve the area. The T.I.F.A. Board is working in partnership with the City of Center Line to coordinate redevelopment from 8 Mile to 11 Mile along Van Dyke Avenue.

The amended Downtown Development Authority (DDA) plan broadens the scope of its impact, providing direct benefits to residents and businesses from one end of the City to the other. Enhancements to existing City facilities and new developments will provide residents and businesses with access to educational, recreational, and public safety services. There is strong consideration for a full service hotel and additional retail in the DDA area.

MAJOR AND LOCAL ROADS

Road maintenance is important to the daily lives of the hundreds of thousands of people who use our roads everyday. Our state-shared Michigan Transportation funds are not sufficient to keep up with the repair needs of deteriorating major and local roads throughout our City. Thus, the Administration proposed a local street repair & maintenance millage to the citizens in November 2011. This millage was renewed in August 2016 and will continue for five more years.

We are committed to an aggressive street sweeping program. Again this year we will hire seasonal laborers to assist in removing debris from our streets, cutting grass and general maintenance throughout the entire City.

SANITATION AND ENVIRONMENT

The total recommended Sanitation budget is \$9,922,297 which represents an increase of \$398,827 or 4.2% from the previous year's amended budget. The increase is primarily due higher employee costs per union contracts.

The City Administration is concerned with environmental issues that face this community. The current administration is committed to a very aggressive policy of maintaining a safe environment for all residents in Warren.

Our Recycling and Composting program is one of the best in our Great State. We remain committed to providing a quality Recycling and Composting program at a reasonable price to our community.

FINANCIAL PLANNING

The City of Warren has again received the "Distinguished Budget Presentation Award". This award recognizes the quality of financial leadership to the community and other interested readers. I would like to thank my Staff for their hard work and dedication that enabled our City to receive this award.

We received an "unmodified opinion" for our Comprehensive Annual Financial Report for the period ending June 30, 2016. This helps us maintain our "AA" credit rating from Standard and Poor's. This AA rating improves the investments of our bondholders and reduces the cost of borrowing to our taxpayers.

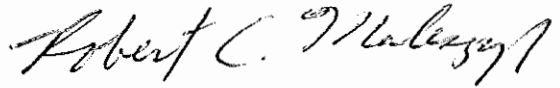
**BUDGET PROCESS, COUNCIL REVIEW AND ADJUSTMENT,
PUBLIC HEARING, AND ADOPTION**

On April 10th, you will receive your copy of the proposed 2017-2018 Budget. The Council will have a number of weeks to deliberate the budget with all departments and divisions. Public inspection copies of the recommended budget will be available in the Clerk's office, all Library branches and on the City website. The Council is required to have a public hearing no later than one week before its final adoption at such time as the Council shall direct. In accordance with the City Charter, no later than the third Monday in May of each year, the Council shall, by resolution, adopt a balanced budget for the ensuing fiscal year. This year, the budget must be adopted by May 15, 2017.

SUMMARY

In conclusion, we have worked many long hours to produce this 2017/2018 fiscal budget. Our business and residential taxpayers expect and deserve that our services will be efficient and cost effective. I firmly believe that if all the stakeholders can work together, we can obtain our goals and more positive change for the City of Warren.

Respectfully,



Rob Maleszyk, C.P.A.
City Controller

GENERAL APPROPRIATIONS RESOLUTION
ADOPTING FISCAL YEAR 2017/2018 BUDGET
AND TAX RATE FOR FISCAL YEAR 2017/2018

A Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan held May 9, 2017, at 7:00 o'clock p.m. Eastern Daylight Saving Time in the Council Chambers at the Warren Community Center.

PRESENT: Council Members Boccomino, Colegio, Papandrea, Sadowski, Stevens, Warner, St. Pierre

ABSENT: Council Members N.n.

The following resolution was offered by Councilperson Boccomino and supported by Councilperson Warner

The proposed budget for fiscal year of July 1, 2017 to June 30, 2018 has been submitted to this Council, as summarized in Table I – Estimated Revenue Budget and Table II – Budget Appropriations, copies of which are attached and incorporated by reference into this General Appropriations Resolution.

A public hearing on the proposed budget was held on April 25, 2017, and the City Council has completed its review of the Mayor's proposed budget for the fiscal year 2017/2018.

The sums to be raised by taxation for the general purpose of the City and for the payment of principal and interest on its indebtedness are as follows:

	<u>Tax Rate</u>
<u>General Fund</u>	
Charter Millage	8.7285
Special Levies:	
Police and Fire Pension	4.9848
Police & Fire Operating	4.9000
Emergency Medical Service	.2908
Police	.9697
Fire	<u>.9697</u>
Total General Fund Operating Levy	<u>20.8435</u>
<u>Special Revenue</u>	
Library (Charter)	.4848
Library (Voted)	.8457
Sanitation	2.5550
Parks & Recreation	.9697
2011 Local Street Repair & Maintenance	<u>2.1000</u>
Total Special Revenue Fund Levy	<u>6.9552</u>
Total Levy	<u>27.7987</u>

THEREFORE IT IS RESOLVED, that the City Council establishes the Estimated Revenue Budget for the various funds as summarized in Table I, and appropriates funds on a budgetary center basis to the various City departments, divisions, boards, commissions and other activities as summarized in Table II.

IT IS FURTHER RESOLVED, that the City officials responsible for the departmental, division, board, commission or activity expenditures authorized in the Budget Appropriations may expend funds up to, but may not exceed, the total appropriation authorized for each department, division, board, commission or activity.

IT IS FURTHER RESOLVED, that for monthly financial reports to the City Council, the budget line items shown in the departmental budget document should be used for comparative reporting purposes.

IT IS FURTHER RESOLVED, that the City tax rate for fiscal year July 1, 2017 to June 30, 2018 is adopted as follows:

<u>Funds:</u>	<u>Tax Rate</u>
<u>General Fund</u>	
Charter Millage	8.7285
Special Levies:	
Police and Fire Pension	4.9848
Police & Fire Operating	4.9000
Emergency Medical Service	.2908
Police	.9697
Fire	.9697
Total General Fund Operating Levy	<u>20.8435</u>
<u>Special Revenue</u>	
Library (Charter)	.4848
Library (Voted)	.8457
Sanitation	2.5550
Parks & Recreation	.9697
2011 Local Street Repair & Maintenance	<u>2.1000</u>
Total Special Revenue Fund Levy	<u>6.9552</u>
Total Levy	<u>27.7987</u>

IT IS FURTHER RESOLVED, that if any portion, section, subsection, or other part of this resolution, or its application to any person or circumstance, is invalidated or declared unlawful for any reason, then such portion, section, subsection or other part shall be separable, and the remainder of the resolution shall remain in full force and effect.

AYES: Council Members Boccomino, Warner, Colegio, Papandrea, Sadowski, Stevens, St. Pierre

NAYS: Council Members _____

RESOLUTION DECLARED ADOPTED this 9th day of May, 2017.



ROBERT BOCCOMINO
Secretary of the Council

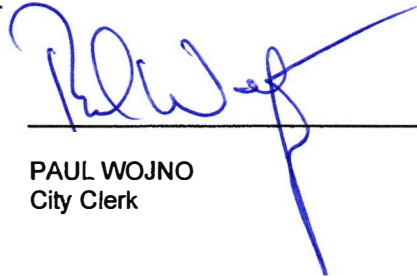
CERTIFICATION

STATE OF MICHIGAN)

) SS

COUNTY OF MACOMB)

I, PAUL WOJNO, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Council at its meeting held on May 9, 2017



PAUL WOJNO
City Clerk

TABLE I
ESTIMATED REVENUE BUDGET

	Mayor's Recommended Budget	City Council Amendments Add/(Delete)	City Council Adopted Budget
<u>Operating Funds:</u>			
<u>General Fund:</u>			
Property Taxes	\$ 67,021,277	\$ -	\$ 67,021,277
Intergovernmental Revenues	17,428,655	-	17,428,655
Licenses and Permits	3,805,000	-	3,805,000
Fines and Forfeitures	5,965,000	-	5,965,000
Interest on Investments	140,000	-	140,000
Charges for Services	3,991,000	-	3,991,000
Miscellaneous Income	7,406,756	-	7,406,756
Fund Balance Appropriated	<u>7,205,012</u>	<u>517,894</u>	<u>7,722,906</u>
Total General Fund	<u>\$ 112,962,700</u>	<u>\$ 517,894</u>	<u>\$ 113,480,594</u>
<u>Michigan Transportation Funds:</u>			
<u>Major Streets:</u>			
State Shared Revenues	\$ 9,000,000	\$ -	\$ 9,000,000
Interest on Investments	10,000	-	10,000
Transfer from General Fund	61,910	-	61,910
Miscellaneous Reimbursements	38,800	-	38,800
Fund Balance Appropriated	<u>-</u>	<u>-</u>	<u>-</u>
Total Major Streets	<u>\$ 9,110,710</u>	<u>\$ -</u>	<u>\$ 9,110,710</u>
<u>Local Streets:</u>			
State Shared Revenues	\$ 3,400,000	\$ -	\$ 3,400,000
Interest on Investments	7,500	-	7,500
Transfer from General Fund	91,910	-	91,910
Transfer from Major Fund	300,000	-	300,000
Fund Balance Appropriated	<u>612,519</u>	<u>-</u>	<u>612,519</u>
Total Local Streets	<u>\$ 4,411,929</u>	<u>\$ -</u>	<u>\$ 4,411,929</u>
<u>Library Special Revenue Fund:</u>			
Property Taxes	\$ 4,180,431	\$ -	\$ 4,180,431
Intergovernmental Revenues	313,000	-	313,000
Interest on Investments	5,000	-	5,000
Charges for Services	251,000	-	251,000
Fund Balance Appropriated	<u>2,570,906</u>	<u>-</u>	<u>2,570,906</u>
Total Library Special Revenue Fund	<u>\$ 7,320,337</u>	<u>\$ -</u>	<u>\$ 7,320,337</u>
<u>Recreation Special Revenue Fund:</u>			
Property Taxes	\$ 3,046,798	\$ -	\$ 3,046,798
Intergovernmental Revenues	404,300	-	404,300
Interest on Investments	1,000	-	1,000
Charges for Services	2,181,500	-	2,181,500
Fund Balance Appropriated	<u>207,170</u>	<u>-</u>	<u>207,170</u>
Total Recreation Special Revenue Fund	<u>\$ 5,840,768</u>	<u>\$ -</u>	<u>\$ 5,840,768</u>
<u>Communications Special Revenue Fund:</u>			
Franchise Fee Revenues	\$ 2,300,000	\$ -	\$ 2,300,000
Interest on Investments	3,000	-	3,000
Miscellaneous Income	21,500	-	21,500
Fund Balance Appropriated	<u>447,567</u>	<u>(68,438)</u>	<u>379,129</u>
Total Communications Special Revenue Fund	<u>\$ 2,772,067</u>	<u>\$ (68,438)</u>	<u>\$ 2,703,629</u>

TABLE I
ESTIMATED REVENUE BUDGET

	Mayor's Recommended Budget	City Council Amendments Add/(Delete)	City Council Adopted Budget
<u>Operating Funds:</u>			
<u>Sanitation Special Revenue Fund:</u>			
Property Taxes	\$ 8,027,810	\$ -	\$ 8,027,810
Intergovernmental Revenues	350,000	-	350,000
Interest on Investments	2,500	-	2,500
Miscellaneous Income	170,000	-	170,000
Transfer Station Royalties	95,000	-	95,000
Fund Balance Appropriated	<u>1,157,268</u>	<u>119,719</u>	<u>1,276,987</u>
Total Sanitation Special Revenue Fund	<u>\$ 9,802,578</u>	<u>\$ 119,719</u>	<u>\$ 9,922,297</u>
<u>Rental Ordinance Fund:</u>			
Inspection Fees	\$ 700,000	\$ -	\$ 700,000
Interest on Investments	1,000	-	1,000
Fund Balance Appropriated	<u>260,007</u>	<u>-</u>	<u>260,007</u>
Total Rental Ordinance Fund	<u>\$ 961,007</u>	<u>\$ -</u>	<u>\$ 961,007</u>
<u>Vice Crime Confiscation Fund:</u>			
Vice Crime Confiscation's	\$ 35,000	\$ -	\$ 35,000
Interest on Investments	100	-	100
Fund Balance Appropriated	<u>64,900</u>	<u>-</u>	<u>64,900</u>
Total Vice Crime Confiscation Fund	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ 100,000</u>
<u>Drug Forfeiture Fund:</u>			
Drug Forfeitures	\$ 600,000	\$ -	\$ 600,000
Interest on Investments	5,000	-	5,000
Fund Balance Appropriated	<u>65,000</u>	<u>-</u>	<u>65,000</u>
Total Drug Forfeiture Fund	<u>\$ 670,000</u>	<u>\$ -</u>	<u>\$ 670,000</u>
<u>Act 302 Police Training Fund:</u>			
State Grant	\$ 78,520	\$ -	\$ 78,520
Interest on Investments	100	-	100
Fund Balance Appropriated	<u>1,380</u>	<u>-</u>	<u>1,380</u>
Total Act 302 Police Training Fund	<u>\$ 80,000</u>	<u>\$ -</u>	<u>\$ 80,000</u>
<u>Downtown Development Authority Fund:</u>			
Property Taxes	\$ 3,990,937	\$ -	\$ 3,990,937
Intergovernmental Revenues	3,182,000	-	3,182,000
Interest on Investments	5,000	-	5,000
Miscellaneous Income	<u>120,000</u>	<u>-</u>	<u>120,000</u>
Total Downtown Development Authority Fund	<u>\$ 7,297,937</u>	<u>\$ -</u>	<u>\$ 7,297,937</u>
<u>2011 Local Street Repair & Replacement Fund:</u>			
Property Taxes	\$ 6,598,200	\$ -	\$ 6,598,200
Intergovernmental Revenues	225,000	-	225,000
Interest on Investments	<u>2,000</u>	<u>-</u>	<u>2,000</u>
Total 2011 Local Street Repair & Replacement	<u>\$ 6,825,200</u>	<u>\$ -</u>	<u>\$ 6,825,200</u>

TABLE I
ESTIMATED REVENUE BUDGET

	Mayor's Recommended Budget	City Council Amendments Add/(Delete)	City Council Adopted Budget
<u>Operating Funds:</u>			
<u>Enterprise Funds:</u>			
Stilwell Manor:			
Rental Revenues	\$ 511,800	\$ -	\$ 511,800
Interest on Investments	2,500	-	2,500
Miscellaneous Income	364,480	-	364,480
Appropriation of Retained Earnings	309,140	2,256	311,396
Total Stilwell Manor	<u>\$ 1,187,920</u>	<u>\$ 2,256</u>	<u>\$ 1,190,176</u>
Coach Manor:			
Rental Revenues	\$ 993,855	\$ -	\$ 993,855
Maintenance Revenues	425,940	-	425,940
Interest on Investments	2,500	-	2,500
Miscellaneous Income	18,000	-	18,000
Appropriation of Retained Earnings	-	-	-
Total Coach Manor	<u>\$ 1,440,295</u>	<u>\$ -</u>	<u>\$ 1,440,295</u>
Water and Sewer System:			
Water and Sewer Charges	\$ 50,369,000	\$ (4,969,100)	\$ 45,399,900
Pre-Treatment/Cross Connection Charges	1,183,626	-	1,183,626
Interest on Investments	175,690	-	175,690
Bond Proceeds	-	-	-
Miscellaneous Income	1,771,095	-	1,771,095
Appropriation of Retained Earnings-Restricted	-	2,010,927	2,010,927
Appropriation of Retained Earnings-Unrestricted	3,772,316	626,588	4,398,904
Total Water and Sewer System	<u>\$ 57,271,727</u>	<u>\$ (2,331,585)</u>	<u>\$ 54,940,142</u>
<u>Capital Project Fund:</u>			
37th District Court Renovation Fund:			
Court Building Renovation Fee	\$ 800,500	\$ -	\$ 800,500
Interest on Investments	5,000	-	5,000
Total 37th District Court Renovation Fund	<u>\$ 805,500</u>	<u>\$ -</u>	<u>\$ 805,500</u>
<u>Debt Funds:</u>			
Chapter 20 & 21 Drain Debt Fund:			
Interest on Investments	\$ 50	\$ -	\$ 50
Fund Balance Appropriated	-	-	-
Total Chapter 20 & 21 Drain Debt Fund	<u>\$ 50</u>	<u>\$ -</u>	<u>\$ 50</u>
Michigan Transportation Debt:			
Transfer from Major Roads	\$ 521,000	\$ -	\$ 521,000
Total Michigan Transportation Debt	<u>\$ 521,000</u>	<u>\$ -</u>	<u>\$ 521,000</u>
Capital Improvement Debt:			
Transfer from Major Roads	\$ 760,283	\$ -	\$ 760,283
Total Capital Improvement Debt	<u>\$ 760,283</u>	<u>\$ -</u>	<u>\$ 760,283</u>
Downtown Development Authority Debt:			
Transfer from DDA Operating Fund	\$ 5,617,757	\$ -	\$ 5,617,757
Total Downtown Development Authority Debt	<u>\$ 5,617,757</u>	<u>\$ -</u>	<u>\$ 5,617,757</u>
Total All Funds	<u>\$ 235,759,765</u>	<u>\$ (1,760,154)</u>	<u>\$ 233,999,611</u>

TABLE II
BUDGET APPROPRIATIONS

	Mayor's Recommended Budget	City Council Amendments Add/(Delete)	City Council Adopted Budget
<u>Operating Funds:</u>			
<u>General Fund:</u>			
Council	\$ 1,149,377	\$ 350,000	\$ 1,499,377
District Court	7,730,841	25,000	7,755,841
Mayor	705,944	-	705,944
Clerk	1,442,548	-	1,442,548
Treasurer	1,396,014	-	1,396,014
Controller	1,754,227	-	1,754,227
Information Systems	784,592	-	784,592
Legal	1,567,349	-	1,567,349
Assessing	2,265,262	-	2,265,262
Human Resources	1,497,472	-	1,497,472
Property Maintenance Inspection	1,284,844	98,660	1,383,504
Community & Economic Development	229,815	-	229,815
Unallocated Expense	4,297,345	-	4,297,345
Commissions (12)	181,086	-	181,086
Total General Government	<u>\$ 26,286,716</u>	<u>\$ 473,660</u>	<u>\$ 26,760,376</u>
Fire Department	\$ 25,073,659	\$ -	\$ 25,073,659
Police Department	44,111,736	-	44,111,736
Animal Control	529,876	-	529,876
Civil Defense	241,278	-	241,278
Total Public Safety	<u>\$ 69,956,549</u>	<u>\$ -</u>	<u>\$ 69,956,549</u>
Director of Public Services	\$ 479,169	\$ -	\$ 479,169
Engineering and Inspections	1,206,363	-	1,206,363
Building and Inspections	3,593,423	52,000	3,645,423
DPW Garage	5,245,727	-	5,245,727
Building Maintenance	2,333,178	-	2,333,178
Street Lighting	3,193,000	-	3,193,000
Total Public Services	<u>\$ 16,050,860</u>	<u>\$ 52,000</u>	<u>\$ 16,102,860</u>
Planning	<u>\$ 668,575</u>	<u>\$ (7,766)</u>	<u>\$ 660,809</u>
Total General Fund	<u>\$ 112,962,700</u>	<u>\$ 517,894</u>	<u>\$ 113,480,594</u>
 <u>Special Revenue Funds:</u>			
<u>Michigan Transportation Funds:</u>			
<u>Major Streets:</u>			
Operating Costs	\$ 5,489,107	\$ -	\$ 5,489,107
Transfer to Local	300,000	-	300,000
Debt Service Costs	1,281,283	-	1,281,283
Construction Projects	1,394,200	-	1,394,200
Total Major Streets	<u>\$ 8,464,590</u>	<u>\$ -</u>	<u>\$ 8,464,590</u>
 <u>Michigan Transportation Funds:</u>			
<u>Local Streets:</u>			
Operating Costs	4,411,929	-	4,411,929
Total Local Streets	<u>\$ 4,411,929</u>	<u>\$ -</u>	<u>\$ 4,411,929</u>

TABLE II
BUDGET APPROPRIATIONS

	Mayor's Recommended Budget	City Council Amendments Add/(Delete)	City Council Adopted Budget
<u>Operating Funds:</u>			
<u>Library Special Revenue Fund:</u>			
Personnel Services	\$ 1,705,281	\$ -	\$ 1,705,281
Employee Benefits	1,504,573	-	1,504,573
Supplies	83,995	-	83,995
Other Services and Charges	1,276,188	-	1,276,188
Capital Outlay	<u>2,750,300</u>	-	<u>2,750,300</u>
Total Library Special Revenue Fund	<u>\$ 7,320,337</u>	<u>\$ -</u>	<u>\$ 7,320,337</u>
 <u>Recreation Special Revenue Fund:</u>			
Personnel Services	\$ 2,124,153	\$ -	\$ 2,124,153
Employee Benefits	1,293,258	-	1,293,258
Supplies	208,450	-	208,450
Other Services and Charges	2,064,907	-	2,064,907
Capital Outlay	<u>150,000</u>	-	<u>150,000</u>
Total Recreation Special Revenue Fund	<u>\$ 5,840,768</u>	<u>\$ -</u>	<u>\$ 5,840,768</u>
 <u>Communications Special Revenue Fund:</u>			
Personnel Services	\$ 739,518	\$ (43,080)	\$ 696,438
Employee Benefits	426,849	(25,358)	401,491
Supplies	25,500	-	25,500
Other Services and Charges	1,380,200	-	1,380,200
Capital Outlay	<u>200,000</u>	-	<u>200,000</u>
Total Communications Special Revenue Fund	<u>\$ 2,772,067</u>	<u>\$ (68,438)</u>	<u>\$ 2,703,629</u>
 <u>Sanitation Special Revenue Fund:</u>			
Personnel Services	\$ 2,983,703	\$ 83,796	\$ 3,067,499
Employee Benefits	3,124,880	35,923	3,160,803
Supplies	486,000	-	486,000
Other Services and Charges	2,621,995	-	2,621,995
Capital Outlay	<u>586,000</u>	-	<u>586,000</u>
Total Sanitation Special Revenue Fund	<u>\$ 9,802,578</u>	<u>\$ 119,719</u>	<u>\$ 9,922,297</u>
 <u>Rental Ordinance Fund:</u>			
Personnel Services	\$ 556,550	\$ -	\$ 556,550
Employee Benefits	293,257	-	293,257
Supplies	11,000	-	11,000
Other Services and Charges	<u>100,200</u>	-	<u>100,200</u>
Total Rental Ordinance Fund	<u>\$ 961,007</u>	<u>\$ -</u>	<u>\$ 961,007</u>
 <u>Vice Crime Confiscation Fund:</u>			
Other Services and Charges	\$ 100,000	\$ -	\$ 100,000
Total Vice Crime Confiscation Fund	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ 100,000</u>
 <u>Drug Forfeiture Fund:</u>			
Other Services and Charges	\$ 670,000	\$ -	\$ 670,000
Total Drug Forfeiture Fund	<u>\$ 670,000</u>	<u>\$ -</u>	<u>\$ 670,000</u>
 <u>Act 302 Police Training Fund:</u>			
Other Services and Charges	\$ 80,000	\$ -	\$ 80,000
Total Act 302 Police Training Fund	<u>\$ 80,000</u>	<u>\$ -</u>	<u>\$ 80,000</u>

TABLE II
BUDGET APPROPRIATIONS

	Mayor's Recommended Budget	City Council Amendments Add/(Delete)	City Council Adopted Budget
<u>Operating Funds:</u>			
<u>Downtown Development Authority Fund:</u>			
Personnel Services	\$ 159,134	\$ -	\$ 159,134
Employee Benefits	114,500	-	114,500
Supplies	3,000	-	3,000
Other Services and Charges	6,953,657	-	6,953,657
Total Downtown Development Authority Fund	<u>\$ 7,230,291</u>	<u>\$ -</u>	<u>\$ 7,230,291</u>
<u>2011 Local Street Repair & Replacement Fund:</u>			
Capital Improvements	\$ 6,825,200	\$ -	\$ 6,825,200
Total 2011 Local Street Repair & Replacement	<u>\$ 6,825,200</u>	<u>\$ -</u>	<u>\$ 6,825,200</u>
<u>Enterprise Funds:</u>			
<u>Stilwell Manor:</u>			
Personnel Services	\$ 298,158	\$ 1,820	\$ 299,978
Employee Benefits	208,421	436	208,857
Supplies	201,491	-	201,491
Other Services and Charges	184,950	-	184,950
Capital Outlay	294,900	-	294,900
Total Stilwell Manor	<u>\$ 1,187,920</u>	<u>\$ 2,256</u>	<u>\$ 1,190,176</u>
<u>Coach Manor:</u>			
Personnel Services	\$ 47,000	\$ -	\$ 47,000
Employee Benefits	4,752	-	4,752
Supplies	595,955	-	595,955
Other Services and Charges	562,669	-	562,669
Capital Outlay	177,650	-	177,650
Total Coach Manor	<u>\$ 1,388,026</u>	<u>\$ -</u>	<u>\$ 1,388,026</u>
<u>Water and Sewer System:</u>			
Personnel Services	\$ 6,739,031	\$ (24,099)	\$ 6,714,932
Employee Benefits	8,264,292	(3,586)	8,260,706
Supplies	640,000	-	640,000
Water Purchases	10,519,000	-	10,519,000
Other Services and Charges	20,390,193	(250,000)	20,140,193
Capital Outlay	10,719,211	(2,053,900)	8,665,311
Total Water and Sewer System	<u>\$ 57,271,727</u>	<u>\$ (2,331,585)</u>	<u>\$ 54,940,142</u>
<u>Capital Project Fund:</u>			
<u>37th District Court Renovation Fund:</u>			
Capital Improvements	\$ 500,000	\$ -	\$ 500,000
Total 37th District Court Renovation Fund	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ 500,000</u>
<u>Debt Funds:</u>			
Michigan Transportation Debt	\$ 521,000	\$ -	\$ 521,000
Capital Improvement Debt	760,283	-	760,283
Downtown Development Authority Debt	5,617,757	-	5,617,757
Total Debt Funds	<u>\$ 6,899,040</u>	<u>\$ -</u>	<u>\$ 6,899,040</u>
Total All Funds	<u>\$ 234,688,180</u>	<u>\$ (1,760,154)</u>	<u>\$ 232,928,026</u>

CITY OF WARREN, MICHIGAN

ASSOCIATED AGENCIES

The budget presented herein includes all of the funds relevant to the operation of the City of Warren as required by the Michigan Public Act 621 of 1978, the Uniform Budgeting and Accounting Act.

The budget for agencies which have an indirect relationship to the City or which may have been formed under applicable Federal and State Laws as separate and distinct entities apart from the City's operations are not included.

The following are significant agencies which are specifically excluded from the budget presented herein:

Warren Public School Districts:

- Fitzgerald School District
- Van Dyke School District
- East Detroit School District
- Center Line School District
- Warren Woods School District
- Warren Consolidated School District

Warren Economic Development Corporation (inactive)

Warren Tax Increment Finance Authority

Warren Building Authority

Separate budget reports can be obtained from these respective agencies.

GFOA AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Warren, Michigan for its annual budget for the fiscal year beginning July 1, 2016. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Warren
Michigan**

For the Fiscal Year Beginning

July 1, 2016

A handwritten signature in black ink, reading "Jeffrey R. Egan".

Executive Director

CITY OF WARREN, MICHIGAN GENERAL INFORMATION

The City of Warren was incorporated as a home rule City on January 1, 1957. The City is governed by a seven-member Council, Mayor, Treasurer and City Clerk. The City encompasses 34.5 square miles (22,080 acres) of the southwestern section of Macomb County where it is adjacent to the City of Detroit. The City's boundaries are Eight Mile Road on the south, Fourteen Mile Road on the north, Dequindre Road on the west and a parallel line running due north from the Gratiot-Eight Mile Road intersection on the east. With a population of 134,056 (2010 census figure), Warren remains the third largest City in the State of Michigan.

Warren is an area rich with ethnic flavor and charm. We are proud of our community, from its rural beginnings to its phenomenal growth and its unique blend of industrial innovation, residential comfort, and educational and cultural opportunities.

With over 4,000 businesses, Warren has a diverse business climate. Unquestionably contributing to the economic vitality of the City is the presence of General Motors Corporation and FCA/Chrysler Corporation automotive facilities. Warren is proud to be the home of General Motors Technical Center, a 330-acre complex housing General Motors Corporation staff operations; research laboratories, engineering, and design. General Motors Corporation also operates the Hydramatic Transmission Plant on a 117-acre site within the City. FCA/Chrysler Corporation has three major facilities in Warren. Occupying a 224-acre site, this complex includes an assembly plant, a stamping plant and a paint plant. The presence of General Motors Corporation and FCA/Chrysler represents approximately 17% of the City's taxable value.

The South Campus of Macomb Community College is a public college located on a 100-acre site on Twelve Mile Road. Macomb Community College is one of the nations' leading community colleges. Macomb ranks nationally in the top two percent in the number of associate's degrees awarded and as the largest grantor of associate's degrees in Michigan. The college's comprehensive educational programming includes pre-college experiences, university transfer and career preparation programs, bachelor's degree completion and graduate degree programs, workforce training, professional and continuing education and enrichment opportunities.

Protecting the lives and property of Warren's citizens is the mission of our public safety departments. The Fire Department strives to ensure that the best fire extinguishment and emergency medical service is available to service the community. The Police Department operates an Emergency 911 System, in-vehicle wireless communications and a high tech mobile command center to afford residents the quickest possible response to any emergency situation. This continual investment in equipment, facilities and personnel has resulted in Warren having one of the lowest crime rates in the nation for a city over 100,000 people.

The mission of the Warren Public Library is to improve the quality of life for the citizens of Warren by providing services and resources that promote educational, cultural, social and economic well being. The library strives to be a source of information for lifetime learning and enjoyment. One of its primary goals is to stimulate young children's interest in reading and learning and to encourage literacy among all age groups. The Warren Public Library operates a Civic Center Library and occupies 35,000 square feet on the main floor of the City Hall building. The Library features a computer lab, self check-out units, private study rooms and an inviting reading room with fireplace. Services such as after hours book pick-up and a drive-up book drop are also available. This centrally located library benefits all citizens of Warren. Warren also has branch libraries, each providing internet access and adaptive devices for the visually impaired. As a member of the Suburban Library Cooperative, the Warren Libraries provide access for patrons to all library materials in the State of Michigan.

CITY OF WARREN, MICHIGAN
(Continued)

The City of Warren has developed 25 City parks. Halmich Park, the largest of the City parks sits on approximately 80 acres and has four-lighted baseball diamonds, soccer fields, a concession stand and picnic pavilions. The City operates three indoor recreational facilities: the Warren Community Center, Owen Jax Recreation Center and the Stilwell Manor Senior Drop-In Center.

The Warren Community Center facility houses the Parks and Recreation, Communications Department and City Council offices as well as the Miller Branch of the Warren Public Library. The facility operates a year round aquatics center which includes a 150-foot water slide, a lazy river, play structure and lap pool. In addition, there are three gymnasiums, multi-purpose meeting rooms, and an auditorium and fitness center. The exterior grounds include a lighted football stadium, walking paths and irrigated soccer fields. With grant assistance from the Michigan Department of Transportation, the Recreation Department continues to offer specialized transportation for seniors and special populations.

The Parks and Recreation Department offers many year-round recreational programs, including baseball, softball, basketball, volleyball, swimming, bowling, arts and crafts, music, theater and dancing. Programs service pre-school children to senior citizens. Summer concerts are conducted by the City's Cultural Commission and the Parks and Recreation Department.

The City's Public Service Department provides a variety of services to the City's residents. Amongst these are weekly garbage collection; street maintenance, including snow and ice removal; building inspections; operation of the Waste Water Treatment Plant and the Water and Sewer System.

Affordable and safe housing is provided to Warren seniors through the operation of its 366-unit Senior Citizen Housing Complex.

MAJOR INITIATIVES

There is an ongoing commitment to improve conditions of road surfaces and traffic flows throughout the City as well as water and sewer main infrastructure where necessary. The majority of the road projects in this budget are funded directly by the City utilizing state shared state gas and weight taxes, through cooperative efforts with the Michigan Department of Transportation or Macomb County Road Commission. Water mains will be replaced in conjunction with many of these road projects. The City is also committed to replacing capital equipment and vehicles.

After many years of delaying capital purchases because of the Great Recession, this budget has \$25 million worth of capital improvements. The main items include library improvements, several road projects, police vehicles, fire trucks, recycle and rubbish trucks, various Waste Water Treatment Plant improvements, and water and sewer main replacements. In addition, we are building a 12-million-gallon detention basin to help prevent flooding caused by severe weather conditions.

BUDGETARY DATA

Introduction

As you review the City's Budget document, note that it is organized by fund type. These fund types are distinguished by tabs and include the General Fund, Special Revenue Funds, Enterprise Funds, Capital Project Funds, and Debt Service Funds. The General Fund is further divided into major divisions or departments. Each division or department contains a Service Mission Statement, Performance Objectives and Indicators, Expenditure History Chart, Personnel and Budget changes for prior years, and requested, recommended by the Mayor and Adopted by Council for the new Budget year. The Service Mission Statement highlights the types of services each activity provides. The Performance Objectives give specific objectives that the activity hopes to achieve in the current year while the Performance Indicators provide a listing of key measurements of the activity's service, efforts and accomplishments. The Expenditure History Chart provides a graphic look at the activity's expenditures over the past ten fiscal years.

Uniform Budget Act

The City is legally subject to the budgetary control requirements of State of Michigan P.A. 621 of 1978 (the Uniform Budgeting Act). The following statements represent a brief synopsis of the major provisions of this Act.

- Budgets must be adopted for the General Fund, Special Revenue Funds, and Debt Service Funds.
- The budgets must be balanced.
- The budgets must be amended when necessary.
- Debt cannot be entered into unless permitted by law.
- Expenditures cannot exceed budget appropriations.
- Expenditures cannot be made unless authorized in the budget.
- A public hearing must be held before budget adoptions.

Budgetary Basis of Accounting

Budgets for the General, Special Revenue, Debt Service and Capital Project Funds are prepared and adopted on the modified accrual basis of accounting consistent with Generally Accepted Accounting Principles (GAAP).

Budgetary Process

The preparation of the budget begins in December with the distribution of budget instructions by the Controller's Office. During January and February, the Mayor and Controller's Office hold meetings with all departments, divisions, and commissions to review proposed spending and activities. At this time alternative approaches are sought to provide better services and reduce costs. Departmental requests are addressed by the Mayor within overall City needs and an estimate of available resources. The remaining steps and deadlines are strictly outlined in the City Charter as follows:

1. Not later than the second Monday in April of each year, the Mayor shall submit to the Council a recommended budget for the next fiscal year, which is within the tax limit and other revenue sources of the City.
2. The recommended budget of the Mayor, together with his supporting schedules, information and messages, shall be reviewed by the Council.
3. A public hearing on the budget shall be held not less than one week before its final adoption.
4. Not later than the third Monday in May of each year, the Council shall, by resolution, adopt a budget for the ensuing fiscal year in accordance with the Michigan Uniform Accounting and Budgetary Act.

In addition to the Charter requirements, the Administrators of all City offices have made budget requests to the Mayor, which he has reviewed before arriving at his proposed budget recommendations.

The Recommended Budget vs. Adopted Budget: The terminology "Recommended Budget" is utilized throughout the document to indicate the budgetary totals and concepts as presented by the Mayor to the City Council on or before the second Monday in April. The terminology "Adopted Budget" refers to the official budgetary totals adopted by the City Council after the Mayor's submission and required public hearing is held.

Once adopted, the budget becomes the legally binding financial plan for the City. The City adopts its budget by budgetary center, which is in accordance with the State's legal requirement and is the level of classification detail at which expenditures may not legally exceed appropriations. The Council must approve any changes to a total budgetary center appropriation. Budgets are monitored carefully with the use of an encumbrance system.

In conformance to the State of Michigan Uniform Budgeting Act, the City amends the budgeted revenues and expenditures periodically to provide funding for new programs adopted during the fiscal year or to reflect changes in revenues and expenditure patterns as they occur. The purpose of this process is to ensure that the budget remains a timely and accurate management tool.

BUDGET CALENDAR

November

Controllers Office prepares budget preparation instructions and budget request forms.

December

2 Budget instructions and budget request forms are distributed to all departments, divisions, and commissions.

January

3 – 4 Controllers Office prepares estimated revenues and expenditures for current fiscal year.

5 – 6 Controllers Office prepares revenue forecast.

9 Operating budget requests due from all departments, divisions, and commissions.

10 – 31 Controllers Office analyzes all budget requests.

February

23 – 28 The Mayor and Controllers Office hold administrative budget hearings with all departments, divisions, and commissions.

March

6 – 10 Final administration review of all budget material is completed.

13 - 14 Final adjustments are made to the Budget document and all funds are brought into balance.

17 - 24 Controllers Office prepares proposed Budget document.

27 – 31 Mayor prepares Budget message.

April

3 - 7 Proposed Budget is duplicated.

10 The Mayor's Proposed Budget is submitted to City Council in accordance with Charter deadline.

11 The Mayor's Proposed Budget is presented to City Council.

17 Budget Notice published in local newspaper. Public notice must be made seven days prior to the hearing.

22 – 24 City Council Workshops. Each department, division and commission will have a scheduled time to present its budget and answer questions.

25 Public Hearing for Budget.

May

15 City Council adopts Taxation Resolution and Fiscal 2018 Budget.

16 – 31 Controllers Office prepares Adopted Budget document incorporating City Council adjustments.

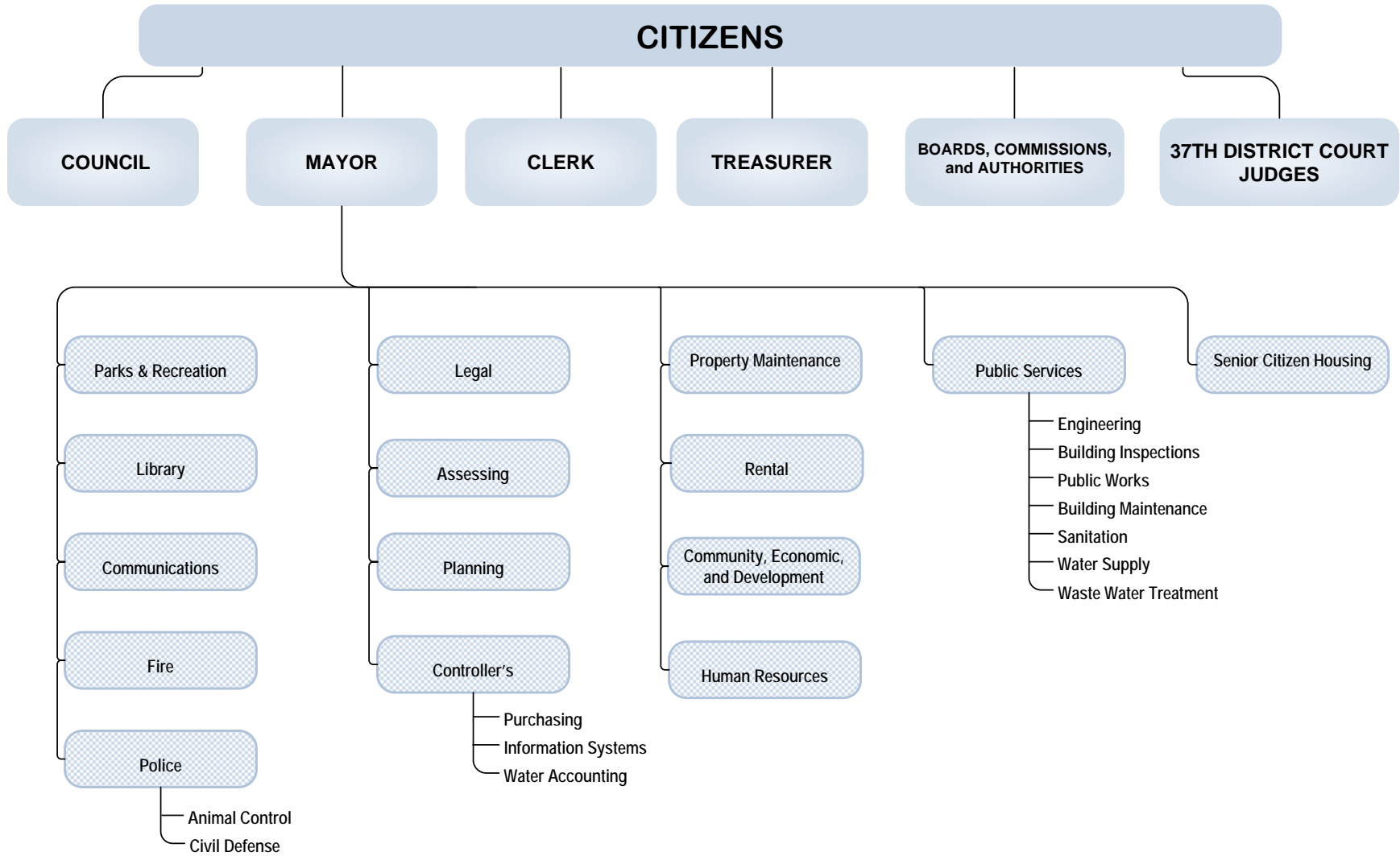
June

1 – 12 Adopted Budget is duplicated and distributed to City Council, departments, divisions, commissions, and public.

July

1 Beginning of Fiscal Year 2018.

City of Warren, Michigan Organization Chart



CITY GOALS & OBJECTIVES

Public Health and Safety

Everyone who lives, works, or visits the City must be safe and perceive it as a community in which people can live healthfully, move about safely and feel confident that they and their property are protected from criminal harm and the hazard of fire and natural and manmade disasters. Supporting this effort are hundreds of volunteers who are committed to maintaining safe neighborhoods and workplaces. Our neighborhood watch program along with the Police Department's community policing efforts continues to be valuable tools in reducing crime. Prevention programs, particularly youth anti-drug programs will continue to be emphasized to focus upon higher-order prevention activities and contribute to the City's overall desirability. Premier fire prevention programs and life support services also will continue to be provided.

Neighborhoods

The neighborhoods of the City are the backbone of our community. Community pride and standards are vital to the neighborhoods and businesses throughout the entire community. One of City government's major focuses is to encourage its citizens to strengthen and improve their neighborhoods. Beautification and ongoing maintenance of property are encouraged to assure high community standards, along with social and recreational activities for people of all ages and interests. The City will continue to strive for a permanent stock of decent housing which is available to meet the needs of all members of the community regardless of age, income, or background. Young people and young families are urged to develop an attachment to Warren and its neighborhoods, to maintain the same level of commitment as today's senior adults, its founding citizens.

Education

Public education is the responsibility of the school districts located within the City. However, the importance of both public and private schools to the social and economic vitality of Warren neighborhoods and the business community is a primary concern to City government. The City supports strong, imaginative and innovative public school systems, which demand the highest educational standards of its administrators, teachers and students. The City will continue to provide excellent public library programs, which serve as major resources to all Warren educational institutions, citizens and the business community.

Recreational and Cultural

An enriched recreational and cultural life is an essential ingredient to every successful community. The City is committed to providing outstanding cultural and recreational activities to residents of all ages. Citizen volunteers on the Cultural, Recreation, Library, Beautification, Historical, and Village Historical Commissions provide opinions and ideas as to how the City's cultural and recreational resources can and should be used. The City has twenty-five (25) City parks distributed throughout its neighborhoods. Strong cultural and recreational programs will help residents of all ages to maintain both active, healthy minds and bodies.

CITY GOALS & OBJECTIVES

Economic Development

City government acknowledges the ability to provide services is tied directly to tax base growth and seeks to balance congenial land uses that promote a healthy environment. The City will continue to encourage economic development in the existing industrial and commercial areas to expand the tax base and retain and create jobs. It is important to assure a community climate, which encourages economic activity and full employment, rewards creative enterprise and provides the means to realize other goals in the plan.

Maintenance and Appearance

Warren's extensive infrastructure (buildings, roads, bridges and utilities) helps attract and retain residents and businesses, along with the City's natural resources. Preservation of the physical appearance and structural integrity of buildings must be applied to both publicly and privately owned properties to maintain high appearance standards. The City will continue to encourage the revitalization of many existing facilities and properties to meet current standards.

Ease of travel within the community is attractive to both residents and businesses. The City will continue to provide a fully balanced transportation system which is integrated with the regional systems and provides transit options for everyone in the community. Warren must maintain its desirability by continuing to plan and implement a road improvement priority system. These plans must remain sensitive to the needs of the City's neighborhoods to prevent any negative impact on the integrity of residential areas.

Intergovernmental Relations

The City acknowledges that it is part of a larger urban area and that solutions to certain problems must be addressed on a regional level. By doing so, duplication of services and related costs can be avoided. A greater responsibility for public services has been shifted to cities by state and federal governments in recent years; adequate financing, however, has not always accompanied these new service needs. The City will continue to aggressively seek its fair share of state and federal funding and will remain actively involved in legislation on critical issues.

Financial Planning

Financial planning and responsible management are mandatory to create an ongoing balanced budget in a community for its short-term and long-term welfare. The City will continue to evaluate all services in order to effectively and efficiently provide them at the lowest cost possible to Warren taxpayers. It is also necessary to review all revenue sources available and adjust any user fee charges where appropriate. The City will continue its thoughtful, innovative financial approach, which has earned it national recognition in budget preparation and financial reporting. Also, the City continues to maintain one of the highest credit ratings of any municipal government in the United States. This rating improves the investments of our bondholders and reduces the cost of borrowing to our taxpayers.

FINANCIAL POLICIES & STRATEGIES

Financial Policies

The City of Warren financial policies detailed below set forth the basic framework for the overall fiscal management of the City. Operating independently of changing circumstances and conditions, these policies assist the decision-making process of the City Council and the Administration. These policies provide guidelines for reviewing current activities and proposals for future programs.

Operating Budget Policies

1. No new or expanded services shall be implemented without implementing trade-offs of expenses or revenues at the same time. This applies to personnel, equipment and any other peripheral expense associated with the service.
2. The City shall continue to support a scheduled level of maintenance and replacement of its infrastructure and fleet. Expansions to the fleet must be offset through reductions in other equipment and/or costs.
3. The City will maintain a budgetary control system to ensure adherence to the budget and will prepare monthly reports comparing actual revenues and expenditures to budgeted amounts.
4. The City will monitor departmental expenditures continuously to ensure conformity to budgets and decide on actions to bring the budget into balance, if necessary.
5. The City will avoid budgetary practices or procedures that balance current period expenditures at the expense of future years' revenues.
6. The budget will provide for adequate levels of funding for all retirement systems.
7. The City will develop and maintain accounting and budgetary control systems to adequately safeguard the assets held in public trust.
8. Minimize the impact in the use of property tax financing by seeking alternative financing for City services including user fees and upgrading and/or enhancement of the property tax base.
9. Where possible, the City will integrate performance measurement and productivity indicators within the budget.

Revenue Policies

1. The City will attempt to maintain a diversified and stable revenue system to shelter it from short-run fluctuations in any one revenue source.
2. The City will attempt to obtain additional major revenue sources as a way of ensuring a balanced budget.
3. The City will establish all user charges and fees at a level related to the full cost (operating, direct, indirect and capital) of providing the service.
4. The City will review fees/charges annually and will design or modify revenue systems to include provisions that automatically allow charges to grow at a rate that keeps pace with the cost of providing the service.
5. The City will project its annual revenues by an objective and thorough analytical process.
6. The City will maintain sound appraisal procedures and practices to reflect current property values.
7. The City will follow an aggressive policy of collecting revenues.

FINANCIAL POLICIES & STRATEGIES

Investment Policies

1. The City will deposit all funds on the same day the funds are received.
2. The City will make a cash-flow analysis of all funds on a regular basis. Disbursement, collection and deposit of all funds will be scheduled to insure maximum investment capabilities.
3. The City will pool cash from several different funds for investment purposes to maximize potential earnings, when permitted by law.
4. The City will analyze market conditions and potential investments to maximize its yield, while maintaining the integrity, diversification and safety of the principal.
5. The City's accounting system will provide regular information concerning cash position and investment performance.

Debt Policies

1. The City will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues, and where the issuance of long-term debt is required, it will pay back the bonds within a period not to exceed the expected useful life of the project.
2. The City will not incur long-term debt to finance operating deficits.
3. The City will publish and distribute an official statement for each bond and note issue.
4. General obligation debt will not be used for enterprise activities.
5. The City will maintain a sound relationship with all bond-rating agencies and will keep them informed about our current capital projects.

Reserve Policies

1. The City will strive to maintain investment grade credit ratings, reduce susceptibility to emergency or unanticipated expenditures, or revenue shortfalls, and maintain a General Fund unassigned fund balance which represents between ten and fifteen percent of the Funds expenditures.
2. If at the end of a fiscal year, the fund balance falls below ten percent, the City shall, within one year, take action necessary to restore the unassigned fund balance to acceptable levels, and the Mayor shall prepare and submit to the City Council a plan for expenditure reductions and/or revenue increases.

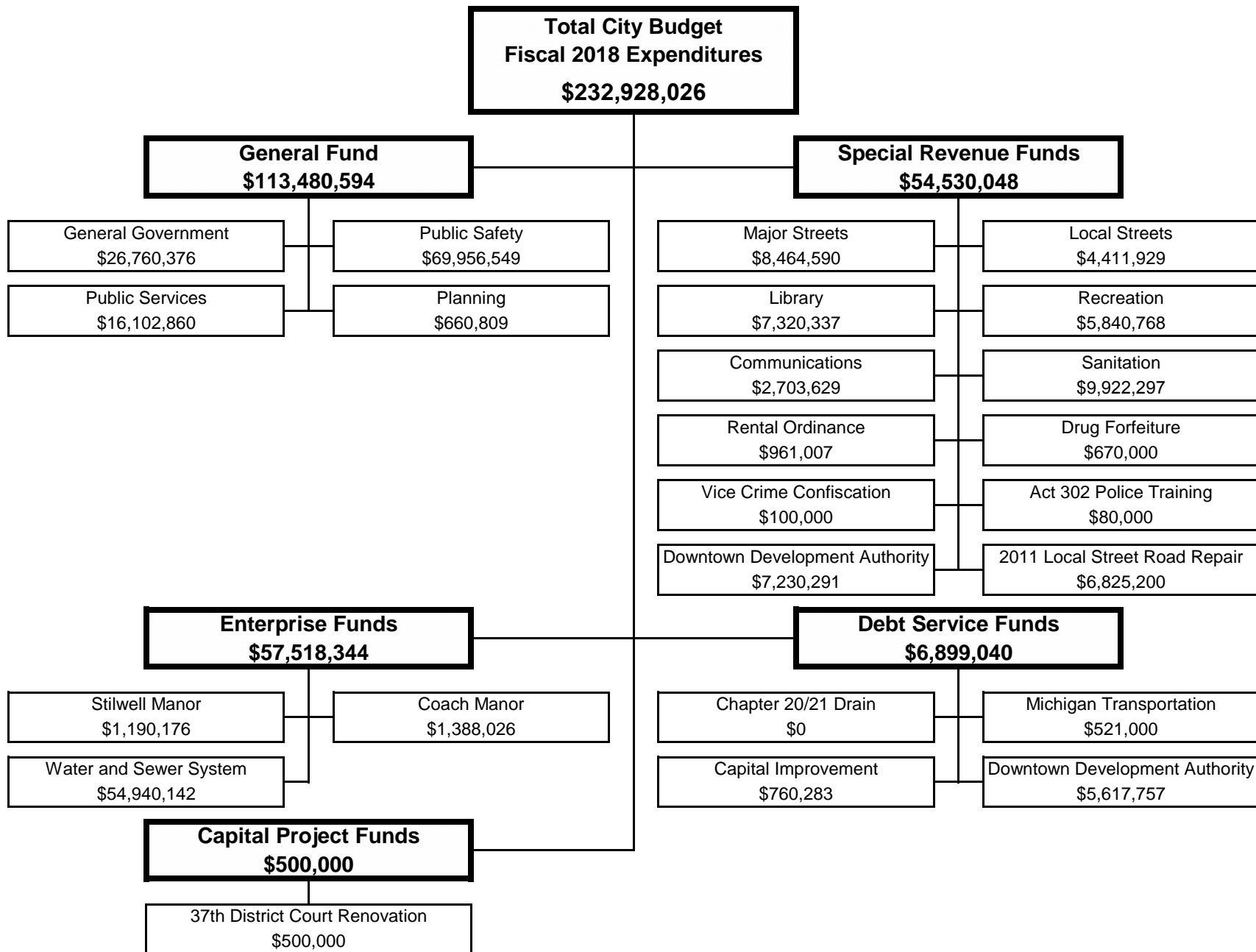
Accounting, Auditing and Financial Reporting Policies

1. An independent audit will be performed annually.
2. The City will produce comprehensive annual financial reports in accordance with Generally Accepted Accounting Practices (GAAP), the body of accounting and financial reporting standards, conventions, and practices that have authoritative support from standard setting bodies such as the Governmental Accounting Standards Board (GASB) and the Financial Accounting Standards Board (FASB).

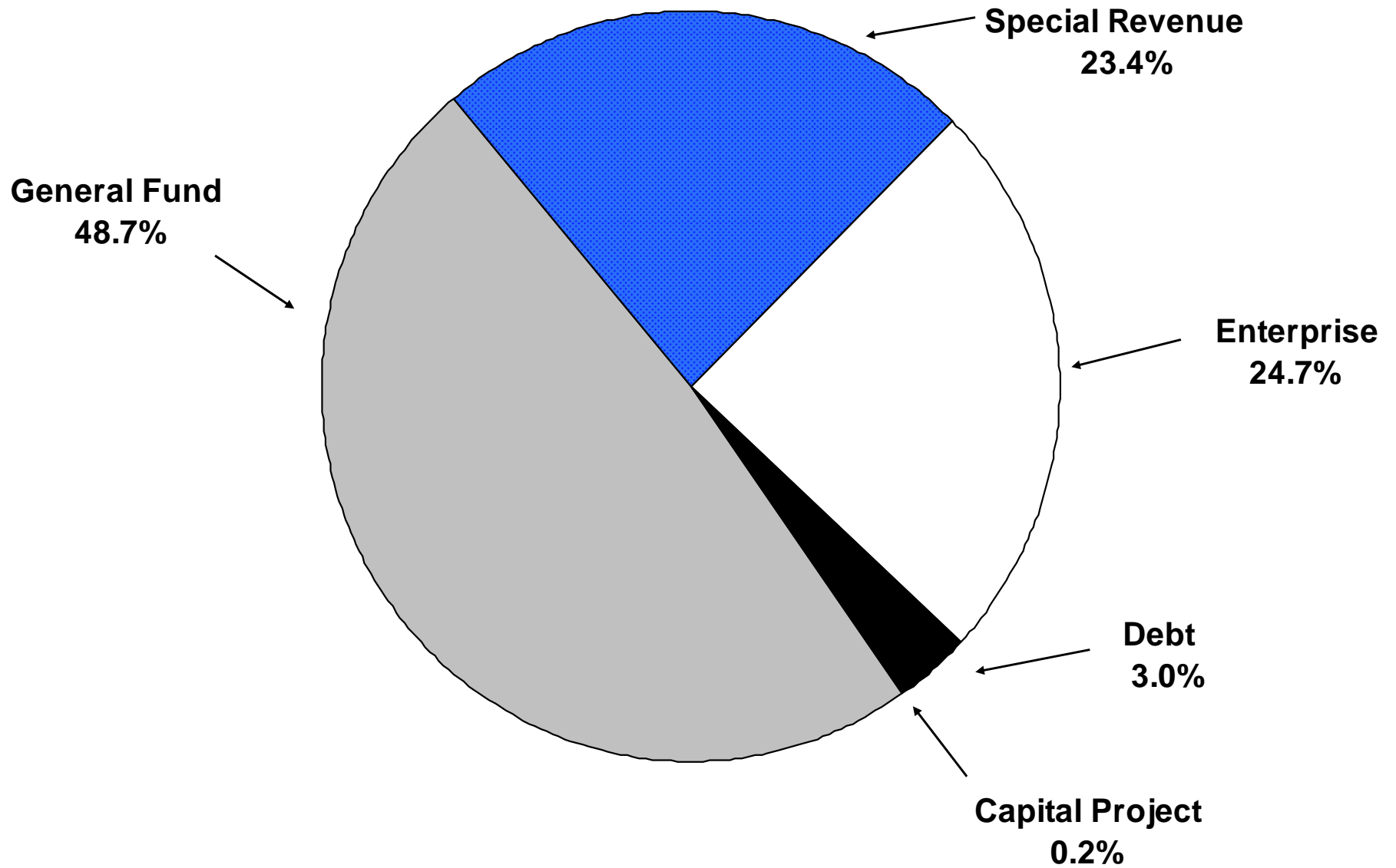
All Funds Summary

The All Funds Summary provides the reader with a quick overview of the entire financial plan of the City for the upcoming fiscal year. Several schedules, charts and graphs are also included which highlight the revenue, expenditure and fund balance history and trends for all of the City's funds and helps to better illustrate the City's overall fund structure.

FINANCIAL ORGANIZATION CHART



FISCAL 2018 TOTAL CITY BUDGETED FUNDS PERCENT OF TOTAL EXPENDITURES



REVENUE COMPARISON – CITY BUDGETED FUNDS

Fund Name	Fiscal 2015 Actual	Fiscal 2016 Actual	Fiscal 2017 Estimated	Fiscal 2018 Adopted by Council
General Fund				
General Fund	\$109,699,766	\$ 106,149,655	\$ 116,270,144	\$ 105,757,688
Special Revenue Funds				
Major Road Fund	7,527,556	6,998,973	9,993,970	9,110,710
Local Road Fund	3,649,280	4,506,937	3,019,670	3,799,410
Library Fund	4,618,299	4,622,955	5,026,991	4,749,431
Recreation Fund	5,523,074	5,558,709	5,770,800	5,633,598
Communications Fund	2,233,774	2,291,066	2,222,500	2,324,500
Sanitation Fund	8,404,212	8,489,018	9,239,860	8,645,310
Rental Ordinance Fund	597,570	749,414	506,300	701,000
Vice Crime Confiscation Fund	81,648	34,059	50,100	35,100
Drug Forfeiture Fund	561,621	815,580	501,500	605,000
Act 302 Police Training Fund	55,496	39,997	56,530	78,620
Downtown Development Authority Fund	8,869,391	9,413,323	7,395,516	7,297,937
2011 Local Street Road Repair Fund	6,595,162	6,706,873	7,394,302	6,825,200
Total Special Revenue Funds	48,717,083	50,226,904	51,178,039	49,805,816
Enterprise Funds				
Stilwell Manor	905,443	875,666	872,180	878,780
Coach Manor	1,460,730	1,500,786	1,437,295	1,440,295
Water and Sewer System	56,104,820	40,952,474	97,012,018	48,530,311
Total Enterprise Funds	58,470,993	43,328,926	99,321,493	50,849,386
Capital Project Funds				
37 th District Court Renovation	775,492	844,812	702,500	805,000
Total Capital Project Funds	775,492	844,812	702,500	805,000
Debt Service Funds				
Chapter 20 and 21 Drain Debt	21	104	50	50
Michigan Transportation Debt	1,092,825	1,051,238	541,000	521,000
Capital Improvement Debt	809,847	776,961	766,113	760,283
Downtown Development Authority Debt	4,790,683	4,949,319	5,272,856	5,617,757
Total Debt Service Funds	6,693,376	6,777,622	6,580,019	6,899,090
Total All Funds	\$ 224,356,710	\$ 207,327,919	\$ 274,052,195	\$ 214,116,980

EXPENDITURE COMPARISON – CITY BUDGETED FUNDS

Fund Name	Fiscal 2015 Actual	Fiscal 2016 Actual	Fiscal 2017 Estimated	Fiscal 2018 Adopted by Council
General Fund				
General Fund	\$102,803,638	\$ 106,194,648	\$ 113,841,182	\$ 113,480,594
Special Revenue Funds				
Major Road Fund	7,508,404	6,849,205	12,335,628	8,464,590
Local Road Fund	3,198,386	3,364,768	6,551,740	4,411,929
Library Fund	3,834,260	4,186,288	6,518,378	7,320,337
Recreation Fund	6,054,550	5,692,935	5,489,702	5,840,768
Communications Fund	2,363,853	2,028,264	2,550,250	2,703,629
Sanitation Fund	9,117,029	7,645,649	8,512,501	9,922,297
Rental Ordinance Fund	624,230	633,735	684,827	961,007
Vice Crime Confiscation Fund	7,757	9,462	100,000	100,000
Drug Forfeiture Fund	543,039	442,389	600,000	670,000
Act 302 Police Training Fund	86,025	53,580	74,800	80,000
Downtown Development Authority Fund	5,870,499	5,941,728	6,158,687	7,230,291
2011 Local Street Road Repair Fund	8,698,669	7,569,279	13,579,967	6,825,200
Total Special Revenue Funds	47,906,701	44,417,282	63,156,480	54,530,048
Enterprise Funds				
Stilwell Manor	805,309	923,897	1,451,512	1,190,176
Coach Manor	1,010,381	886,847	1,666,476	1,388,026
Water and Sewer System	83,381,569	50,999,769	44,851,935	54,940,142
Total Enterprise Funds	85,197,259	52,810,513	47,969,923	57,518,344
Capital Project Funds				
37 th District Court Renovation	325,943	225,902	500,000	500,000
Total Capital Project Funds	325,943	225,902	500,000	500,000
Debt Service Funds				
Chapter 20 and 21 Drain Debt	13,283	-	-	-
Michigan Transportation Debt	1,092,825	1,051,238	541,000	521,000
Capital Improvement Debt	809,847	776,961	766,113	760,283
Downtown Development Authority Debt	4,790,683	4,949,319	5,272,856	5,617,757
Total Debt Service Funds	6,706,638	6,777,518	6,579,969	6,899,040
Total All Funds	\$242,940,179	\$210,425,863	\$232,047,554	\$232,928,026

UNASSIGNED FUND BALANCE COMPARISON – CITY BUDGETED FUNDS

Fund Name	Fiscal 2015 Actual	Fiscal 2016 Actual	Fiscal 2017 Estimated	Fiscal 2018 Adopted by Council
General Fund				
General Fund	\$19,010,250	\$ 17,896,751	\$ 20,325,714	\$ 12,602,808
Special Revenue Funds				
Major Road Fund	4,299,160	4,423,967	2,082,309	2,728,429
Local Road Fund	3,618,510	4,735,718	1,203,648	591,129
Library Fund	5,133,511	5,579,317	4,087,930	1,517,024
Recreation Fund	886,175	763,655	1,044,753	837,583
Communications Fund	3,138,903	3,403,709	3,075,959	2,696,830
Sanitation Fund	1,082,656	1,970,943	2,698,302	1,421,315
Rental Ordinance Fund	904,653	1,021,121	842,594	582,587
Vice Crime Confiscation Fund	249,859	274,456	224,556	159,656
Drug Forfeiture Fund	3,146,416	3,519,607	3,421,107	3,356,107
Act 302 Police Training Fund	47,234	33,651	15,381	14,001
Downtown Development Authority Fund	9,777,715	13,238,933	14,475,762	14,543,408
2011 Local Street Road Repair Fund	7,048,071	6,185,665	0	-
Total Special Revenue Funds	39,332,863	45,150,742	33,172,301	28,448,069
Enterprise Funds				
Stilwell Manor	2,567,440	2,414,356	1,752,924	1,346,528
Coach Manor	4,380,547	4,815,084	4,910,403	5,152,172
Water and Sewer System	12,657,757	12,758,686	13,056,500	12,429,913
Total Enterprise Funds	19,605,744	19,988,126	19,719,827	18,928,613
Capital Project Funds				
37 th District Court Renovation	6,406,557	7,025,467	7,227,967	7,532,967
Total Capital Project Funds	6,406,557	7,025,467	7,227,967	7,532,967
Debt Service Funds				
Chapter 20 and 21 Drain Debt	47,393	47,497	47,547	47,597
Michigan Transportation Debt	-	-	-	-
Capital Improvement Debt	-	-	-	-
Downtown Development Authority Debt	-	-	-	-
Total Debt Service Funds	47,393	47,497	47,547	47,597
Total All Funds	\$84,402,807	\$90,108,583	\$80,493,355	\$67,560,053

General Fund

The General Fund is the City's major operating fund, providing the majority of services available to our residents. The function of the fund is to record all revenues and expenditures of the City which are not accounted for in other funds. The major activities financed by the General Fund are Police and Fire Protection, City Administration and most Public Services. The primary source of revenue to fund these services is local property taxes generated annually and supplemented by state shared revenues.

**GENERAL FUND
SUMMARY INFORMATION**

GENERAL FUND SUMMARY
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016	FY 2017	FY 2017	FY 2017		FY 2018	FY 2018	FY 2018
Actual	Actual to	Estimated	Amended Budget		Departmental	Recommended	Adopted
Year	December 31	To June 30	December 31	REVENUES:	<u>Request</u>	<u>By Mayor</u>	<u>By Council</u>
\$ 68,348,333	\$ 46,928,746	\$ 68,286,000	\$ 65,781,700	Property Taxes	\$ 67,021,277	\$ 67,021,277	\$ 67,021,277
15,470,226	15,649,273	27,345,146	27,593,031	Intergovernmental Revenues	17,428,655	17,428,655	17,428,655
4,265,251	2,102,546	3,707,000	3,707,000	Licenses and Permits	3,805,000	3,805,000	3,805,000
5,614,009	1,979,921	6,060,000	5,990,000	Fines and Forfeitures	5,965,000	5,965,000	5,965,000
170,935	105,572	160,000	140,000	Interest on Investments	140,000	140,000	140,000
4,307,927	1,672,820	3,674,000	3,674,000	Charges for Services	3,991,000	3,991,000	3,991,000
7,806,931	3,525,304	7,037,998	6,995,535	Miscellaneous Income	7,406,756	7,406,756	7,406,756
<u>\$ 105,983,612</u>	<u>\$ 71,964,182</u>	<u>\$ 116,270,144</u>	<u>\$ 113,881,266</u>	Total Revenues	<u>\$ 105,757,688</u>	<u>\$ 105,757,688</u>	<u>\$ 105,757,688</u>
				EXPENDITURES:			
\$ 27,140,443	\$ 12,386,196	\$ 28,887,271	\$ 29,952,274	General Government	\$ 27,308,130	\$ 26,286,716	\$ 26,760,376
64,828,648	30,655,122	68,684,706	69,514,346	Public Safety	72,131,319	69,956,549	69,956,549
13,714,193	6,652,175	15,688,553	15,919,461	Public Services	16,239,232	16,050,860	16,102,860
511,364	248,889	580,652	633,818	Planning	735,958	668,575	660,809
<u>\$ 106,194,648</u>	<u>\$ 49,942,382</u>	<u>\$ 113,841,182</u>	<u>\$ 116,019,899</u>	Total Expenditures	<u>\$ 116,414,639</u>	<u>\$ 112,962,700</u>	<u>\$ 113,480,594</u>
\$ (211,036)	\$ 22,021,800	\$ 2,428,963	\$ (2,138,633)	Excess (Deficit) of Revenues over Expenditures	\$ (10,656,951)	\$ (7,205,012)	\$ (7,722,906)
				OTHER FINANCING SOURCES:			
\$ 166,043	\$ -	\$ -	\$ -	Lease Purchase Proceeds	\$ -	\$ -	\$ -
-	1,397,017	8,045,550	6,648,533	Fund Balance Appropriated	10,656,951	7,205,012	7,722,906
<u>\$ 166,043</u>	<u>\$ 1,397,017</u>	<u>\$ 8,045,550</u>	<u>\$ 6,648,533</u>	Total Other Financing Sources	<u>\$ 10,656,951</u>	<u>\$ 7,205,012</u>	<u>\$ 7,722,906</u>
\$ (44,993)	\$ 23,418,817	\$ 10,474,513	\$ 4,509,900	Excess (Deficit) of Revenues over Expenditures and Other Sources	\$ -	\$ -	\$ -
63,863,401	63,818,408	63,818,408	63,818,408	Estimated Fund Balance - Beginning of Period	66,247,371	66,247,371	66,247,371
(579,045)	(579,045)	(579,045)	(579,045)	Reserve for:	(579,045)	(579,045)	(579,045)
(45,342,612)	(45,342,612)	(45,342,612)	(45,342,612)	Nonspendable	(45,342,612)	(45,342,612)	(45,342,612)
-	(1,397,017)	(8,045,550)	(6,648,533)	Assigned	(10,656,951)	(7,205,012)	(7,722,906)
<u>-</u>	<u>(1,397,017)</u>	<u>(8,045,550)</u>	<u>(6,648,533)</u>	Fund Balance Supplemental Appropriation	<u>(10,656,951)</u>	<u>(7,205,012)</u>	<u>(7,722,906)</u>
\$ 17,896,751	\$ 39,918,551	\$ 20,325,714	\$ 15,758,118	Estimated Unassigned Fund Balance (Deficit) End of Period	<u>\$ 9,668,763</u>	<u>\$ 13,120,702</u>	<u>\$ 12,602,808</u>

GENERAL FUND REVENUES
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31		FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				<u>PROPERTY TAXES:</u>			
\$ 65,888,336	\$ 46,590,822	\$ 65,543,000	\$ 63,622,860	Property Taxes	\$ 64,973,358	\$ 64,973,358	\$ 64,973,358
925,222	328,434	1,214,000	656,840	Industrial Facilities Tax	516,919	516,919	516,919
369,857	6,139	420,000	420,000	Penalties & Interest on Taxes	400,000	400,000	400,000
1,131,640	527	1,077,000	1,050,000	Administration Fee - Schools	1,100,000	1,100,000	1,100,000
33,278	2,824	32,000	32,000	Trailer & Senior Housing Fees in Lieu of Taxes	31,000	31,000	31,000
<u>\$ 68,348,333</u>	<u>\$ 46,928,746</u>	<u>\$ 68,286,000</u>	<u>\$ 65,781,700</u>	Total Property Taxes	<u>\$ 67,021,277</u>	<u>\$ 67,021,277</u>	<u>\$ 67,021,277</u>
				<u>INTERGOVERNMENTAL REVENUES:</u>			
				Federal Revenue:			
\$ 58,919	\$ 39,272	\$ -	\$ -	Civil Defense Grant	\$ -	\$ -	\$ -
-	-	325,000	325,000	Substance Abuse Grant - 2017	-	-	-
135,343	114,316	-	-	Substance Abuse Grant - 2016	-	-	-
24,562	-	-	-	Substance Abuse Grant - 2015	-	-	-
46,154	-	-	-	Assistance to Fire Fighters Grant	-	-	-
-	-	-	-	Assistance to Fire Fighters Grant - 2013	-	-	-
15,568	\$ -	-	-	Homeland Security UASI - 2013	-	-	-
-	480,330	-	-	SAFER Grant	-	-	-
				State Shared Revenue:			
12,830,042	2,243,270	12,916,037	13,258,922	Sales and Use Tax	13,150,655	13,150,655	13,150,655
-	12,582,109	12,582,109	12,582,109	Reimbursement for Personal Property Loss	3,000,000	3,000,000	3,000,000
153,446	1,859	25,000	25,000	Liquor Licenses	25,000	25,000	25,000
-	-	149,000	149,000	Michigan Drug Court Program Grant - 17	-	-	-
143,418	8,447	-	-	Michigan Drug Court Program Grant - 16	-	-	-
116,304	-	-	-	Michigan Drug Court Program Grant - 15	-	-	-
34,247	1,833	-	-	Homeland Security Grant	-	-	-
				Police Grants:			
71,893	-	-	-	MATS Grant	-	-	-
381,378	-	190,000	190,000	911 Dispatch Training/Equipment	190,000	190,000	190,000
182,896	45,724	183,000	183,000	Judges Salary Standardization	183,000	183,000	183,000
178,182	132,113	175,000	80,000	Election Expense Reimbursement	80,000	80,000	80,000
				Local Revenue:			
607,791	-	350,000	350,000	Reimbursement from City of Center Line	350,000	350,000	350,000
490,083	-	450,000	450,000	Reimbursement from Schools-Liaison Officers	450,000	450,000	450,000
<u>\$ 15,470,226</u>	<u>\$ 15,649,273</u>	<u>\$ 27,345,146</u>	<u>\$ 27,593,031</u>	Total Intergovernmental Revenues	<u>\$ 17,428,655</u>	<u>\$ 17,428,655</u>	<u>\$ 17,428,655</u>

(Continued)

GENERAL FUND REVENUES
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31		FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
<u>LICENSES AND PERMITS:</u>							
\$ 1,798,362	\$ 920,425	\$ 1,350,000	\$ 1,350,000	Building Permits	\$ 1,375,000	\$ 1,375,000	\$ 1,375,000
659,306	258,950	690,000	690,000	Electrical Permits	700,000	700,000	700,000
338,622	188,522	250,000	250,000	Plumbing Permits	270,000	270,000	270,000
300,753	161,178	300,000	300,000	Mechanical Permits	300,000	300,000	300,000
176,133	89,542	180,000	180,000	Zoning Permits and Fees	190,000	190,000	190,000
12,052	6,947	12,000	12,000	Sidewalk Permits	15,000	15,000	15,000
27,206	6,291	25,000	25,000	Animal Licenses	25,000	25,000	25,000
327,320	183,333	300,000	300,000	Plan Review Fees	300,000	300,000	300,000
625,497	287,358	600,000	600,000	Other Permits and Licenses	630,000	630,000	630,000
<u>\$ 4,265,251</u>	<u>\$ 2,102,546</u>	<u>\$ 3,707,000</u>	<u>\$ 3,707,000</u>	Total Licenses and Permits	<u>\$ 3,805,000</u>	<u>\$ 3,805,000</u>	<u>\$ 3,805,000</u>
<u>CHARGES FOR SERVICES:</u>							
\$ 57,921	\$ 18,205	\$ 60,000	\$ 60,000	Engineering & Inspection Fees	\$ 60,000	\$ 60,000	\$ 60,000
170,325	61,750	100,000	100,000	Abandoned Auto Administrative Towing Fee	120,000	120,000	120,000
89,925	30,150	115,000	115,000	Foreclosure Fee	90,000	90,000	90,000
55,995	27,743	40,000	40,000	Property Maintenance Fees	40,000	40,000	40,000
129,958	47,818	120,000	120,000	Clerk's Services	120,000	120,000	120,000
191,376	139,263	200,000	200,000	Weed Cutting	200,000	200,000	200,000
42,959	19,645	34,000	34,000	Board of Appeals	40,000	40,000	40,000
170,466	68,366	150,000	150,000	Police Services & Auctions	150,000	150,000	150,000
16,798	2,595	15,000	15,000	Fire Services	15,000	15,000	15,000
2,950,955	1,156,133	2,600,000	2,600,000	EMS Services	2,900,000	2,900,000	2,900,000
24,112	9,330	20,000	20,000	Planning Commission	20,000	20,000	20,000
98,020	26,702	50,000	50,000	Site Plan Fees	50,000	50,000	50,000
67,778	-	75,000	75,000	Community Development Administration	70,000	70,000	70,000
105,712	33,086	40,000	40,000	Block Grant Reimbursement	40,000	40,000	40,000
1,000	1,000	5,000	5,000	IFT Exemption Processing Fees	1,000	1,000	1,000
134,627	31,034	50,000	50,000	Miscellaneous	75,000	75,000	75,000
<u>\$ 4,307,927</u>	<u>\$ 1,672,820</u>	<u>\$ 3,674,000</u>	<u>\$ 3,674,000</u>	Total Charges for Services	<u>\$ 3,991,000</u>	<u>\$ 3,991,000</u>	<u>\$ 3,991,000</u>
<u>FINES & FORFEITURES</u>							
\$ 5,053,065	\$ 1,764,613	\$ 5,500,000	\$ 5,500,000	37th District Court Fines & Fees	\$ 5,500,000	\$ 5,500,000	\$ 5,500,000
296,702	97,318	350,000	350,000	Probation Fees	300,000	300,000	300,000
198,904	93,105	145,000	75,000	Property Maintenance Fines	100,000	100,000	100,000
65,338	24,885	65,000	65,000	Drug Court Revenue	65,000	65,000	65,000
<u>\$ 5,614,009</u>	<u>\$ 1,979,921</u>	<u>\$ 6,060,000</u>	<u>\$ 5,990,000</u>	Total Fines & Forfeitures	<u>\$ 5,965,000</u>	<u>\$ 5,965,000</u>	<u>\$ 5,965,000</u>

(Continued)

GENERAL FUND REVENUES
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31		FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				<u>MISCELLANEOUS REVENUES:</u>			
				Michigan Transportation Funds:			
\$ 1,134,886	\$ 458,702	\$ 1,135,000	\$ 1,135,000	Equipment Rentals	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000
-	-	855,400	855,400	Administrative Expense	881,000	881,000	881,000
5,000	5,000	5,000	5,000	Salt Dome Rental	5,000	5,000	5,000
				Administrative Expense:			
2,879,255	1,576,889	1,970,500	1,970,500	Water & Sewer System	2,139,600	2,139,600	2,139,600
154,500	79,500	159,000	159,000	Senior Citizen Housing	163,700	163,700	163,700
219,100	112,850	225,700	225,700	Library	232,400	232,400	232,400
113,700	58,550	117,100	117,100	Recreation	120,600	120,600	120,600
-	-	-	-	Sanitation	-	-	-
73,800	41,641	76,000	76,000	Rental Ordinance	78,200	78,200	78,200
361,530	18,620	372,400	372,400	Communications	383,500	383,500	383,500
341,100	175,650	351,300	351,300	Downtown Development Authority	361,800	361,800	361,800
-	-	242,000	242,000	2011 Local Street Road Repair Fund	249,200	249,200	249,200
				Fleet Maintenance Expense:			
554,859	269,345	538,690	538,690	Sanitation	581,400	581,400	581,400
191,857	96,223	192,445	192,445	Water & Sewer System	205,356	205,356	205,356
1,046,798	98,000	30,000	30,000	Sale of Property/Equipment	100,000	100,000	100,000
-	42,463	42,463	-	Insurance Proceeds	-	-	-
350	4,852	5,000	5,000	Donations	5,000	5,000	5,000
456,759	237,019	450,000	450,000	Medicare Part D Reimbursement	475,000	475,000	475,000
23,437	-	20,000	20,000	Telecom Leases	20,000	20,000	20,000
250,000	250,000	250,000	250,000	Court Building Rental	250,000	250,000	250,000
<u>\$ 7,806,931</u>	<u>\$ 3,525,304</u>	<u>\$ 7,037,998</u>	<u>\$ 6,995,535</u>	Total Miscellaneous Revenue	<u>\$ 7,406,756</u>	<u>\$ 7,406,756</u>	<u>\$ 7,406,756</u>
<u>\$ 170,935</u>	<u>\$ 105,572</u>	<u>\$ 160,000</u>	<u>\$ 140,000</u>	<u>INTEREST ON INVESTMENTS:</u>	<u>\$ 140,000</u>	<u>\$ 140,000</u>	<u>\$ 140,000</u>
				<u>OTHER FINANCING SOURCES:</u>			
\$ 166,043	\$ -	\$ -	\$ -	Lease Purchase Proceeds	\$ -	\$ -	\$ -
-	1,397,017	8,045,550	6,648,533	Fund Balance Appropriated	10,656,951	7,205,012	7,722,906
<u>\$ 166,043</u>	<u>\$ 1,397,017</u>	<u>\$ 8,045,550</u>	<u>\$ 6,648,533</u>	Total Other Financing Sources	<u>\$ 10,656,951</u>	<u>\$ 7,205,012</u>	<u>\$ 7,722,906</u>
<u>\$ 106,149,655</u>	<u>\$ 73,361,199</u>	<u>\$ 124,315,694</u>	<u>\$ 120,529,799</u>	TOTAL GENERAL FUND REVENUES	<u>\$ 116,414,639</u>	<u>\$ 112,962,700</u>	<u>\$ 113,480,594</u>

Fiscal 2018 General Fund Revenues

PROPERTY TAXES:

The property tax is a local tax. All property tax revenues are collected, administered, and spent at the local level. Every property owner in Michigan is subject to property tax by at least four units of government - the County, the school district, intermediate school districts, and the City or Township in which the property is located. Villages, special authorities, and community colleges may also levy taxes on that property. The property tax is determined by two factors: The tax rate and assessment on property as finally equalized by the State. The unit of measurement for the property tax, the "mill", is defined as \$1 per \$1,000 of Taxable Value.

Funds:	Estimated Taxable Value	Tax Rate	Levy
<u>General Fund:</u>			
Charter Millage	\$ 3,117,200,000	8.7285	\$ 27,208,480
<u>Special Levies:</u>			
Police & Fire Pension	3,117,200,000	4.9848	15,538,619
Police & Fire Operating	3,117,200,000	4.9000	15,274,280
Emergency Medical Service	3,117,200,000	0.2908	906,482
Police	3,117,200,000	0.9697	3,022,749
Fire	3,117,200,000	0.9697	3,022,749
Total General Fund Operating Levy		<u>20.8435</u>	<u>\$ 64,973,358</u>
<u>Special Revenue:</u>			
Library (Charter)	3,117,200,000	0.4848	1,511,219
Library (Voted)	3,117,200,000	0.8457	2,636,216
Sanitation	3,117,200,000	2.5550	7,964,446
Parks & Recreation	3,117,200,000	0.9697	3,022,749
2011 Local Street Repair & Maintenance	3,117,200,000	2.1000	6,546,120
Total Special Revenue Fund Levy		<u>6.9552</u>	<u>\$ 21,680,749</u>
Total Levy		<u>27.7987</u>	<u>\$ 86,654,108</u>

Fiscal 2018 General Fund Revenues

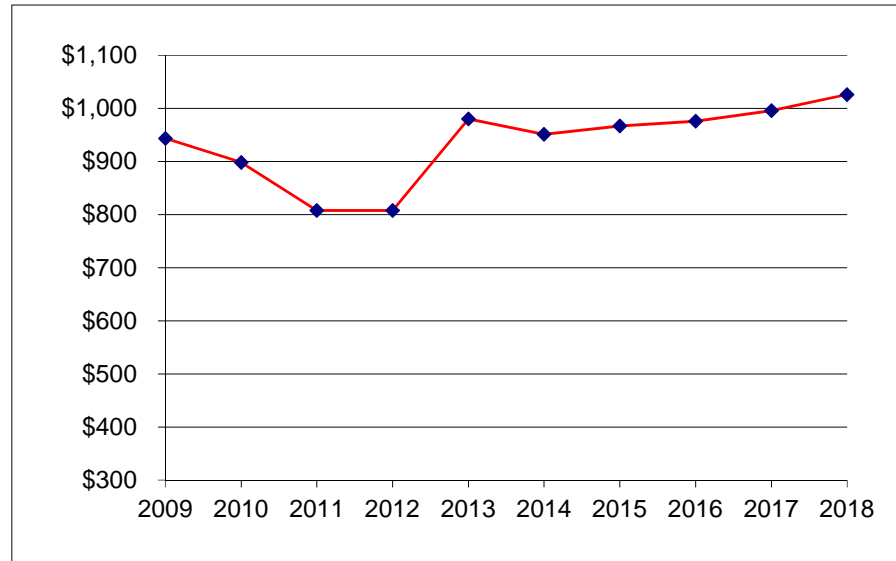
INDUSTRIAL FACILITY TAXES:

Act No. 198, P.A. 1974 was designed to provide a stimulus in the form of significant tax incentives to industry to renovate and expand aging plants and to build new plants in Michigan. Under the provisions of the Act, a local governmental unit may establish plant rehabilitation districts and industrial development districts and offer industrial firms certain property tax incentives to encourage restoration or replacement of obsolete industrial facilities and to attract new plants to the area. The tax is determined by multiplying one-half of the total mills for the year by the state-equalized value of the facilities excluding land and inventory.

Funds:	Estimated State Equalized Value	Tax Rate	Levy
<u>General Fund:</u>			
Charter Millage	\$ 49,600,000	4.3643	\$ 216,467
<u>Special Levies:</u>			
Police & Fire Pension	49,600,000	2.4924	123,623
Police & Fire Operating	49,600,000	2.4500	121,520
Emergency Medical Service	49,600,000	0.1454	7,212
Police	49,600,000	0.4849	24,049
Fire	49,600,000	0.4849	24,049
Total General Fund Operating Levy		10.4218	\$ 516,919
<u>Special Revenue:</u>			
Library (Charter)	49,600,000	0.2424	12,023
Library (Voted)	49,600,000	0.4229	20,973
Sanitation	49,600,000	1.2775	63,364
Parks & Recreation	49,600,000	0.4849	24,049
2011 Local Street Repair & Maintenance	49,600,000	1.0500	52,080
Total Special Revenue Fund Levy		3.4776	\$ 172,489
Total Levy		13.8994	\$ 689,408

Average Residential City Tax Ten Fiscal Years

	Fiscal <u>2009</u>	Fiscal <u>2010</u>	Fiscal <u>2011</u>	Fiscal <u>2012</u>	Fiscal <u>2013</u>	Fiscal <u>2014</u>	Fiscal <u>2015</u>	Fiscal <u>2016</u>	Fiscal <u>2017</u>	Fiscal <u>2018</u>
Charter Millage	8.7724	8.7724	8.7724	8.7724	8.7724	8.7724	8.7724	8.7285	8.7285	8.7285
Police & Fire Pension (Voted)	2.5748	2.8248	2.8248	2.8248	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848
Emergency Medical Service	0.2923	0.2923	0.2923	0.2923	0.2923	0.2923	0.2923	0.2908	0.2908	0.2908
Police Operating	0.9746	0.9746	0.9746	0.9746	0.9746	0.9746	0.9746	0.9697	0.9697	0.9697
Fire Operating	0.9746	0.9746	0.9746	0.9746	0.9746	0.9746	0.9746	0.9697	0.9697	0.9697
Police & Fire Operating (Voted)	-	-	-	-	4.9000	4.9000	4.9000	4.8755	4.8755	4.9000
Library (Charter)	0.4873	0.4873	0.4873	0.4873	0.4873	0.4873	0.4873	0.4848	0.4848	0.4848
Library (Voted)	-	-	0.8500	0.8500	0.8500	0.8500	0.8500	0.8457	0.8457	0.8457
Sanitation	1.8918	1.6418	1.6418	1.6418	2.5550	2.5550	2.5550	2.5550	2.5550	2.5550
Parks & Recreation	0.9746	0.9746	0.9746	0.9746	0.9746	0.9746	0.9746	0.9697	0.9697	0.9697
2011 Local Street Repairs (Voted)	-	-	-	2.1000	2.1000	2.1000	2.1000	2.0895	2.1000	2.1000
Total	16.9424	16.9424	17.7924	19.8924	27.8656	27.8656	27.8656	27.7637	27.7742	27.7987
Average Residential Taxable Value	\$55,698	\$53,019	\$45,405	\$40,624	\$35,185	\$34,134	\$ 34,700	\$ 35,168	\$ 35,867	\$ 36,923
Average Residential City Taxes	\$943.66	\$898.27	\$807.86	\$808.11	\$980.45	\$951.16	\$ 966.94	\$ 976.39	\$ 996.18	\$1,026.41

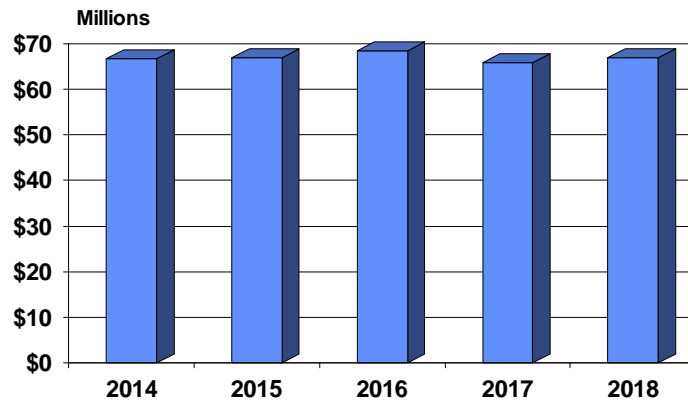


Fiscal 2018 General Fund Revenues

City Taxes

The city's major source of revenue is generated by property taxation. This revenue calculation is based on a relationship between two variables. The first is the taxable valuation of industrial, commercial, and residential parcels, both real and personal property.

Operating Tax Revenue



The second variable is the application of a specific tax levy for general operations. If either of these variables increases or decreases, a relative change to the city tax revenue will be experienced.

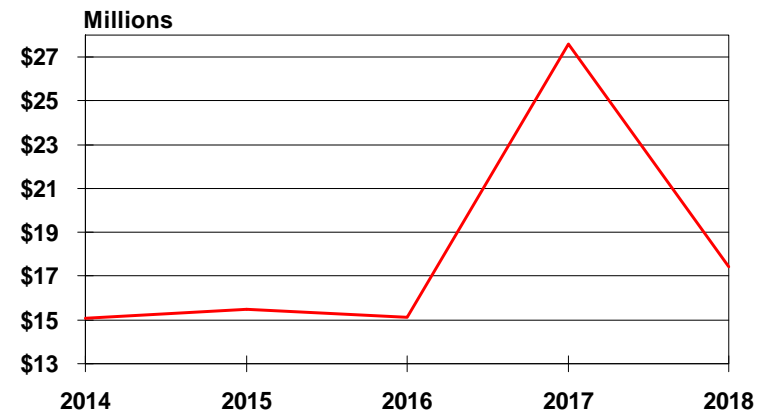
In the Fiscal 2018 Budget, operating city tax revenue represents 59.0% of total revenue sources, an increase of \$1,239,577 or approximately 1.9% more than the Fiscal 2017 Budget. The increase is the result of increased property values.

The Total General Fund Operating Levy for the 2018 Fiscal Year is 20.8435 mills per \$1,000 of taxable value. The mills increased slightly from the prior year due to the renewal of the police and fire operating millage. The operating millage rate continues to be below the 21.1848 millage rate limit established by City Charter and at the 20.8435 Headlee maximum allowable levy.

Intergovernmental Revenues

Another major source of revenue to the City is Intergovernmental Revenues. This source of revenue is comprised of grants from the Federal, State, and County levels of government. The major source in this revenue category is State Shared Revenue. These revenue sharing distributions, made by the State to communities in Michigan, are distributed based on formulas determined by the State. These formulas take into consideration population estimates and sales tax collections made by the State.

Intergovernmental Revenues



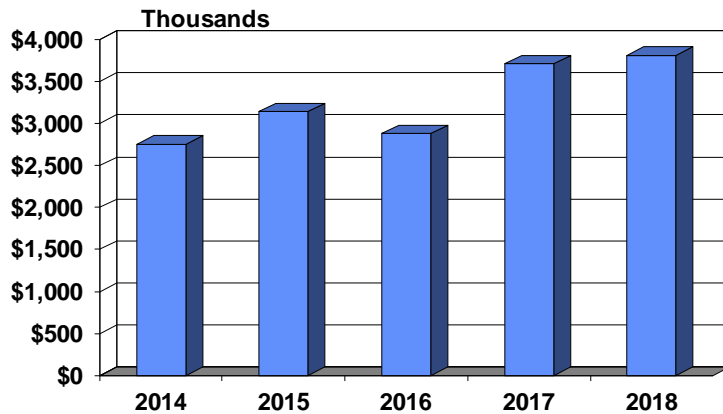
In Fiscal 2018, Intergovernmental Revenues represent 15.4% of total revenue sources. Intergovernmental revenues decreased from Fiscal 2017 as a result of an additional \$9,582,000 reimbursement by the State of Michigan for personal property losses.

Fiscal 2018 General Fund Revenues

Licenses & Permits

The revenue source of licenses and permits represents fees charged by City Departments to individuals and businesses that allow for the building of new structures as well as improvements made to existing structures. New structures that require permits include garages, sheds, decks, porches, and buildings. Improvements such as central air conditioning, furnace replacement, electrical and plumbing modifications, fences and pools also require permits from the respective City department.

Licenses & Permits

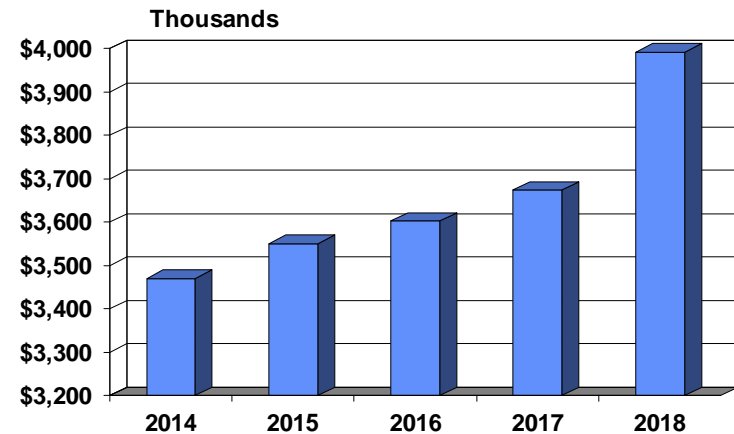


In the Fiscal 2018 Budget, License and Permit revenues represent 3.4% of total revenue sources, an increase of \$98,000 or 2.6% more than the Fiscal 2017 Budget. This is due to the continued increase in building activity throughout the city.

Charges for Services

Charges for Services consists of revenue received from individuals, schools, businesses, and other City funds. These funds are used to reimburse the General Fund for services provided by General Fund departments. The primary revenue accounts within this revenue center include Engineering & Inspection Fees, City Clerk services, Fire services and Police services reimbursements.

Charges for Services



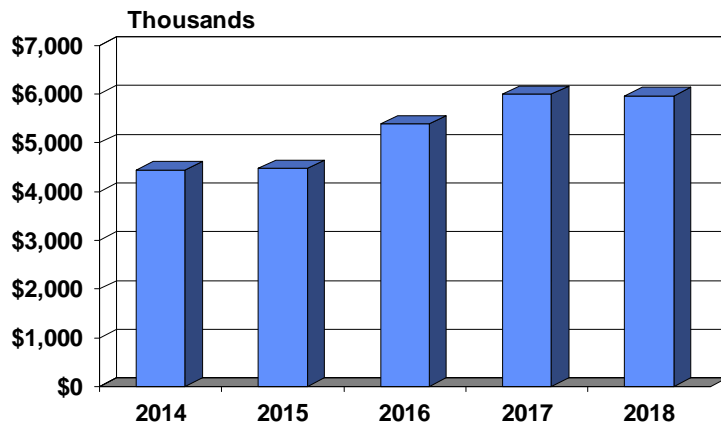
In the Fiscal 2018 Budget, Charges for Services revenues represent 3.5% of total revenue sources, a \$317,000 increase or 8.6% more than the Fiscal 2017 Budget. This is due mainly to an anticipated increase in EMS services.

Fiscal 2018 General Fund Revenues

Fines & Forfeitures

Fines & Forfeiture revenues are comprised of payments made by individuals, businesses or corporations who have violated various statutes, ordinances or laws. Included in this revenue center are court costs, parking fines, bond forfeitures, and default judgment fees.

Fines & Forfeitures

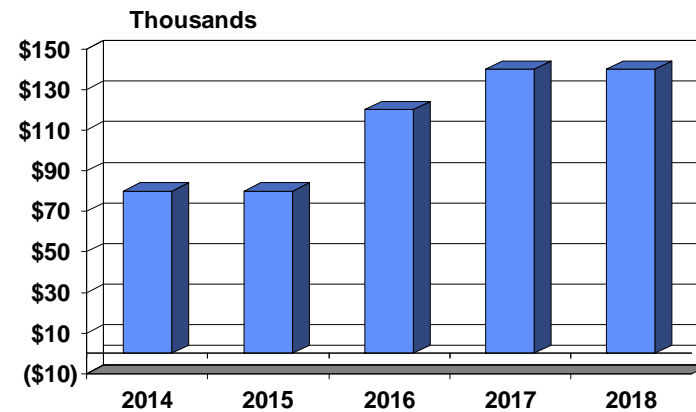


In the Fiscal 2018 Budget, Fines & Forfeiture revenues represent 5.3% of total revenue sources, a decrease of \$25,000 or .4% less than the Fiscal 2017 Budget. This small decrease is a result of an anticipated reduction in probation fees.

Investment Income

Investment income provides a minimal contribution to revenues. These revenues are budgeted cautiously due to the fact that they are largely a direct function of interest rates.

Investment Income

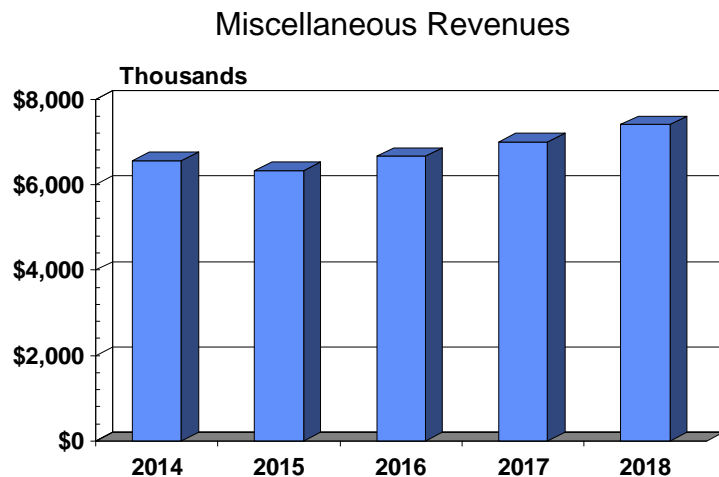


In the Fiscal 2018 Budget, Investment Income revenues represent .1% of total revenue sources, and are expected to remain the same as the Fiscal 2017 Budget.

Fiscal 2018 General Fund Revenues

Miscellaneous Revenues

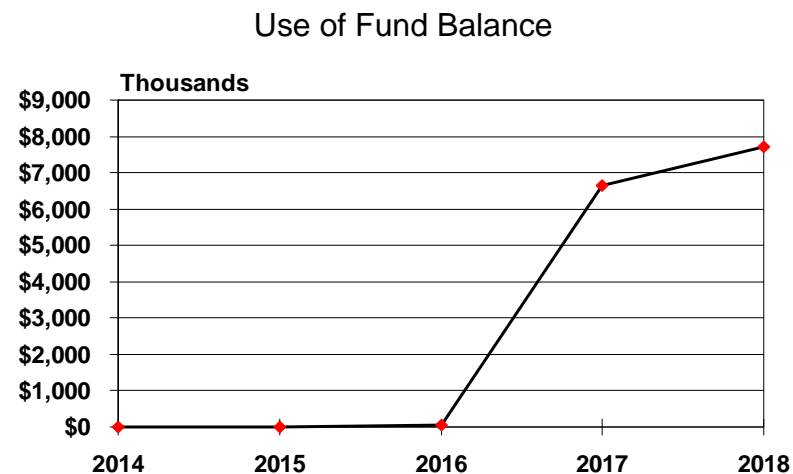
The revenue source of Miscellaneous Revenue includes revenues that cannot be easily classified in other revenue areas. Included in this revenue area are Rental Income and Administrative Costs from different sources, and Sale of Equipment.



In the Fiscal 2018 Budget, Miscellaneous Revenues represent 6.5% of total revenue sources, and increased by \$411,220 or 5.9% more than the Fiscal 2017 Budget. This increase is a result of an increase in inter-governmental charges for administrative services provided with General Fund resources as well as an increase for the anticipated sale of equipment.

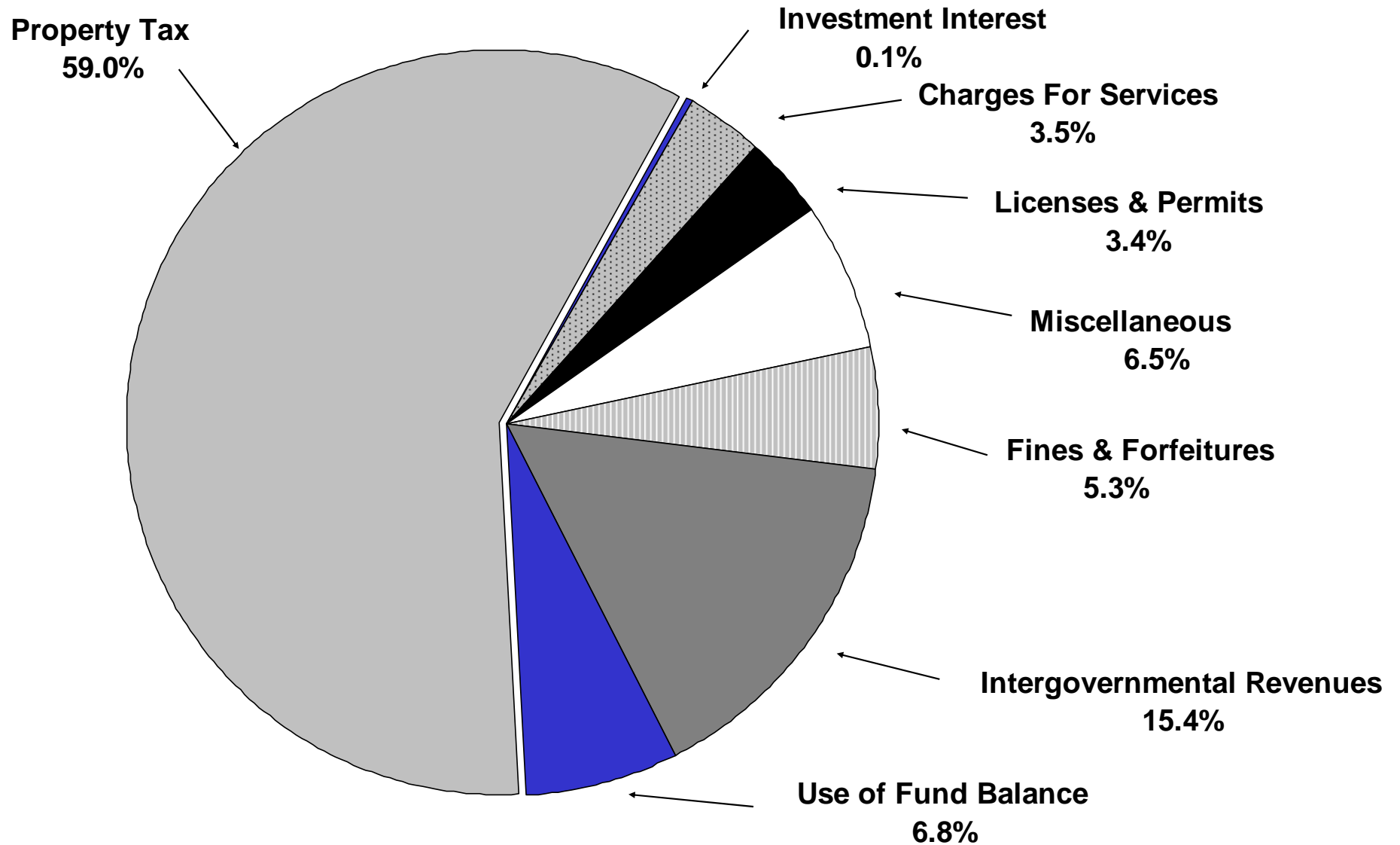
Use of Fund Balance

A use of Fund Balance exists when there is an inequality in the relationship between revenues and expenditures in a given fund. If expenditures exceed revenues, a Use of Fund Balance is needed to balance the budget.



In the Fiscal 2018 Budget, Use of Fund Balance represents 6.8% of total revenue sources, which is primarily the result of increasing contributions for the General Employee and Police & Fire retiree health VEBA plans to match the actuarially determined calculations.

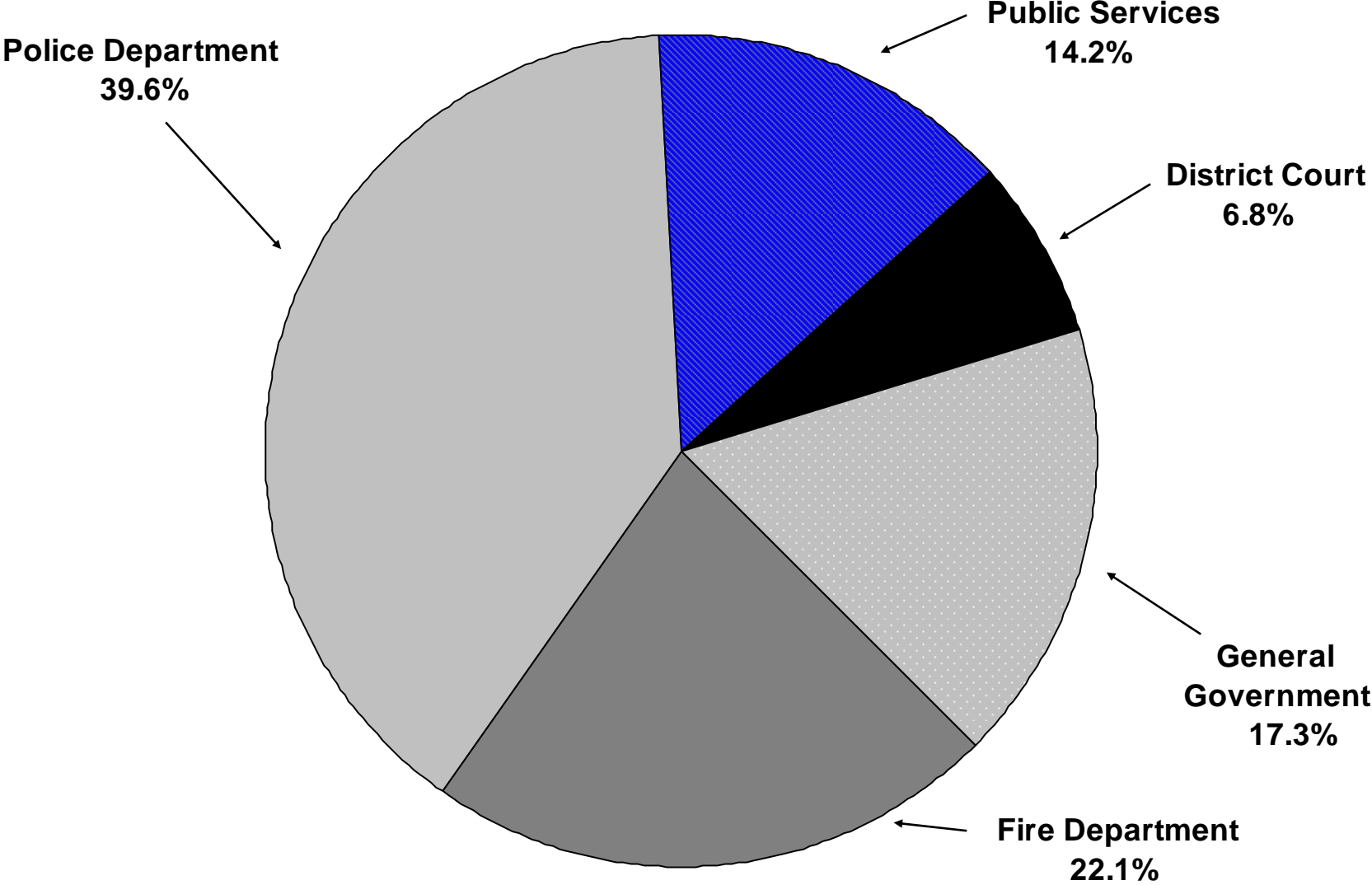
FISCAL 2018 GENERAL FUND REVENUES



GENERAL FUND REVENUES

Fiscal 2017 Amended Budget		Description	Fiscal 2018 Council Adopted Budget	
Percentage	Amount		Amount	Percentage
56.7%	\$ 65,781,700	Property Tax	\$ 67,021,277	59.0%
23.8%	27,593,031	Intergovernmental	17,428,655	15.4%
3.2%	3,707,000	Licenses and Permits	3,805,000	3.4%
5.2%	5,990,000	Fines and Forfeitures	5,965,000	5.3%
0.1%	140,000	Interest on Investments	140,000	0.1%
3.2%	3,674,000	Charges for Services	3,991,000	3.5%
6.0%	6,995,535	Miscellaneous	7,406,756	6.5%
<u>1.8%</u>	<u>2,138,633</u>	Fund Balance Appropriated	<u>7,722,906</u>	<u>6.8%</u>
<u>100.0%</u>	<u>\$ 116,019,899</u>	Total Revenues	<u>\$ 113,480,594</u>	<u>100.0%</u>

FISCAL 2018 GENERAL FUND EXPENDITURES



GENERAL FUND APPROPRIATIONS

Fiscal 2017 Amended Budget		Description	Fiscal 2018 Council Adopted Budget	
Percentage	Amount		Amount	Percentage
19.2%	\$ 22,117,479	General Government	\$ 19,004,535	16.7%
6.8%	7,834,795	District Court	7,755,841	6.8%
23.1%	26,749,597	Fire Department	25,073,659	22.1%
36.9%	42,764,749	Police Department	44,882,890	39.6%
9.9%	11,461,769	Public Service	12,909,860	11.4%
3.8%	4,457,692	Street Lighting	3,193,000	2.8%
<u>0.5%</u>	<u>633,818</u>	Planning	<u>660,809</u>	<u>0.6%</u>
<u>100.0%</u>	<u>\$ 116,019,899</u>	Total Appropriations	<u>\$ 113,480,594</u>	<u>100.0%</u>

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

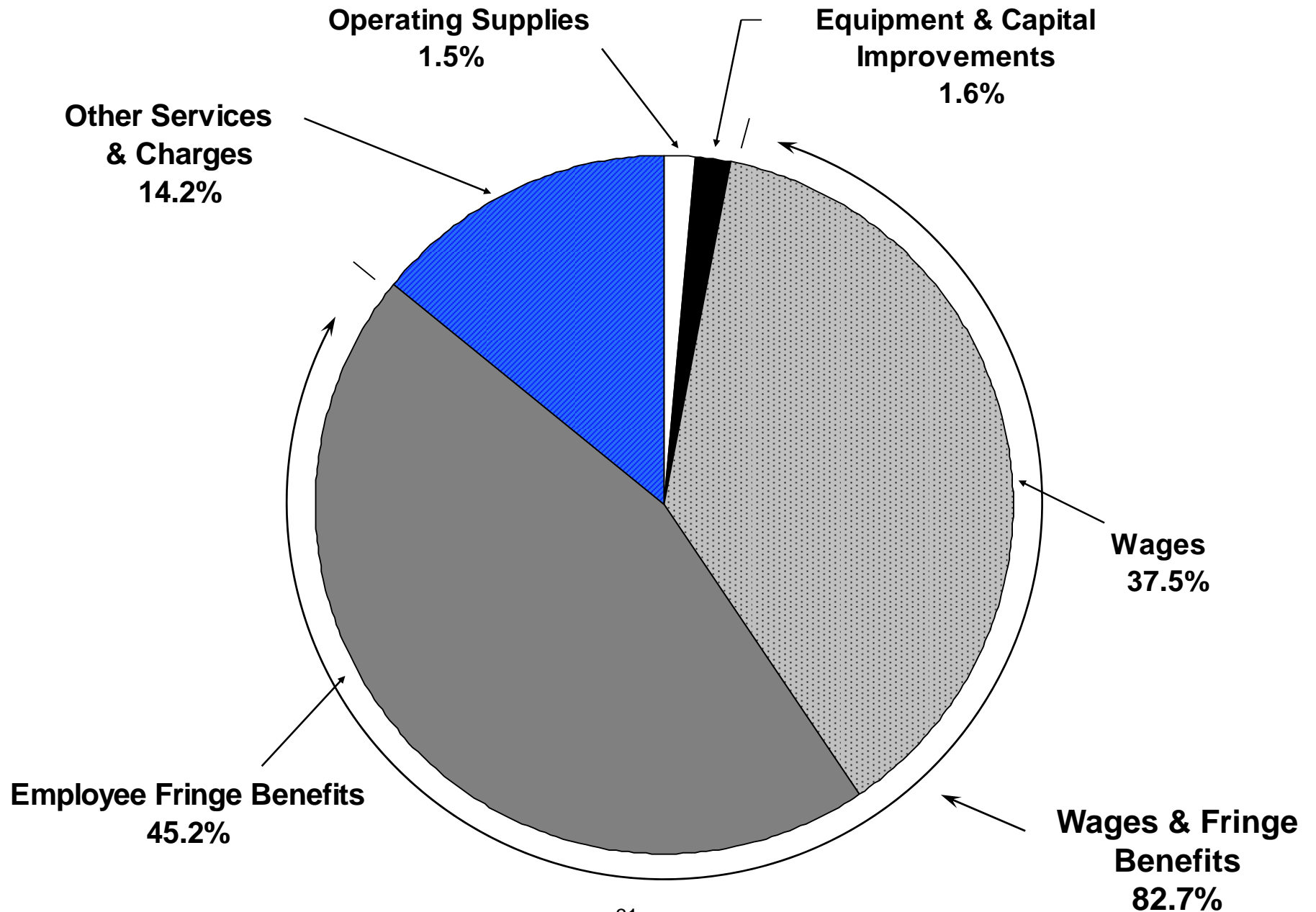
FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31		FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				<u>GENERAL GOVERNMENT:</u>			
\$ 1,001,749	\$ 478,642	\$ 1,054,651	\$ 1,096,415	Council	\$ 1,149,377	\$ 1,149,377	\$ 1,499,377
7,423,740	3,610,735	7,747,398	7,834,795	District Court	7,875,841	7,730,841	7,755,841
401,585	182,145	444,213	677,600	Mayor	705,944	705,944	705,944
1,304,331	687,434	1,581,194	1,805,565	Clerk	1,741,108	1,442,548	1,442,548
1,269,486	645,268	1,335,691	1,321,269	Treasurer	1,401,014	1,396,014	1,396,014
1,353,174	672,556	1,451,683	1,528,992	Controller	1,754,227	1,754,227	1,754,227
730,433	494,371	892,568	892,568	Information Systems	1,013,592	784,592	784,592
1,282,045	602,553	1,350,589	1,468,814	Legal	1,567,349	1,567,349	1,567,349
2,038,398	968,378	2,137,208	2,166,613	Assessing	2,358,870	2,265,262	2,265,262
1,340,814	572,950	1,346,364	1,412,153	Human Resources	1,561,254	1,497,472	1,497,472
1,096,629	506,789	1,132,293	1,245,310	Property Maintenance Inspection	1,471,308	1,284,844	1,383,504
74,423	39,353	141,263	225,282	Community and Economic Development	229,815	229,815	229,815
7,674,849	2,867,034	8,089,343	8,093,567	Administration Unallocated Expense	4,297,345	4,297,345	4,297,345
				<u>Commissions:</u>			
14,237	1,325	18,550	18,550	Police & Fire Civil Service	18,550	18,550	18,550
12,025	4,279	22,005	22,005	Zoning Board of Appeals	22,005	22,005	22,005
53,945	9,860	60,951	60,951	Beautification	51,851	51,851	51,851
26,411	23,856	26,600	26,600	Cultural	26,600	26,600	26,600
10,652	3,390	11,800	11,800	Crime	12,800	12,800	12,800
7,279	2,594	12,075	12,075	Historical	13,430	13,430	13,430
-	-	-	-	City Retirement	-	-	-
-	-	-	-	Police & Fire Retirement	-	-	-
3,092	1	3,500	3,500	Council of Commissions	3,500	3,500	3,500
8,556	6,249	13,850	13,850	Village Historical	15,850	15,850	15,850
11,329	5,439	11,982	12,500	Animal Welfare	15,000	15,000	15,000
1,261	995	1,500	1,500	Senior Health Care Services	1,500	1,500	1,500
<u>\$ 27,140,443</u>	<u>\$ 12,386,196</u>	<u>\$ 28,887,271</u>	<u>\$ 29,952,274</u>	Total General Government	<u>\$ 27,308,130</u>	<u>\$ 26,286,716</u>	<u>\$ 26,760,376</u>
				<u>PUBLIC SAFETY:</u>			
\$ 22,802,973	\$ 10,999,057	\$ 26,490,498	\$ 26,749,597	Fire Department	\$ 26,015,319	\$ 25,073,659	\$ 25,073,659
41,414,012	19,359,853	41,548,908	42,118,884	Police Department	45,344,846	44,111,736	44,111,736
391,403	186,003	413,102	413,102	Animal Control	529,876	529,876	529,876
220,260	110,209	232,198	232,763	Civil Defense	241,278	241,278	241,278
<u>\$ 64,828,648</u>	<u>\$ 30,655,122</u>	<u>\$ 68,684,706</u>	<u>\$ 69,514,346</u>	Total Public Safety	<u>\$ 72,131,319</u>	<u>\$ 69,956,549</u>	<u>\$ 69,956,549</u>

(Continued)

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31		FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				<u>PUBLIC SERVICES:</u>			
\$ 429,183	\$ 207,590	\$ 435,732	\$ 438,682	Director	\$ 479,169	\$ 479,169	\$ 479,169
1,150,269	590,372	1,249,434	1,278,142	Engineering and Inspection	1,242,735	1,206,363	1,206,363
2,998,231	1,475,430	3,269,810	3,314,251	Building Inspections	3,645,423	3,593,423	3,645,423
4,125,477	1,810,474	4,152,619	4,256,527	DPW Garage	5,345,727	5,245,727	5,245,727
1,961,002	944,119	2,123,266	2,174,167	Building Maintenance	2,333,178	2,333,178	2,333,178
<u>3,050,031</u>	<u>1,624,190</u>	<u>4,457,692</u>	<u>4,457,692</u>	Street Lighting	<u>3,193,000</u>	<u>3,193,000</u>	<u>3,193,000</u>
<u>\$ 13,714,193</u>	<u>\$ 6,652,175</u>	<u>\$ 15,688,553</u>	<u>\$ 15,919,461</u>	Total Public Services	<u>\$ 16,239,232</u>	<u>\$ 16,050,860</u>	<u>\$ 16,102,860</u>
<u>\$ 511,364</u>	<u>\$ 248,889</u>	<u>\$ 580,652</u>	<u>\$ 633,818</u>	<u>PLANNING:</u>	<u>\$ 735,958</u>	<u>\$ 668,575</u>	<u>\$ 660,809</u>
<u>\$ 106,194,648</u>	<u>\$ 49,942,382</u>	<u>\$ 113,841,182</u>	<u>\$ 116,019,899</u>	TOTAL GENERAL FUND	<u>\$ 116,414,639</u>	<u>\$ 112,962,700</u>	<u>\$ 113,480,594</u>

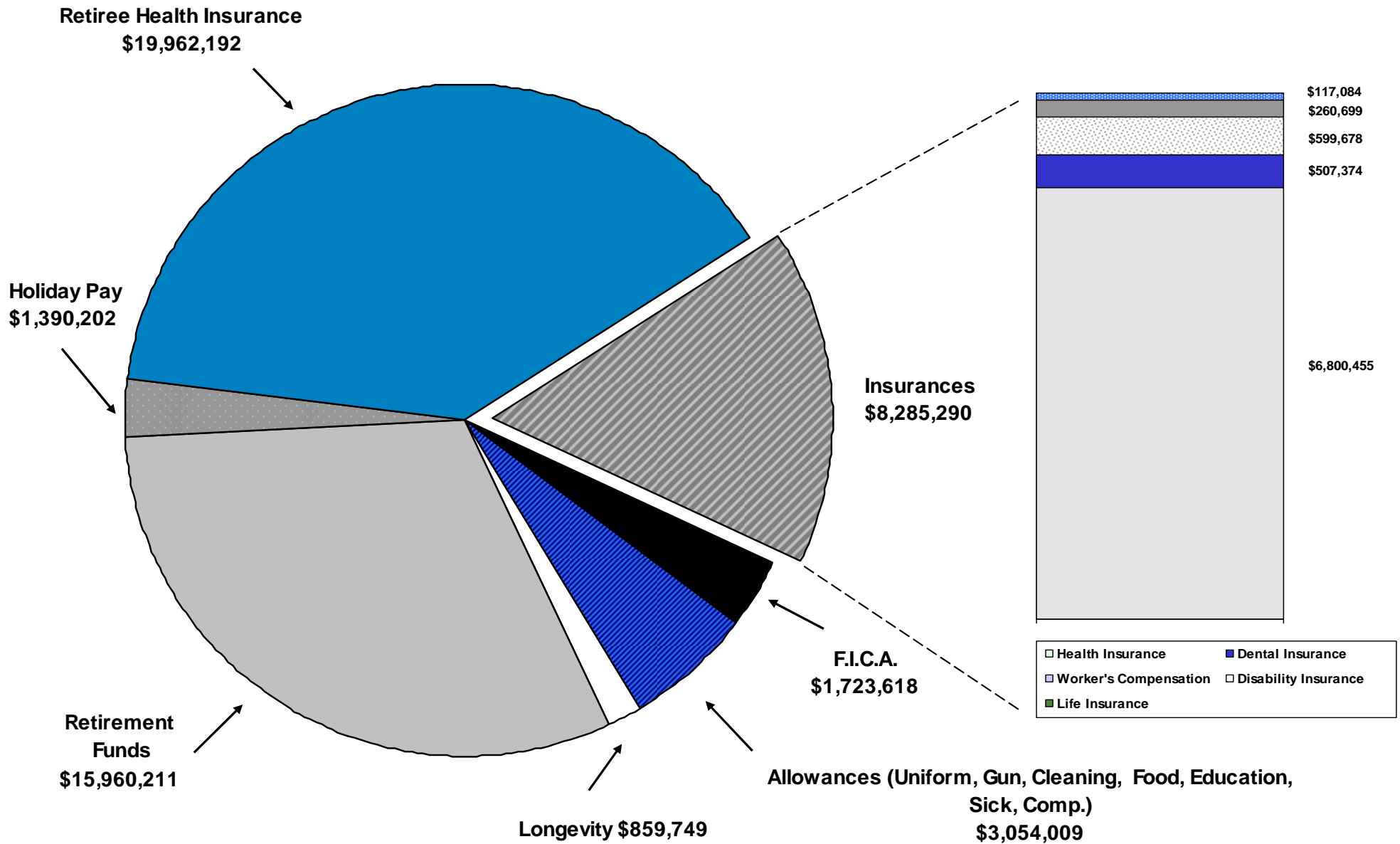
GENERAL FUND BY TYPE OF EXPENDITURE FISCAL 2018



FISCAL 2018
GENERAL FUND BUDGET DATA

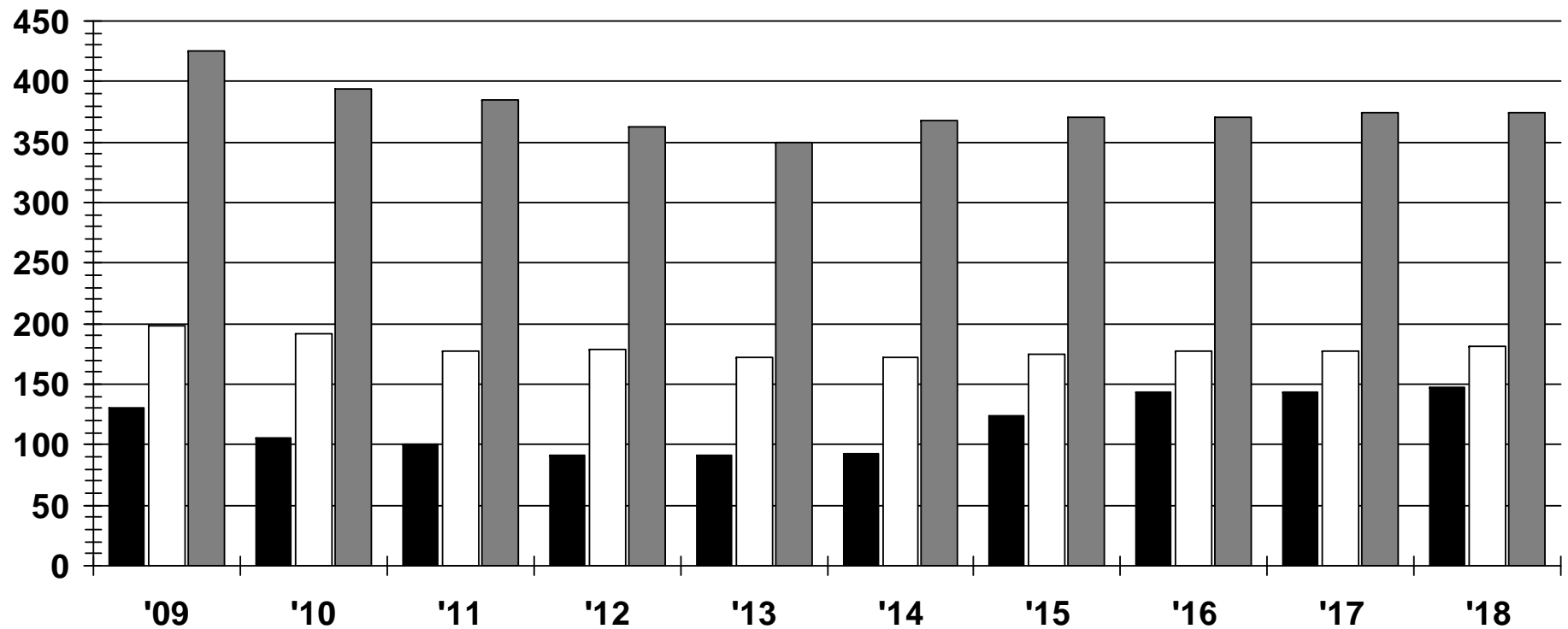
<u>Department</u>	Fiscal 2018 Council Adopted Budget	Personnel Services	Employee Benefits	Supplies	Other Services & Charges	Capital Equipment & Improvements
Council	\$ 1,499,377	\$ 475,626	\$ 555,221	\$ 9,600	\$ 458,930	\$ -
District Court	7,755,841	2,897,594	3,473,297	60,000	1,324,950	-
Mayor	705,944	454,590	236,354	9,000	6,000	-
Clerk	1,442,548	492,002	457,346	20,000	453,200	20,000
Treasurer	1,396,014	610,832	655,982	11,000	118,200	-
Controller	1,754,227	969,870	763,057	16,000	5,300	-
Information Systems	784,592	336,156	299,786	11,100	137,550	-
Legal	1,567,349	859,046	672,103	5,500	30,700	-
Assessing	2,265,262	1,017,593	1,042,519	14,000	191,150	-
Human Resources	1,497,472	605,725	606,147	8,000	277,600	-
Property Maintenance Inspection	1,383,504	534,941	230,563	17,500	564,500	36,000
Community & Economic Development	229,815	142,690	63,125	500	23,500	-
Unallocated Expense	4,297,345	-	305,000	-	3,992,345	-
Commissions (12)	181,086	21,800	701	20,795	137,790	-
TOTAL GENERAL GOVERNMENT	\$ 26,760,376	\$ 9,418,465	\$ 9,361,201	\$ 202,995	\$ 7,721,715	\$ 56,000
Fire Department	\$ 25,073,659	\$ 9,743,938	\$ 13,045,385	\$ 414,600	\$ 1,262,736	\$ 607,000
Police Department	44,111,736	18,456,935	23,764,301	632,000	1,071,500	187,000
Animal Control	529,876	167,918	250,958	3,000	108,000	-
Civil Defense	241,278	93,296	130,482	1,500	16,000	-
TOTAL PUBLIC SAFETY	\$ 69,956,549	\$ 28,462,087	\$ 37,191,126	\$ 1,051,100	\$ 2,458,236	\$ 794,000
Director	\$ 479,169	\$ 289,946	\$ 182,223	\$ 5,000	\$ 2,000	\$ -
Engineering and Inspections	1,206,363	469,430	488,619	18,700	229,614	-
Building Inspections	3,645,423	1,831,354	1,597,969	34,000	104,100	78,000
DPW Garage	5,245,727	983,567	1,058,021	341,000	2,013,139	850,000
Building Maintenance	2,333,178	790,488	1,106,190	59,100	370,000	7,400
Street Lighting	3,193,000	-	-	-	3,193,000	-
TOTAL PUBLIC SERVICE	\$ 16,102,860	\$ 4,364,785	\$ 4,433,022	\$ 457,800	\$ 5,911,853	\$ 935,400
Planning	\$ 660,809	\$ 341,042	\$ 249,922	\$ 15,250	\$ 54,595	\$ -
TOTAL GENERAL FUND	\$ 113,480,594	\$ 42,586,379	\$ 51,235,271	\$ 1,727,145	\$ 16,146,399	\$ 1,785,400
PERCENTAGES	<u>100.0%</u>	<u>37.5%</u>	<u>45.2%</u>	<u>1.5%</u>	<u>14.2%</u>	<u>1.6%</u>

TOTAL GENERAL FUND FRINGE BENEFITS FISCAL YEAR 2018 \$51,235,271



FULL TIME POSITIONS CHART FISCAL 2009 - 2018

TOTAL	754	692	664	632	613	632	669	692	698	703
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AUTHORIZED FULL-TIME POSITIONS FY 2014 to FY 2018

	<u>Council Adopted Fiscal 2014</u>	<u>Council Adopted Fiscal 2015</u>	<u>Council Adopted Fiscal 2016</u>	<u>Council Adopted Fiscal 2017</u>	<u>Council Adopted Fiscal 2018</u>
<u>GENERAL FUND:</u>					
Council	10	11	11	11	11
District Court	46	46	49	49	49
Mayor	6	6	6	6	6
Clerk	7	8	7	7	7
Treasurer	9	9	9	9	9
Controller	10	10	10	11	12
Information Systems	4	4	4	4	4
Legal	10	10	10	10	10
Assessing	11	11	12	12	12
Human Resources	9	9	9	9	9
Property Maintenance Inspection	-	-	1	1	2
Community and Economic Development	2	2	2	2	2
Commissions (12)	4	4	4	4	4
TOTAL GENERAL GOVERNMENT	<u>128</u>	<u>130</u>	<u>134</u>	<u>135</u>	<u>137</u>
Fire Department	132	132	132	132	132
Police Department	233	235	235	239	239
Animal Control	2	2	2	2	3
Civil Defense	1	1	1	1	1
TOTAL PUBLIC SAFETY	<u>368</u>	<u>370</u>	<u>370</u>	<u>374</u>	<u>375</u>
Director	3	3	3	3	4
Engineering and Inspections	5	5	5	5	5
Building Inspections	14	16	21	22	22
DPW Garage	8	8	14	14	14
Building Maintenance	8	8	17	17	17
TOTAL PUBLIC SERVICE	<u>38</u>	<u>40</u>	<u>60</u>	<u>61</u>	<u>62</u>
Planning	4	4	4	4	4
TOTAL GENERAL FUND	<u>538</u>	<u>544</u>	<u>568</u>	<u>574</u>	<u>578</u>
<u>SPECIAL REVENUE FUNDS:</u>					
Michigan Transportation	24	24	26	26	26
Library	22	22	24	24	24
Recreation	12	12	9	9	9
Communications	5	5	5	5	5
Sanitation	26	56	53	53	54
Rental Ordinance	4	4	5	5	5
Downtown Development Authority	1	2	2	2	2
TOTAL SPECIAL REVENUE FUNDS	<u>94</u>	<u>125</u>	<u>124</u>	<u>124</u>	<u>125</u>
GRAND TOTAL	<u>632</u>	<u>669</u>	<u>692</u>	<u>698</u>	<u>703</u>

GENERAL FUND AND SPECIAL REVENUE FUNDS BUDGET COMPARISON
FISCAL 2017 AMENDED BUDGET vs FISCAL 2018 COUNCIL ADOPTED BUDGET

	<u>DEPARTMENTAL MANPOWER</u>			<u>DEPARTMENTAL BUDGET</u>					
	<u>FULL TIME</u>			Fiscal 2017		Fiscal 2018		Departmental	
	Amended Budget	Council Adopted Budget	Increase (Decrease)	Amount	% of Budget	Amount	% of Budget	Increase (Decrease) Amount	% of Change
<u>GENERAL FUND:</u>									
Council	11	11	-	\$ 1,096,415	0.9%	\$ 1,499,377	1.3%	\$ 402,962	36.8%
District Court	49	49	-	7,834,795	6.8%	7,755,841	6.9%	(78,954)	(1.0)%
Mayor	6	6	-	677,600	0.6%	705,944	0.6%	28,344	4.2%
Clerk	7	7	-	1,805,565	1.6%	1,442,548	1.3%	(363,017)	(20.1)%
Treasurer	9	9	-	1,321,269	1.1%	1,396,014	1.2%	74,745	5.7%
Controller	11	12	1	1,528,992	1.3%	1,754,227	1.5%	225,235	14.7%
Information Systems	4	4	-	892,568	0.8%	784,592	0.7%	(107,976)	(12.1)%
Legal	10	10	-	1,468,814	1.3%	1,567,349	1.4%	98,535	6.7%
Assessing	12	12	-	2,166,613	1.9%	2,265,262	2.0%	98,649	4.6%
Human Resources	9	9	-	1,412,153	1.2%	1,497,472	1.3%	85,319	6.0%
Property Maintenance Inspection	1	2	1	1,245,310	1.1%	1,383,504	1.2%	138,194	11.1%
Community and Economic Development	2	2	-	225,282	0.2%	229,815	0.2%	4,533	2.0%
Unallocated Expense	-	-	-	8,093,567	7.0%	4,297,345	3.8%	(3,796,222)	(46.9)%
Commissions (12)	4	4	-	183,331	0.2%	181,086	0.2%	(2,245)	(1.2)%
TOTAL GENERAL GOVERNMENT	135	137	2	\$ 29,952,274	25.7%	\$ 26,760,376	23.6%	\$ (3,191,898)	(10.7)%
Fire Department	132	132	-	\$ 26,749,597	23.1%	\$ 25,073,659	22.1%	\$ (1,675,938)	(6.3)%
Police Department	239	239	-	42,118,884	36.3%	44,111,736	38.8%	1,992,852	4.7%
Animal Control	2	3	1	413,102	0.4%	529,876	0.5%	116,774	28.3%
Civil Defense	1	1	-	232,763	0.2%	241,278	0.2%	8,515	3.7%
TOTAL PUBLIC SAFETY	374	375	1	\$ 69,514,346	60.0%	\$ 69,956,549	61.6%	\$ 442,203	0.6%
Director	3	4	1	\$ 438,682	0.4%	\$ 479,169	0.4%	\$ 40,487	9.2%
Engineering and Inspections	5	5	-	1,278,142	1.1%	1,206,363	1.1%	(71,779)	(5.6)%
Building Inspections	22	22	-	3,314,251	2.9%	3,645,423	3.2%	331,172	10.0%
DPW Garage	14	14	-	4,256,527	3.7%	5,245,727	4.6%	989,200	23.2%
Building Maintenance	17	17	-	2,174,167	1.9%	2,333,178	2.1%	159,011	7.3%
Street Lighting	-	-	-	4,457,692	3.8%	3,193,000	2.8%	(1,264,692)	(28.4)%
TOTAL PUBLIC SERVICE	61	62	1	\$ 15,919,461	13.8%	\$ 16,102,860	14.2%	\$ 183,400	1.2%
Planning	4	4	-	\$ 633,818	0.5%	\$ 660,809	0.6%	\$ 26,991	4.3%
TOTAL GENERAL FUND	574	578	4	116,019,899	100.0%	\$ 113,480,594	100.0%	\$ (2,539,305)	(2.2)%

(Continued)

GENERAL FUND AND SPECIAL REVENUE FUNDS BUDGET COMPARISON
FISCAL 2017 AMENDED BUDGET vs FISCAL 2018 COUNCIL ADOPTED BUDGET

	<u>DEPARTMENTAL MANPOWER</u>			<u>DEPARTMENTAL BUDGET</u>					
	<u>FULL TIME</u>			Fiscal 2017		Fiscal 2018		Departmental	
	Amended	Council	Increase	Amended Budget	% of	Council Adopted	% of	Increase	% of
<u>SPECIAL REVENUE FUNDS:</u>	<u>Budget</u>	<u>Adopted</u>	<u>(Decrease)</u>	<u>Amount</u>	<u>Budget</u>	<u>Amount</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>Change</u>
Michigan Transportation	26	26	-	\$ 19,038,868	29.2%	\$ 12,876,519	23.7%	\$ (6,162,349)	(32.4)%
Library	24	24	-	6,800,129	10.4%	7,320,337	13.5%	520,208	7.6%
Recreation	9	9	-	5,545,702	8.5%	5,840,768	10.7%	295,066	5.3%
Communications	5	5	-	2,684,437	4.1%	2,703,629	5.0%	19,192	0.7%
Sanitation	53	54	1	9,403,754	14.5%	9,802,578	18.0%	398,824	4.2%
Rental Ordinance	5	5	-	936,114	1.4%	961,007	1.8%	24,893	2.7%
Vice Crime Confiscation	-	-	-	100,000	0.2%	100,000	0.2%	-	0.0%
Drug Forfeiture	-	-	-	600,000	0.9%	670,000	1.2%	70,000	11.7%
Act 302 Police Training	-	-	-	74,800	0.1%	80,000	0.1%	5,200	7.0%
Downtown Development Authority	2	2	-	6,467,897	9.9%	7,230,291	13.3%	762,394	11.8%
2011 Local Street Road Repair	-	-	-	13,579,967	20.8%	6,825,200	12.5%	(6,754,767)	(49.7)%
TOTAL SPECIAL REVENUE FUNDS	124	125	1	\$ 65,231,668	100.0%	\$ 54,410,329	100.0%	\$ (10,821,339)	(16.6)%
GRAND TOTAL	698	703	5	\$ 181,251,567		\$ 167,890,923		\$ (13,360,644)	(7.4)%

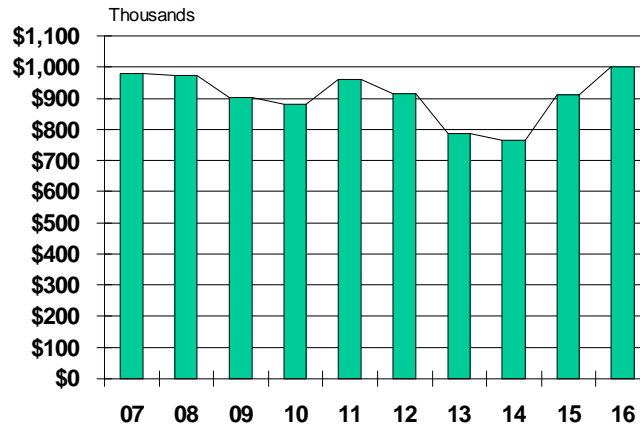
**GENERAL FUND
DEPARTMENTAL
EXPENDITURES**

CITY COUNCIL

The City Council is an elected body responsible for the legislative activities of the City of Warren. City Council is composed of seven members, five are District Council Members, and two are at large. In addition to the legislative activities, the City Council is responsible for approving the City of Warren's Budget and the Water and Sewer System Budget on an annual basis.

City Council meets twice a month, on the second and fourth Tuesday of the month in the Council chambers, located in the Warren Community Center. Council will routinely meet for Committee of the Whole, Closed Sessions or Special Meetings. These meetings are designed to study, discuss, develop strategy or take immediate action on a wide range of topics facing the City. Council Members also sit on a number of commissions that are in place to help the community at large. Most of these commissions are run by residents and report back to various City Departments.

Expenditure History City Council



GENERAL FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
<u>COUNCIL</u>								
Council Member	7	\$ 31,412	7	\$ 31,412	7	\$ 31,412	7	\$ 31,412
Deputy Council Secretary	1	73,271	1	75,103	1	75,103	1	75,103
Senior Administrative Secretary/Council	1	58,548	1	60,012	1	60,012	1	60,012
Administrative Clerical Technician	2	53,969	2	55,318	2	55,318	2	55,318
Temporary/Co-op		9,000		9,000		9,000		9,000
Overtime	—	5,400	—	5,400	—	5,400	—	5,400
Total Personnel	<u>11</u>		<u>11</u>		<u>11</u>		<u>11</u>	

(a) Wage rates are based on Local 227 and Local 412 Unit 59 contracts that expire 6/30/19.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>GENERAL GOVERNMENT COUNCIL</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 206,873	\$ 111,018	\$ 219,884	\$ 219,884	Elected Officials	\$ 219,884	\$ 219,884	\$ 219,884
174,252	83,051	200,000	228,738	Permanent Employees	241,342	241,342	241,342
8,165	7,651	10,000	9,000	Temporary/Co-op	9,000	9,000	9,000
6,273	826	5,400	5,400	Overtime	5,400	5,400	5,400
				Employee Benefits:			
30,025	15,354	35,421	35,421	Social Security	36,385	36,385	36,385
156,406	69,985	170,000	180,138	Employee Insurance	184,940	184,940	184,940
133,261	59,143	115,337	115,337	Retiree Health Insurance	154,382	154,382	154,382
176,334	89,297	183,967	183,967	Retirement Fund	179,514	179,514	179,514
4,561	1,021	5,000	6,000	Office Supplies	9,600	9,600	9,600
				Other Services and Charges:			
120	21	500	1,300	Postage	1,300	1,300	1,300
102,751	40,936	101,880	101,880	Contractual Services	101,880	101,880	451,880
-	-	1,200	1,200	Court Reporter	1,200	1,200	1,200
506	256	512	1,100	Telephone	1,100	1,100	1,100
450	83	450	450	Mileage	450	450	450
593	-	1,500	3,000	Printing and Publishing	3,000	3,000	3,000
				Capital Outlay:			
1,179	-	3,600	3,600	Equipment - Office	-	-	-
<u>\$ 1,001,749</u>	<u>\$ 478,642</u>	<u>\$ 1,054,651</u>	<u>\$ 1,096,415</u>	Total Council	<u>\$ 1,149,377</u>	<u>\$ 1,149,377</u>	<u>\$ 1,499,377</u>

37TH DISTRICT COURT

The 37th District Court is part of a State system of courts and operates under the supervision of the Michigan Supreme Court. The Court's four judges are elected by the citizens of Warren and Center Line for six year terms. The Court has a location in Warren and a location in Center Line. The judges rotate hearing cases at the Center Line Court on Wednesday mornings. In total, the 37th District Court processed approximately 62,704 new cases during 2016.

The District Court has exclusive jurisdiction over 1) all civil litigation up to \$25,000; 2) the arraignment, setting of bail, and preliminary examination of all criminal felony cases; 3) all criminal misdemeanors of State Statutes where the penalty does not exceed one year in jail; 4) all city ordinance violations; and 5) all traffic violations.

To perform these responsibilities, the District Court is divided into the following divisions:

TRAFFIC

The District Court handles all traffic violations within the Cities of Warren and Center Line. Approximately 47,614 traffic tickets were processed by the Court in 2016. Seven clerks staff the traffic division.

CRIMINAL

The District Court processes the arraignment, setting of bail and preliminary examinations of all felony charges in the district. In addition, the District Court handles the entire disposition of all misdemeanor criminal prosecutions. In order to handle the approximately 1,944 felony and 1,846 misdemeanor prosecutions processed by the Court each year, four clerks staff the criminal division.

CIVIL

The District Court processes all civil litigation under \$25,000, landlord tenant litigation, evictions, land contract forfeitures and small claim cases. In addition, the District Court processes garnishments and other collection actions. In order to handle approximately 487 small claims, 4,795 general civil matters, and 4,610 landlord tenant matters, five clerks staff the civil division.

In addition, each of the four judges has a Court Clerk, Court Reporter and Court Officer to administer daily court hearings. The administrative management staff includes a Court Administrator, Office Manager and Assistant. The financial administration includes three cashiers and three book keepers. One Court Officer provides security at the front door. The Probation Department is staffed by three Probation Officers and two support staff.

The District Court also operates a Drug Court that is in large part funded by Federal matching funds. The program is staffed by three full time employees and two part-time employees.

Lastly, the Center Line Court is staffed by three clerks that process all criminal and traffic violations.

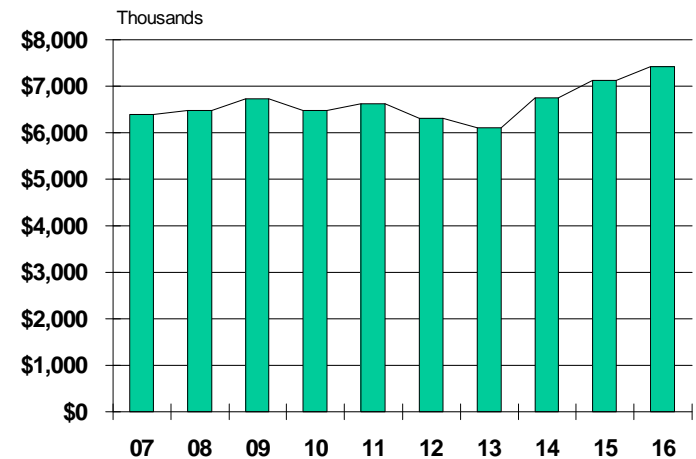
37TH DISTRICT COURT

Fiscal 2018 Performance Objectives

1. To process in a speedy and efficient manner all cases filed in the 37th District Court.
2. To enforce all sanctions and sentences imposed by the Judges of the Court, through the use of drivers' license sanctions, vehicle immobilization, warrants, show cause hearings and probation enforcement.
3. To extend the use of community service programs to assist in the clean-up of property maintenance violations.
4. To increase utilization of the Probation Department.
5. To reduce the backlog of open files with outstanding fines and costs owing.
6. To continue rigorous collection efforts pertaining to appointed counsel fee reimbursement.
7. To maintain an effective and productive Drug Court.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Small claims	487	700	700	700
Landlord and tenant	4,610	5,000	5,000	5,000
Parking tickets	1,670	1,500	1,500	1,500
Traffic misdemeanor and civil	45,944	50,000	50,000	50,000
Non-traffic felony	1,944	2,400	2,400	2,400
Non-traffic misdemeanor and civil	1,846	1,900	1,900	1,900
Traffic OUIL/OWI	236	400	400	400
General civil	4,795	5,000	5,000	5,000
Probation – active cases	853	900	900	900
Pre-sentence investigations/alcohol evaluations	319	400	400	400

**Expenditure History
37th District Court**



GENERAL FUND PERSONNEL

<u>37TH DISTRICT COURT</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Judge	4	\$ 45,724	4	\$ 45,724	4	\$ 45,724	4	\$ 45,724
Court Administrator	1	111,293	1	114,075	1	114,075	1	114,075
Chief Probation Officer	1	75,512	1	77,400	1	77,400	1	77,400
Probation Officer II	1	70,314	1	72,072	1	72,072	1	72,072
Probation Officer I	1	66,193	1	67,848	1	67,848	1	67,848
Probation Officer - Drug Court	1	66,193	1	67,848	1	67,848	1	67,848
Office Manager	1	65,899	1	67,547	1	67,547	1	67,547
Court Recorder	4	65,899	4	67,547	4	67,547	4	67,547
Drug Court Coordinator	1	65,899	- (c)	-	- (c)	-	- (c)	-
Drug Court Administrator	-	-	1 (c)	72,000	1 (c)	72,000	1 (c)	72,000
Court Officer	5	61,193	5	62,723	5	62,723	5	62,723
Court Clerk II	7	56,266	7	57,672	7	57,672	7	57,672
Court Clerk I	8	53,228	8	54,558	8	54,558	8	54,558
Court Typist	6	49,564	6	50,803	6	50,803	6	50,803
Court File Clerk	6	36,946	6	37,870	6	37,870	6	37,870
Admin Asst/ImageSoft Coord	1	60,923	1	62,446	1	62,446	1	62,446
Account Specialist	1	52,613	1	53,928	1	53,928	1	53,928
Temporary Employees		115,000		180,000		180,000		180,000
Overtime	—	5,025	—	5,025	—	5,025	—	5,025
Total Personnel	<u>49</u>		<u>49</u>		<u>49</u>		<u>49</u>	

(a) Wage rates are based on Local 227 Court Employees and Local 412 Unit 35 contracts that expire 6/30/19.

(c) Reclassification of Drug Court Coordinator to Drug Court Administrator.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	GENERAL GOVERNMENT 37TH DISTRICT COURT	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 184,303	\$ 87,931	\$ 183,608	\$ 183,608	Elected Officials	\$ 182,896	\$ 182,896	\$ 182,896
2,349,400	1,153,878	2,355,000	2,392,825	Permanent Employees	2,529,673	2,529,673	2,529,673
179,294	88,256	180,000	115,000	Temporary Employees	180,000	180,000	180,000
83,407	37,345	80,000	107,142	Temporary Employees-Drug Court	-	-	-
-	-	1,000	5,025	Overtime	5,025	5,025	5,025
				Employee Benefits:			
205,838	102,299	206,682	206,682	Social Security	214,143	214,143	214,143
598,847	275,467	750,000	810,605	Employee Insurance	832,233	832,233	832,233
1,221,595	530,142	1,049,289	1,049,289	Retiree Health Insurance	1,386,646	1,386,646	1,386,646
77,053	43,409	81,761	81,761	Longevity	84,415	84,415	84,415
955,802	485,534	969,574	969,574	Retirement Fund	955,860	955,860	955,860
60,732	27,695	60,000	45,000	Office Supplies	60,000	60,000	60,000
				Other Services and Charges:			
20,795	6,431	23,000	20,000	Postage	20,000	20,000	20,000
10,339	4,726	12,000	12,000	Bank Service Charges	12,000	12,000	12,000
52,694	21,976	53,000	53,000	Contractual Services	60,000	60,000	60,000
228,570	137,026	275,000	300,000	Contractual Services - Data Processing	320,000	275,000	275,000
46,935	20,241	48,000	48,000	Contractual Services - Judge/Magistrate	48,000	48,000	48,000
8,662	2,433	15,000	15,000	Drug Court Expense	15,000	15,000	15,000
11,029	-	-	-	Substance Abuse Grant Expense - 2015	-	-	-
77,102	80,836	132,560	132,560	Substance Abuse Grant Expense - 2016	-	-	-
	9,757	209,662	209,662	Substance Abuse Grant Expense - 2017	-	-	-
72,008	-	-	-	Michigan Drug Court Grant Expense- 2015	-	-	-
144,188	8,447	35,812	35,812	Michigan Drug Court Grant Expense - 2016	-	-	-
-	17,067	149,000	149,000	Michigan Drug Court Grant Expense - 2017	-	-	-
-	27	250	250	Transcripts	250	250	250
442,764	158,425	475,000	500,000	Counsel for Indigent Defendants	575,000	475,000	500,000
15,086	5,891	15,000	15,000	Witness and Jury Fees	15,000	15,000	15,000
21,611	8,221	25,000	25,000	Telephone	25,000	25,000	25,000
905	99	1,700	1,700	Mileage	1,700	1,700	1,700
85,970	39,092	90,000	85,000	Public Utilities	85,000	85,000	85,000
250,000	250,000	250,000	250,000	Building Rental	250,000	250,000	250,000
12,450	3,615	13,000	12,000	Books	12,000	12,000	12,000
6,361	4,469	7,500	4,300	Memberships and Dues	6,000	6,000	6,000
\$ 7,423,740	\$ 3,610,735	\$ 7,747,398	\$ 7,834,795	Total 37th District Court	\$ 7,875,841	\$ 7,730,841	\$ 7,755,841

MAYOR

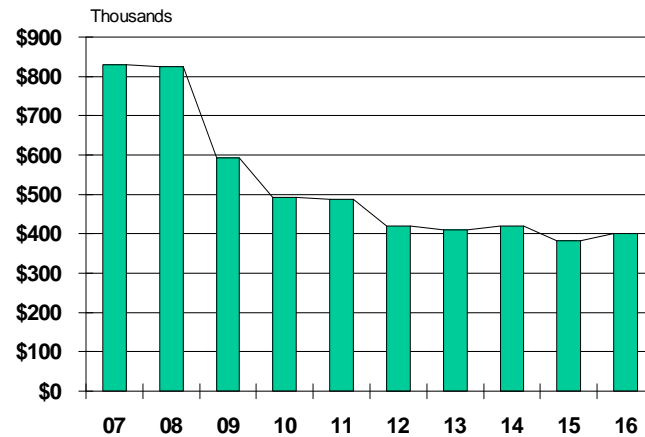
The Mayor, the City's chief elected official, is elected to a four-year term by Warren voters. He serves as liaison between Warren and other governmental agencies at all levels.

As the Chief Executive Officer of the City, he through his department heads is responsible for the day-to-day operations of the City. He also renders his recommendation on all labor contracts to City Council for their consideration and approval.

The duties of the Mayor include serving as signatory on official City documents as required by Council, City Charter, state or federal law, including validation of bonds, notes, and contracts along with the City Clerk, and/or Treasurer. He prepares the City budget and presents it to Council with comments in April of each year. Additionally, the Mayor has veto power over Council actions as they relate to ordinances, resolutions, and Council proceedings.

The Mayor presides over many ceremonial activities. He also is the appointing authority of all the City's major departments and has the power to prevent disorder, preserve public peace and health, and provide for the safety of persons and property.

Expenditure History Mayor



GENERAL FUND PERSONNEL

<u>MAYOR</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Mayor	1	\$ 125,642	1	\$ 125,642	1	\$ 125,642	1	\$ 125,642
Executive Administrator	1	84,770	1	86,889	1	86,889	1	86,889
Executive Assistant to the Mayor	1	73,236	1	75,067	1	75,067	1	75,067
Neighborhood Services Coordinator	1	52,807	1	54,128	1	54,128	1	54,128
Administrative Technician-Mayor	1	41,718	1	42,760	1	42,760	1	42,760
Clerical Technician	1	41,138	1	42,166	1	42,166	1	42,166
Temporary/Co-op	—	35,000	—	35,000	—	35,000	—	35,000
Total Personnel	<u>6</u>		<u>6</u>		<u>6</u>		<u>6</u>	

(a) Wage rates are based on Local 412 Unit 35 contract that expire 6/30/19.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>MAYOR</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 119,072	\$ 60,405	\$ 126,132	\$ 126,132	Elected Official	\$ 125,642	\$ 125,642	\$ 125,642
118,686	53,491	130,000	284,158	Permanent Employees	293,948	293,948	293,948
29,289	5,304	35,000	35,000	Temporary/Co-op	35,000	35,000	35,000
				Employee Benefits:			
20,559	8,757	23,000	34,230	Social Security	34,957	34,957	34,957
31,238	15,819	45,000	99,752	Employee Insurance	102,372	102,372	102,372
44,407	19,599	39,901	39,901	Retiree Health Insurance	54,486	54,486	54,486
1,422	1,443	2,180	2,180	Longevity	2,345	2,345	2,345
23,873	11,654	28,000	41,247	Retirement Fund	42,194	42,194	42,194
4,732	1,601	9,000	9,000	Office Supplies	9,000	9,000	9,000
				Other Services and Charges:			
1,577	297	2,000	2,000	Postage	2,000	2,000	2,000
-	3,775	4,000	4,000	Contractual Services	4,000	4,000	4,000
				Capital Outlay:			
6,730	-	-	-	Equipment - Office	-	-	-
<u>\$ 401,585</u>	<u>\$ 182,145</u>	<u>\$ 444,213</u>	<u>\$ 677,600</u>	Total Mayor	<u>\$ 705,944</u>	<u>\$ 705,944</u>	<u>\$ 705,944</u>

CITY CLERK

The City Clerk is the Chief Elections Officer of the City. He also is the custodian of all papers, documents, surety bonds and records, which pertain to the City. The City Clerk serves as an ex-officio member of the Police and Fire Civil Service Commission.

The City Clerk's duties include serving as signatory and keeper of records of all ordinances, resolutions, contracts, and actions of the City Council, as well as all Boards and Commissions of the City. He administers any oath required for municipal purposes by law or City Ordinance. He is the custodian of the City Seal.

The City Clerk's Office issues licenses and permits as required by the City of Warren Ordinances. These licenses include business licenses, garage sale licenses, and dog licenses. The Clerk's Office processes all birth and death certificates for the City of Warren.

The City Clerk's Office provides forms to the public for all petitions required to be filed for any purpose by provisions of the City of Warren Charter or any Ordinance of the City. The City Clerk's Office supervises all Federal, State, County and School elections.

The City Clerk's Office administers licensing for the spring and fall dog vaccination fairs.

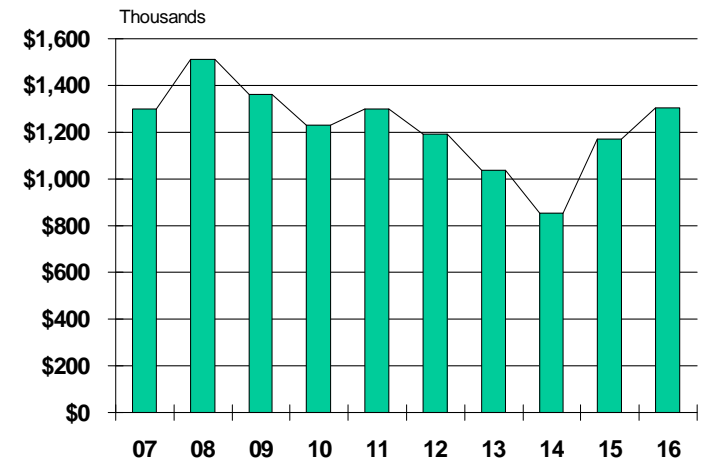
CITY CLERK

Fiscal 2018 Performance Objectives

1. To increase voter participation.
2. To revise business license program.
3. To continue to scan documents for public viewing.
4. To begin using the Electronic Death Registry Program

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Business licenses issued	570	810	800	800
Public hearings	39	100	60	60
Changes in voter registration	65,295	49,000	75,000	75,000
Dog licenses issued	4,569	5,300	6,500	6,500
Garage sale permits issued	1,124	2,100	2,500	2,500
Death certificates issued	1,721	2,100	2,500	2,500
Birth certificates issued	797	1,500	1,500	1,500
Lawsuits issued	27	100	50	50
Contracts signed, catalogued and filed	121	150	200	200
Internet requests processed	6,050	6,575	6,200	6,200

**Expenditure History
City Clerk**



GENERAL FUND PERSONNEL

<u>CLERK</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
City Clerk	1	\$ 92,923	1	\$ 92,923	1	\$ 92,923	1	\$ 92,923
Deputy City Clerk	1	84,604	1	86,719	1	86,719	1	86,719
Office and Elections Analyst	1	58,548	1	60,012	1	60,012	1	60,012
Election Assistant Technician	1	55,764	1	57,158	1	57,158	1	57,158
Office Assistant	3	36,203	3	37,108	3	37,108	3	37,108
Seasonal Employees		65,400		65,400		65,400		65,400
Temporary Employees - Election Wages		344,825		334,700		230,000		230,000
Overtime	—	42,300	—	42,300	—	20,000	—	20,000
Total Personnel	<u>7</u>		<u>7</u>		<u>7</u>		<u>7</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Warren Supervisors contracts that expire 6/30/19.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>CLERK</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 88,063	\$ 44,675	\$ 93,285	\$ 93,285	Elected Official	\$ 92,923	\$ 92,923	\$ 92,923
301,146	144,674	298,209	298,209	Permanent Employees	313,679	313,679	313,679
49,796	30,739	65,400	65,400	Seasonal Employees	65,400	65,400	65,400
13,764	12,379	20,000	42,300	Overtime	42,300	20,000	20,000
				Employee Benefits:			
35,485	18,235	36,000	38,623	Social Security	39,903	39,903	39,903
93,054	43,014	110,000	138,563	Employee Insurance	142,163	142,163	142,163
131,967	57,874	113,714	113,714	Retiree Health Insurance	151,143	151,143	151,143
5,673	-	5,673	5,673	Longevity	7,285	7,285	7,285
114,465	57,189	117,523	117,523	Retirement Fund	116,552	116,552	116,552
190	-	190	190	Uniforms	300	300	300
15,498	3,849	20,000	25,000	Office Supplies	20,000	20,000	20,000
				Other Services and Charges:			
228,392	198,648	310,000	344,825	Election Wages	334,700	230,000	230,000
42,251	6,413	45,000	50,000	Postage	50,000	50,000	50,000
97,508	53,633	150,000	271,060	Election Expense	271,060	100,000	100,000
49,844	3,702	27,200	27,200	Contractual Services	27,200	27,200	27,200
628	201	1,000	1,000	Auto Expense	1,500	1,000	1,000
36,607	12,209	40,000	45,000	Printing and Publishing	45,000	45,000	45,000
				Capital Outlay:			
-	-	128,000	128,000	Capital Improvements	20,000	20,000	20,000
<u>\$ 1,304,331</u>	<u>\$ 687,434</u>	<u>\$ 1,581,194</u>	<u>\$ 1,805,565</u>	Total Clerk	<u>\$ 1,741,108</u>	<u>\$ 1,442,548</u>	<u>\$ 1,442,548</u>

TREASURER

The Treasurer's Office is responsible for the collection, safekeeping, and allocation of all city revenues, including real and personal property taxes, highway revenues, federal and state grant and other revenues, special assessments, fees, licenses and water revenues. These moneys are invested utilizing several sophisticated techniques to optimize interest earnings while ensuring the safety of city funds. The interest revenue earned from investment of the city's funds is a significant factor in maintaining a high level of city services and minimizing city taxes.

In a constantly changing, increasingly complex economic environment, it is essential for the City Treasurer to keep abreast of new regulatory and technological developments in the financial marketplace. Government legislation, economic trends, new financial instruments, and technical innovations must be monitored and evaluated so investment strategies can be revised and improved. The Treasurer, in the capacity as the city's money manager, strives to keep Warren at the forefront of investment policy.

Organization and procedural methods that improve the efficiency and accuracy of the flow of financial information between the Treasurer's Office, the Controller's Office and other city departments have been updated and improved to meet the increasing demands by the public and other users for financial accountability and timely reporting. System improvements in several administrative functions, such as revenue collection, property tax information systems, and investment activity, are in process to further assist in meeting these demands.

As a Charter member of the Police and Fire Retirement System Board, the Treasurer also oversees the Police and Fire Pension Fund and the VEBA Trust Fund with the assistance of outside professional actuarial and financial consultants. These funds are managed in accordance with sound actuarially determined standards.

The Treasurer also acts as the property tax collection agent for all taxing units located in the city. Taxes are collected, accounted for, and distributed annually by the Treasurer to the units.

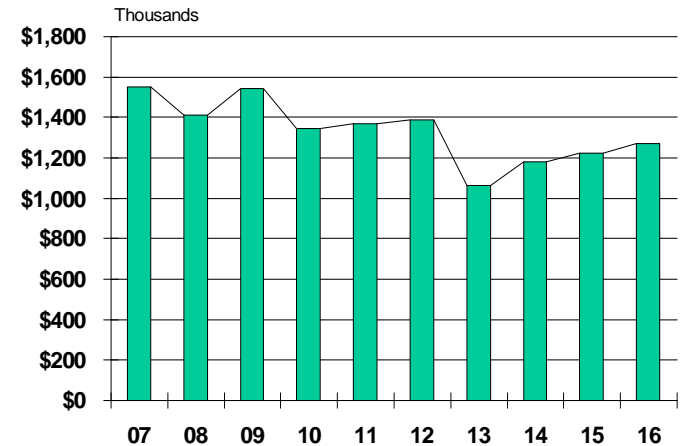
TREASURER

Fiscal 2018 Performance Objectives

1. To always put the resident at the forefront of every new innovation and improvement.
2. To train employees and expect a high level of customer service from them.
3. To spend time on the office floor leading by example in helping residents.
4. To continue to be versed in new banking and payment products, ensuring residents have many options when paying city bills.
5. To continue to keep up with the changing technological world.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Tax bills processed manually	84,829	85,000	83,947	85,000
Tax bills processed off CD-ROM	51,904	52,000	52,786	75,000
Date of delivery to County	April 1	April 1	April 1	April 1
Payroll checks/Advice's processed	28,482	27,600	28,500	28,500
List of Bills checks processed	13,421	14,000	13,940	14,000
Water bills processed manually	337,178	340,000	330,000	330,000
Water bills automatic payment	5,616	5,600	5,600	5,600
Status changes manually	732	700	700	700
Personal Property tax accounts	2,849	3,000	2,700	2,700
Easy Pay Tax Payments	4,741	4,300	5,000	5,000
Easy Pay Water Bill Payments	43,620	43,000	44,000	44,000

**Expenditure History
Treasurer**



GENERAL FUND PERSONNEL

<u>CITY TREASURER</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
City Treasurer	1	\$ 92,923	1	\$ 92,923	1	\$ 92,923	1	\$ 92,923
Deputy City Treasurer	1	84,604	1	86,719	1	86,719	1	86,719
Tax Accountant III	1	82,418	1	84,478	1	84,478	1	84,478
Accountant II	1	73,710	- (c)	-	- (c)	-	- (c)	-
Financial Analyst	-	-	1 (c)	71,541	1 (c)	71,541	1 (c)	71,541
Accountant I	1	62,842	1	64,413	1	64,413	1	64,413
Tax Account Technician	2	56,424	2	57,835	2	57,835	2	57,835
Tax Account Specialist	2	52,613	2	53,928	2	53,928	2	53,928
Seasonal Employees		20,000		20,000		20,000		20,000
Overtime	---	4,000	---	4,000	---	4,000	---	4,000
Total Personnel	<u>9</u>		<u>9</u>		<u>9</u>		<u>9</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and 59 and Warren Supervisors contracts that expire 6/30/19.

(c) Reclassification of Accountant II to Financial Analyst.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	GENERAL GOVERNMENT TREASURER	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 88,063	\$ 44,675	\$ 93,285	\$ 93,285	Elected Official	\$ 92,923	\$ 92,923	\$ 92,923
480,581	216,940	486,395	486,395	Permanent Employees	493,909	493,909	493,909
13,936	11,176	20,000	20,000	Seasonal Employees	20,000	20,000	20,000
3,211	607	4,000	4,000	Overtime	4,000	4,000	4,000
				Employee Benefits:			
45,799	21,401	47,361	47,361	Social Security	47,613	47,613	47,613
100,847	52,747	145,000	148,578	Employee Insurance	151,649	151,649	151,649
218,437	95,503	188,092	188,092	Retiree Health Insurance	250,045	250,045	250,045
17,160	6,800	15,392	15,392	Longevity	15,710	15,710	15,710
185,203	94,392	188,966	188,966	Retirement Fund	190,965	190,965	190,965
7,769	4,821	11,000	11,000	Office Supplies	11,000	11,000	11,000
				Other Services and Charges:			
60,729	67,270	80,000	80,000	Postage	80,000	80,000	80,000
34,633	22,798	30,000	12,000	Contractual Services	17,000	12,000	12,000
13,024	6,138	26,000	26,000	Tax Statement Preparation	26,000	26,000	26,000
94		200	200	Mileage	200	200	200
<u>\$ 1,269,486</u>	<u>\$ 645,268</u>	<u>\$ 1,335,691</u>	<u>\$ 1,321,269</u>	Total Treasurer	<u>\$ 1,401,014</u>	<u>\$ 1,396,014</u>	<u>\$ 1,396,014</u>

CONTROLLER

The Controller's Office is charged with the efficient administration, control and reporting of all funds expended by the city. The Controller as the chief financial officer of the city, directs the department, and plays a key role as a member of the Mayor's administrative team in policy development, and planning and control of city operations. The task of overseeing the city's financial well-being has become the major function of all employees in the department and they review all expenditures to ensure that Warren residents receive the best possible return for their tax dollars.

The Controller's office is deeply involved in establishing, upgrading, coordinating, and administering the accounting systems used to control the operations of the city.

The three major sections of the Controller's Office are:

BUDGET AND PERFORMANCE MANAGEMENT
ACCOUNTING AND FINANCIAL REPORTING
PURCHASING AND INVENTORY MANAGEMENT

The Controller, with the assistance of the Budget Director, develops and continuously monitors the actual performance of the City's departments to the city's budget plan. The City and Water & Sewer System budgets exceed \$200 million dollars for the current fiscal year.

In planning for control, considerable data is gathered and subjected to classification and analysis by the accounting and reporting section. This section, under the direction of the Accounting Supervisor, assimilates all financial information into monthly and annual accounting reports of the city's financial condition. The reports are prepared for both internal use and external review. As evidenced by the city's maintenance of favorable underwriter and lender relationships, these reports are among the most significant communication mediums used by the city to reach parties interested in the City of Warren.

The Purchasing section is responsible for procuring the equipment, materials, supplies and services required for the operations of the city departments, at the best possible price. The Purchasing section processes over 5,200 purchase orders, having a value in excess of \$13 million dollars annually.

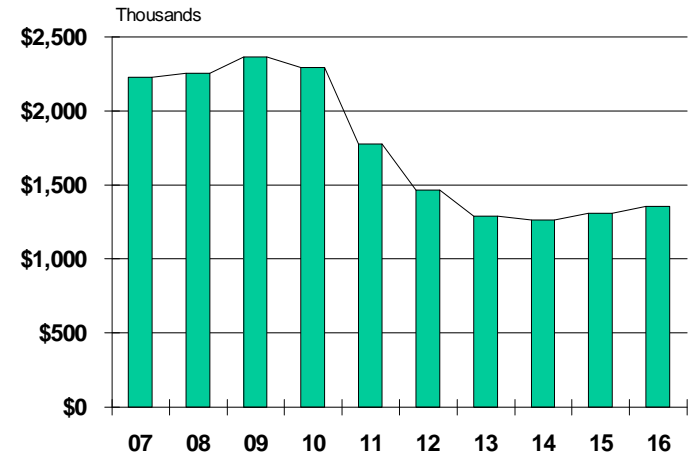
CONTROLLER

Fiscal 2018 Performance Objectives

1. To continue developing the city's financial strategy and continue fiscal responsibility while maintaining core city services.
2. To continue to assist in the financial well-being of the city and cost savings effort by monitoring all city finances, including long-term financing.
3. To continue to receive an Unmodified Audit Opinion (the best opinion an organization can receive) from our external auditor, who attests to the city's controls, processes, and overall financial stability.
4. To continue to receive the Certificate of Achievement for Excellence in Financial Reporting and the Distinguished Budget Presentation Award from the GFOA.
5. To implement a new purchasing and financial system to increase efficiency and internal controls.
6. To continue to negotiate in the Request for Proposal process to lower contractual amounts.
7. To continue to improve customer service and timeliness of payments to vendors by implementing sound purchasing practices.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Proposed & Final Budget Documents Printed	35	30	30	30
City Funds Budgeted & Monitored	31	31	31	31
Monthly Financial Reports Prepared	12	12	12	12
Budget Amendments Prepared	27	35	35	32
Travel Requests Processed	41	40	40	40
Labor Contracts Costed	7	-	-	-
G.F.O.A. Distinguished Budget Award	1	1	1	1
F-65 Report Submitted	1	1	1	1
G.F.O.A. Certificate of Achievement Award	1	1	1	1
List of Bills Prepared	24	24	24	24
1099's Issued by January 31	281	310	310	300
Purchase Orders Processed	5,261	5,200	5,200	5,988
Bids – Council items recommended	158	170	170	166
Informal Bid Correspondence	286	310	310	180
Use of Co-operative Bids	19	24	24	24
Requests for Proposals	11	16	16	12

**Expenditure History
Controller**



GENERAL FUND PERSONNEL

<u>CONTROLLER</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Controller	1	\$ 115,424	1	\$ 118,310	1	\$ 118,310	1	\$ 118,310
Assistant Controller	1	94,559	1	96,923	1	96,923	1	96,923
Budget Director	1	103,023	1	105,598	1	105,598	1	105,598
Accounting Supervisor	1	90,932	1	93,205	1	93,205	1	93,205
Accountant III	-	-	1 (c)	82,438	1 (c)	82,438	1 (c)	82,438
Purchasing Agent	1	85,414	1	87,549	1	87,549	1	87,549
Budget Cost Analyst	2	73,710	2	75,552	2	75,552	2	75,552
Accountant I	1	62,842	1	64,413	1	64,413	1	64,413
Account Technician	1	56,420	1	57,831	1	57,831	1	57,831
Account Specialist	1	52,613	1	53,928	1	53,928	1	53,928
Office Assistant - Controllers	1	36,203	1	37,108	1	37,108	1	37,108
Temporary/Co-op		25,000		25,000		25,000		25,000
Overtime	—	15,000	—	15,000	—	15,000	—	15,000
Total Personnel	<u>11</u>		<u>12</u>		<u>12</u>		<u>12</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and 59 contracts that expire 6/30/19.

(c) Reflects transfer of Accountant III position from the Water & Sewer System.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	GENERAL GOVERNMENT CONTROLLER	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 118,071	\$ 59,889	\$ 112,475	\$ 112,475	Appointed Official	\$ 118,310	\$ 118,310	\$ 118,310
608,488	317,780	684,313	684,313	Permanent Employees	811,560	811,560	811,560
10,403	-	5,000	25,000	Temporary/Co-op	25,000	25,000	25,000
-	-	5,000	15,000	Overtime	15,000	15,000	15,000
				Employee Benefits:			
58,727	30,208	65,000	66,035	Social Security	76,332	76,332	76,332
104,694	55,778	140,000	181,574	Employee Insurance	206,982	206,982	206,982
219,424	96,748	189,289	189,289	Retiree Health Insurance	252,131	252,131	252,131
22,799	7,797	26,422	26,422	Longevity	27,901	27,901	27,901
198,085	97,894	207,584	207,584	Retirement Fund	199,711	199,711	199,711
8,893	4,688	12,000	16,000	Office Supplies	16,000	16,000	16,000
				Other Services and Charges:			
1,035	400	1,500	2,200	Postage	2,200	2,200	2,200
2,179	1,374	2,500	2,500	Contractual Services	2,500	2,500	2,500
376	-	600	600	Mileage	600	600	600
<u>\$ 1,353,174</u>	<u>\$ 672,556</u>	<u>\$ 1,451,683</u>	<u>\$ 1,528,992</u>	Total Controller	<u>\$ 1,754,227</u>	<u>\$ 1,754,227</u>	<u>\$ 1,754,227</u>

INFORMATION SYSTEMS

The Information Systems Department serves the computing and information needs of all City of Warren Departments. This includes but is not limited to support for the following:

- Existing Oracle and Access applications
- BS&A Applications: Tax, Assessing, Building, Cash Receipting, and Utility Billing applications
- IDC Financial application
- Aclara meter reading server and software
- City of Warren internal and external web sites
- Personal computers and peripherals throughout the City of Warren
- Networking within City Hall and fiber optic network that serves 19 buildings throughout the City
- Cisco IP Phone system at City Hall, Community Center, District Court, Sanitation, Owen Jax, Water, DPW, WWTP and Fire Administration
- Camera security system within City Hall
- Card access system within City Hall
- Wireless internet access at and around City Hall

In addition, the staff of the Information Systems Department operates a help desk for all computer problems of any kind. We also perform operations and maintenance of 18 computer servers. Analysts and programmers determine future departmental information needs and develop new computer systems as needed.

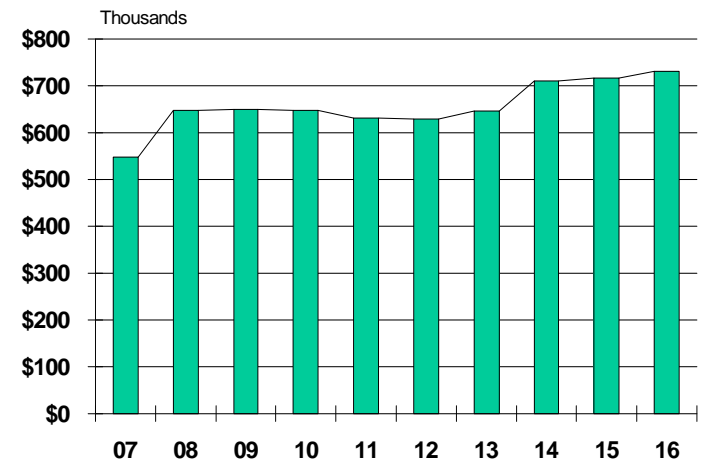
INFORMATION SYSTEMS

Fiscal 2018 Performance Objectives

1. Support City wide internet access.
2. Enhance the City's external web site.
3. Enhance City internal web site.
5. Develop new computer software systems.
6. Provide help desk support for City departments.
7. Maintain City telephone system.
8. Maintain City Hall security system.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
PCs supported	500	495	510	510
Help desk calls	3,525	3,450	3,580	3,600
New programs created	22	30	35	15
Existing program updates	47	55	55	58
Hardware platforms supported	18	24	18	18
Hours spent on PC support	4,630	4,675	4,650	4,675
Hours spent enhancing intranet web site	719	700	730	735

Expenditure History Information Systems



GENERAL FUND PERSONNEL

<u>INFORMATION SYSTEMS</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Information Systems Manager	1	\$ 96,945	1	\$ 99,369	1	\$ 99,369	1	\$ 99,369
Systems Analyst Supervisor	1	82,867	1	84,939	1	84,939	1	84,939
Computer Network Analyst	1	67,634	1	69,325	1	69,325	1	69,325
Website Developer/Computer Support Analyst	1	67,634	1	69,325	1	69,325	1	69,325
Temporary/Co-op		7,500		7,500		7,500		7,500
Overtime	—	5,500	—	5,700	—	5,700	—	5,700
Total Personnel	<u>4</u>		<u>4</u>		<u>4</u>		<u>4</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 59 and Warren Supervisors contracts that expire 6/30/19.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>GENERAL GOVERNMENT INFORMATION SYSTEMS</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 322,081	\$ 159,713	\$ 307,028	\$ 307,028	Permanent Employees	\$ 322,956	\$ 322,956	\$ 322,956
645	1,545	7,500	7,500	Temporary Employee	7,500	7,500	7,500
-	-	5,500	5,500	Overtime	5,700	5,700	5,700
				Employee Benefits:			
25,317	13,056	25,263	25,263	Social Security	26,602	26,602	26,602
68,948	29,917	68,512	68,512	Employee Insurance	70,526	70,526	70,526
130,320	56,243	111,825	111,825	Retiree Health Insurance	147,208	147,208	147,208
9,426	10,200	10,200	10,200	Longevity	11,586	11,586	11,586
42,943	21,914	41,650	41,650	Retirement Fund	43,864	43,864	43,864
3,724	962	5,890	5,890	Operating Supplies	11,100	11,100	11,100
				Other Services and Charges:			
13,319	128,375	129,000	129,000	Software Services	15,000	15,000	15,000
113,710	67,323	156,200	156,200	Contractual Services	122,550	122,550	122,550
				Capital Outlay:			
-	5,123	24,000	24,000	Equipment - Computer	229,000	-	-
<u>\$ 730,433</u>	<u>\$ 494,371</u>	<u>\$ 892,568</u>	<u>\$ 892,568</u>	Total Information Systems	<u>\$ 1,013,592</u>	<u>\$ 784,592</u>	<u>\$ 784,592</u>

LEGAL

The City of Warren Law Department is a full service law office for the City of Warren. The City Attorney, Chief Assistant City Attorney and all Assistant City Attorneys function as General Counsel serving the Mayor, City Council, Departments, Boards and Commissions. The role of General Counsel is to provide legal advice and guidance, thereby protecting taxpayer dollars.

The Law Department also works to protect City assets and interests by defending the City when it is sued; initiating lawsuits when directed by City Council; preparing contracts for goods and services and to support the community fairs and events; reviewing and approving contracts for road repairs, sewers, infrastructure and facilities; preparing leases to generate revenue for the City; filing legal actions for the collection of money owed to the City and Housing Commission; and defending the real and personal property assessments that are appealed to the Michigan Tax Tribunal.

The Law Department provides legal support services to keep the City safe and clean, by drafting ordinances and amendments to protect public health, safety and welfare; providing legal services for nuisance abatement hearings and lawsuits; issuing property maintenance administrative warrants; obtaining court orders; and prosecuting all misdemeanor criminal cases and citations authorized in the 37th District Court.

In addition, the Law Department protects private property interests by providing advice to the Planning Commission and Zoning Board of Appeals regarding land use issues; preparing zoning ordinance amendments to ensure compatibility of uses and protect the enjoyment of property rights, and defends the City when decisions are appealed. The Law Department also provides legal services in the implementation of the City's efforts to encourage re-development and investment in the City through DDA, TIFA, the Building Authority, the Brownfield Redevelopment Authority, and the federally funded Block Grant programs.

Recently, the Law Department has been intricately involved in the sale of City property, in particular by restoring tax reverted properties to responsible owners.

The Law Department is comprised of two separate offices, one at City Hall and the other at the 37th District Court Building. Support staff is a necessary component to the efficient operation of both offices. One Legal Court Specialist is assigned to the District Court Office and is responsible to maintain the day-to-day administrative functions of that office. One Administrative Assistant to the City Attorney and two Paralegal Administrative Clerks maintain the day-to-day functions of the City Hall Office.

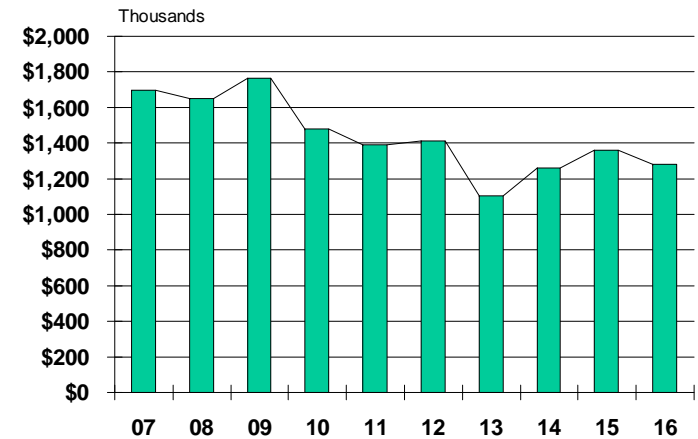
LEGAL

Fiscal 2018 Performance Objectives

1. Continue a vigorous defense of the City in both legal and administrative forums.
2. Continue to keep the City safe and clean by implementing fair and vigorous ordinance prosecution in the 37th District Court.
3. Protect the financial stability of the City by investigating and implementing all legal options available for cost recovery and collections.
4. Prepare ordinance amendments to update the Code of Ordinances where necessary.
5. Serve all Boards and Commissions in fulfilling their responsibilities and goals for the fiscal year.
6. Assist all administrative departments with legal services they need to continue providing quality services to the public.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Warrants – prosecuted	1,170	1,184	1,214	1,214
Civil Infractions – prosecuted	33,705	40,976	31,986	31,986
Misdemeanors – prosecuted	6,451	7,786	5,678	5,678
Pre-trials – prosecuted	8,408	7,302	7,002	7,002
Seven Day Letter complaints	120	156	116	116
Seven Day Letter responses	55	62	58	58
On-site police file resolutions	266	286	296	296
Warrants reviewed and refused	190	126	84	84
Discovery requests	245	200	272	272
Victim rights action	934	1,054	1,026	1,026
Subpoenas	185	214	152	152
Tax Tribunal appeals	56	36	30	30
Civil litigation	47	42	25	25
Administrative requests for legal services	333	290	262	262
Freedom of Information Act review & responses	363	442	318	318
Civil Rights complaints	2	2	2	2
Tax Reverted Sales: Individual lot sales	18	0	22	22
Reports for tickets	774	964	684	684
Contracts/agreements/leases	181	200	188	188
Ordinances – proposed	16	28	16	16
Nuisance review	18	30	16	16
Gun and tow	39	28	28	28
Ticket Files for authorization	2,971	2,930	2,180	2,180
Cash/surety bonds	49	46	56	56
Warrant issued for arrest letters	207	34	150	150

**Expenditure History
Legal**



GENERAL FUND PERSONNEL

<u>LEGAL</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
City Attorney	1	\$ 118,475	1	\$ 121,437	1	\$ 121,437	1	\$ 121,437
Chief Assistant City Attorney	1	108,741	1	111,460	1	111,460	1	111,460
Assistant City Attorney	4	106,918	4	109,591	4	109,591	4	109,591
Administrative Assistant to City Attorney	1	71,331	1	73,114	1	73,114	1	73,114
Legal Administrative Specialist	1	54,140	1	55,494	1	55,494	1	55,494
Paralegal Administrative Clerk	2	51,739	2	53,032	2	53,032	2	53,032
 <u>Permanent Part-time Employees:</u>								
Law Clerks		35,000		35,000		35,000		35,000
Temporary/Co-op		9,000		9,000		9,000		9,000
Overtime	—	7,500	—	7,500	—	7,500	—	7,500
 Total Personnel	 <u>10</u>		 <u>10</u>		 <u>10</u>		 <u>10</u>	

(a) Wage rates are based on Local 412 Unit 35 and Unit 59 contracts that expire 6/30/19.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	GENERAL GOVERNMENT LEGAL	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ -	\$ -	\$ 30,000	\$ 115,447	Appointed Official	\$ 121,437	\$ 121,437	\$ 121,437
431,948	218,339	430,507	430,507	Assistant Attorneys	452,842	452,842	452,842
218,381	94,333	220,422	220,422	Clerical Staff	233,267	233,267	233,267
				Part-time Employees -			
32,685	15,799	35,000	35,000	Law Clerks	35,000	35,000	35,000
-	-	9,000	9,000	Temporary/Co-op	9,000	9,000	9,000
-	-	7,500	7,500	Overtime	7,500	7,500	7,500
				Employee Benefits:			
53,113	24,814	57,500	63,667	Social Security	66,836	66,836	66,836
122,571	54,951	140,000	168,411	Employee Insurance	173,061	173,061	173,061
175,890	77,156	152,573	152,573	Retiree Health Insurance	203,494	203,494	203,494
14,331	1,019	14,358	14,358	Longevity	14,661	14,661	14,661
202,591	101,836	215,729	215,729	Retirement Fund	214,051	214,051	214,051
4,937	2,428	5,500	5,500	Office Supplies	5,500	5,500	5,500
				Other Services and Charges:			
3,340	5,049	7,500	4,800	Contractual Services	4,800	4,800	4,800
791	173	800	1,700	Postage	1,700	1,700	1,700
2,683	52	4,000	4,000	Legal Fees	4,000	4,000	4,000
902	15	1,200	1,200	Mileage	1,200	1,200	1,200
14,418	6,589	19,000	19,000	Books, Dues, and Subscriptions	19,000	19,000	19,000
				Capital Outlay:			
3,464	-	-	-	Equipment - Office	-	-	-
<u>\$ 1,282,045</u>	<u>\$ 602,553</u>	<u>\$ 1,350,589</u>	<u>\$ 1,468,814</u>	Total Legal	<u>\$ 1,567,349</u>	<u>\$ 1,567,349</u>	<u>\$ 1,567,349</u>

ASSESSING

The Assessing Department has the responsibility of preparing the Assessment Rolls and Tax Rolls of the City for all classes of property subject to taxation. Appraising and otherwise determining the true cash value of all such properties in the City carries out this responsibility. The state constitution and statutes require that, notwithstanding any other provision of law, the assessed values placed upon the assessment roll shall be at fifty percent (50%) of true cash value, and shall be determined by appraisers who are certified by the State Tax Commission. The Assessing Department's responsibilities provide the primary source of all General Fund revenues, which are local property taxes. In Fiscal Year 2016/2017, the Tax Rolls, including Special Assessments and Administration Fees, totaled more than \$90,100,000 in City operating revenues and more than \$199,600,000 in total levies for the City, County, State Education and School taxes.

The Assessing Department also serves as the primary source of property information in the City by maintaining the most current data for more than 61,500 parcels, consisting of approximately 57,000 real and 4,500 personal property parcels. These include Ad Valorem, Industrial Facility Tax (IFT), Obsolete Property Rehabilitation Act (OPRA), Tax Increment Financing Authority (TIFA), Downtown Development Authority (DDA), Brownfield Authority and Renaissance Zone properties. The Assessing Department property information database is available to the public via internet access, and is the information backbone supporting the databases of the City's Treasury, Planning, Building, Water, Rental, and Property Maintenance Departments. Without the Assessing Department's perpetual diligence in keeping this information current, the integrity of the data relied on by all of these other departments would be compromised.

Assessing personnel are statutorily required to be certified by the State Tax Commission at varying levels of expertise for each of the different duties required by law within the Department. All certified personnel must meet annual continuing education requirements, and must pay annual fees to maintain their certifications. Though the City is required by law to provide and to fund the Assessing Department, the State Tax Commission maintains all regulatory authority over the responsibilities and compliance of the Assessing Department's employees and their functions. The City currently funds two Michigan Master Assessing Officer (MMAO), six Michigan Advanced Assessing Officers (MAAO), three Michigan Certified Assessing Officers (MCAO), one Michigan Certified Assessing Technician (MCAT), and four temporary employees. Of the 12 certified employees, 11 also hold the Michigan Certified Personal Property Examiner (MCPPE) designation. The MCPPE certification allows the City to perform personal property audits of businesses within the City. During the past year, our audits discovered \$28,302,000 in incorrectly reported personal property taxable value, which generated an additional \$786,000 in City operating tax revenues. Also, with the passage of Proposal I in August of 2014, the Assessing Department has incurred the liability and responsibility for annually auditing all businesses claiming an exemption under Proposal 1, and for reporting and maintaining historical data on each business.

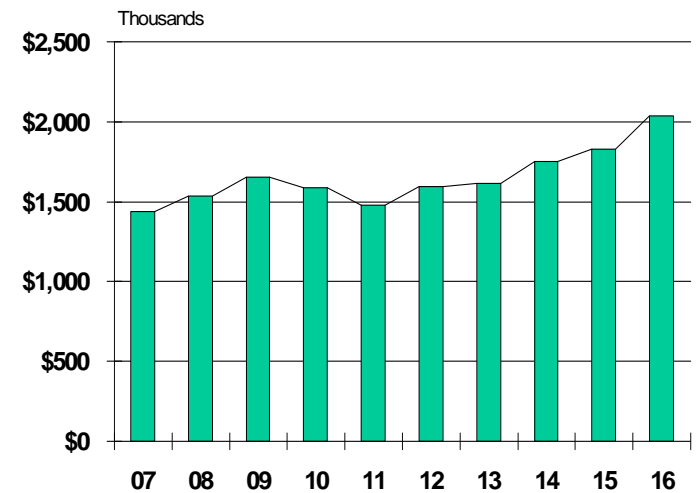
ASSESSING

Fiscal 2018 Performance Objectives

1. To complete the re-appraisal of all Commercial real parcels.
2. To complete the re-appraisal of 3,500 Residential real parcels.
3. To complete audits of all businesses currently claiming exemption of personal property taxes.
4. To fill vacant positions and train the new employees.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Preparation of assessment rolls (Real, Personal, Special Acts)	6	6	6	6
Preparation of Summer and Winter tax rolls	12	12	12	12
Brownfield, TIFA, & DDA captured reports	4	5	4	6
Personal property audits	93	150	100	100
Small Claim Michigan Tax Tribunal appeals pending	34	40	28	40
Full Tax Tribunal appeals pending	37	50	40	50
Board of Review appeals	753	900	753	900
State Tax Commission appeals	30	100	50	70
Mandated State and County reports	42	22	42	42
Processing of Principal Residence Exemption affidavits	4,091	5,000	5,000	5,000
Process deeds & transfer affidavits	7,368	10,000	8,500	8,500
Inspect, photograph, and verify sales of sold properties	7,368	3,000	7,500	7,500
Perpetual reappraisal of 20% of entire parcel count	4,524	5,000	4,524	5,000
Review I.F.T. applications	6	8	6	5
Process property division/combinations	128	100	128	100
Prepare/review special assessment rolls	30	30	30	30
Review and determine property assessments	59,279	62,000	59,279	62,000
Process State and Local unit denials of principal residence exemption	140	200	140	175
Review, inspect, and sketch building permit activity	11,310	14,000	12,500	13,000
Prepare GIS Maps	10	0	15	20
Preparation of Settlement Tax Warrants	23	0	23	23

Expenditure History Assessing



GENERAL FUND PERSONNEL

<u>ASSESSING</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
City Assessor	1	\$ 108,752	1	\$ 111,471	1	\$ 111,471	1	\$ 111,471
Deputy Assessor	1	87,393	1	89,578	1	89,578	1	89,578
Assistant City Assessor - Level 4	1	86,072	1	88,224	1	88,224	1	88,224
Principal Appraiser	1	77,048	1	78,975	1	78,975	1	78,975
Senior Appraiser	4	70,615	3 (d)	72,380	3 (d)	72,380	3 (d)	72,380
Personal Property Administrative Technician	1	73,238	1	75,069	1	75,069	1	75,069
Assessing Auditor	1	73,226	1	75,057	1	75,057	1	75,057
Appraiser	1	61,000	2 (b)	62,525	2 (b)	62,525	2 (b)	62,525
Assessing Specialist	1	52,613	2 (b)	53,928	1	53,928	1	53,928
Seasonal Employees		120,000		90,000		90,000		90,000
Overtime	—	30,600	—	33,100	—	33,100	—	33,100
Total Personnel	<u>12</u>		<u>13</u>		<u>12</u>		<u>12</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Warren Supervisors contracts that expire 6/30/19.

(b) New position.

(d) Position deleted.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	GENERAL GOVERNMENT ASSESSING	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 110,433	\$ 51,481	\$ 105,973	\$ 105,973	Appointed Official	\$ 111,470	\$ 111,470	\$ 111,470
732,626	359,673	743,478	743,478	Permanent Employees	825,417	783,023	783,023
68,738	31,254	100,000	120,000	Seasonal Employees	90,000	90,000	90,000
14,446	6,169	30,600	30,600	Overtime	33,100	33,100	33,100
				Employee Benefits:			
72,429	35,590	78,369	78,369	Social Security	82,963	79,720	79,720
165,738	77,131	220,000	229,405	Employee Insurance	252,297	235,413	235,413
263,424	114,868	226,744	226,744	Retiree Health Insurance	303,273	302,425	302,425
23,396	13,911	24,390	24,390	Longevity	24,476	24,476	24,476
395,182	197,368	404,004	404,004	Retirement Fund	404,724	400,485	400,485
5,455	2,658	14,000	14,000	Office Supplies	14,000	14,000	14,000
				Other Services and Charges:			
3,257	400	7,500	7,500	Board of Review	7,500	7,500	7,500
27,119	463	28,500	28,500	Postage	30,000	30,000	30,000
				Contractual Services -			
23,344	-	-	-	Data Conversion	-	-	-
18,133	14,218	30,650	30,650	Software Services	30,650	30,650	30,650
13,079	3,506	15,000	15,000	Tax Roll Preparation	15,000	15,000	15,000
1,564	551	3,000	3,000	Auto Expense	3,000	3,000	3,000
94,965	47,661	100,000	100,000	Professional Services	100,000	100,000	100,000
5,070	2,910	5,000	5,000	Memberships and Dues	5,000	5,000	5,000
				Capital Outlay:			
-	8,566	-	-	Equipment - Office	-	-	-
-	-	-	-	Equipment - Vehicles	26,000	-	-
\$ 2,038,398	\$ 968,378	\$ 2,137,208	\$ 2,166,613	Total Assessing	\$ 2,358,870	\$ 2,265,262	\$ 2,265,262

HUMAN RESOURCES

The Human Resources Department was established in the Fiscal 2011 Budget. It has proven to be a cost effective consolidation and an efficient use of City personnel.

A brief summary of this department's responsibilities are as follows:

- Developing a human resources plan, under the direction of the City of Warren Civil Service Commission for the purpose of recruiting and staffing all full-time, part-time, seasonal and contractual services and for maintaining records on all staff once they are hired. The Director also acts as the Equal Employment Opportunity Officer for all City employees.
- Risk Management is an integral part of the Human Resources Department. The objective is to protect the City's assets along with our human resources in the most cost-effective manner possible. This is done through a process which includes exposure identification, risk evaluation, risk control and risk management administration.
- The Insurance Division manages the Employee Benefits which includes health insurance, dental insurance, disability insurance, life insurance, flexible spending programs and various other voluntary insurance programs along with maintaining records of eligibility for benefits and reconciling monthly invoices. In addition, the Insurance Division plays a key role in ensuring City compliance with certain state and federal regulations. They maintain all Michigan Occupational Safety and Health Act (MIOSHA) postings and process and manage any unemployment claims against the City.
- Labor Relations investigates and makes recommendations to the Mayor and City Council relative to employee union problems; acting as the agent for the City in matters of negotiations, collective bargaining, and agreements with the City employees along with grievance processing for the City's seven bargaining units, representing nearly one hundred percent of the City's full-time workforce.
- Payroll prepares payroll for some 670 full-time City employees along with numerous part-time and temporary employees.
- Human Resources also maintains compliance with Act 78 of 1935 under the direction of the City of Warren Police and Fire Civil Service Commission for the purpose of maintaining fairness for all police promotions and investigations.

Over the past several years, the size and scope of the Department's mission has increased significantly. The establishment of the Department of Human Resources will enable the city to continue to meet the demands placed on it through additional state and federal regulations in the most efficient manner. Human Resources will continue to ensure the City's compliance with various laws including the Americans with Disabilities Act, Family and Medical Leave Act, Affordable Care Act, and Department of Transportation's drug and alcohol testing programs. Human Resources will also continue to provide employees with training workshops on topics ranging from sexual harassment to cultural diversity and customer service, ensuring they are aware of and trained in issues affecting the work environment.

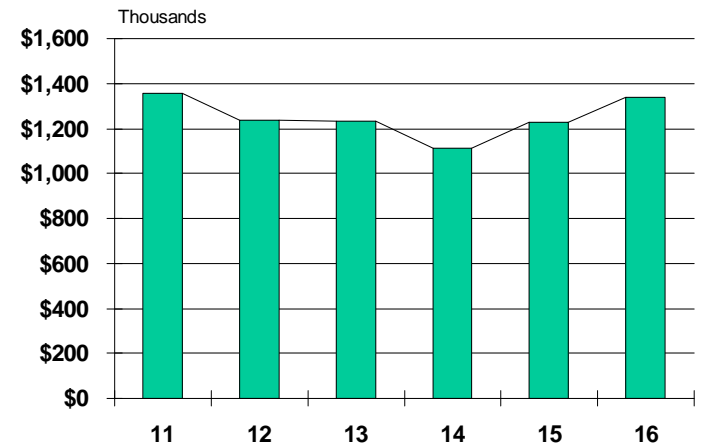
HUMAN RESOURCES

Fiscal 2018 Performance Objectives

1. To recruit and hire the most qualified applicants as an Equal Opportunity Employer.
2. To maintain the most comprehensive insurance coverage at the most competitive cost.
3. To monitor Health Care Reform and how it impacts our employee/retiree costs and benefits.
4. To investigate staffing services contracts to supplement our employee workforce.
5. To implement an efficient, cost saving attendance, timekeeping and payroll process.
6. To negotiate labor contracts that preserve and protect the public interest.
7. To comply with the Civil Service Rules and Regulations along with all Federal and State employment laws.
8. To preserve an acceptable level of public service in the face of shrinking financial resources.
9. To insure compliance with requirements of federal health care reform.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Promotional job postings	7	25	25	25
Open competitive job postings	12	18	12	18
Civil Service Commission meetings	13	25	24	25
Employees hired (FT and PT)	190	150	150	150
Applications processed	1,200	850	850	850
Random DOT alcohol tests	35	32	32	32
Random DOT drug tests	65	64	64	64
Workers' Comp. claims processed	150	150	150	150
Sick/Accident claims processed	40	40	40	40
Auto/glass claims processed	45	45	45	45
Gen. Liab./Property claims processed	190	60	60	60
Lawsuit files processed	50	50	50	50
Over the counter contacts	3,500	3,500	3,500	3,500
Written exams administered	10	18	18	18
Performance exams administered	12	50	50	50
MESC claims processed	75	40	40	40
W-2's issued by January 31	1,700	1,700	1,700	1,700
MESC Reports/Federal Tax deposits	8	8	8	8
Employee W-4 withholding changes	500	500	500	500
Labor contracts negotiated	8	7	-	-
Arbitration awards	10	86	86	86
AFSCME Local 1250 grievances	86	100	100	100
AFSCME Local 1917 grievances	15	20	20	20
WPOA grievances	20	20	20	20
WPPFU Local 1383 grievances	20	10	10	10
Compliance with labor employment laws	200 hrs.	200 hrs.	200 hrs.	200 hrs.
State and Federal court for claims	n/a	350 hrs.	350 hrs.	350 hrs.
Administration of claims/meetings	n/a	150 hrs.	150 hrs.	150 hrs.
Procurement of insurances	n/a	150 hrs.	150 hrs.	150 hrs.
Compliance with federal health care reform	200 hrs.	900 hrs.	900 hrs.	900 hrs.
IRS 1094-C and 1095-C minimum essential value returns processed				5,500

**Expenditure History
Human Resources**
(Department established in Fiscal 2011 Budget)



GENERAL FUND HUMAN RESOURCES

<u>HUMAN RESOURCES</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Human Resource Director	1	\$ 101,747	1	\$ 104,291	1	\$ 104,291	1	\$ 104,291
Labor Relations Manager	1	92,412	1	94,722	1	94,722	1	94,722
Diversity Coordinator	1 (b)	69,557	1 (b)	71,296	1 (b)	71,296	1 (b)	71,296
Human Resource Analyst	1	71,659	1	73,450	1	73,450	1	73,450
Personnel Assistant	1	69,597	1	71,337	- (d)	-	- (d)	-
Benefits Administrator	1	63,010	1	64,585	1	64,585	1	64,585
Senior Payroll Technician	1	69,597	1	71,337	1	71,337	1	71,337
Administrative Clerk	2	50,284	2	51,541	2	51,541	2	51,541
Human Resource Assistant	1	40,972	1	41,996	1	41,996	1	41,996
Temporary/Co-op		15,000		15,000		15,000		15,000
Overtime	—	5,000	—	5,000	—	5,000	—	5,000
Total Human Resources	<u>10</u>		<u>10</u>		<u>9</u>		<u>9</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Warren Supervisors contracts that expire 6/30/19.

(b) New position.

(d) Position deleted.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>HUMAN RESOURCES</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 568,154	\$ 232,158	\$ 525,000	\$ 557,820	Permanent Employees	\$ 625,493	\$ 582,725	\$ 582,725
12,074	6,034	15,000	15,000	Temporary/Co-op	15,000	15,000	15,000
14,045	1,149	5,000	5,000	Overtime	5,000	5,000	5,000
3,000	750	3,000	3,000	Fees and Per Diem	3,000	3,000	3,000
				Employee Benefits:			
47,136	18,541	44,000	45,079	Social Security	50,408	47,136	47,136
112,130	48,364	140,000	150,390	Employee Insurance	171,153	154,266	154,266
174,790	76,315	150,520	150,520	Retiree Health Insurance	201,532	200,677	200,677
14,823	3,400	11,423	11,423	Longevity	13,418	13,418	13,418
185,379	92,072	189,321	189,321	Retirement Fund	190,650	190,650	190,650
8,858	2,563	8,000	8,000	Office Supplies	8,000	8,000	8,000
				Other Services and Charges:			
1,887	335	7,000	7,000	Postage	3,000	3,000	3,000
36,603	39,268	80,000	80,000	Contractual Services	85,000	85,000	85,000
9,750	11,000	16,500	16,500	Contractual Services - E.A.C.	16,500	16,500	16,500
63,597	33,028	55,000	55,000	Medical Services	65,000	65,000	65,000
-	34	100	100	Mileage	100	100	100
13,952	4,279	35,000	35,000	Printing and Publishing	25,000	25,000	25,000
29,435	3,660	60,000	80,000	Arbitration Expense	80,000	80,000	80,000
1,164	-	1,500	3,000	Membership and Dues	3,000	3,000	3,000
				Capital Outlay:			
44,037	-	-	-	Equipment - Office	-	-	-
<u>\$ 1,340,814</u>	<u>\$ 572,950</u>	<u>\$ 1,346,364</u>	<u>\$ 1,412,153</u>	Total Human Resources	<u>\$ 1,561,254</u>	<u>\$ 1,497,472</u>	<u>\$ 1,497,472</u>

DEPARTMENT OF PROPERTY MAINTENANCE INSPECTION

The Department of Property Maintenance Inspection is charged with the enforcement of the Property Maintenance Code adopted by City Council on March 14, 2006. In addition, the Department enforces the City's weed control program, rodent control program, West Nile virus program, vacant/foreclosed registration program, and the rental licensing and inspection program. The Department is also the primary first contact for residents with any type of property related complaints.

During the year 2016, the Department took over 17,900 complaints from residents and inspectors of the City of Warren. Complaints received by the Department have been steady throughout the last five years. In the years 2011 through 2015, the average number of complaints received was just under 20,000 per year.

Departmental staff currently includes an Administrator, one full-time office assistant, one temporary office assistant, six blight buster crew workers, and five part-time Code Enforcement officers. Our five Code Enforcement officers monitor over 3,000 city owned and privately owned vacant lots and buildings, and abandoned/foreclosed homes for blight, rubbish/debris, rodent harborage, unsanitary conditions, weeds and board-ups. In the spring and summer seasons they also enforce the City's Weed Control ordinance.

Our five code enforcement officers also respond to all complaints regarding rubbish/debris, inoperative/unlicensed vehicles, unkempt pools, garbage containers, and all other general property maintenance blight concerns. They also partake in a six-month Clean Sweep Program where each inspector walks down every street in every section of the city checking for any blight issues. In the year 2016, the inspectors issued over 2,400 warning notices during the sweep. The staff's time is divided between answering telephones, inputting complaints, and inspecting properties. Our inspectors are also the first to respond to issues regarding vacant homes and rodent control issues.

The Department has several major goals for improving services in the upcoming years. First, the department will increase responsiveness to an anticipated increase in property maintenance complaints related to vacant/foreclosed/abandoned properties. Second, the department will establish performance tracking measurables and procedures for evaluating departmental performance. Third, with the adoption of the new city ordinance it is the goal of Property Maintenance to enhance the quality of living for our Mobile Home Communities through our clean Sweep Program. Fourth, with the assistance of Information Systems the Department will evaluate and retool the Complaint Tracking System to make it more user friendly and ensure that relevant data is more easily accessible. Fifth, we will be assisting other departments in regards to the new Medical Marijuana ordinance. Finally, the department will also update and redevelop its new Vacant/Foreclosed/Abandoned Home Registration Program.

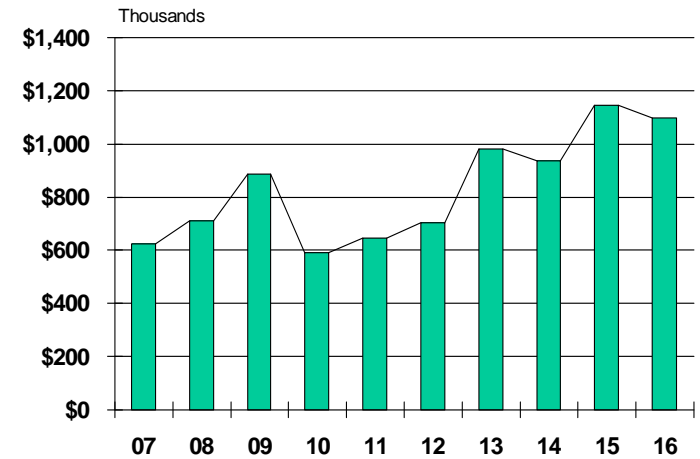
PROPERTY MAINTENANCE INSPECTION

Fiscal 2018 Performance Objectives

1. To continue to update the vacant/foreclosed registration database.
2. To continue to make sure all staff members are up to date on current ordinances, laws and procedures.
3. To continue to monitor mobile home parks for blight and property maintenance issues.
4. Continue our Clean Sweep program.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Weed enforcement – complaints	5,071	9,000	8,000	8,000
Weed enforcement – vacant homes and lot work orders – grass cutting	2,752	4,500	4,000	4,000
Rodent complaints and investigations	516	800	575	575
Complaints entered into tracking system	17,946	31,000	20,000	21,000
Vacant and foreclosed property clean ups	1,408	1,500	1,500	1,500
Mobile home complaints and investigations	70	200	250	250

**Expenditure History
Property Maintenance**



GENERAL FUND PERSONNEL

<u>PROPERTY MAINTENANCE INSPECTION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Rental Code Inspector	-	\$ -	1 (b)	\$ 60,535	1 (b)	\$ 60,535	1 (b)	\$ 60,535
Office Assistant	1	36,203	1	37,108	1	37,108	1	37,108
Temporary/Co-op		35,000		35,000		35,000		35,000
Temporary Employees- Inspection		450,000		480,000		330,000		410,000
Overtime	---	-	---	6,750	---	6,750	---	6,750
Total Personnel	<u>1</u>		<u>2</u>		<u>2</u>		<u>2</u>	

(a) Wage rates are based on Local 227 contract that expire 6/30/19.

(b) New position.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

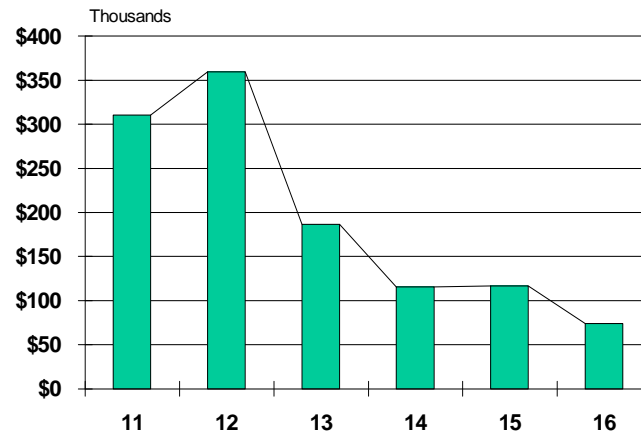
FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	GENERAL GOVERNMENT PROPERTY MAINTENANCE INSPECTION	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ -	\$ -	\$ -	\$ -	Inspectors	\$ 50,663	\$ 50,663	\$ 50,663
28,538	4,866	30,924	30,924	Permanent Employees	32,528	32,528	32,528
242,918	102,271	210,000	35,000	Temporary/Co-op	35,000	35,000	35,000
297,680	127,432	250,000	450,000	Temporary Employees- Inspection	480,000	330,000	410,000
1,662	-	-	-	Overtime	6,750	6,750	6,750
				Employee Benefits:			
43,645	17,902	39,468	39,468	Social Security	46,280	34,805	40,925
52,793	18,022	100,000	182,017	Employee Insurance	192,104	167,115	179,655
281	101	309	309	Retiree Health Insurance	1,664	1,664	1,664
2,809	532	3,092	3,092	Retirement Fund	8,319	8,319	8,319
14,106	6,285	15,000	15,000	Office Supplies	17,500	17,500	17,500
				Other Services and Charges:			
3,049	957	5,000	5,000	Postage	5,000	5,000	5,000
-	-	6,000	12,000	Auto Expense	12,000	12,000	12,000
-	-	10,000	10,000	West Nile Virus Expense	10,000	10,000	10,000
193,972	114,622	275,000	275,000	Weed Mowing Program	275,000	275,000	275,000
208,426	112,046	175,000	175,000	Rodent Control Program	250,000	250,000	250,000
5,046	1,753	5,500	5,500	Telephone and Radio	5,500	5,500	5,500
1,704	-	7,000	7,000	Printing and Publishing	7,000	7,000	7,000
				Capital Outlay:			
-	-	-	-	Equipment - Vehicles	36,000	36,000	36,000
<u>\$ 1,096,629</u>	<u>\$ 506,789</u>	<u>\$ 1,132,293</u>	<u>\$ 1,245,310</u>	Total Property Maintenance Inspection	<u>\$ 1,471,308</u>	<u>\$ 1,284,844</u>	<u>\$ 1,383,504</u>

COMMUNITY AND ECONOMIC DEVELOPMENT

The Department of Community and Economic Development represents a true collaboration between City Departments. In 2011 these two Departments were combined to create the Community and Economic Development Department. Since the establishment of the Community and Economic Development Department, the city has recognized significant savings in the cost of expenditures in both the Community Development and Economic Development areas. All programs funded through the Community and Economic Development Department are reviewed by the Mayor and City Council periodically throughout the year.

The Economic Development Department continues to concentrate on the retention and expansion of businesses in the City by personal attention provided to each and every business when contact is made. The Economic Development Department also continues to maximize the ability to assist businesses diversify and expand by utilizing all incentive programs available through State Statute.

Expenditure History
Community and Economic Development
(Department established in Fiscal 2011 Budget)



GENERAL FUND PERSONNEL

<u>COMMUNITY AND ECONOMIC DEVELOPMENT</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Community & Economic Development Director	1	\$ 82,359	1	\$ 84,418	1	\$ 84,418	1	\$ 84,418
Community Development Administrative Assistant	<u>1</u>	65,481	<u>1</u>	67,118	<u>1</u>	67,118	<u>1</u>	67,118
 Total Personnel	 <u><u>2</u></u>		 <u><u>2</u></u>		 <u><u>2</u></u>		 <u><u>2</u></u>	

(a) Wage rates are based on Local 412 Unit 35 and Local 227 contracts that expire 6/30/19.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

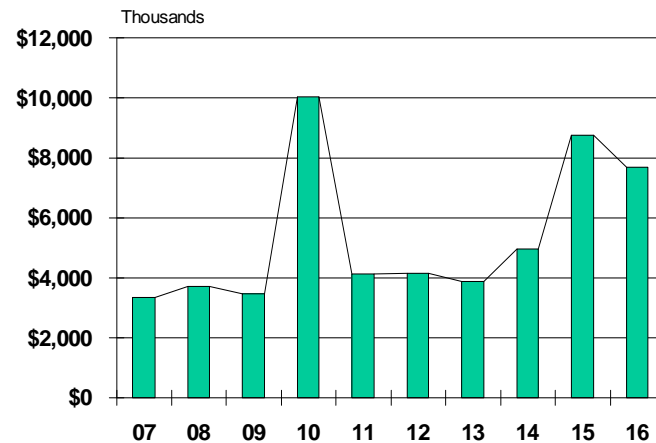
FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>COMMUNITY & ECONOMIC DEVELOPMENT</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 55,148	\$ 29,597	\$ 80,000	\$ 142,622	Permanent Employees	\$ 142,690	\$ 142,690	\$ 142,690
				Employee Benefits:			
4,364	2,429	7,500	10,911	Social Security	11,016	11,016	11,016
3,558	3,427	15,000	32,559	Employee Insurance	33,449	33,449	33,449
581	640	1,000	1,427	Retiree Health Insurance	2,947	2,947	2,947
-	-	-	-	Longevity	1,312	1,312	1,312
5,815	3,260	14,263	14,263	Retirement Fund	14,401	14,401	14,401
116	-	-	-	Office Supplies	500	500	500
				Other Services and Charges:			
113	-	3,000	3,000	Postage	3,000	3,000	3,000
1,336	-	5,000	5,000	Contractual Services	5,000	5,000	5,000
-	-	500	500	Mileage	500	500	500
-	-	5,000	5,000	Printing and Publishing	5,000	5,000	5,000
-	-	2,000	2,000	Membership & Dues	2,000	2,000	2,000
3,392	-	8,000	8,000	Promotions	8,000	8,000	8,000
<u>\$ 74,423</u>	<u>\$ 39,353</u>	<u>\$ 141,263</u>	<u>\$ 225,282</u>	Total Community & Economic Development	<u>\$ 229,815</u>	<u>\$ 229,815</u>	<u>\$ 229,815</u>

ADMINISTRATIVE UNALLOCATED EXPENSE

This budget activity center is used for general city expenditures. Typically, the costs involved in providing these services are not attributable to a given operation or department. This situation exists when expenditure is incurred by the city in which benefit is realized by more than one activity. For example, rather than allocating the utility charges over all the departments in city hall, it is much simpler and auditable to charge an activity specifically set up for this type of expenditure.

Other types of expenditures include audit services for the annual general year-end audit, general liability and vehicle insurance premiums, city memberships and dues, tuition reimbursement and so forth.

Expenditure History
Administration Unallocated Expense



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>ADMINISTRATION UNALLOCATED EXPENSE</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Other Services and Charges:			
\$ 66,800	\$ 68,100	\$ 68,100	\$ 68,000	Independent Audit	\$ 69,500	\$ 69,500	\$ 69,500
-	85,105	400,000	400,000	Software Services	50,000	50,000	50,000
49,413	24,989	50,000	50,000	Telephone and Radio	65,000	65,000	65,000
12,189	10,780	12,000	12,000	Conferences and Workshops	50,000	50,000	50,000
43,735	30,036	55,000	55,000	Education Allowance	55,000	55,000	55,000
3,224	1,322	10,000	10,000	Community Promotion	5,000	5,000	5,000
3,161,622	1,391,129	3,000,000	3,000,000	Insurance and Bonds	3,200,000	3,200,000	3,200,000
6,700	-	6,700	6,700	8 mile Vision/Action Plan	6,700	6,700	6,700
185,622	85,463	120,000	120,000	Professional Services	120,000	120,000	120,000
2,285,000	-	-	-	VEBA Contribution	-	-	-
-	-	3,000,000	3,000,000	Pension Contribution	-	-	-
250,000	250,000	250,000	250,000	Grievance Settlements	250,000	250,000	250,000
-	-	1,000	1,000	Investment Policy Commission	1,000	1,000	1,000
251,777	92,257	255,000	290,000	Public Utilities - Civic Center	300,000	300,000	300,000
8,254	3,866	12,000	12,000	Public Utilities - Court Building	12,000	12,000	12,000
-	-	13,000	13,000	U.S. Conference of Mayors Membership	13,000	13,000	13,000
36,805	869	7,925	7,925	Unemployment Costs	19,645	19,645	19,645
1,875	-	5,000	5,000	401(a) Board Operating Expense	5,000	5,000	5,000
1	-	500	500	Disability Commission Operating Expense	500	500	500
1,311,832	823,118	823,118	792,442	Tax Reverted Property Acquisition/Expense	75,000	75,000	75,000
<u>\$ 7,674,849</u>	<u>\$ 2,867,034</u>	<u>\$ 8,089,343</u>	<u>\$ 8,093,567</u>	Total Administration Unallocated Expense	<u>\$ 4,297,345</u>	<u>\$ 4,297,345</u>	<u>\$ 4,297,345</u>

POLICE AND FIRE CIVIL SERVICE COMMISSION

The Police and Fire Civil Service Commission is a board created by statute, Public Act 78 of 1935, and incorporated by reference into the City Charter as provided in section 7.18(b). This Board was established to oversee and provide a civil service system for the Police and Fire Departments based on examination and investigation as to merit, efficiency, and fitness for appointment, employment, and promotion. Since 1993 responsibility for hiring police and fire fighters was given to the Personnel Department via the respective collective bargaining agreements. With the creation of the Human Resources Department in the fiscal 2011 budget, compliance with the Act under the direction of the Commission became the responsibility of the Human Resources Department.

The Police and Fire Civil Service Commission performs the following functions:

1. Prescribes and amends rules and regulations for enforcing the provisions of the Act.
2. Conducts promotional examinations, and oversees recruitment and examination of new hires.
3. Keeps minutes of the Commission's proceedings, records of all examinations, and roster and personnel files of all members of the Police Department, current and past.
4. Make investigations concerning all matters for enforcing the provisions of the Act.
5. Holds appeal hearings upon request of aggrieved applicants or employees and, in the course thereof, has the power to administer oaths and take testimony.
6. Has the authority to subpoena and require the attendance of witnesses for investigations authorized by the Act.

The Police and Fire Civil Service Commission consists of three part-time commissioners. The City Clerk is an ex-officio member of the Commission.

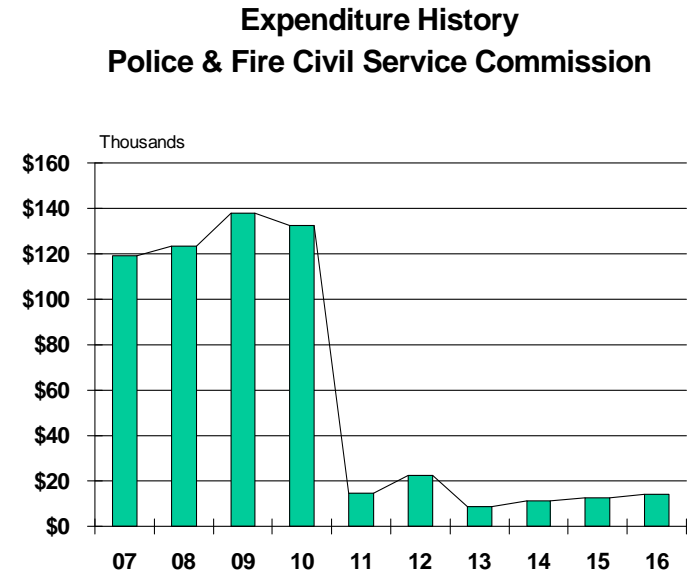
The City of Warren Police and Fire Civil Service Commission shall continue fulfilling its responsibilities according to the requirements of Act 78 to determine qualifications by competitive examinations. All appointments, reinstatements, promotions, and discharges in the Police and Fire Departments will continue to follow the manner and means as prescribed in Act 78 of the Michigan Public Acts of 1935 as amended, and as modified by union agreement.

POLICE & FIRE CIVIL SERVICE COMMISSION

Fiscal 2018 Performance Objectives

1. To provide current eligible police personnel with appropriate exam processes.
2. To provide current eligible police personnel with necessary information to prepare for exams.
3. To calculate and compile exam scores and eligibility lists as quickly and accurately as possible.
4. To be available to hear any appeals of police and/or fire applicants and/or current personnel and, in doing so, meet the requirements of the Rules and Regulations of the Police & Fire Civil Service Commission and Act 78 of 1935.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Employee promotional exams posted	2	2	2	2
Applications processed	20	30	30	30
Written exams conducted	20	30	30	30
Regular meetings held	10	12	12	12
Special meetings held	2	2	2	2
Certify police promotional list	2	2	2	2



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>POLICE & FIRE CIVIL SERVICE</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 1,650	\$ 400	\$ 2,000	\$ 2,000	Fees and Per Diem	\$ 2,000	\$ 2,000	\$ 2,000
				Supplies:			
443	-	750	750	Office Supplies	750	750	750
11,539	-	15,000	15,000	Exams & Operating Supplies	15,000	15,000	15,000
				Other Services and Charges:			
<u>605</u>	<u>925</u>	<u>800</u>	<u>800</u>	Postage	<u>800</u>	<u>800</u>	<u>800</u>
<u>\$ 14,237</u>	<u>\$ 1,325</u>	<u>\$ 18,550</u>	<u>\$ 18,550</u>	Total Police & Fire Civil Service	<u>\$ 18,550</u>	<u>\$ 18,550</u>	<u>\$ 18,550</u>

ZONING BOARD OF APPEALS

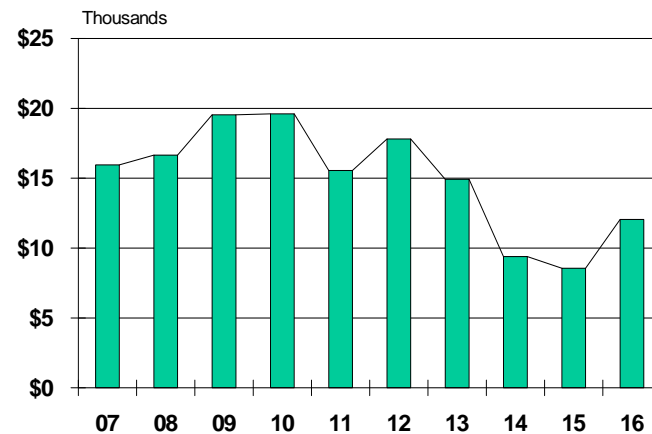
The Zoning Board of Appeals is a nine-member quasi-judicial body authorized by the Michigan Zoning Enabling Act, MCL 125.3601 et seq., and the Warren Zoning Ordinance to:

1. Hear and decide appeals from and review any administrative order, requirement, decision, or determination made by an administrative official or body charged with enforcement of the zoning ordinance.
2. Hear and decide questions related to the interpretation of the zoning ordinance.
3. Hear and decide questions related to interpretation of the zoning maps.
4. Grant land use and non-use variances as authorized by the Michigan Zoning Enabling Act and zoning ordinance.
5. Hear and decide special exceptions as provided for in the zoning ordinance which require approval of the Zoning Board of Appeals such as outdoor retail sales, fairs, carnivals and open air exhibitions.

Applications for approval of the Zoning Board of Appeals should be made to the Building Division. A public hearing will be scheduled and notices issued in compliance with legal requirements. Decisions of the Zoning Board of Appeals will be made at the conclusion of the public hearing.

Questions related to the Zoning Board of Appeals should be directed to the Office of the Board of Appeals located within the City Council Offices.

Expenditure History Zoning Board of Appeals



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

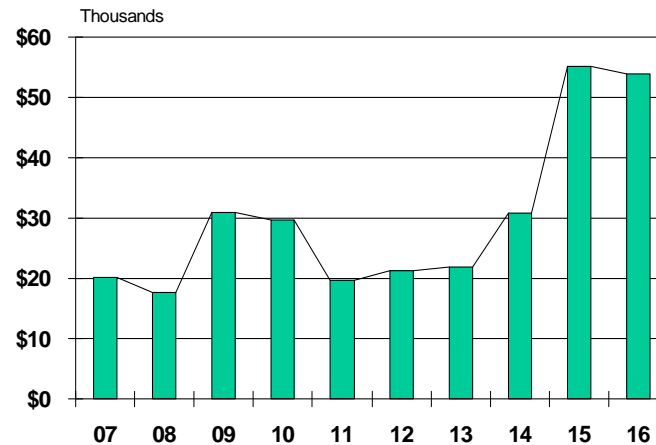
FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>ZONING BOARD OF APPEALS</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 7,150	\$ 3,200	\$ 10,800	\$ 10,800	Meeting Allowance	\$ 10,800	\$ 10,800	\$ 10,800
-	-	1,365	1,365	Office Supplies	1,365	1,365	1,365
				Other Services and Charges:			
4,585	1,079	6,000	6,000	Postage	6,000	6,000	6,000
290	-	3,000	3,000	Outside Court Reporter	3,000	3,000	3,000
-	-	840	840	Printing and Publishing	840	840	840
\$ 12,025	\$ 4,279	\$ 22,005	\$ 22,005	Total Zoning Board of Appeals	\$ 22,005	\$ 22,005	\$ 22,005

BEAUTIFICATION COMMISSION

The Beautification Commission was established in 1966, pursuant to Chapter 9, Section 2-904, Code of Ordinance for the City of Warren. Members are appointed by the Mayor and serve without compensation. The Commission has been charged with the following duties:

1. To study, conceive, formulate, promulgate and develop plans for the beautification of streets, highways, alleys, parks, streams, playgrounds, yards, lots and buildings.
2. To study, investigate and develop plans for improving the health, sanitation, safety and cleanliness of the city.
3. To foster the prevention of fires, diseases and other public hazards.
4. To encourage and recommend the placing, planting and preservation of trees, flowers, plants, shrubbery and other objects of ornamentation in the city.
5. To collect, study and evaluate information on community improvements and to make recommendations.
6. To sponsor, plan, promote, coordinate and carry out campaign activities for the restoration, preservation and enhancement of the beauty of the city.
7. To otherwise promote public interest in the general improvements of the appearance of the City: provided, however, that nothing herein shall be construed to abridge, invade, supplant or change the powers and duties of the other commissions, departments, boards and agencies of the city.

**Expenditure History
Beautification Commission**



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

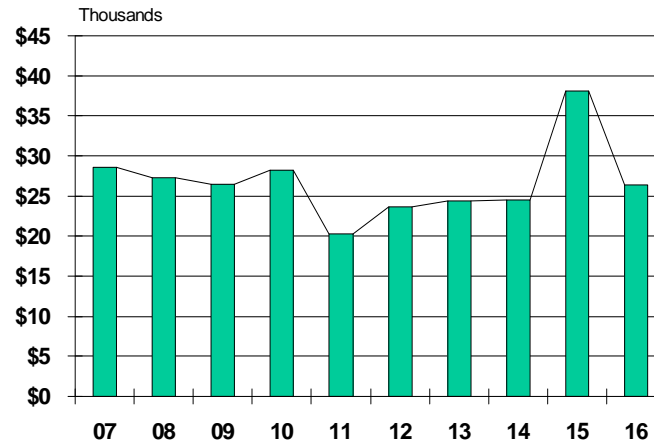
FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	GENERAL GOVERNMENT BEAUTIFICATION COMMISSION	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 9,351	\$ 3,501	\$ 9,000	\$ 9,000	Personnel Services:			
				Part-time Employee	\$ 9,000	\$ 9,000	\$ 9,000
				Employee Benefits:			
715	268	689	689	Social Security	689	689	689
24	10	12	12	Employee Insurance	12	12	12
268	-	600	600	Office Supplies	500	500	500
				Other Services and Charges:			
3,330	600	3,000	3,000	Contractual Services	4,000	4,000	4,000
1,104	190	1,700	1,700	Postage	1,700	1,700	1,700
72	37	250	250	Telephone Expense	250	250	250
608	524	800	800	Mileage	800	800	800
676	379	700	700	Public Utilities	700	700	700
725	-	1,000	1,000	City Flower Plantings	1,000	1,000	1,000
468	-	1,200	1,200	School Program	1,200	1,200	1,200
6,188	3,307	9,000	9,000	Awards Committee	9,000	9,000	9,000
261	-	2,000	2,000	Clean-up Campaign	2,000	2,000	2,000
584	45	1,000	1,000	Installation & Informational Dinner Meetings	1,000	1,000	1,000
<u>29,571</u>	<u>999</u>	<u>30,000</u>	<u>30,000</u>	Decorations	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
<u>\$ 53,945</u>	<u>\$ 9,860</u>	<u>\$ 60,951</u>	<u>\$ 60,951</u>	Total Beautification Commission	<u>\$ 51,851</u>	<u>\$ 51,851</u>	<u>\$ 51,851</u>

CULTURAL COMMISSION

The Cultural Commission was established by ordinance, on May 12, 1970. It consists of nine members, appointed by the Mayor, with three members appointed each year for three-year terms.

They act in an advisory capacity to the Mayor and City Council, and are responsible for considering, studying, recommending, and conducting plans for the development of city-wide cultural programs. They also are directed to promote, coordinate and develop the performing and creative arts by making recommendations for programs, and further facilitate communications with the State Council for the Arts.

Expenditure History Cultural Commission



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>CULTURAL COMMISSION</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ -	\$ -	\$ 100	\$ 100	Office Supplies	\$ 100	\$ 100	\$ 100
				Other Services and Charges:			
2,400	3,200	3,200	3,200	Contractual Services	3,200	3,200	3,200
500	500	500	500	Concert Band	500	500	500
500	500	500	500	Warren Tri-County Fine Arts	500	500	500
500	500	500	500	Warren Community Chorus	500	500	500
500	500	500	500	Warren Symphony Orchestra	500	500	500
18,716	16,356	18,800	18,800	Summer Program	18,800	18,800	18,800
2,000	-	1,200	1,200	Winter Program	1,200	1,200	1,200
795	1,800	800	800	Artist in Residence Program	800	800	800
500	500	500	500	Art Festival/Civic Theatre	500	500	500
<u>\$ 26,411</u>	<u>\$ 23,856</u>	<u>\$ 26,600</u>	<u>\$ 26,600</u>	Total Cultural Commission	<u>\$ 26,600</u>	<u>\$ 26,600</u>	<u>\$ 26,600</u>

CRIME COMMISSION

The Crime Commission, established on April 2, 1968, consists of twelve (12) members appointed by the Mayor. Members of the Commission may be persons with qualifications in such areas as: law enforcement, crime prevention, public communication and education.

Meetings are held once a month, and the Police Commissioner or his representative shall be an honorary member and attend all meetings unless excused therefore by the Commission.

The purpose of the Commission is to study the crime situation in the City and make recommendations for its prevention and elimination, serve to provide good communication and education with the community about law enforcement and crime prevention, and shall be available to receive citizens' questions and complaints about crime and make recommendations accordingly. The Commission shall recommend any needed changes in procedures to the Mayor.

The Commission will be working with the Police Department in helping facilitate the Neighborhood Watch Program, and will participate in the Police and Fire Department Open House, the Senior Health Commission senior seminars, and will hold one Crime Prevention seminar and one Appreciation Dinner per year to award Citizens who assisted the Police and/or Fire Departments in some manner.

Expenditure History Crime Commission



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>CRIME COMMISSION</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 881	\$ 456	\$ 1,000	\$ 1,000	Office Supplies	\$ 1,000	\$ 1,000	\$ 1,000
				Other Services and Charges:			
1,722	498	1,800	1,800	Contractual Services	1,800	1,800	1,800
6,837	2,211	7,000	7,000	Community Promotion & Public Relations	8,000	8,000	8,000
<u>1,212</u>	<u>225</u>	<u>2,000</u>	<u>2,000</u>	Public Utilities	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
<u>\$ 10,652</u>	<u>\$ 3,390</u>	<u>\$ 11,800</u>	<u>\$ 11,800</u>	Total Crime Commission	<u>\$ 12,800</u>	<u>\$ 12,800</u>	<u>\$ 12,800</u>

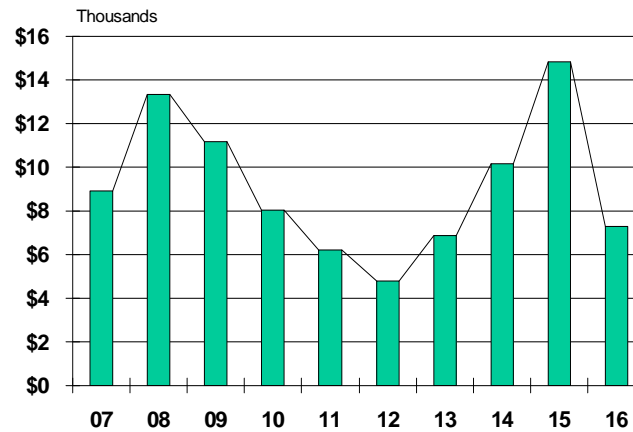
HISTORICAL COMMISSION

The Historical Commission was established by ordinance, on December 9, 1969, and consists of nine members appointed by the Mayor for staggered terms. The office is held for three years, with three appointments being made annually.

The function of the Commission is to further public interest in all matters relating to the history of the City of Warren and its environment, and to that end it may acquire, collect, own or exhibit articles of historic interest and value. Further, it will maintain appropriate exhibits; cooperate in educational and research programs and issue bulletins and other publications.

Meetings are held regularly, at least once a month.

**Expenditure History
Historical Commission**



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>HISTORICAL COMMISSION</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 1,515	\$ 292	\$ 1,330	\$ 1,330	Office Supplies	\$ 1,330	\$ 1,330	\$ 1,330
				Other Services and Charges:			
72	37	300	300	Telephone Expense	300	300	300
632	824	1,200	1,200	Community Promotion & Public Relations	1,200	1,200	1,200
460	220	435	435	Membership & Dues	440	440	440
926	44	1,500	1,500	Historical Site Plaques	1,500	1,500	1,500
2,328	748	2,760	2,760	Museum Expense	7,160	7,160	7,160
1,346	-	1,500	1,500	Hall of Fame	1,500	1,500	1,500
				Capital Outlay:			
-	429	500	500	Capital Improvements	-	-	-
-	-	2,550	2,550	Equipment - Office	-	-	-
<u>\$ 7,279</u>	<u>\$ 2,594</u>	<u>\$ 12,075</u>	<u>\$ 12,075</u>	Total Historical Commission	<u>\$ 13,430</u>	<u>\$ 13,430</u>	<u>\$ 13,430</u>

EMPLOYEES RETIREMENT COMMISSION

Established under General City Ordinance on January 1, 1958, the City of Warren Employees' Retirement System is the administrator of a single-employer public employees' retirement system that covers all remaining full time employees, except police and fire personnel hired prior to the close of the plan effective upon ratification of the final collective bargaining agreements in February 2000. As of December 31, 2015, there were 517 retirees and beneficiaries receiving benefits from the fund. In addition, 24 members have deferred their retirement benefits. All of the 96 active members in the system have vested pension rights.

In addition, the General Employees' Retirement System administers the VEBA Trust, which provides health, life, disability and dental insurance for retirees and their families. This Trust was closed to new hires effective in April of 2007. Regular retirement benefits are payable at any age with 30 years of service, attainment of age 50 with 25 years of service or age 60 with 8 years of service. The obligation to contribute to and maintain the System for these employees was established by City ordinance and collective bargaining agreements.

The system is funded through investment earnings and contributions from the City. The City's funding policy provides for periodic employer contributions at actuarially determined amounts that are designed to accumulate sufficient assets to pay benefits when due. The contribution for the fiscal year beginning July 1, 2017 is \$8,701,854. For comparison to prior years the Unfunded Actuarial Present Value of Credited Projected Benefits for the year ended December 31, 2015 was \$62,518,000. The system is audited annually by an independent certified public accountant and is evaluated each year by an actuarial firm.

The City of Warren Employees' Retirement System is governed by a board of five trustees; the Mayor or an alternate, a Council Member, a citizen appointed by the Mayor, and two elected members of the retirement system. Elected trustees serve three-year terms. The trustees' actions are governed under ordinances and resolutions adopted by Council, the City Retirement Board's adopted rules of procedure, and State of Michigan Public Act 55. The System has contractual agreements with nine money managers to invest approximately \$113 million in assets.

EMPLOYEE RETIREMENT COMMISSION

Fiscal 2018 Performance Objectives

1. To improve communication between the Board of Trustees, retirees, employees, and the city administration.
2. To promote awareness and use of Retirement System's website for better communication and education of members.
3. To improve the database of healthcare eligibility for retirees.
4. To promote education for staff and trustees regarding pension law and changing legislation.
5. To encourage participation in suppression of monthly mailer to retirees for pension checks.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Agendas prepared	14	16	16	16
Pension calculations prepared	20	25	25	25
Annual employee pension ledgers prepared	130	125	125	115
Pension payments distributed	6,400	6,600	6,500	6,500
1099 R's mailed	553	570	570	570

GENERAL FUND PERSONNEL

<u>CITY RETIREMENT</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
City Retirement Administrator	1	\$ 69,796	1	\$ 71,541	1	\$ 71,541	1	\$ 71,541
Account Technician	1	56,420	1	57,831	1	57,831	1	57,831
Part-time Employee		10,000		10,000		10,000		-
	—		—		—		—	
Total Personnel	<u>2</u>		<u>2</u>		<u>2</u>		<u>2</u>	

(a) Wage rates are based on Local 227 and Local 412 Unit 59 contracts that expire 6/30/19.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	GENERAL GOVERNMENT CITY RETIREMENT	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 119,110	\$ 59,616	\$ 117,545	\$ 117,545	Permanent Employees	\$ 128,656	\$ 128,656	\$ 128,656
9,194	2,665	10,000	10,000	Part-time Employee	10,000	10,000	-
				Employee Benefits:			
10,057	4,833	10,102	10,102	Social Security	10,976	10,976	10,211
36,600	15,532	33,480	33,480	Employee Insurance	34,529	34,529	34,515
87,060	37,691	74,718	74,718	Retiree Health Insurance	98,565	98,565	98,565
4,439	1,334	4,510	4,510	Longevity	4,817	4,817	4,817
2,211	750	2,150	2,150	Education Allowance	2,150	2,150	2,150
12,456	6,143	12,205	12,205	Retirement Fund	13,347	13,347	13,347
				Retiree Benefits:			
7,745,068	3,264,456	9,000,000	9,000,000	Retiree Insurance	9,000,000	9,000,000	9,000,000
683,121	346,618	690,000	690,000	Medicare Reimbursement	720,000	720,000	720,000
-	100	2,500	2,500	Office Supplies	2,500	2,500	2,500
				Other Services and Charges:			
-	-	10,000	10,000	Legal Services	10,000	10,000	10,000
-	-	700	700	Fees & Per Diem	700	700	700
3,007	875	6,000	6,000	Postage	6,000	6,000	6,000
-	-	624,725	624,725	Contractual Services	591,090	591,090	591,090
-	-	1,000	1,000	Service Contracts	1,000	1,000	1,000
-	-	3,000	3,000	Disability Physicals	3,000	3,000	3,000
-	-	350	350	Membership & Dues	350	350	350
-	-	32,450	32,450	Bank Custodial Fees	32,450	32,450	32,450
-	-	7,000	7,000	Travel and Conferences	7,000	7,000	7,000
-	-	12,000	12,000	Insurance and Bonds	12,000	12,000	12,000
-	-	2,000	2,000	Printing & Publishing	2,000	2,000	2,000
751	385	1,000	1,000	Telephone	1,000	1,000	1,000
<u>\$ 8,713,074</u>	<u>\$ 3,740,998</u>	<u>\$ 10,657,435</u>	<u>\$ 10,657,435</u>	Total City Retirement	<u>\$ 10,692,130</u>	<u>\$ 10,692,130</u>	<u>\$ 10,681,351</u>
(228,759)	(110,639)	(901,258)	(901,258)	Charges Reimbursable via Public Act 55	(896,370)	(896,370)	(888,286)
<u>(8,484,315)</u>	<u>(3,630,359)</u>	<u>(9,756,178)</u>	<u>(9,756,178)</u>	Charges Reimbursable via VEBA Trust	<u>(9,795,760)</u>	<u>(9,795,760)</u>	<u>(9,793,065)</u>
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	Net City Retirement	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

POLICE AND FIRE RETIREMENT COMMISSION

The Warren Police and Fire Retirement Commission was established with the authority to administer, manage, and operate the retirement system following the provisions established by Public Act 345 of 1937, as amended. The responsibility of the Police and Fire Retirement Board is to make certain that the assets of the retirement fund are invested in a safe and prudent manner, yielding the highest possible return on the investment of the funds.

The Board is also responsible for calculation of retiree benefits. Board meetings are held on the third Thursday of every month at 11:00 a.m. in the Baseline Conference Room, located on the fourth floor of city hall. These are public meetings with the notices posted near the Treasurer's Department in city hall by the end of the week prior to the meeting.

Total assets in the fund as of December 31, 2015, were \$279,553,406. The financial objective of the plan, which meets the State of Michigan requirements, is to establish and receive periodic employer contributions at actuarially determined amounts in order to accumulate sufficient assets to pay benefits when due. The contribution for the fiscal year beginning July 1, 2016 is \$10,357,456, which will change annually after an annual actuarial valuation is completed and a report is issued. As of December 31, 2014 the retirement system is now 72.7% funded, which means that accrued liabilities exceeded actuarial accrued assets by 27.3%.

There are currently 556 retirees or beneficiaries receiving benefits from the fund and 326 active members of the system who pay three and five percent of gross wages into the system. Retirement benefits vest after 10 years of service.

The members of the Police and Fire Retirement Board include the City Treasurer, a police representative, a fire representative and two mayoral appointed positions. The Commission uses the services of independent legal counsel (on a retainer basis) to handle the legal matters of the system. The system is audited annually by an independent certified public accounting firm.

In 2004, an ordinance was passed creating the Warren Police and Fire Health Benefits Plan. The board members are comprised of a police representative, fire representative, City Treasurer and two mayoral appointees. The primary objective is to receive contributions from the city and to fund for current employee's future health expenditures and pay current retirees health expenditures and Medicare reimbursements. Plan assets as of December 31, 2015, were \$22,744,751.

POLICE AND FIRE RETIREMENT COMMISSION

Fiscal 2018 Performance Objectives

2. To encourage more enrollments in the direct deposit program.
3. To continue software development for the accounting systems.
4. To encourage use of online capabilities relative to forms.
5. To continue software training for staff.
6. To continue education of active members regarding plan benefits.
7. To begin work on database of separating police and fire fighters who have different tiers of benefits.
8. To begin work actuarial study for Health Benefits Plan.
9. To begin database work for Medicare reimbursements under the Health Benefits Plan.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Estimated pension calculations prepared	12	20	15	20
Actual pension calculations prepared	12	20	15	20
Agendas prepared	17	18	18	18
Active P & F ledgers distributed	334	330	328	330
Pension checks distributed	421	474	490	474
Annuity withdrawals completed	13	20	15	20
Safe-Harbor method calculations	12	20	15	20
Retiree incentive bonuses paid	4	5	5	5
1099R's and W4-P's mailed	630	580	590	580
"Buy-Back" computations	17	10	10	10
Direct deposit enrollments	12	15	15	15
Monitoring monthly direct deposits	6,918	6,785	6,644	6,785
Direct deposits initiated	6,918	6,785	6,644	6,785
Retirement actuarial valuation prepared	1	1	1	1
Retirement financial statements prepared	1	1	1	1
VEBA Trust actuarial valuation prepared	0	1	-	1
VEBA Trust financial statements prepared	1	1	1	1
Pension verifications	604	560	-	-

GENERAL FUND PERSONNEL

<u>P&F RETIREMENT</u>	<u>Present (a)</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Police & Fire Retirement Administrator	1	\$ 80,428	1	\$ 82,439	1	\$ 82,439	1	\$ 82,439
Police & Fire Retirement Account Technician	1	56,420	1	57,831	1	57,831	1	57,831
Part-time Employee		5,000		20,000		10,000		10,000
Overtime	—	6,185	—	6,185	—	6,185	—	6,185
Total Personnel	<u>2</u>		<u>2</u>		<u>2</u>		<u>2</u>	

(a) Wage rates are based on Local 227 and Local 412 Unit 59 contracts that expire 6/30/19.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

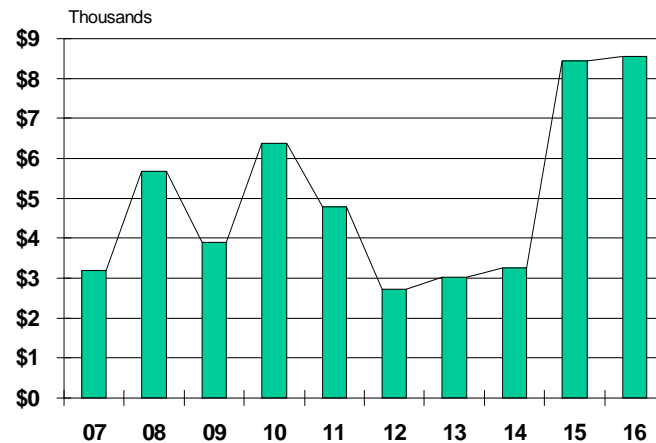
FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	GENERAL GOVERNMENT POLICE & FIRE RETIREMENT	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 135,033	\$ 63,944	\$ 132,215	\$ 132,215	Permanent Employees	\$ 139,075	\$ 139,075	\$ 139,075
7,115	2,771	5,000	5,000	Part-time Employee	20,000	10,000	10,000
6,365	240	6,185	6,185	Overtime	6,185	6,185	6,185
				Employee Benefits:			
11,817	5,387	11,491	11,491	Social Security	13,163	12,398	12,398
36,360	15,641	33,683	33,683	Employee Insurance	34,724	34,711	34,711
86,420	37,038	74,074	74,074	Retiree Health Insurance	97,120	97,120	97,120
6,800	3,400	6,800	6,800	Longevity	6,800	6,800	6,800
1,200	1,200	1,200	1,200	Education Allowance	1,200	1,200	1,200
90,998	44,854	91,063	91,063	Retirement Fund	89,237	89,237	89,237
				Retiree Benefits:			
9,308,933	3,956,961	10,500,000	10,500,000	Retiree Insurance	10,500,000	10,500,000	10,500,000
540,962	276,641	560,000	560,000	Medicare Reimbursement	560,000	560,000	560,000
-	-	5,220	5,220	Office Supplies	5,220	5,220	5,220
				Other Services and Charges:			
3,937	1,124	5,000	5,000	Postage	5,000	5,000	5,000
-	-	24,000	24,000	Audit Fees	24,000	24,000	24,000
-	-	1,800,000	1,800,000	Contractual Services	1,800,000	1,800,000	1,800,000
-	-	530	530	Service Contracts	530	530	530
-	-	3,500	3,500	Disability Physicals	3,500	3,500	3,500
-	-	8,000	8,000	Travel and Conferences	8,000	8,000	8,000
-	-	20,000	20,000	Insurance and Bonds	20,000	20,000	20,000
-	-	3,400	3,400	Printing & Publishing	3,400	3,400	3,400
564	288	1,000	1,000	Telephone	1,000	1,000	1,000
<u>\$ 10,236,504</u>	<u>\$ 4,409,489</u>	<u>\$ 13,292,361</u>	<u>\$ 13,292,361</u>	Total Police & Fire Retirement	<u>\$ 13,338,154</u>	<u>\$ 13,327,376</u>	<u>\$ 13,327,376</u>
(386,610)	(175,887)	(2,232,361)	(2,232,361)	Charges Reimbursable via Public Act 55	(2,278,154)	(2,267,376)	(2,267,376)
<u>(9,849,894)</u>	<u>(4,233,602)</u>	<u>(11,060,000)</u>	<u>(11,060,000)</u>	Charges Reimbursable via VEBA Trust	<u>(11,060,000)</u>	<u>(11,060,000)</u>	<u>(11,060,000)</u>
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	Net Police & Fire Retirement	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

VILLAGE HISTORICAL COMMISSION

On December 28, 1976, the City Council created the Village Historic District Commission, composed of seven members, appointed by the Mayor, for a three-year term.

The purpose of the Warren Village Historic District Commission is to enrich the present and future by preserving the past. It does this through efforts to beautify the neighborhood; to encourage historic preservation and property maintenance; educate citizens on Warren's unique cultural heritage; and apply rules and regulations to protect the district from alteration and development that might compromise its aesthetic integrity or diminish its unique historic value.

**Expenditure History
Village Historical Commission**



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>VILLAGE HISTORICAL COMMISSION</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ -	\$ -	\$ 250	\$ 250	Office Supplies	\$ 250	\$ 250	\$ 250
				Other Services and Charges:			
6,967	5,953	6,500	6,500	Contractual Services	8,500	8,500	8,500
10	-	2,000	2,000	Community Promotion & Public Relations	2,000	2,000	2,000
1,579	296	3,300	3,300	Public Utilities	3,300	3,300	3,300
-	-	1,400	1,400	Historical Site Plaque	1,400	1,400	1,400
-	-	400	400	Old Village Hall Improvements	400	400	400
<u>\$ 8,556</u>	<u>\$ 6,249</u>	<u>\$ 13,850</u>	<u>\$ 13,850</u>	Total Village Historical Commission	<u>\$ 15,850</u>	<u>\$ 15,850</u>	<u>\$ 15,850</u>

SENIOR HEALTH CARE SERVICES

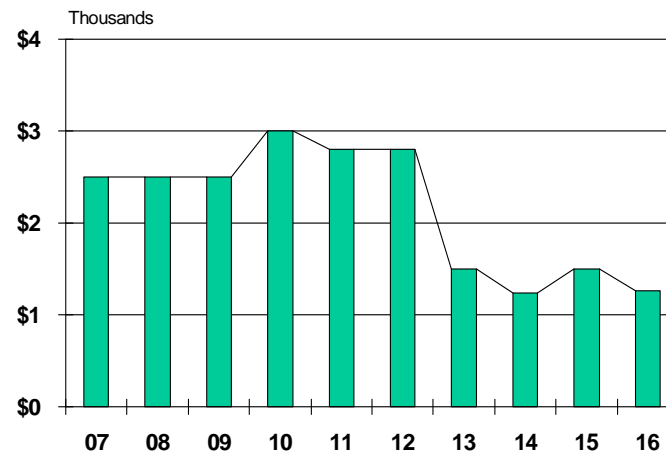
The Warren City Commission for Senior Health Care Services was created by city ordinance effective December 28, 1987.

The purpose of the Commission is to identify health care needs of Warren seniors and to provide information of health care services available in the city.

The Commission consists of twelve members. The members of the commission shall be appointed by the Mayor and confirmed by City Council. Five (5) members shall be Warren senior citizens, six (6) shall be representatives from healthcare organizations with varied backgrounds, and one (1) member shall be an employee of the City of Warren.

The Commission's officers shall be Chairman, Vice-Chairman, Secretary and Treasurer.

**Expenditure History
Senior Health Care Services**



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

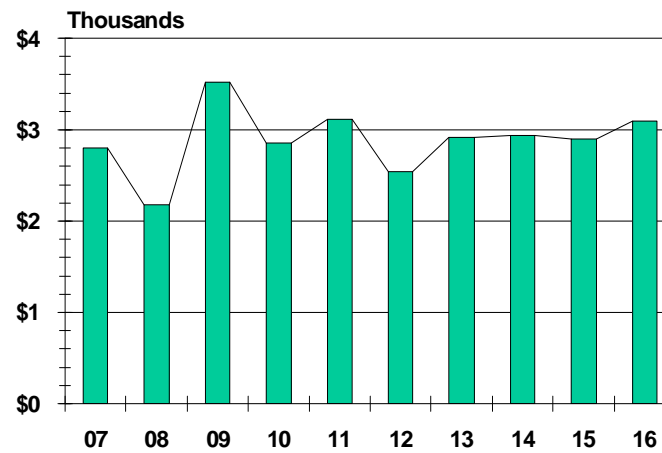
FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>CITY COMMISSION ON SENIOR HEALTH CARE SERVICES</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 1,261	\$ 995	\$ 1,500	\$ 1,500	Other Services and Charges:			
				Community Promotion & Public Relations	\$ 1,500	\$ 1,500	\$ 1,500
				Total City Commission on Senior Health Care Services			
<u>\$ 1,261</u>	<u>\$ 995</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>		<u>\$ 1,500</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>

COUNCIL OF COMMISSIONS

The purpose and function of the Council of Commissions is to unite the City Commissions into a representative Council with the concept of sharing ideas, concerns, plans for improvement, and enrichment of the community. By promoting and encouraging public interest in its endeavors, the Council of Commissions intends to strengthen the purpose and function of the individual city commissions.

The Council of Commissions shall consist of one member from each city commission interested in participating. The representative shall be appointed annually to the Council of Commissions by each individual commission.

**Expenditure History
Council of Commissions**



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>COUNCIL OF COMMISSIONS</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 100	\$ 1	\$ 100	\$ 100	Office Supplies	\$ 100	\$ 100	\$ 100
<u>2,992</u>	<u>-</u>	<u>3,400</u>	<u>3,400</u>	Other Services and Charges: Appreciation Reception	<u>3,400</u>	<u>3,400</u>	<u>3,400</u>
<u>\$ 3,092</u>	<u>\$ 1</u>	<u>\$ 3,500</u>	<u>\$ 3,500</u>	Total Council of Commissions	<u>\$ 3,500</u>	<u>\$ 3,500</u>	<u>\$ 3,500</u>

ANIMAL WELFARE COMMISSION

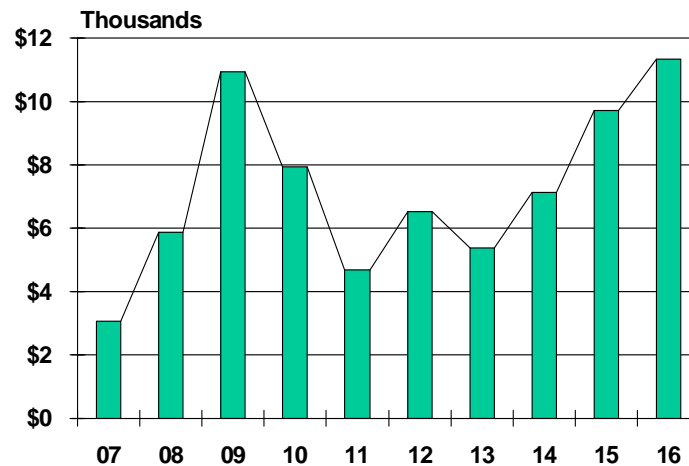
The Animal Welfare Commission was established on October 22, 1998. The Commission shall consist of seven members to be appointed by the Mayor. The members shall serve for three-year terms and may be re-appointed for any number of terms. Council and the Mayor may appoint ex-officio members.

The purpose and function of the commission shall be to study the proper care, husbandry, welfare, maintenance, education and awareness of issues of all animals that reside within City limits.

The duties of the Animal Welfare Commission shall be as follows:

1. Review and recommend to the Mayor and Council programs and practices that will develop citizen cooperation in the maintenance, proper care and animal rights of all animals in the city.
2. Advise and provide studies and recommendations to the Mayor and Council on such issues as husbandry (housing, food, shelter, water, general maintenance), medical care, cruelty to animals, licensing, promotion of spay and neuter programs, enforcement of ordinances and promotion of legislative action regarding animal cruelty, investigations and recommendations regarding wildlife incidents, and recommendations of additional ordinances designed to protect animals within the city.

Expenditure History Animal Welfare Commission



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>ANIMAL WELFARE COMMISSION</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 285	\$ 106	\$ 400	\$ 400	Office Supplies	\$ 400	\$ 400	\$ 400
				Other Services and Charges:			
913	548	1,000	1,000	Operating Expense	1,000	1,000	1,000
4	-	50	50	Postage	50	50	50
-	-	50	50	Telephone Expense	50	50	50
2,246	1,018	2,500	2,500	Vaccination Fair	2,500	2,500	2,500
1,000	500	1,000	1,000	Chipping Clinic	1,000	1,000	1,000
1,891	2,982	2,982	2,500	Education	2,500	2,500	2,500
<u>4,990</u>	<u>285</u>	<u>4,000</u>	<u>5,000</u>	Dog Park	<u>7,500</u>	<u>7,500</u>	<u>7,500</u>
<u>\$ 11,329</u>	<u>\$ 5,439</u>	<u>\$ 11,982</u>	<u>\$ 12,500</u>	Total Animal Welfare Commission	<u>\$ 15,000</u>	<u>\$ 15,000</u>	<u>\$ 15,000</u>

FIRE DEPARTMENT

The primary purpose of the Fire Department is to protect the lives and property of the citizens and business owners of the City of Warren. The operation of the department is based on its authority and responsibilities granted within home rule charter and divided into seven categories.

ADMINISTRATION: Executes and directs the research, planning and development of all department assignments, rules, and procedures, etc. Responsible for the preparation and submission of bi-weekly, monthly and annual reports, as well as preparation and administration of the annual budget. Monitors the use of apparatus, equipment, supplies and all assets of the department and reviews contracts. Maintains all incident reports, correspondence, records, files, operating procedures, resource manuals, orders and directives. Provides supervision and direction to all divisions within the department.

FIREFIGHTING DIVISION: The primary role of the firefighting division is to protect lives and property of residents, business owners and visitors to our community from products of combustion generated by fires. Fire fighters are also trained to respond to a wide range of incidents beyond their firefighting duties, including responding to hazardous materials and technical rescue incidents, natural or man made disasters, chemical, biological, radiological or nuclear incidents.

EMERGENCY MEDICAL DIVISION: The primary role of cross-trained fire fighters/paramedics, who are licensed by the State of Michigan, is to provide advanced and basic medical response, treatment and transport of the sick and injured. Patients are treated and transported to the most appropriate medical facilities inside and outside the city.

FIRE PREVENTION DIVISION: The primary role of this division is the prevention of fires through inspection of building occupancies of all types with an emphasis on public gathering facilities including theaters, restaurants and bars. Review of site plans focus in the areas of fire protection systems and egress pathways for new or renovated facilities. Public fire safety education is also a responsibility of this division.

HAZARDOUS MATERIALS TEAM: The primary role of this specialized team within the firefighting division is to respond to and mitigate hazardous materials incidents. All fire fighters receive training while team members receive advanced specialized training to the technician level of certification. Team members are also responsible for maintaining an extensive inventory of specialized equipment and supplies necessary to mitigate and contain an incident. Team members are also part of the Macomb County Hazardous Materials Team providing response capabilities for larger scale incidents.

TECHNICAL RESCUE TEAM: The primary role of this specialized team within the Firefighting Division is to respond to and mitigate incidents in the areas of rescue from confined spaces, rescue from building collapse, rescue from heights, rescue from water incidents, and rescue from machine entrapments. Team members are also part of the Macomb County Technical Rescue Team providing response capabilities for larger scale incidents.

TACTICAL MEDIC TEAM: The primary function of this specialized team within the Firefighting Division is to respond to and provide medical support, treatment and or transport to the police department's special response team.

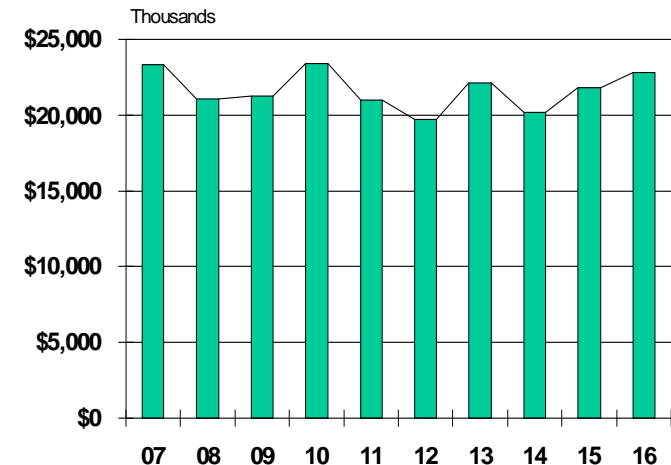
FIRE DEPARTMENT

Fiscal 2018 Performance Objectives

1. To partner with at least one other community to streamline the delivery of fire and EMS services to both communities or a group of communities, creating cost and delivery efficiencies.
2. To develop a strategy to refurbish, rebuild or replace fire stations and ancillary facilities that has the support of administration and approval of City Council.
3. To implement a replacement schedule for all apparatus, squad utility trucks and staff vehicles that has the support of the administration and the approval of City Council.
4. To implement technology advances that create work place efficiencies and further transition department towards a paperless environment.
5. To continue to modernize and transform the department to meet the challenges of the 21st century.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Incident reports reviewed	17,818	17,500	18,500	19,000
Fire station inspections	72	72	72	72
Apparatus/equipment inspections	4,745	4,745	4,745	4,745
Total incident responses	17,818	17,000	18,234	18,234
Total equipment responses	33,524	32,500	32,500	32,500
Mutual aid rendered and received	46	50	60	60
On duty injuries	14	20	25	25
Lost work hours from on duty injuries	2348	700	800	800
Hours of hydrant maintenance	1,620	8,500	7,800	7,800
Hours of fire training	2,340	2,000	3,280	3,280
Hours of medical training	3,120	3,474	3,500	3,500
Hours of haz-mat training	864	878	900	900
Hours of tech rescue training	1,092	390	700	700
Hours of SRT training	864	754	750	750
Fire Department vehicle accidents	4	10	10	10

**Expenditure History
Fire Department**



GENERAL FUND PERSONNEL

<u>FIRE DEPARTMENT</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Fire Commissioner	1	\$ 117,550	1	\$ 120,488	1	\$ 120,488	1	\$ 120,488
Administrative Chief of Operations	1	116,591	1	119,505	1	119,505	1	119,505
Deputy Chief	1	111,292	1	114,074	1	114,074	1	114,074
Special Operations Chief	1	105,993	1	108,642	1	108,642	1	108,642
Battalion Chief	3	105,993	3	108,642	3	108,642	3	108,642
Fire Marshal	1	105,993	1	108,642	1	108,642	1	108,642
Chief of E.M.S.	1	105,993	1	108,642	1	108,642	1	108,642
Captain	6	96,356	6	98,765	6	98,765	6	98,765
Training Coordinator	-	-	1 (b)	91,234	-	-	-	-
Lieutenant	15	87,596	15	89,786	15	89,786	15	89,786
Fire Inspector	3	87,596	4 (b)	89,786	3	89,786	3	89,786
Sergeant A.E.M.T.	1	87,596	1	89,786	1	89,786	1	89,786
Sergeant	5	79,633	5	81,624	5	81,624	5	81,624
Fire Fighter A.E.M.T.	9	79,633	9	81,624	9	81,624	9	81,624
Fire Fighter Engine & Ladder	20	76,013	20	77,913	20	77,913	20	77,913
Fire Fighter	43	72,393	43	74,203	43	74,203	43	74,203
PT Information Technology Assistant	-	-	1 (b)	60,000	-	-	-	-
Office Coordinator - Fire	1	73,238	1	75,069	1	75,069	1	75,069
Administrative Clerk - Fire	1	50,284	1	51,541	1	51,541	1	51,541
EMS Billing Specialist	1	36,203	1	37,108	1	37,108	1	37,108
Overtime - Fire Fighters		400,000		500,000		400,000		400,000
Overtime - Clerical		1,500		1,500		1,500		1,500
Total Personnel without SAFER Grant	<u>114</u>		<u>117</u>		<u>114</u>		<u>114</u>	
Fire Fighter (SAFER Grant Award)	18	61,431	18	62,967	18	62,967	18	62,967
Total Personnel with SAFER Grant Award	<u>132</u>		<u>135</u>		<u>132</u>		<u>132</u>	

(a) Wage rates include holiday pay and are based on Local 412 Unit 35, Local 1383 and Local 227 contracts that expire 6/30/19.

(b) New position.

Note: Reduced rates apply to the positions of Captain, Lieutenant, Sergeant, and Firefighter for employees hired after 1/1/09.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>FIRE DEPARTMENT</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 120,245	\$ 60,101	\$ 114,546	\$ 114,546	Appointed Official	\$ 120,489	\$ 120,489	\$ 120,489
8,433,192	3,898,167	8,373,511	8,373,511	Fire Fighter Wages	8,982,547	8,811,401	8,811,401
137,843	68,882	138,091	138,091	Civilians & Clerical	211,548	151,548	151,548
-	-	1,500	1,500	Overtime - Clerical	1,500	1,500	1,500
436,759	243,510	400,000	400,000	Overtime - Fire Fighters	500,000	400,000	400,000
134,414	30,692	150,000	180,000	Shift Premium	180,000	180,000	180,000
69,083	38,000	74,000	74,000	A.E.M.T. Premium	81,000	79,000	79,000
				Employee Benefits:			
24,542	21,100	22,000	22,000	Educational Allowance	21,200	20,700	20,700
9,054	7,700	7,700	7,700	Cleaning Allowance	7,000	5,600	5,600
157,716	74,081	162,806	162,806	Social Security	179,856	171,046	171,046
462,152	185,770	481,217	481,217	Holiday Pay	518,218	508,345	508,345
2,260,504	947,418	2,250,000	2,369,164	Employee Insurance	2,461,102	2,405,119	2,405,119
4,136,992	2,597,176	5,105,621	5,105,621	Retiree Health Insurance	5,404,584	5,403,324	5,403,324
195,652	92,203	194,837	194,837	Longevity	201,157	195,037	195,037
4,168,424	2,021,565	4,010,957	4,010,957	Retirement Fund	4,150,232	4,144,064	4,144,064
114,221	56,947	120,000	120,000	Food Allowance	120,000	120,000	120,000
77,989	56,420	72,150	72,150	Uniforms	73,450	72,150	72,150
				Supplies:			
176,611	34,756	130,000	130,000	Operating Supplies	174,600	174,600	174,600
135,565	28,045	135,000	135,000	EMS Medical Supplies	140,000	140,000	140,000
77,190	29,751	100,000	125,000	Gasoline & Diesel Oil	125,000	100,000	100,000
				Other Services and Charges:			
294,610	93,131	460,000	524,935	Contractual Services	517,900	480,000	480,000
280,886	280,886	280,886	280,886	Capital Equipment Lease Payment	280,886	280,886	280,886
83,703	26,386	110,000	110,000	Building Maintenance	121,800	121,800	121,800
28,327	11,182	71,000	71,000	Instruction	85,200	70,000	70,000
5,310	-	15,000	15,000	Medical Services	15,000	15,000	15,000
19,437	8,304	54,750	54,750	Telephone and Radio	55,350	55,350	55,350
95,469	37,495	125,000	145,000	Public Utilities	145,000	125,000	125,000
30,000	10,000	30,000	30,000	Hydrant Installation & Repairs	30,000	30,000	30,000
60,000	20,000	60,000	60,000	Public Fire Protection (Water)	60,000	60,000	60,000
4,074	975	4,000	4,000	Memberships & Dues	23,000	15,000	15,000
5,279	3,913	11,000	11,000	Fire Prevention Week	9,700	9,700	9,700
-	-	10,100	10,100	RAFT Fund	-	-	-

(Continued)

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>FIRE DEPARTMENT (CONTINUED)</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Capital Outlay:			
\$ 246,645	\$ -	\$ 75,000	\$ 75,000	Capital Improvements	\$ 120,000	\$ 120,000	\$ 120,000
261,647	10,913	3,114,945	3,114,945	Equipment and Vehicles	898,000	487,000	487,000
4,773		-	-	Assistance to Fire Fighters Grant - 2013	-	-	-
<u>54,665</u>	<u>3,588</u>	<u>24,881</u>	<u>24,881</u>	Assistance to Fire Fighters Grant - 2014	<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ 22,802,973</u>	<u>\$ 10,999,057</u>	<u>\$ 26,490,498</u>	<u>\$ 26,749,597</u>	Total Fire Department	<u>\$ 26,015,319</u>	<u>\$ 25,073,659</u>	<u>\$ 25,073,659</u>

POLICE DEPARTMENT

The primary purpose of the Police Department is to protect life and property. To accomplish this goal, police officers enforce the criminal laws of the State of Michigan and our City Ordinances.

Organizationally, the Police Department's operations are divided into three bureaus: Administrative, Patrol and Investigative.

The Administrative Services Bureau is responsible for the operation of the Training Division, Technical Services Division, Communications Division, Computer Services Division, along with Technical Systems Management and Emergency Services Division. The Administrative Bureau develops and maintains the department's budget, distributes personnel as needed, plans, directs and implements the departments equipment needs, maintains the good order and condition of the departments building and infrastructure, and ensures the accomplishment of the departments overall goals and mission. The Bureau's Emergency Services Division is responsible for development and implementation of emergency operation plans that would account for any possible hazardous or emergency situations that could occur throughout the City.

The Patrol Services Bureau is responsible for the first response to the majority of calls for service. Included in the Patrol Bureau is the Uniform Patrol Division, which concentrates on crimes against persons and property, with the ultimate goal of arresting offenders. The Patrol Support Division is responsible for ensuring safe driving practices by the public on both major arteries and residential streets. To accomplish this, the division has a traffic enforcement unit, a traffic engineer, an abandoned officer unit, an animal control unit, and a fatal traffic investigator. Patrol Services is also responsible for jail operations, neighborhood watch, and interaction with prisoner processing through the 37th District Court.

The Investigative Services Bureau is responsible for the investigation of all crimes after the initial contact by uniformed patrol officers. This includes prosecution of offenders through the entire court process. The two major divisions are the Criminal Investigations Division, which takes responsibility for all crimes perpetrated by persons over the age of 16, and the Family Investigations Division, which handles incidents of crime perpetrated by juveniles, child abuse, and criminal sexual conduct cases. The School Resource Officer Unit falls under the Family Investigations Division to assist them as a school liaison. Also included in this bureau is the Evidence/Property Unit, which is responsible for the storage and disposition of all property coming into the possession of the Police Department, and the Subpoena Services Unit, which is charged with the service of all criminal subpoenas originating from assigned criminal complaints.

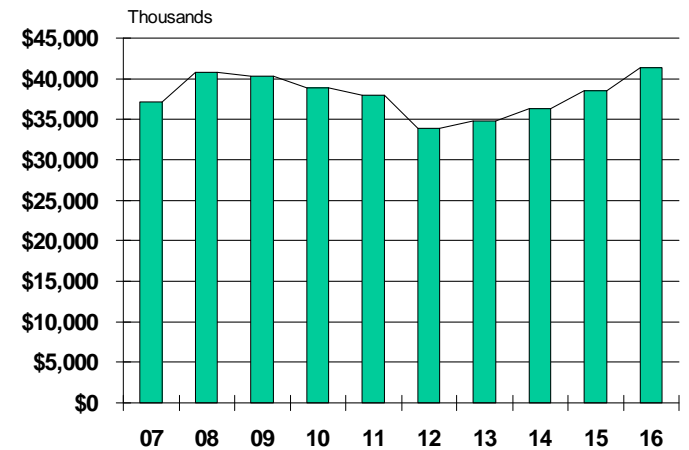
POLICE DEPARTMENT

Fiscal 2018 Performance Objectives

1. Establish a second police station in the south end of the city.
2. Add an additional LT to supplement command staff.
3. Renovate the men's / woman's and supervisor's locker rooms.
4. Add an additional full time Animal Control Officer for afternoon shift
5. Do major renovation to the exterior of the Police Department (cement work around West side of building)

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Calls for police service	95,000	95,000	95,000	95,000
Part I crimes	3,800	4,500	4,200	4,500
Burglary incidents	910	1,000	1,000	1,000
Auto theft incidents	632	750	700	700
Part II crimes	6,326	7,000	7,000	7,000
Narcotic and drug incidents	1,450	1,800	1,800	1,800
Liquor license investigations	170	150	180	180
Traffic citations	40,000	25,000	40,000	40,000
OUIL charges	325	450	400	400
Traffic accidents	4,300	4,500	4,500	4,500
Juveniles charged	180	300	200	220
Total arrests	5,500	6,500	6,000	7,000
Abandoned autos processed	500	500	550	600
Guns registered	7,800	4,000	8,000	8,500
Neighborhood watch programs	109	110	115	120
Crime prevention/security survey	75	75	80	80
Monthly training/SRT	22	33	30	30
High risk incidents	10	10	10	10
Private industry safety survey	90	65	85	85
Total citations	41,000	33,000	40,000	40,000
Environmental investigations	80	100	100	110

Expenditure History Police Department



GENERAL FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
<u>POLICE DEPARTMENT</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Police Commissioner	1	\$ 128,476	1	\$ 131,688	1	\$ 131,688	1	\$ 131,688
Deputy Police Commissioner	1	122,058	1	125,109	1	125,109	1	125,109
Captain	2	110,961	2	113,735	2	113,735	2	113,735
Lieutenant	7	100,874	8 (b)	103,396	7	103,396	7	103,396
Sergeant	17	91,704	17	93,997	17	93,997	17	93,997
Corporal	27	83,368	27	85,452	27	85,452	27	85,452
Police Officer	<u>148</u>	<u>75,790</u>	<u>148</u>	<u>77,684</u>	<u>148</u>	<u>77,684</u>	<u>148</u>	<u>77,684</u>
Sub-Total Police Personnel	<u>203</u>		<u>204</u>		<u>203</u>		<u>203</u>	
Crime M.I.S. Specialist	1	88,141	1	90,344	1	90,344	1	90,344
Assistant Crime M.I.S. Specialist	1	61,052	1	62,578	1	62,578	1	62,578
Forensic Technologist	1	70,041	1	71,792	1	71,792	1	71,792
Office Coordinator	1	73,238	1	75,069	1	75,069	1	75,069
Administrative Secretary	1	56,424	1	57,835	1	57,835	1	57,835
Stenographic Technician	1	54,599	1	55,964	1	55,964	1	55,964
Police Asset Forfeiture Spec	1	62,586	1	64,151	1	64,151	1	64,151
Firearms Specialist	-	-	1 (c)	55,432	1 (c)	55,432	1 (c)	55,432
Dispatch Supervisor	3	65,542	3	67,180	3	67,180	3	67,180
Dispatcher	20	56,993	20	58,418	20	58,418	20	58,418
Senior Clerk	1	56,424	1	57,835	1	57,835	1	57,835
Office Assistant	<u>5</u>	<u>36,203</u>	<u>4 (c)</u>	<u>37,108</u>	<u>4 (c)</u>	<u>37,108</u>	<u>4 (c)</u>	<u>37,108</u>
Sub-Total Civilian Personnel	<u>36</u>		<u>36</u>		<u>36</u>		<u>36</u>	
Temporary/Co-op		63,000		63,000		63,000		63,000
Permanent Part-time - Crossing Guards		135,000		145,000		145,000		145,000
Overtime - Police		975,000		950,000		950,000		950,000
Overtime - Civilians		<u>25,000</u>		<u>28,000</u>		<u>28,000</u>		<u>28,000</u>
Total Personnel	<u>239</u>		<u>240</u>		<u>239</u>		<u>239</u>	

(a) Wage rates include holiday pay and are based on Local 412 Unit 35, Local 227 and Warren Supervisors contracts that expire 6/30/19, W.P.C.O.A. that expires 6/30/2017, and W.P.O.A. that expires 6/30/19.

(b) New position.

(c) Reclassification of one (1) Office Assistant to Firearms Specialist.

Note: Reduced rates apply to the positions of Captain, Lieutenant, Sergeant, Corporal, and Police Officer for employees hired after 1/11/12.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>POLICE DEPARTMENT</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 119,280	\$ 57,745	\$ 118,797	\$ 118,797	Appointed Official	\$ 124,959	\$ 124,959	\$ 124,959
13,810,200	6,636,355	13,900,000	14,252,147	Police Officers	15,027,831	14,929,716	14,929,716
1,826,631	877,698	1,895,521	1,895,521	Civilians & Clerical	1,955,260	1,955,260	1,955,260
130,718	50,031	135,000	135,000	Crossing Guards	145,000	145,000	145,000
58,900	27,669	63,000	63,000	Temporary/Co-op	63,000	63,000	63,000
825,005	379,106	950,000	975,000	Overtime - Police Officers	950,000	950,000	950,000
24,447	13,919	25,000	25,000	Overtime - Civilians	28,000	28,000	28,000
178,753	57,478	200,000	215,000	Shift Premium	261,000	261,000	261,000
				Employee Benefits:			
182,317	419	192,850	192,850	Gun Allowance	193,800	192,850	192,850
50,692	54,750	54,750	53,000	Education Allowance	56,750	56,150	56,150
114,510	97,368	121,800	121,800	Cleaning Allowance	122,400	121,800	121,800
392,905	188,915	427,000	429,384	Social Security	450,366	448,806	448,806
791,417	286,553	836,013	836,013	Holiday Pay	882,337	877,054	877,054
3,897,263	1,671,176	4,100,000	4,254,815	Employee Insurance	4,390,380	4,372,168	4,372,168
7,533,620	4,542,587	9,027,155	9,027,155	Retiree Health Insurance	9,688,555	9,688,555	9,688,555
322,072	166,720	355,708	355,708	Longevity	357,455	355,415	355,415
7,513,523	3,702,230	7,408,891	7,408,891	Retirement Fund	7,528,553	7,528,553	7,528,553
128,430	71,739	120,000	92,380	Uniforms	123,700	122,950	122,950
				Supplies:			
50,325	21,007	60,000	60,000	Office Supplies	60,000	60,000	60,000
54,580	38,705	65,000	65,000	Operating Expense	72,000	72,000	72,000
186,440	68,887	350,000	400,000	Gasoline & Diesel Oil	500,000	500,000	500,000
				Other Services and Charges:			
12,091	4,962	15,000	15,000	Prisoners' Food	15,000	15,000	15,000
63,786	46,610	118,000	118,000	Building Maintenance	375,000	300,000	300,000
227,299	110,888	275,000	275,000	Contractual Services	330,000	300,000	300,000
5,887	2,233	7,000	7,000	Postage	7,000	7,000	7,000
11,901	4,139	25,000	25,000	Instruction	25,000	25,000	25,000
3,102	3,447	10,000	10,000	911 Dispatch Training Expense	10,000	10,000	10,000
114,049	52,069	130,000	130,000	Telephone and Radio	130,000	130,000	130,000
13,437	16,080	40,000	40,000	Vehicle Maintenance	40,000	40,000	40,000
5,476	5,959	10,000	10,000	Youth Athletic League	15,000	15,000	15,000
2,936	-	1,500	1,500	Community Promotion	4,500	4,500	4,500
1,273	1,236	1,500	1,500	Explorers	3,000	3,000	3,000

(Continued)

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>POLICE DEPARTMENT (CONTINUED)</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Other Services and Charges:			
\$ 164,569	\$ 62,858	\$ 210,000	\$ 210,000	Public Utilities	\$ 210,000	\$ 210,000	\$ 210,000
8,000	4,000	12,000	12,000	Special Investigations	12,000	12,000	12,000
				Capital Outlay:			
-	-	-	-	Capital Improvements	1,000,000	-	-
84,660	21,107	95,000	95,000	Police Equipment	152,000	152,000	152,000
9,025	-	9,900	9,900	Office Equipment	35,000	35,000	35,000
2,454,156	-	-	-	911 Equipment	-	-	-
12,361	13,208	163,345	163,345	U.S. Department of Justice Assistance Grant	-	-	-
27,976	-	19,178	19,178	UASI Grant-2014	-	-	-
<u>\$ 41,414,012</u>	<u>\$ 19,359,853</u>	<u>\$ 41,548,908</u>	<u>\$ 42,118,884</u>	Total Police Department	<u>\$ 45,344,846</u>	<u>\$ 44,111,736</u>	<u>\$ 44,111,736</u>

ANIMAL CONTROL

The Animal Control Unit is responsible for the enforcement of local animal control ordinances, picking up stray, lost or unlicensed animals and to investigate animal complaints. The Unit consists of two (2) civilian employees. On the average these Officers respond to 35 calls for service a day and return 30 to 40 telephone calls each day. They also deliver 50 abandoned or injured animals to the Macomb County Animal Shelter per week.

The Animal Control Unit is a very important service to the City and is in high demand from its citizens. Services such as attending to injured animals, removing dead animals from the roadway and neighborhoods, responding to animal bite complaints, stray dogs and vicious animals is but a few of the important services the unit provides. Other concerns include checking on an animal's welfare that may be abused, poisoned, or left out in the elements. The Animal Control Officers have the authority to issue violations for animal ordinance violations that they see.

As a public service, Animal Control Officers assist citizens with advice on how to care for their animals along with referring them to low cost programs available for veterinarian care.

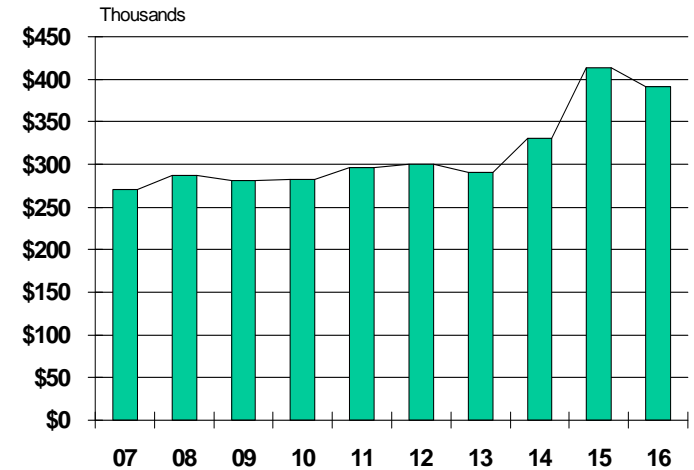
ANIMAL CONTROL

Fiscal 2018 Performance Objectives

1. To provide better investigative service to the community with regard to stray, lost, unlicensed or dead animals.
2. To provide better enforcement of ordinances that pertain to animals.
3. To help encourage citizens to transport sick or injured animals to the Macomb County Animal shelter themselves whenever possible.
4. To add an additional full time Animal Control Officer to cover afternoon/weekend shifts.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Animal Control calls for service	9,951	9,000	8,800	10,000
Number of miles driven per year	28,200	30,000	30,000	50,000
Stray animals picked up	1,621	900	1,600	1,800
Dead animals handled	60	350	150	150
Animals given up by owner	88	100	100	100
SNR cats	377	400	380	450

**Expenditure History
Animal Control**



GENERAL FUND PERSONNEL

<u>POLICE DEPARTMENT - ANIMAL CONTROL</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Animal Control Officer	2	\$ 56,330	3 (b)	\$ 57,738	3 (b)	\$ 57,738	3 (b)	\$ 57,738
Temporary Employee		15,000		-		-		-
Overtime	—	3,000	—	5,500	—	5,500	—	5,500
Total Personnel	<u>2</u>		<u>3</u>		<u>3</u>		<u>3</u>	

(a) Wage rates are based on Local 227 contract that expire 6/30/19.

(b) New position.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>ANIMAL CONTROL</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 112,508	\$ 55,892	\$ 109,780	\$ 109,780	Permanent Employees	\$ 162,418	\$ 162,418	\$ 162,418
13,720	7,952	15,000	15,000	Temporary Employee	-	-	-
1,122	1,423	3,000	3,000	Overtime	5,500	5,500	5,500
				Employee Benefits:			
9,909	5,344	10,287	10,287	Social Security	13,368	13,368	13,368
33,651	14,523	34,538	34,538	Employee Insurance	52,583	52,583	52,583
86,420	37,038	74,656	74,656	Retiree Health Insurance	99,282	99,282	99,282
3,400	5,587	6,681	6,681	Longevity	6,800	6,800	6,800
74,153	37,420	75,400	75,400	Retirement Fund	77,785	77,785	77,785
294	-	760	760	Uniforms	1,140	1,140	1,140
1,582	909	3,000	3,000	Operating Supplies	3,000	3,000	3,000
				Other Services and Charges:			
52,384	15,055	62,000	62,000	Animal Collection	100,000	100,000	100,000
-	4,052	10,000	10,000	Animal Control Grant	-	-	-
2,260	808	8,000	8,000	Vehicle Maintenance	8,000	8,000	8,000
<u>\$ 391,403</u>	<u>\$ 186,003</u>	<u>\$ 413,102</u>	<u>\$ 413,102</u>	Total Animal Control	<u>\$ 529,876</u>	<u>\$ 529,876</u>	<u>\$ 529,876</u>

CIVIL DEFENSE

The Emergency Services Division is responsible for maintaining a disaster response and recovery program in the event of any man-made or natural disaster or catastrophic emergency. It serves as the liaison between the Federal Emergency Management Agency, the Department of Homeland Security, the Michigan State Police Emergency Management and Homeland Security Division and the Macomb County Office of Emergency Management in the event that a catastrophic emergency or disaster occurs within the City of Warren. To accomplish these goals, the Emergency Services Division:

- * Coordinates the emergency management plans and operations for the City of Warren.
- * Maintains disaster response and recovery programs in the event of any type of disaster.
- * Coordinates the training of personnel in emergency planning, disaster response and recovery operations.
- * Coordinates disaster response and recovery plans and procedures with other agencies, local organizations, businesses, school districts, and volunteer agencies such as the American Red Cross and Salvation Army.
- * Conducts public information programs on storm safety and sustainability in the event of any type of disaster.
- * Maintains the City of Warren's public warning system of sirens and radio and television alert systems in the event of any type of disaster.
- * Maintains an up-to-date resource directory of City, County, State, Federal and private resources that can be utilized in the event of a City emergency or disaster.
- * Conducts simulated disaster exercises, using the resources of the City as well as private entities to test emergency plans and procedures and evaluate the City's level of preparedness.
- * Prepares annual reports, quarterly activity reports, quarterly personnel and administrative expense reports as well as other reports mandated by the Michigan State Police's Emergency and Homeland Security Division.
- * Serves as the City of Warren's local agent in documenting and gathering the necessary data to be submitted for any disaster relief funds.
- * Coordinates the response and the reporting of any hazardous and toxic material spills or accidents.
- * Reviews the industrial plans for hazardous and toxic material spills or accidents.

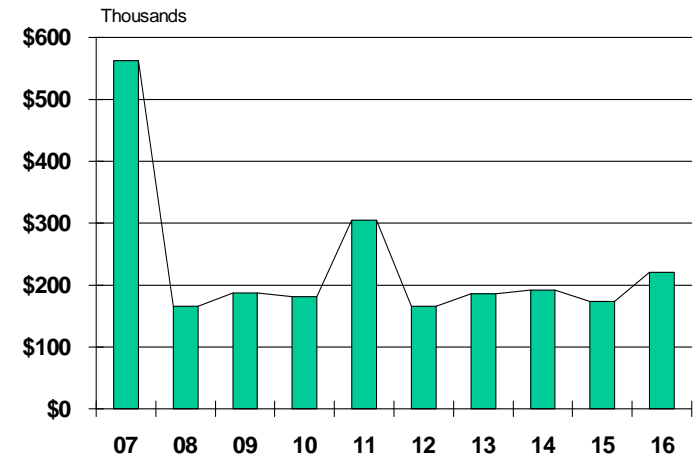
CIVIL DEFENSE

Fiscal 2018 Performance Objectives

1. To increase the number of active Citizens Emergency Response Team (CERT) members.
2. To maintain a current disaster response and recovery program in the event of a nuclear, technological, or natural disaster.
3. Maintain the warning system and sirens with the city.
4. Coordinate training for emergency planning, disaster response, and recovery.
5. Continue full scale exercises with GM/schools/TaCom and various companies within the city

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Responses to disaster or emergency incidents	10	12	12	12
Emergency operation plans reviewed	33	30	36	40
Michigan State Police Emergency Management Division meetings attended	24	30	25	25
Macomb County Emergency Management Meetings attended	32	40	30	30
MSP emergency management training classes attended	13	10	15	20
Functional/full-scale exercises	4	3	5	5
Orientation/table top preparation exercises	10	12	10	12
Hazard analysis & risk assessment	32	40	40	40
Chemical inventory reports processed	15	20	12	15

**Expenditure History
Civil Defense**



GENERAL FUND PERSONNEL

<u>POLICE DEPARTMENT - CIVIL DEFENSE</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Sergeant	1	\$ 91,704	1	\$ 93,997	1	\$ 93,997	1	\$ 93,997
Overtime	—	3,565	—	4,000	—	4,000	—	4,000
Total Personnel	<u>1</u>		<u>1</u>		<u>1</u>		<u>1</u>	

(a) Wage rates are based on W.P.C.O.A. contract that expires 6/30/17.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>CIVIL DEFENSE</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 88,390	\$ 41,218	\$ 84,796	\$ 84,796	Police Officer	\$ 89,196	\$ 89,196	\$ 89,196
-	4,328	6,000	3,565	Overtime	4,000	4,000	4,000
-	-	100	100	Shift Premium	100	100	100
				Employee Benefits:			
950	-	950	950	Gun Allowance	950	950	950
600	600	600	600	Education Allowance	600	600	600
600	-	600	600	Cleaning Allowance	600	600	600
1,384	717	1,419	1,419	Social Security	1,483	1,483	1,483
4,548	1,649	4,548	4,548	Holiday Pay	4,803	4,803	4,803
22,203	9,426	18,505	18,505	Employee Insurance	19,174	19,174	19,174
52,764	33,120	66,256	66,256	Retiree Health Insurance	68,449	68,449	68,449
2,720	2,720	2,720	2,720	Longevity	2,040	2,040	2,040
32,331	15,552	31,104	31,104	Retirement Fund	31,633	31,633	31,633
-	32	600	600	Uniforms	750	750	750
				Supplies:			
750	-	1,000	1,000	Operating Expense	1,500	1,500	1,500
				Other Services and Charges:			
12,045	414	12,000	15,000	Contractual Services	15,000	15,000	15,000
975	433	1,000	1,000	Public Utilities	1,000	1,000	1,000
<u>\$ 220,260</u>	<u>\$ 110,209</u>	<u>\$ 232,198</u>	<u>\$ 232,763</u>	Total Civil Defense	<u>\$ 241,278</u>	<u>\$ 241,278</u>	<u>\$ 241,278</u>

DEPARTMENT OF PUBLIC SERVICE

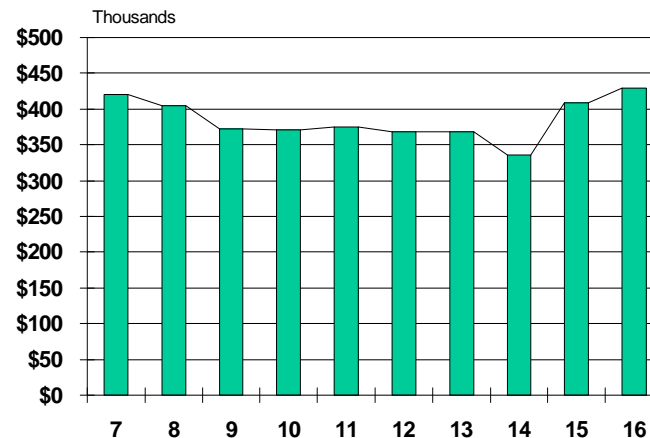
The Department of Public Services is responsible for overseeing and coordinating the activities of the following divisions:

1. Building - permits, licensing, inspections.
2. Rental – permits and inspections.
3. Maintenance - care and cleaning of city owned buildings, lawn maintenance, and snow removal of same.
4. Property Maintenance – investigate property maintenance complaints, weed removal.
5. Public Works - year-round road maintenance, city signage, storm sewers, vehicle maintenance for all city vehicles.
6. Sanitation - garbage pickup, yard waste pickup, curbside recycling, and operation of drop-off center.
7. Engineering - construction and maintenance of roads, sidewalks and inspections of all projects.
8. Water - construction, maintenance of water and sewer lines and appurtenances.
9. Waste Water Treatment Plant - treatment of all wastes delivered to plant and establishment of storm water management plan meeting government controls.

In addition to the sample-listed services, there are internal jobs for each division such as payroll, safety and accident reporting, personnel matters, etc.

Other duties include processing contracts, special assessments, payment of all street lighting and traffic signals, nuisance abatements, and handling many residents' petitions and/or problems.

**Expenditure History
Public Services Director**



GENERAL FUND PERSONNEL

<u>PUBLIC SERVICES DIRECTOR</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Director of Public Services	1	\$ 114,234	1	\$ 117,090	1	\$ 117,090	1	\$ 117,090
Administrative Supervisor/Citistat Coordinator	1	70,691	1	72,458	1	72,458	1	72,458
Office Coordinator Public Service	1	73,238	1	75,069	1	75,069	1	75,069
Office Assistant - Public Service	-	-	1 (b)	37,108	1 (b)	37,108	1 (b)	37,108
Temporary/Co-op	—	33,000	—	-	—	-	—	-
Total Personnel	<u>3</u>		<u>4</u>		<u>4</u>		<u>4</u>	

(a) Wage rates are based on Local 227 and Local 412 Unit 35 contracts that expire 6/30/19.

(b) New position.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>PUBLIC SERVICES</u> <u>PUBLIC SERVICES DIRECTOR</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 111,736	\$ 54,077	\$ 111,315	\$ 111,315	Appointed Official	\$ 117,090	\$ 117,090	\$ 117,090
131,983	66,841	133,254	133,254	Permanent Employees	172,856	172,856	172,856
31,573	15,878	33,000	33,000	Temporary/Co-op	-	-	-
				Employee Benefits:			
21,354	10,442	21,665	21,665	Social Security	22,701	22,701	22,701
52,885	24,700	60,000	62,950	Employee Insurance	70,009	70,009	70,009
45,040	20,319	38,861	38,861	Retiree Health Insurance	53,039	53,039	53,039
5,618	2,251	5,618	5,618	Longevity	6,800	6,800	6,800
24,934	12,317	25,019	25,019	Retirement Fund	29,674	29,674	29,674
2,928	568	5,000	5,000	Office Supplies	5,000	5,000	5,000
				Other Services and Charges:			
1,132	197	2,000	2,000	Postage	2,000	2,000	2,000
<u>\$ 429,183</u>	<u>\$ 207,590</u>	<u>\$ 435,732</u>	<u>\$ 438,682</u>	Total Public Services Director	<u>\$ 479,169</u>	<u>\$ 479,169</u>	<u>\$ 479,169</u>

ENGINEERING DIVISION

The Engineering Division is responsible for delivering a cost effective infrastructure system. The division assesses the condition of the present road, sidewalk, storm sewer, and sanitary sewer and water main systems; establishes a priority for system upgrades; pursues avenues for construction funding, designs and specifies the proposed construction work; and oversees the contract work that provides an improved infrastructure system. In addition, the Engineering Division services all city divisions, departments and commissions as they seek to restore, maintain and upgrade the city facilities and properties under their jurisdiction.

The Engineering Division maintains and updates all records of city utilities, streets and addresses, as well as all project specific contract records and "as-built" construction information. All such records are available to prospective developers, builders, architects, engineers, commercial and industrial facility operators and residents. All private development site plans, including subdivisions, condominium projects and commercial and industrial facilities are reviewed by the Engineering Division for impact to the surrounding area, and compatibility to the local infrastructure system. The Engineering Division inspects all utility work within city right-of-ways and easements and on large private developments.

To meet the demands of the city, its businesses and residents, the Engineering Division is organized into four function areas, including:

Field Engineering: to provide electronic survey data of existing conditions; layout proposed contract work; inspect city contracted infrastructure system improvements and privately contracted work within city right-of-way and easements; inspect the condition of all city streets and sidewalks and investigate citizen complaints.

Drafting/Mapping: to utilize field-generated survey data to draft proposed infrastructure system improvements; upgrade, update and distribute city infrastructure maps, record all municipal underground utility locations; and provide construction standards and city-owned utility information to the public.

Civil Engineering: to assess existing conditions; prioritize infrastructure system improvements; determine feasibility of design options; implement the optimal design option; manage the contract letting process, provide contract oversight and administration, perform reviews of all proposed private site work within the city and issue permits for that work.

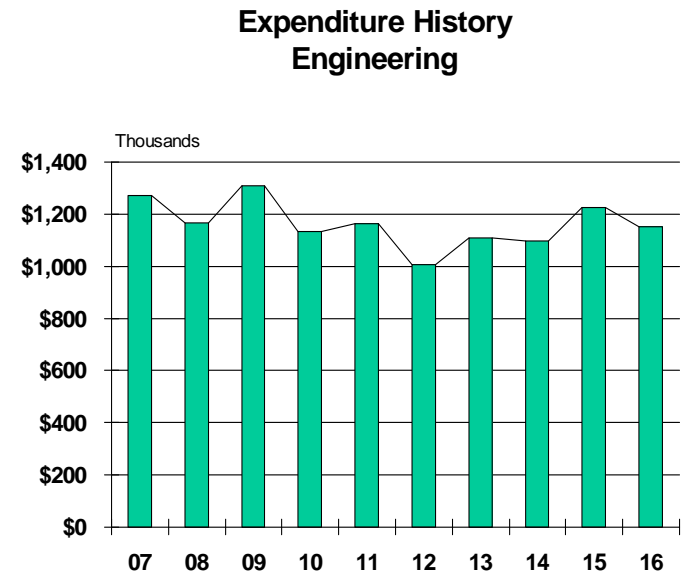
Office Management: to maintain parcel, private development and city contract records; manage personnel, monitor and post necessary cost accounting information; effectively communicate proposed programs and projects to other city departments and the public and interact daily with citizens regarding infrastructure and roadway complaints and concerns.

ENGINEERING DIVISION

Fiscal 2018 Performance Objectives

1. To continue to maintain and provide the most up-to-date public utility information to residents, business owners, developers and all city departments.
2. To continue implementation of the city's goal of repairing all defective sidewalks in Warren within the next calendar year.
3. To continue to provide high quality inspection of all public and private installations within the city.
4. To continue implementation of the local roadway repair program.
5. To continue to oversee remediation of known and unknown illicit connections to the city's storm sewer and ultimately the waters of the State.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Engineering and inspection revenues	59,927	54,000	58,242	60,000
Requests for service processed	836	850	700	800
Planning reviews	125	100	120	125
Site plan reviews	386	400	410	410
Sign permit structural reviews	18	20	20	20
Private and public project inspections	131	150	110	130
Sidewalk locations inspected & repaired	193	600	425	600
Street and water main break repairs	987	950	899	950
Illicit connection, evaluation, review and remediation	1	2	1	1



GENERAL FUND PERSONNEL

<u>ENGINEERING DIVISION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
CAD System Administrator	1	\$ 72,953	1	\$ 74,777	1	\$ 74,777	1	\$ 74,777
Office Assistant	1	36,203	1	37,108	1	37,108	1	37,108
<u>Engineering Field:</u>								
Engineering Field Supervisor	1	79,747	1	81,744	1	81,744	1	81,744
Engineering Technician	1	69,118	1	70,845	1	70,845	1	70,845
Construction Specialist	1	65,312	1	66,955	1	66,955	1	66,955
Temporary Employees - Inspections		73,600		73,600		73,600		73,600
Temporary Employee - Engineer		-		31,500		-		-
Overtime - Clerical		-		555		555		555
Overtime - Engineers & Inspectors	—	84,600	—	86,400	—	84,600	—	84,600
Total Personnel	<u>5</u>		<u>5</u>		<u>5</u>		<u>5</u>	

(a) Wage rates are based on Local 227 and Warren Supervisors contracts that expire 6/30/19.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	PUBLIC SERVICES ENGINEERING AND INSPECTIONS	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 274,047	\$ 108,955	\$ 277,937	\$ 277,937	Engineers & Inspectors	\$ 278,147	\$ 278,147	\$ 278,147
17,303	14,200	35,278	35,278	Permanent Employees - Clerical	32,528	32,528	32,528
52,587	46,651	73,600	73,600	Temporary Employees- Inspection	73,600	73,600	73,600
-	-	-	-	Temporary Employee- Engineer	31,500	-	-
89,156	56,327	84,600	84,600	Overtime - Engineers & Inspectors	86,400	84,600	84,600
-	149	-	-	Overtime - Clerical	555	555	555
				Employee Benefits:			
32,560	17,273	36,583	36,583	Social Security	38,980	36,432	36,432
89,282	42,930	100,000	110,108	Employee Insurance	113,045	112,737	112,737
130,687	57,237	113,742	113,742	Retiree Health Insurance	150,503	150,467	150,467
10,200	3,400	6,800	6,800	Longevity	6,800	6,800	6,800
175,193	91,169	182,564	182,564	Retirement Fund	181,463	181,283	181,283
413	-	570	570	Uniforms	900	900	900
15,877	4,363	15,700	15,700	Operating Supplies	18,700	18,700	18,700
				Other Services and Charges:			
35,047	91,323	180,000	191,100	Contractual Services	91,100	91,100	91,100
13,492	-	7,000	7,000	Contractual Services - Software Services	7,000	7,000	7,000
884	481	1,800	1,800	Postage	1,800	1,800	1,800
77,820	-	-	-	TAP Project Expense	-	-	-
12,354	4,245	15,000	20,300	Auto Expense	20,300	20,300	20,300
10,500	8,539	14,000	16,200	Memberships and Dues	16,200	16,200	16,200
88,835	43,130	86,260	86,260	Transfer to W&S System/Engineering Svcs.	93,214	93,214	93,214
				Capital Outlay:			
23,799	-	-	-	Equipment - Vehicles	-	-	-
233	-	18,000	18,000	Equipment - Office	-	-	-
\$ 1,150,269	\$ 590,372	\$ 1,249,434	\$ 1,278,142	Total Engineering and Inspections	\$ 1,242,735	\$ 1,206,363	\$ 1,206,363

BUILDING INSPECTIONS DIVISION

Calendar year 2016 was a continuation of robust building activity. A total of 14,703 permits were issued in 2015. Building permits for alterations and remodeling indicate substantial reinvestment within the City of Warren. This continued level of activity reflects the vitality of our residential and business communities. Construction valuation amounted to \$183,479,682. Permit fees collected amounted to \$4,292,730, an increase of \$908,971.

The Division continues to review existing buildings to identify possible areas of building maintenance affecting a building's aesthetic value, life safety systems and fire safety. Maintenance of life safety systems and fire resistive construction is required to ensure a building's ability to perform during emergency conditions, while maintenance of a building's exterior and interior plays a significant role in the image presented by the building.

The Division plans to put heavy emphasis on code enforcement within mobile home parks. The State of Michigan, Macomb County and the City have neglected the 12 parks and 2,700 mobile homes in this city for many years, due to budget constraints and lack of personnel. Integration of mobile home parks into our very successful "sweeps" code enforcement program is long overdue. Adoption of New Ordinance January 20, 2017.

The Building Division will aggressively pursue code enforcement of the new ordinances, including Medical Marijuana in residential and commercial properties for compliance. We will also monitor vacant commercial / industrial properties. Enforcement to be coordinated with Building, Zoning, Assessing and Property Maintenance Inspectors.

The program requiring certificates of occupancy for new business or for significant changes in the use of existing commercial buildings, has proven to be very effective in getting code violations corrected and properties properly upgraded. This program also prohibits uses within a zoning district that are not permitted by ordinance. Over 378 investigations were done during 2016.

The Division of Building Inspections maintains well-balanced monitoring of building and development in the City of Warren. Aggressive inspections of new residential construction assure present and future homeowners throughout the city their dwellings are constructed in a sound manner. Inspectors monitor construction sites on a daily basis for compliance to construction standards and ordinances prescribed by the State of Michigan and local laws and regulations. The Division of Building Inspections safeguards the community against improperly constructed structures by numerous preliminary and final inspections.

Building Division personnel are trained and registered professionals monitored by the State of Michigan, Bureau of Construction Codes. The Building Director monitors training and advanced education of all registered inspectors employed by the city. Advanced educational levels are currently required by the State. Technical improvements, along with team building, are a top priority. The City of Warren will be ready with comprehensive regulations and competent personnel to handle modern technology.

The Division's overall goal is to strengthen the emphasis on property maintenance, neighborhood stabilization, protection of lives and property, and reinvestment in the City. These goals are strongly supported through proper and effective code enforcement by knowledgeable and competent public safety officials.

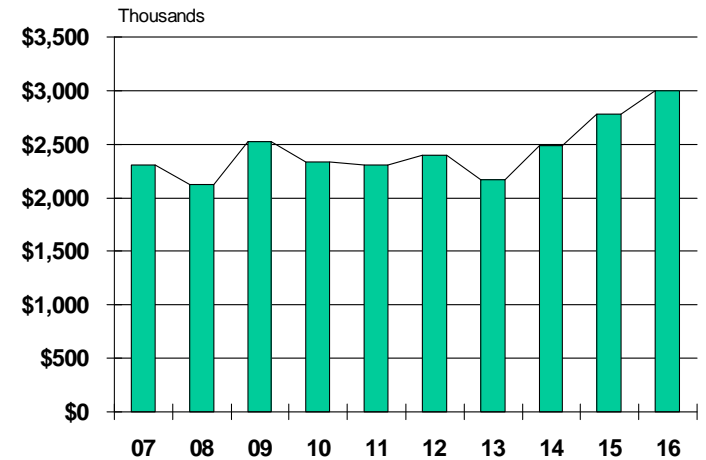
BUILDING INSPECTIONS DIVISION

Fiscal 2018 Performance Objectives

1. To continue to monitor properties for maintenance code violations.
2. To promptly respond to citizen complaints regarding neighborhood eyesores and rodent infestation.
3. To remove fire damaged structures through the city's nuisance abatement program.
4. To closely monitor new construction and demolition projects.
5. To improve the payment policy for the permit application and issuance process.
6. To train personnel and improve job performance.
7. To continue mobile home park clean sweep program.
8. To continue to support website improvements and maintain the BS&A program.
10. To continue to enforce the Medical Marihuana Code and local ordinances.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Nuisance abatement properties	200	175	111	170
Certificates of occupancy Inspections	500	480	378	480
Building permits	2,100	2,200	2,485	2,400
Plumbing permits	1,200	1,300	1,587	1,400
Electrical permits	3,400	3,350	3895	3850
Mechanical permits	2,200	2,170	2,106	2,170
Miscellaneous permits	800	800	837	800
City certification – residential	1275	1,225	966	1125
Building inspections	14,000	13,000	11,526	12,000
Plumbing inspections	9,000	9,000	8,305	8,500
Electrical inspections	12,500	13,000	10,764	11,000
Mechanical inspections	9,800	10,000	10,102	10,000
Zoning inspections	900	925	7,788	7,800
Property maintenance inspections	6,000	6,000	6,797	6,000
Zoning Board of Appeals – applications	110	110	161	160
Plan reviews	800	800	1,784	800
Demolition permits	80	80	73	80
Demolition inspections	290	300	185	200
Court violations	400	350	665	650
Mobile home park investigations	600	650	620	650
Medical Marihuana			100	300

**Expenditure History
Building Inspections**



GENERAL FUND PERSONNEL

<u>BUILDING INSPECTION DIVISION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Director of Building & Property Maintenance	1	\$ 95,687	1	\$ 98,079	1	\$ 98,079	1	\$ 98,079
Assistant Director	1	84,831	1	86,952	1	86,952	1	86,952
Building Plan Examiner	1	81,334	1	83,367	1	83,367	1	83,367
<u>Chief Inspectors:</u>								
Electrical	1	77,725	1	79,668	1	79,668	1	79,668
Plumbing	1	77,725	1	79,668	1	79,668	1	79,668
Zoning	1	77,725	1	79,668	1	79,668	1	79,668
Mechanical	1	77,725	1	79,668	1	79,668	1	79,668
<u>Inspectors:</u>								
Zoning	4	66,491	5 (b)	68,153	5 (b)	68,153	5 (b)	68,153
Building	3	66,491	3	68,153	3	68,153	3	68,153
Plumbing	1	66,491	1	68,153	1	68,153	1	68,153
Electrical	1	66,491	1	68,153	1	68,153	1	68,153
<u>Clerical:</u>								
Office Coordinator - Building	1	73,238	- (c)	-	- (c)	-	- (c)	-
Administrative Clerical Technician	1	53,968	2 (c)	55,317	2 (c)	55,317	2 (c)	55,317
Administrative Clerk	2	50,284	2	51,541	2	51,541	2	51,541
Office Assistant	2	36,203	1 (d)	37,108	1 (d)	37,108	1 (d)	37,108
Temporary Employees - Inspections		250,000		299,500		299,500		299,500
Temporary/Co-op		23,400		59,000		59,000		59,000
Overtime - Clerical		-		5,000		5,000		5,000
Overtime - Inspectors	—	10,000	—	19,830	—	19,830	—	19,830
Total Personnel	<u>22</u>		<u>22</u>		<u>22</u>		<u>22</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Warren Supervisors contracts that expire 6/30/19.

(b) New position.

(c) Reclassification of Office Coordinator - Building to Administrative Clerical Technician.

(d) Position deleted.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	PUBLIC SERVICES BUILDING INSPECTIONS	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 97,881	\$ 45,297	\$ 93,242	\$ 93,242	Supervisory	\$ 98,079	\$ 98,079	\$ 98,079
849,135	502,204	1,009,302	1,009,302	Inspectors	1,116,940	1,116,940	1,116,940
302,824	82,899	286,001	286,001	Permanent Employees - Clerical	233,005	233,005	233,005
260,554	88,790	250,000	250,000	Temporary Employees- Inspection	299,500	299,500	299,500
26,529	13,053	23,400	23,400	Temporary/Co-op	59,000	59,000	59,000
13,158	3,617	10,000	10,000	Overtime - Inspectors	19,830	19,830	19,830
130	-	-	-	Overtime - Clerical	5,000	5,000	5,000
				Employee Benefits:			
120,418	57,028	130,449	130,449	Social Security	142,377	142,377	142,377
304,208	131,007	400,000	444,441	Employee Insurance	458,886	458,886	458,886
480,120	210,697	414,569	414,569	Retiree Health Insurance	551,770	551,770	551,770
37,760	19,773	33,248	33,248	Longevity	29,765	29,765	29,765
388,939	197,826	404,786	404,786	Retirement Fund	405,271	405,271	405,271
9,657	5,520	6,500	6,500	Fees and Per Diem	9,900	9,900	9,900
23,857	7,376	28,000	28,000	Office Supplies	34,000	34,000	34,000
				Other Services and Charges:			
5,498	1,654	14,000	14,000	Postage	14,000	14,000	14,000
1,775	539	2,600	2,600	Telephone & Radio	2,600	2,600	2,600
-	-	-	-	Nuisance Abatements:			
4,937	2,635	8,800	8,800	Title Search	9,500	9,500	9,500
-	-	25,000	25,000	Demolition Expense	25,000	25,000	25,000
32,403	18,019	20,000	20,000	Software Services	25,000	25,000	25,000
33,169	12,479	28,000	28,000	Auto Expense	28,000	28,000	28,000
				Capital Outlay:			
5,279	-	5,000	5,000	Equipment - Office	-	-	-
-	75,017	76,913	76,913	Equipment - Vehicles	78,000	26,000	78,000
<u>\$ 2,998,231</u>	<u>\$ 1,475,430</u>	<u>\$ 3,269,810</u>	<u>\$ 3,314,251</u>	Total Building Inspections	<u>\$ 3,645,423</u>	<u>\$ 3,593,423</u>	<u>\$ 3,645,423</u>

D.P.W. FLEET MAINTENANCE

The D.P.W. Fleet Maintenance Division is now responsible for the maintenance of all motorized equipment for all divisions in the city.

As of June 2008, D.P.W. has absorbed Sanitation and Water along with its mechanics to consolidate all city repairs inside the D.P.W. Garage. In 2010, maintenance of fire apparatus equipment was added. In December 2016 DPW moved the garage from 12801 to 12821 Stephens (in the back of the Water garage). We also added a central lube system for the mechanics, which will streamline repairs and maintenance in the future.

D.P.W. provides the maintenance for over 600 licensed vehicles, such as staff cars, marked and unmarked police units and motorcycles, a variety of trucks and special equipment, such as motor graders, excavators, fire trucks, bulldozers, street sweepers, front end loaders and sewer vector jets.

Maintenance includes winterizing the entire fleet of vehicles/equipment each year prior to November 15th, and responding to road calls for service to repair vehicles in the field to minimize down time.

There are also some 60 small pieces of equipment that are maintained, such as riding and push mowers, weed whips, portable generators and gas-powered pumps, etc. In addition to motorized equipment, the operation maintains over 80 non-motorized units, including snowplows, salt spreaders, flail and rotary deck mowers and utility trailers.

Another responsibility of Fleet Maintenance is to maintain an up-to-date inventory of frequently used parts as well as maintain an up-to-date inventory system that insures sufficient quantities of proper parts, tools, and materials are stocked.

The employees that make up this section have been able to provide on-time preventive maintenance and an improved fleet, while doing the majority of repairs and maintenance in-house.

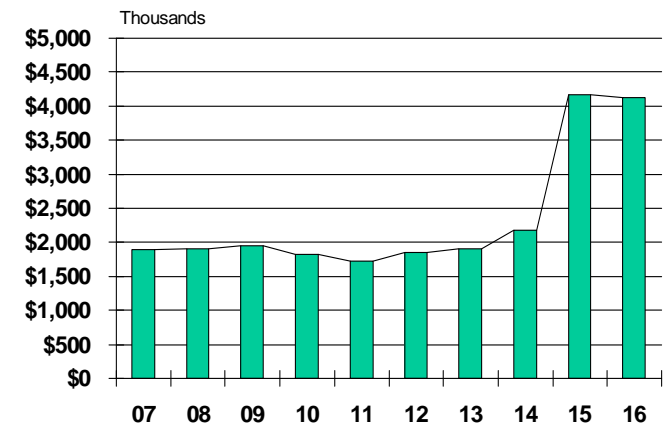
D.P.W. FLEET MAINTENANCE

Fiscal 2018 Performance Objectives

1. To provide and arrange technical training for ever increasing diagnosis changes for new vehicles.
2. To competitively bid parts and labor needed to maintain a high level of maintenance at the best price possible.
3. To continue the fleet consolidation program.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
3,000 mile maintenance cycles/Police vehicles	350	500	500	500
6 Months maintenance cycles/all other vehicles	299	300	300	300
Pre-season maintenance street sweepers	5	5	5	5
Winterize Police vehicles	101	150	150	150
Pre-season maintenance salt trucks	45	60	60	60
Lube, oil, filter	575	500	500	500
Brakes	379	400	400	400
Tires-occurrences	660	600	600	600
Tune-ups	20	30	30	30
Transmissions	20	50	50	50
Road calls	145	150	150	150
A/C recycling/recovery service	50	50	50	50
Miscellaneous minor repairs	5,220	4,000	4,000	4,000

**Expenditure History
D.P.W. Fleet Maintenance**



GENERAL FUND PERSONNEL

<u>D.P.W. FLEET MAINTENANCE DIVISION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Associate Manager	1	\$ 81,752	1	\$ 83,796	1	\$ 83,796	1	\$ 83,796
Garage Supervisor	1	73,986	1	75,837	1	75,837	1	75,837
Fleet Maintenance Mechanic	11	67,621	11	69,306	11	69,306	11	69,306
Parts Clerk Technician	1	56,243	1	57,658	1	57,658	1	57,658
Overtime - Mechanics	—	32,000	—	32,000	—	32,000	—	32,000
Total Personnel	<u>14</u>		<u>14</u>		<u>14</u>		<u>14</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Warren Supervisors contracts that expire 6/30/19.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>PUBLIC SERVICES</u> <u>D. P. W. FLEET MAINTENANCE</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 755,430	\$ 379,165	\$ 850,000	\$ 907,595	Mechanics Wages	\$ 951,567	\$ 951,567	\$ 951,567
29,481	19,131	32,000	32,000	Overtime - Mechanics	32,000	32,000	32,000
				Employee Benefits:			
61,526	30,923	70,000	73,851	Social Security	77,375	77,375	77,375
186,694	80,695	225,000	252,462	Employee Insurance	260,179	260,179	260,179
348,054	151,440	301,093	301,093	Retiree Health Insurance	398,513	398,513	398,513
28,636	13,600	25,236	25,236	Longevity	26,703	26,703	26,703
278,325	139,589	295,846	295,846	Retirement Fund	291,351	291,351	291,351
3,451	1,936	2,470	2,470	Uniforms	3,900	3,900	3,900
				Supplies:			
100,532	28,844	150,000	150,000	Operating Supplies	206,000	206,000	206,000
82,458	30,579	100,000	135,000	Gasoline & Diesel Oil	135,000	135,000	135,000
				Other Services and Charges:			
134,913	42,623	174,000	174,000	Contractual Services	253,000	253,000	253,000
139,488	70,150	450,000	450,000	Tree Maintenance	450,000	450,000	450,000
241,919	241,919	242,419	242,419	Capital Equipment Lease Payment	242,419	242,419	242,419
7,866	2,198	12,400	12,400	Telephone & Radio	18,900	18,900	18,900
652,590	453,136	650,000	600,000	Vehicle Maintenance Expense	800,000	700,000	700,000
75,466	25,883	95,000	115,000	Public Utilities	115,000	115,000	115,000
14,675	3,807	50,000	60,000	Building & Grounds Maintenance	80,000	80,000	80,000
60,000	28,835	57,670	57,670	Reimbursement to Major Streets	61,910	61,910	61,910
65,484	28,835	87,670	87,670	Reimbursement to Local Streets	91,910	91,910	91,910
				Capital Outlay:			
-	37,186	50,000	50,000	Capital Improvements	800,000	800,000	800,000
858,489	-	231,815	231,815	Equipment & Machinery	50,000	50,000	50,000
<u>\$ 4,125,477</u>	<u>\$ 1,810,474</u>	<u>\$ 4,152,619</u>	<u>\$ 4,256,527</u>	Total D.P.W. Fleet Maintenance	<u>\$ 5,345,727</u>	<u>\$ 5,245,727</u>	<u>\$ 5,245,727</u>

BUILDING MAINTENANCE

The Building and Grounds Maintenance Division oversees the maintenance section and janitorial section. It consists of two shifts, the maintenance section works the day shift and the janitorial section works the afternoon shift.

The goal of the Building and Grounds Maintenance Division is to maintain and clean city buildings for the purpose of continuing the efficient operation of city government.

The Building and Grounds Maintenance Superintendent is available on a 24-hour, seven-day basis to handle all emergency situations.

The maintenance section is responsible for the overall operations of the City Hall building, Warren Police Headquarters, 37th District Court building and the parking structure. Maintenance is responsible for the preventative maintenance of over 50 heating, cooling and ventilating units that require quarterly filter changing, lubricating, belt changing and constant monitoring. This includes maintenance and repair of the boilers.

Maintenance is responsible for minor electrical problems, changing light bulbs, minor plumbing problems, minor foundation and roof leaks, lawn irrigation systems, moving furniture, remodeling, painting and assisting with shipping and receiving. Maintenance is also responsible for snow removal, lawn cutting, minor tree trimming and lawn upkeep for the City Hall building, Warren Police Headquarters, the 37th District Court building, the parking structure and the four branch libraries. They also maintain the north east corner lot of Chicago and Van Dyke called the "W".

The Building and Grounds Maintenance Division oversees the city's outside contractors for heating and cooling, electrical work and roof repairs. This includes the Stilwell and Coach Manor complexes, Water Garage, and the D.P.W. buildings.

The Janitorial Section is responsible for cleaning the City Hall building, Warren Police Headquarters building and the 37th District Court. This section is responsible for cleaning all offices, public areas and restrooms, including the cell blocks at the Warren Police Headquarters building.

While City Hall, the Warren Police Headquarters, the 37th District Court, parking structure and libraries are the main concern of the Building and Grounds Maintenance Division, this division will also assist in both inside and outside maintenance at other city owned buildings.

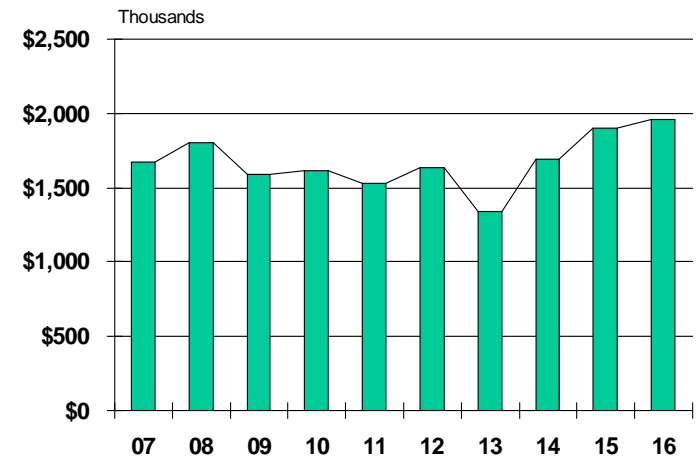
BUILDING MAINTENANCE

Fiscal 2018 Performance Objectives

1. To maintain City Hall, parking structure, 37th District Court and the Warren Police headquarters in the most cost effective manner.
2. To promptly respond to emergencies and breakdowns.
3. To continue to make necessary repairs using in-house Maintenance staff.
4. To maintain contracts with vendors to perform technical maintenance and repairs such as HVAC, Electrical and Plumbing.
5. To continue to train Maintenance Tech and Janitors to improve job performance.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Air handler filter change	12	12	12	12
Outside light repairs	50	50	50	50
Parking lot lights maintenance	4	4	4	4
Exhaust fans maintenance	6	4	4	4
Grass cutting	28	28	28	28
Emergency generator exercise	52	52	52	52
Sump pump maintenance	4	4	4	4
Emergency lighting maintenance	4	4	12	4
Fire extinguisher maintenance	12	12	12	12
U.P.S. battery checks	4	4	4	4
Gas tank checks	12	12	12	12
Snow removal	21	25	25	25
Boiler maintenance	10	25	28	25
Boiler pump maintenance	5	4	6	4
U.P.S. battery replacement	-	-	1	-
Ship files to Water Garage storage	30	15	21	15
Work request orders	125	90	115	90

**Expenditure History
Building Maintenance**



GENERAL FUND PERSONNEL

<u>BUILDING MAINTENANCE</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Building and Grounds Superintendent	1	\$ 81,751	1	\$ 83,795	1	\$ 83,795	1	\$ 83,795
Foreman	1	70,741	1	72,509	1	72,509	1	72,509
Building Maintenance Specialist	4	57,387	4	58,822	4	58,822	4	58,822
General Laborer Tier II	11	31,845	11	32,635	11	32,635	11	32,635
Overtime	—	20,000	—	20,000	—	20,000	—	20,000
Total Personnel	<u>17</u>		<u>17</u>		<u>17</u>		<u>17</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Warren Supervisors contracts that expire 6/30/19.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>PUBLIC SERVICES</u> <u>BUILDING MAINTENANCE</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 79,964	\$ 38,099	\$ 79,663	\$ 79,663	Superintendent	\$ 83,796	\$ 83,796	\$ 83,796
586,940	287,504	652,883	652,883	Permanent Employees	686,692	686,692	686,692
1,088	-	-	-	Seasonal Employees	-	-	-
10,420	4,937	20,000	20,000	Overtime	20,000	20,000	20,000
				Employee Benefits:			
53,002	26,205	58,984	58,984	Social Security	62,034	62,034	62,034
201,179	80,446	225,000	245,901	Employee Insurance	252,619	252,619	252,619
303,286	130,421	260,072	260,072	Retiree Health Insurance	341,663	341,663	341,663
18,529	15,211	18,529	18,529	Longevity	20,481	20,481	20,481
436,358	219,961	444,115	444,115	Retirement Fund	428,443	428,443	428,443
1,206	968	950	950	Uniforms	950	950	950
53,943	26,043	46,000	46,000	Operating Supplies	59,100	59,100	59,100
				Other Services and Charges:			
57,283	15,601	75,000	75,000	Repairs & Maintenance	80,000	80,000	80,000
155,232	64,203	200,000	230,000	Contractual Services	280,000	280,000	280,000
2,572	2,450	10,000	10,000	Vehicle Maintenance	10,000	10,000	10,000
				Capital Outlay:			
-	-	-	-	Equipment - Maintenance	7,400	7,400	7,400
-	32,070	32,070	32,070	Equipment - Vehicles	-	-	-
<u>\$ 1,961,002</u>	<u>\$ 944,119</u>	<u>\$ 2,123,266</u>	<u>\$ 2,174,167</u>	Total Building Maintenance	<u>\$ 2,333,178</u>	<u>\$ 2,333,178</u>	<u>\$ 2,333,178</u>

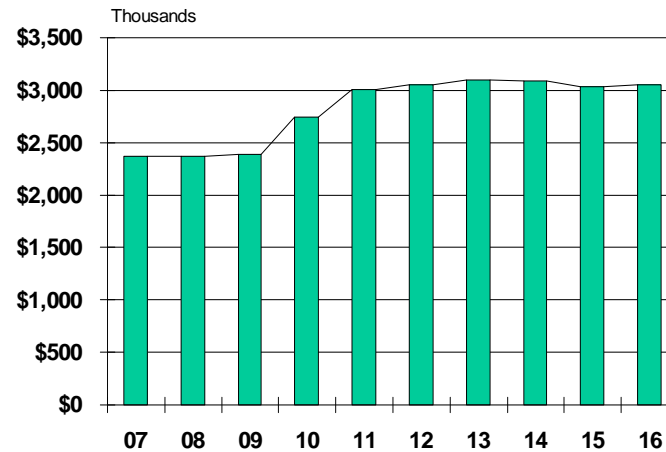
STREET LIGHTING

The City of Warren currently has in excess of 13,600 streetlights throughout our residential neighborhoods and main business thoroughfares, all conforming to the Illuminating Engineering Society of North America (I.E.S.) standards.

This lighting level provides excellent convenience and safety benefits for Warren residents and the public including:

- Aid to police protection.
- Reduction in night accidents and attendant economic losses.
- Facilitation of flow of traffic.
- Promotion of business and industry during night hours.

**Expenditure History
Street Lighting**



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>PUBLIC SERVICES</u> <u>HIGHWAY STREET LIGHTING</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 3,050,031	\$ 1,624,190	\$ 4,457,692	\$ 4,457,692	Street Lighting	\$ 3,193,000	\$ 3,193,000	\$ 3,193,000
<u>\$ 3,050,031</u>	<u>\$ 1,624,190</u>	<u>\$ 4,457,692</u>	<u>\$ 4,457,692</u>	Total Street Lighting	<u>\$ 3,193,000</u>	<u>\$ 3,193,000</u>	<u>\$ 3,193,000</u>

PLANNING

The Department of Planning provides professional advice and guidance to the Planning Commission, Mayor, City Administration, City Council and the general public on all City general planning matters. The Department prepares plans and studies, and provides information and guidance toward the orderly growth and redevelopment of our City. City Planners apply sound planning practice and principals and use their professional foresight and skills to coordinate the location, extent and timing of public and private improvements. This professional planning helps prevent the numerous problems that result from unplanned growth and development and the failure to preserve and redevelop existing infrastructure. The basic tools of the Planning Director are the zoning ordinance (Ordinance No. 30, as amended), the Comprehensive Master Plan, Subdivision Regulations, other related city codes and ordinances, and State of Michigan enabling laws, as well as resources such as the United States Census, SEMCOG and other similar statistical, marketing and economic development resources.

The Planning Director and staff serve as technical advisors to the Planning Commission regarding all business and communication involving zoning, land use and site development, and planning related matters. They provide professional recommendations to aid the Planning Commission in its decisions.

The public, including residents, developers and business owners, regularly call upon the Department of Planning for advice about zoning and land use, site planning, subdivision controls, housing assistance, and community development concerns. All requests for the rezoning of property, subdivision of land, site plan approval, splitting and/or combination of lots, and vacating of streets and alleys are first referred to the Department of Planning. Available reference documents for public use include zoning ordinance, zoning maps, City and many other maps and studies which are on file.

The Department of Planning also works with other City departments, boards, and commissions, as well as with many community, private sector, state and federal agencies on City planning, housing, community/economic development projects and related issues. For example, the department provides staff support for the City of Warren Downtown Development Authority (DDA), the Tax Increment Financing Authority (TIFA), and the Community Development Block Grant (CDBG) Technical Committee. The department also provides technical expertise and staff assistance to the City's Economic Development Director and, occasionally, works with the 8 Mile Boulevard Association. The department has assisted in the preparation of the Parks & Recreation Master Plan, which will guide its programming and land adjustments for the next three years.

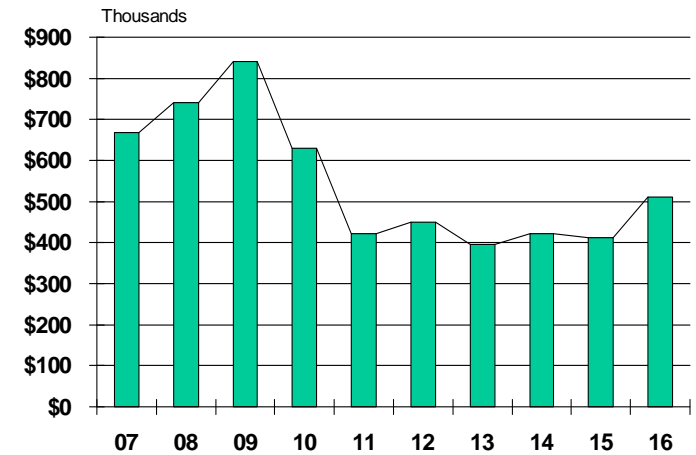
PLANNING

Fiscal 2018 Performance Objectives

1. To continue zoning ordinance revisions.
2. To continue to improve site plan review and recommendation process and update applications.
3. To continue updating zoning maps and improving zoning atlas.
4. To work on developing and implementing a plan for the city's older areas.
5. To assist in the coordination of the G.I.S./database/computer technology development.
6. To provide planning info and assistance to the Mayor's office and other departments and boards.
7. To assist DDA and TIFA with planning and implementing their tax increment finance and development plans.
8. To update and revise the city's Comprehensive Development Master Plan.
9. To work with ZBA by providing Impact Statements.
10. To scan all files.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Planning Commission public meetings	23	24	24	24
Site plans reviewed	85	100	95	100
Rezoning and conditional rezoning petitions reviewed	4	8	4	5
Lot splits reviewed for PC/City Council	3	3	2	3
Tabled items reviewed and submitted more than once	62	-	35	35
Bond release inspections	35	45	40	45
Bond releases processed	25	40	30	35
Amendments to zoning ordinance	1	5	4	5
Public Hearing notices mailed	8,977	4,000	9,000	9,200
Alley and street vacations reviewed	5	4	2	4
Lot splits & combinations approved	40	-	40	42
Special use permits reviewed	5	10	3	3
Office customers served	1,887	1,950	1,900	1,950
City Council meetings attended by Director or staff planner	15	16	15	16
DDA meetings	10	7	10	10
General public inquires	9979	9,990	9,900	9,990
Impact statements for ZBA	5	14	9	10
CDBG Technical Committee meetings	24	23	24	24
TIFA meetings	8	7	7	7
Acreage parcel splits approved	7	9	7	9
Lot combinations approved	18	7	6	7
Planned unit development meetings	3	3	2	3
Environmental Advisory Committee	2	6	3	4
Regional planning meetings attended	10	-	10	10
Miscellaneous	30	-	30	35

**Expenditure History
Planning**



GENERAL FUND PERSONNEL

<u>PLANNING COMMISSION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Planning Director	1	\$ 97,071	1	\$ 99,498	1	\$ 99,498	1	\$ 99,498
City Planner II	-	-	1 (c)	79,682	1 (c)	79,682	-	-
City Planner I	1	68,001	- (c)	-	- (c)	-	1	69,701
Assistant Planner	1	50,769	1 (e)	69,701	1 (e)	69,701	1 (e)	69,701
Sen Admin Secretary - Planning	1	58,548	1	60,012	1	60,012	1	60,012
Office Assistant	-	-	1 (b)	37,108	-	-	-	-
Temporary/Co-op - Planning Aide		26,650		62,400		32,000		32,000
Overtime	—	3,000	—	3,000	—	3,000	—	3,000
Total Personnel	<u>4</u>		<u>5</u>		<u>4</u>		<u>4</u>	

(a) Wage rates are based on Local 227 and Local 412 Unit 35 contracts that expire 6/30/19.

(b) New position.

(c) Reclassification of City Planner I to City Planner II.

(e) Wage adjustment.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31		FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				PLANNING			
				Personnel Services:			
\$ 94,948	\$ 45,952	\$ 94,590	\$ 94,590	Appointed Official	\$ 99,497	\$ 99,497	\$ 99,497
120,139	69,542	145,000	168,679	Permanent Employees	215,667	201,576	195,145
28,093	16,136	26,650	26,650	Co-op Employee - Planning Aide	62,400	32,000	32,000
3,758	1,721	3,000	3,000	Overtime	3,000	3,000	3,000
8,400	3,550	11,400	11,400	Meeting Allowance	11,400	11,400	11,400
				Employee Benefits:			
19,351	10,465	17,500	22,928	Social Security	29,709	26,230	25,739
48,856	22,436	55,000	79,059	Employee Insurance	98,598	81,982	81,910
87,086	37,897	75,220	75,220	Retiree Health Insurance	100,313	100,012	99,883
6,800	3,400	6,800	6,800	Longevity	7,789	6,800	6,800
27,698	14,449	32,207	32,207	Retirement Fund	37,740	36,233	35,590
19,047	2,299	14,050	14,050		15,250	15,250	15,250
				Office Supplies			
				Other Services and Charges:			
3,165	1,683	3,000	3,000	Postage	5,000	5,000	5,000
17,794	3,000	74,065	74,065	Contractual Services	27,425	27,425	27,425
-	-	1,170	1,170	Mileage	1,170	1,170	1,170
1,097	-	3,000	3,000	Publications - Advertising	3,000	3,000	3,000
17,764	16,359	18,000	18,000	Membership & Dues	18,000	18,000	18,000
7,368	-	-	-	Office Equipment	-	-	-
<u>\$ 511,364</u>	<u>\$ 248,889</u>	<u>\$ 580,652</u>	<u>\$ 633,818</u>	Total Planning	<u>\$ 735,958</u>	<u>\$ 668,575</u>	<u>\$ 660,809</u>

Special Revenue Funds

Special Revenue Funds are self-balancing funds which are used to record events and to exhibit results for a specific area of responsibility. The proceeds of specific revenue sources (excluding special assessments and expendable trusts) that are legally restricted to expenditures for specific purposes are accounted for in Special Revenue Funds.

The Special Revenue Funds of the City are:

- Michigan Transportation Operating Funds Major and Local Roads
- Library Special Revenue Fund
- Recreation Special Revenue Fund
- Communications Special Revenue Fund
- Sanitation Special Revenue Fund
- Rental Ordinance Fund
- Vice Crime Confiscation Fund
- Drug Forfeiture Fund
- Act 302 Police Training Fund
- Downtown Development Authority Fund
- 2011 Local Street Road Repair & Replacement Fund

STREET MAINTENANCE DIVISION

The Street Maintenance Division is responsible for the maintenance of the city's roadways and related utilities. Street Maintenance provides a safe and clean road surface for vehicular traffic, adequate visual direction and a safe, maintained and unobstructed roadside environment. In part, these include 335 miles of local roads, 65 miles of major roads, 17,500 catch basins and manholes, 14 bridges, and numerous other common roadside appurtenances such as guardrails and culverts.

Programs executed by this division annually include a catch basin cleaning program which purges and cleans catch basins that allows the rapid disposal of storm water runoff and drainage. Drainage ditches +are cleaned and the culverts are maintained to insure adequate capacity for storm runoff. Street sweeping of paved road surfaces occurs at least four times per year on all major and local roads. In order to maintain safe roads, this activity engages in road patching, alley and shoulder grading and maintenance. Other important programs of the street maintenance division are mowing and weed control, traffic and street sign installation and maintenance, snow and ice removal, and pavement repair and maintenance.

The division uses hot seal patching to repair potholes throughout the City. This system uses forced air to clean pothole surfaces and then fills the void with heated tar and stone aggregate driven through a single pneumatic tube. The tar coated product is applied at such force that it compacts uniformly in the hole. This technology requires fewer maintenance workers, less follow up operations, and reduces waste.

In our concerted effort to improve our city's appearance, road crews will continue this spring to police and mow the median on Mound Road from Eight Mile to Fourteen Mile under an existing contract with Macomb County.

The employees who make up this division's road crews are also called upon to install and remove snow fencing for drift containment, set up crowd control devices at official functions, parades, festivals and disaster sites, and support Police and Fire emergencies as requested.

This division is committed to its residents and endeavors to provide superior service uniformly throughout the community in a timely fashion.

STREET MAINTENANCE DIVISION

Fiscal 2018 Performance Objectives

1. To maintain accurate records of street maintenance work and minimize the number of citizen complaints.
2. To continue an aggressive street sweeping program.
3. To continue an aggressive catch basin cleaning and inspection program.
4. To continue an aggressive road patching program.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Branch pick ups	334	700	500	500
Catch basin inspection/repairs	72	200	150	150
Catch basin cleaning/jetting	118	600	300	300
Chloride	8	35	35	35
Potholes	418	350	400	400
Catch basin covers	10	50	50	50
Debris removal	289	450	450	450
Ditching	27	25	26	25
Grading/gravel	97	50	75	75
Mowing	0	25	0	0
Pavement problems	66	275	250	250
Snowplowing/salting	500	450	450	450
Street stop signs	29	40	40	40
Boarding of buildings	0	0	0	0
Sweeping	24	25	25	25
Street traffic Signs	197	150	200	200
Sidewalk cold patch/milling	51	50	50	50
Rear yard drainage repair	56	75	75	75
Flooding problems	50	25	25	25
Sweeping sign location	0	25	0	0
Graffiti location	7	25	25	25
Culvert jetting/repairs	3	15	15	15
Weed spraying	10	10	10	10
Pavement seal patching	0	100	100	100
Gutter grinding – handmill	0	25	25	25
Gutter grinding – bobcat	0	10	10	10
Tree trimming/stumping/tree removal	501	600	600	600
Mosquito pellets	36	-	50	50
Miscellaneous	50	75	75	75

SPECIAL REVENUE FUND PERSONNEL

<u>STREET MAINTENANCE DIVISION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Public Works Superintendent	1	\$ 95,537	1	\$ 97,925	1	\$ 97,925	1	\$ 97,925
DPW Associate Manager	1	81,752	1	83,796	1	83,796	1	83,796
Foreman	2	72,322	2	74,131	2	74,131	2	74,131
General Maintenance Specialist	20	59,051	20	60,528	20	60,528	20	60,528
Account Technician	1	56,420	1	57,831	1	57,831	1	57,831
Fleet Assistant	1	40,428	1	41,439	1	41,439	1	41,439
Seasonal Employees		60,000		60,000		60,000		60,000
Overtime	—	126,500	—	125,000	—	125,000	—	125,000
Total Personnel	<u>26</u>		<u>26</u>		<u>26</u>		<u>26</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Warren Supervisors contracts that expire 6/30/19.

Note: The personnel costs for the above employees are reflected in the Michigan Transportation Major and Local Road Funds.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	MAJOR & LOCAL ROADS STREET MAINTENANCE OPERATING COSTS	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 83,628	\$ 38,700	\$ 130,000	\$ 172,759	Personnel Services:			
1,336,349	666,623	1,412,683	1,440,279	Supervision	\$ 181,721	\$ 181,721	\$ 181,721
22,833	9,484	60,000	60,000	Permanent Employees	1,512,084	1,512,084	1,512,084
58,355	36,858	126,501	126,501	Seasonal Employees	60,000	60,000	60,000
				Overtime	125,001	125,001	125,001
				Employee Benefits:			
1,494	2,400	3,400	2,000	Education Allowance	2,400	2,400	2,400
120,696	59,886	143,812	143,812	Social Security	150,046	150,046	150,046
433,603	200,542	455,874	510,704	Employee Insurance	515,003	515,003	515,003
909,195	390,646	782,316	782,316	Retiree Health Insurance	1,029,219	1,029,219	1,029,219
79,956	33,154	78,204	78,204	Longevity	80,261	80,261	80,261
887,528	445,208	928,173	928,173	Retirement Fund	897,488	897,488	897,488
4,615	4,081	6,467	4,180	Uniforms	6,599	6,599	6,599
				Supplies:			
481,343	66,114	600,000	625,000	Materials and Supplies	737,000	737,000	737,000
				Other Services and Charges:			
731,255	427,700	855,400	855,400	Administrative Expense	881,000	881,000	881,000
1,134,885	458,703	1,140,000	1,135,000	Equipment Rental	1,155,000	1,155,000	1,155,000
5,000	5,000	5,000	5,000	Salt Dome Rental	5,000	5,000	5,000
157,130	90,570	406,000	406,000	Contractual Services	455,000	455,000	455,000
354,123	329,923	400,000	400,000	Joint Sealing	400,000	400,000	400,000
613,288	156,432	750,419	750,419	Pavement repairs	525,000	525,000	525,000
-	-	363,500	363,500	Bridge repairs	400,000	400,000	400,000
2,203	1,053	50,000	60,000	Traffic & Street Signs	60,000	60,000	60,000
1,470	-	52,919	52,919	Traffic Signals	50,000	50,000	50,000
298,415	112,950	280,000	280,000	Traffic Signal Maintenance	280,000	280,000	280,000
256,909	295,387	300,000	300,000	Pavement Markings	300,000	300,000	300,000
88,835	43,130	86,260	86,260	Transfer to Water System/Engineering Svcs.	93,214	93,214	93,214
<u>\$ 8,063,108</u>	<u>\$ 3,874,544</u>	<u>\$ 9,416,928</u>	<u>\$ 9,568,426</u>	Total Street Maintenance Operating	<u>\$ 9,901,036</u>	<u>\$ 9,901,036</u>	<u>\$ 9,901,036</u>

Major Streets:

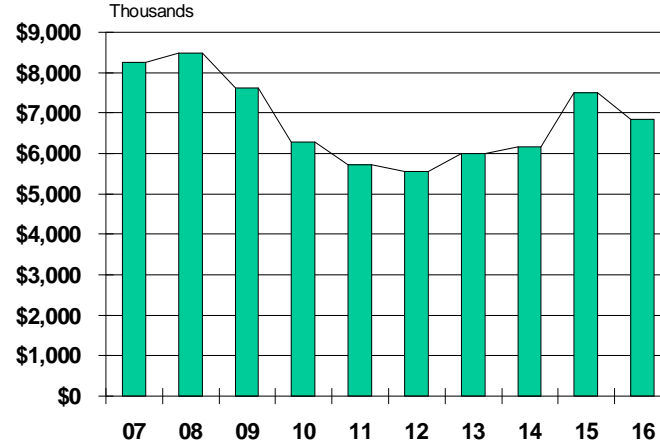
The Major Streets Fund is a Special Revenue Fund because it is used to control the expenditure of motor fuel taxes. The motor fuel taxes are earmarked, by law and State Constitution, for street and highway purposes, which are described in detail by the Michigan Department of Transportation.

This fund is used to receive all Major Street Funds paid to Warren by the State, as well as to account for the construction, maintenance, and other authorized operations pertaining to all streets classified as major streets within the City of Warren.

This fund has been established to make it possible to show that all legal provisions of Act 51 of the Public Acts of 1951, as amended, have been complied with and to determine, fairly and with full disclosure, the financial position and results of operations as set forth in the Michigan Department of Transportation's instructions for preparing the annual street financial report.

The city's share of the construction of State and County road improvements and the cost of city major road capital improvements, including the payment of debt, are paid through the Major Road Fund.

Expenditure History Major Streets



SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	SUMMARY MICHIGAN TRANSPORTATION <u>OPERATING FUNDS - MAJOR STREETS</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				<u>REVENUES:</u>			
\$ 6,884,281	\$ 1,763,152	\$ 7,900,000	\$ 7,900,000	State Shared Weight & Gas Tax	\$ 9,000,000	\$ 9,000,000	\$ 9,000,000
21,517	8,708	10,000	10,000	Median Maintenance - State	15,000	15,000	15,000
9,373	5,919	2,500	2,500	Interest on Investments	10,000	10,000	10,000
60,000	28,835	57,670	57,670	Contribution from General Fund	61,910	61,910	61,910
-	2,000,000	2,000,000	2,000,000	Contribution from Local Street Fund	-	-	-
14,511	-	14,500	14,500	Weed Mowing - Macomb County	14,500	14,500	14,500
9,291	-	9,300	9,300	Winter Maintenance - Macomb County	9,300	9,300	9,300
-	94,475	2,427,996	2,427,996	Fund Balance Appropriated	-	-	-
<u>\$ 6,998,973</u>	<u>\$ 3,901,089</u>	<u>\$ 12,421,966</u>	<u>\$ 12,421,966</u>	Total Major Street Revenues	<u>\$ 9,110,710</u>	<u>\$ 9,110,710</u>	<u>\$ 9,110,710</u>
				<u>EXPENDITURES:</u>			
\$ 22,667	\$ 3,500,629	\$ 5,788,329	\$ 5,788,329	Transfer to Construction Project Funds	\$ 1,394,200	\$ 1,394,200	\$ 1,394,200
4,698,339	2,171,800	5,240,186	5,326,524	Operating Costs	5,489,107	5,489,107	5,489,107
1,828,199	712,091	1,307,113	1,307,113	Transfer to Debt Service Funds	1,281,283	1,281,283	1,281,283
300,000	-	-	-	Transfer to Local Street Fund	300,000	300,000	300,000
<u>\$ 6,849,205</u>	<u>\$ 6,384,520</u>	<u>\$ 12,335,628</u>	<u>\$ 12,421,966</u>	Total Major Street Expenditures	<u>\$ 8,464,590</u>	<u>\$ 8,464,590</u>	<u>\$ 8,464,590</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ 646,120	\$ 646,120	\$ 646,120
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	2,210,390	2,210,390	2,210,390
				RESERVE FOR: COMPENSATED ABSENCES	(128,081)	(128,081)	(128,081)
				LESS: FUND BALANCE APPROPRIATED	-	-	-
-	(94,475)	(2,427,996)	(2,427,996)		-	-	-
				ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 2,728,429</u>	<u>\$ 2,728,429</u>	<u>\$ 2,728,429</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS ROUTINE MAINTENANCE:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 517,664	\$ 252,369	\$ 550,000	\$ 577,596	Permanent Employees	\$ 600,503	\$ 600,503	\$ 600,503
6,610	2,526	13,644	13,644	Overtime	13,130	13,130	13,130
13,502	5,844	27,000	27,000	Seasonal Employees	27,000	27,000	27,000
				Employee Benefits:			
680	2,400	2,400	1,000	Education Allowance	1,200	1,200	1,200
43,980	19,959	52,712	52,712	Social Security	54,390	54,390	54,390
164,867	68,651	180,000	215,267	Employee Insurance	216,350	216,350	216,350
380,119	177,658	318,909	318,909	Retiree Health Insurance	414,845	414,845	414,845
31,913	27,412	31,133	31,133	Longevity	30,862	30,862	30,862
380,279	185,841	386,554	386,554	Retirement Fund	369,200	369,200	369,200
1,942	4,081	4,081	1,794	Uniforms	2,805	2,805	2,805
57,373	18,602	68,000	68,000	Repairs & Maintenance Supplies	70,000	70,000	70,000
				Other Services and Charges:			
118,483	71,490	115,000	115,000	Contractual Services	125,000	125,000	125,000
265,592	247,442	300,000	300,000	Joint Sealing	300,000	300,000	300,000
556,494	122,953	429,065	429,065	Pavement repairs	350,000	350,000	350,000
-	-	363,500	363,500	Bridge repairs	400,000	400,000	400,000
400,438	146,712	375,000	375,000	Equipment Rental	375,000	375,000	375,000
<u>\$ 2,939,936</u>	<u>\$ 1,353,940</u>	<u>\$ 3,216,998</u>	<u>\$ 3,276,174</u>	Total Routine Maintenance	<u>\$ 3,350,285</u>	<u>\$ 3,350,285</u>	<u>\$ 3,350,285</u>
51,956	-	105,216	105,216	Supervisory wage & benefit allocation	110,958	110,958	110,958
<u>\$ 2,991,892</u>	<u>\$ 1,353,940</u>	<u>\$ 3,322,214</u>	<u>\$ 3,381,390</u>	Net Routine Maintenance	<u>\$ 3,461,243</u>	<u>\$ 3,461,243</u>	<u>\$ 3,461,243</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS TRAFFIC SERVICES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 35,415	\$ 14,483	\$ 29,973	\$ 29,973	Permanent Employees	\$ 38,937	\$ 38,937	\$ 38,937
507	-	2,784	2,784	Overtime	3,445	3,445	3,445
				Employee Benefits:			
44	-	-	-	Education Allowance	-	-	-
2,911	1,215	2,735	2,735	Social Security	3,527	3,527	3,527
10,470	4,207	10,583	10,583	Employee Insurance	10,638	10,638	10,638
14,173	8,250	16,549	16,549	Retiree Health Insurance	26,899	26,899	26,899
2,070	-	1,616	1,616	Longevity	2,001	2,001	2,001
14,320	9,590	20,060	20,060	Retirement Fund	23,939	23,939	23,939
126	-	93	93	Uniforms	182	182	182
				Other Services and Charges:			
1,034	541	25,000	25,000	Traffic & Street Signs	25,000	25,000	25,000
1,470	-	52,919	52,919	Traffic Signals	50,000	50,000	50,000
248,820	93,727	230,000	230,000	Traffic Signal Maintenance	230,000	230,000	230,000
192,682	221,540	225,000	225,000	Pavement Markings	225,000	225,000	225,000
6,873	8,225	5,000	5,000	Equipment Rental	10,000	10,000	10,000
<u>\$ 530,915</u>	<u>\$ 361,778</u>	<u>\$ 622,312</u>	<u>\$ 622,312</u>	Total Traffic Services	<u>\$ 649,568</u>	<u>\$ 649,568</u>	<u>\$ 649,568</u>
3,374	-	5,460	5,460	Supervisory wage & benefit allocation	7,195	7,195	7,195
<u>\$ 534,289</u>	<u>\$ 361,778</u>	<u>\$ 627,772</u>	<u>\$ 627,772</u>	Net Traffic Services	<u>\$ 656,763</u>	<u>\$ 656,763</u>	<u>\$ 656,763</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS SNOW AND ICE CONTROL:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 33,386	\$ 4,909	\$ 66,757	\$ 66,757	Permanent Employees	\$ 52,260	\$ 52,260	\$ 52,260
25,639	16,762	46,200	46,200	Overtime	44,624	44,624	44,624
				Employee Benefits:			
5,080	1,825	6,092	6,092	Social Security	4,733	4,733	4,733
13,440	3,801	12,384	12,384	Employee Insurance	12,446	12,446	12,446
41,482	18,372	36,859	36,859	Retiree Health Insurance	36,103	36,103	36,103
2,777	-	3,598	3,598	Longevity	2,686	2,686	2,686
41,829	21,064	44,677	44,677	Retirement Fund	32,130	32,130	32,130
169	-	207	207	Uniforms	244	244	244
205,866	-	250,000	250,000	Repairs & Maintenance Supplies	300,000	300,000	300,000
				Other Services and Charges:			
59	-	25,000	25,000	Contractual Services	25,000	25,000	25,000
73,827	-	75,000	75,000	Equipment Rental	80,000	80,000	80,000
2,500	2,500	2,500	2,500	Salt Dome Rental	2,500	2,500	2,500
<u>\$ 446,054</u>	<u>\$ 69,233</u>	<u>\$ 569,274</u>	<u>\$ 569,274</u>	Total Snow & Ice Control	<u>\$ 592,726</u>	<u>\$ 592,726</u>	<u>\$ 592,726</u>
4,523	-	12,161	12,161	Supervisory wage & benefit allocation	9,656	9,656	9,656
<u>\$ 450,577</u>	<u>\$ 69,233</u>	<u>\$ 581,435</u>	<u>\$ 581,435</u>	Net Snow & Ice Control	<u>\$ 602,382</u>	<u>\$ 602,382</u>	<u>\$ 602,382</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS ADMINISTRATION:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 41,814	\$ 19,350	\$ 70,000	\$ 86,380	Supervision	\$ 90,861	\$ 90,861	\$ 90,861
50,125	23,134	47,187	47,187	Clerical	49,634	49,634	49,634
-	-	750	750	Overtime - Clerical	-	-	-
				Employee Benefits:			
7,252	3,496	10,492	10,492	Social Security	11,041	11,041	11,041
23,374	11,742	25,000	35,782	Employee Insurance	36,825	36,825	36,825
22,236	591	19,599	19,599	Retiree Health Insurance	26,602	26,602	26,602
2,436	2,871	2,829	2,829	Longevity	3,825	3,825	3,825
9,551	4,649	13,715	13,715	Retirement Fund	14,433	14,433	14,433
				Other Services and Charges:			
44,418	21,565	43,130	43,130	Transfer to Water System/Engineering Svcs.	46,607	46,607	46,607
581,500	299,450	598,900	598,900	Administrative Expense	616,700	616,700	616,700
<u>\$ 782,706</u>	<u>\$ 386,848</u>	<u>\$ 831,602</u>	<u>\$ 858,764</u>	Total Administration	<u>\$ 896,528</u>	<u>\$ 896,528</u>	<u>\$ 896,528</u>
(61,125)	-	(122,837)	(122,837)	Supervisory wage & benefit allocation	(127,809)	(127,809)	(127,809)
<u>\$ 721,581</u>	<u>\$ 386,848</u>	<u>\$ 708,765</u>	<u>\$ 735,927</u>	Net Administration	<u>\$ 768,719</u>	<u>\$ 768,719</u>	<u>\$ 768,719</u>
				Summary of Operating Costs:			
\$ 2,991,892	\$ 1,353,940	\$ 3,322,214	\$ 3,381,390	Routine Maintenance	\$ 3,461,243	\$ 3,461,243	\$ 3,461,243
534,289	361,778	627,772	627,772	Traffic Services	656,763	656,763	656,763
450,577	69,233	581,435	581,435	Snow and Ice Control	602,382	602,382	602,382
721,581	386,848	708,765	735,927	Administration	768,719	768,719	768,719
<u>\$ 4,698,339</u>	<u>\$ 2,171,800</u>	<u>\$ 5,240,186</u>	<u>\$ 5,326,524</u>	Total Operating Costs	<u>\$ 5,489,107</u>	<u>\$ 5,489,107</u>	<u>\$ 5,489,107</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS DEBT SERVICE TRANSFER TO:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 560,300	\$ 20,250	\$ 541,000	\$ 541,000	2003 Michigan Transportation Debt Retirement	\$ 521,000	\$ 521,000	\$ 521,000
490,938	-	-	-	2010 Transportation Debt - Refunding Series	-	-	-
510,895	461,107	511,607	511,607	2013 Capital Improvement Refunding	514,823	514,823	514,823
266,066	230,734	254,506	254,506	2015 Capital Improvement Refunding	245,460	245,460	245,460
<u>\$ 1,828,199</u>	<u>\$ 712,091</u>	<u>\$ 1,307,113</u>	<u>\$ 1,307,113</u>	Total Debt Service Costs	<u>\$ 1,281,283</u>	<u>\$ 1,281,283</u>	<u>\$ 1,281,283</u>
				<u>LOCAL STREET TRANSFER:</u>			
<u>\$ 300,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	Total Local Street Transfer	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>
				<u>CONSTRUCTION PROJECTS</u>			
				Other Services and Charges:			
22,667	3,500,629	5,788,329	5,788,329	Contractual Services	1,394,200	1,394,200	1,394,200
<u>\$ 22,667</u>	<u>\$ 3,500,629</u>	<u>\$ 5,788,329</u>	<u>\$ 5,788,329</u>		<u>\$ 1,394,200</u>	<u>\$ 1,394,200</u>	<u>\$ 1,394,200</u>

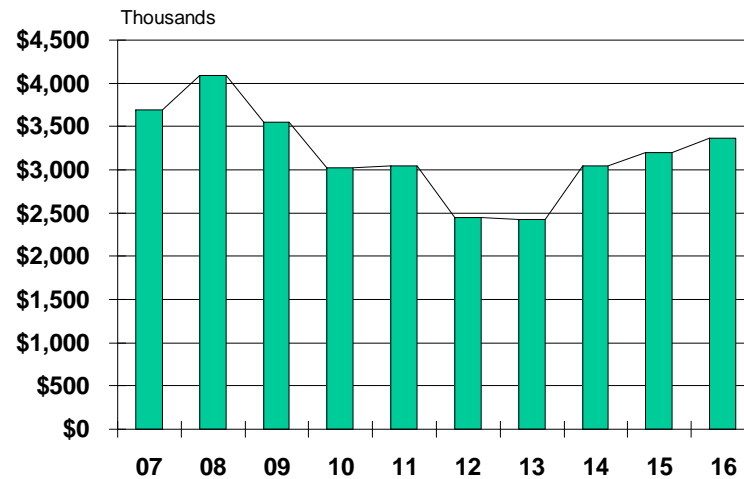
Local Streets:

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

This fund is used to receive all Local Street Funds paid to Warren by the State, as well as to account for the construction, maintenance, and other authorized operations pertaining to all streets classified as local streets within the City of Warren.

This fund has been established to make it possible to show that all legal provisions of Act 51 of the Public Acts of 1951, as amended, have been complied with and to determine, fairly and with full disclosure, the financial position and results of operations as set forth in the Michigan Department of Transportation's instructions for preparing the annual street financial report.

**Expenditure History
Local Streets**



SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	SUMMARY MICHIGAN TRANSPORTATION <u>OPERATING FUNDS - LOCAL STREETS</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				<u>REVENUES:</u>			
\$ 2,298,329	\$ 588,227	\$ 2,600,000	\$ 2,600,000	State Shared Weight & Gas Tax	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
1,376,748	-	-	-	Other State Sources	-	-	-
8,618	5,402	2,000	2,000	Interest on Investments	7,500	7,500	7,500
65,484	28,835	87,670	87,670	Contribution from General Fund	91,910	91,910	91,910
300,000	-	-	-	Contribution from Major Street Fund	300,000	300,000	300,000
457,758	-	330,000	330,000	P.A. 48 - Metro Act	400,000	400,000	400,000
-	146,354	3,597,232	3,597,232	Fund Balance Appropriated	612,519	612,519	612,519
<u>\$ 4,506,937</u>	<u>\$ 768,818</u>	<u>\$ 6,616,902</u>	<u>\$ 6,616,902</u>	Total Local Street Revenues	<u>\$ 4,411,929</u>	<u>\$ 4,411,929</u>	<u>\$ 4,411,929</u>
				<u>EXPENDITURES:</u>			
\$ -	\$ 29,604	\$ 375,000	\$ 375,000	Transfer to Construction Project Funds	\$ -	\$ -	\$ -
3,364,768	1,702,744	4,176,740	4,241,902	Operating Costs	4,411,929	4,411,929	4,411,929
-	2,000,000	2,000,000	2,000,000	Transfer to Major Street Fund	-	-	-
<u>\$ 3,364,768</u>	<u>\$ 3,732,348</u>	<u>\$ 6,551,740</u>	<u>\$ 6,616,902</u>	Total Local Street Expenditures	<u>\$ 4,411,929</u>	<u>\$ 4,411,929</u>	<u>\$ 4,411,929</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	1,331,729	1,331,729	1,331,729
				RESERVE FOR: COMPENSATED ABSENCES	(128,081)	(128,081)	(128,081)
				LESS: FUND BALANCE APPROPRIATED	(612,519)	(612,519)	(612,519)
<u>\$ 4,735,718</u>	<u>\$ 1,625,834</u>	<u>\$ 1,203,648</u>	<u>\$ 1,138,486</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 591,129</u>	<u>\$ 591,129</u>	<u>\$ 591,129</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS ROUTINE MAINTENANCE:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 576,993	\$ 314,326	\$ 588,148	\$ 588,148	Permanent Employees	\$ 632,574	\$ 632,574	\$ 632,574
10,581	6,864	39,624	39,624	Overtime	40,968	40,968	40,968
9,331	3,640	33,000	33,000	Seasonal Employees	33,000	33,000	33,000
				Employee Benefits:			
716	-	1,000	1,000	Education Allowance	1,200	1,200	1,200
46,952	26,033	53,675	53,675	Social Security	57,295	57,295	57,295
175,085	89,073	176,139	176,139	Employee Insurance	177,026	177,026	177,026
355,074	162,228	324,735	324,735	Retiree Health Insurance	437,001	437,001	437,001
33,618	-	31,702	31,702	Longevity	32,511	32,511	32,511
358,765	192,464	393,616	393,616	Retirement Fund	388,918	388,918	388,918
2,045	-	1,827	1,827	Uniforms	2,955	2,955	2,955
96,960	47,512	107,000	107,000	Repairs & Maintenance Supplies	107,000	107,000	107,000
				Other Services and Charges:			
38,588	19,080	246,000	246,000	Contractual Services	285,000	285,000	285,000
88,531	82,481	100,000	100,000	Joint Sealing	100,000	100,000	100,000
56,794	33,479	321,354	321,354	Pavement repairs	175,000	175,000	175,000
571,742	295,958	600,000	600,000	Equipment Rental	600,000	600,000	600,000
<u>\$ 2,421,775</u>	<u>\$ 1,273,138</u>	<u>\$ 3,017,820</u>	<u>\$ 3,017,820</u>	Total Routine Maintenance	<u>\$ 3,070,448</u>	<u>\$ 3,070,448</u>	<u>\$ 3,070,448</u>
54,731	-	107,136	107,136	Supervisory wage & benefit allocation	116,884	116,884	116,884
<u>\$ 2,476,506</u>	<u>\$ 1,273,138</u>	<u>\$ 3,124,956</u>	<u>\$ 3,124,958</u>	Net Routine Maintenance	<u>\$ 3,187,332</u>	<u>\$ 3,187,332</u>	<u>\$ 3,187,332</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS TRAFFIC SERVICES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 42,541	\$ 23,673	\$ 30,942	\$ 30,942	Permanent Employees	\$ 47,358	\$ 47,358	\$ 47,358
1,098	26	2,874	2,874	Overtime	4,190	4,190	4,190
				Employee Benefits:			
54	-	-	-	Education Allowance	-	-	-
3,528	1,968	2,824	2,824	Social Security	4,289	4,289	4,289
12,703	6,573	12,340	12,340	Employee Insurance	12,402	12,402	12,402
21,657	8,514	17,084	17,084	Retiree Health Insurance	32,716	32,716	32,716
2,517	-	1,668	1,668	Longevity	2,434	2,434	2,434
21,765	10,049	20,708	20,708	Retirement Fund	29,116	29,116	29,116
153	-	96	96	Uniforms	221	221	221
				Other Services and Charges:			
1,169	512	25,000	35,000	Traffic & Street Signs	35,000	35,000	35,000
49,595	19,223	50,000	50,000	Traffic Signal Maintenance	50,000	50,000	50,000
64,227	73,847	75,000	75,000	Pavement Markings	75,000	75,000	75,000
7,090	7,808	10,000	5,000	Equipment Rental	10,000	10,000	10,000
<u>\$ 228,097</u>	<u>\$ 152,193</u>	<u>\$ 248,536</u>	<u>\$ 253,536</u>	Total Traffic Services	<u>\$ 302,726</u>	<u>\$ 302,726</u>	<u>\$ 302,726</u>
4,095	-	5,637	5,637	Supervisory wage & benefit allocation	8,751	8,751	8,751
<u>\$ 232,192</u>	<u>\$ 152,193</u>	<u>\$ 254,173</u>	<u>\$ 259,173</u>	Net Traffic Services	<u>\$ 311,477</u>	<u>\$ 311,477</u>	<u>\$ 311,477</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS SNOW AND ICE CONTROL:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 30,101	\$ 10,595	\$ 52,490	\$ 52,490	Permanent Employees	\$ 41,184	\$ 41,184	\$ 41,184
13,920	10,680	19,875	19,875	Overtime	18,644	18,644	18,644
				Employee Benefits:			
3,742	1,894	4,790	4,790	Social Security	3,730	3,730	3,730
10,290	4,752	12,428	12,428	Employee Insurance	12,490	12,490	12,490
52,218	14,442	28,982	28,982	Retiree Health Insurance	28,451	28,451	28,451
2,189	-	2,829	2,829	Longevity	2,117	2,117	2,117
51,469	16,903	35,129	35,129	Retirement Fund	25,320	25,320	25,320
180	-	163	163	Uniforms	192	192	192
121,144	-	175,000	200,000	Repairs & Maintenance Supplies	260,000	260,000	260,000
				Other Services and Charges:			
-	-	20,000	20,000	Contractual Services	20,000	20,000	20,000
74,915		75,000	75,000	Equipment Rental	80,000	80,000	80,000
2,500	2,500	2,500	2,500	Salt Dome Rental	2,500	2,500	2,500
<u>\$ 362,668</u>	<u>\$ 61,766</u>	<u>\$ 429,186</u>	<u>\$ 454,186</u>	Total Snow & Ice Control	<u>\$ 494,628</u>	<u>\$ 494,628</u>	<u>\$ 494,628</u>
3,570	-	9,562	9,562	Supervisory wage & benefit allocation	7,610	7,610	7,610
<u>\$ 366,238</u>	<u>\$ 61,766</u>	<u>\$ 438,748</u>	<u>\$ 463,748</u>	Net Snow & Ice Control	<u>\$ 502,238</u>	<u>\$ 502,238</u>	<u>\$ 502,238</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS ADMINISTRATION:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 41,814	\$ 19,350	\$ 60,000	\$ 86,379	Supervision	\$ 90,860	\$ 90,860	\$ 90,860
50,124	23,134	47,186	47,186	Clerical	49,634	49,634	49,634
-	-	750	750	Overtime - Clerical	-	-	-
				Employee Benefits:			
7,251	3,496	10,492	10,492	Social Security	11,041	11,041	11,041
23,374	11,742	27,000	35,781	Employee Insurance	36,826	36,826	36,826
22,236	591	19,599	19,599	Retiree Health Insurance	26,602	26,602	26,602
2,436	2,871	2,829	2,829	Longevity	3,825	3,825	3,825
9,550	4,648	13,714	13,714	Retirement Fund	14,432	14,432	14,432
				Other Services and Charges:			
44,417	21,565	43,130	43,130	Transfer to Water System/Engineering Svcs.	46,607	46,607	46,607
149,755	128,250	256,500	256,500	Administrative Expense	264,300	264,300	264,300
<u>\$ 350,957</u>	<u>\$ 215,647</u>	<u>\$ 481,200</u>	<u>\$ 516,360</u>	Total Administration	<u>\$ 544,127</u>	<u>\$ 544,127</u>	<u>\$ 544,127</u>
(61,125)	-	(122,337)	(122,337)	Supervisory wage & benefit allocation	(133,245)	(133,245)	(133,245)
<u>\$ 289,832</u>	<u>\$ 215,647</u>	<u>\$ 358,863</u>	<u>\$ 394,023</u>	Net Administration	<u>\$ 410,882</u>	<u>\$ 410,882</u>	<u>\$ 410,882</u>
				Summary of Operating Costs:			
\$ 2,476,506	\$ 1,273,138	\$ 3,124,956	\$ 3,124,958	Routine Maintenance	\$ 3,187,332	\$ 3,187,332	\$ 3,187,332
232,192	152,193	254,173	259,173	Traffic Services	311,477	311,477	311,477
366,238	61,766	438,748	463,748	Snow and Ice Control	502,238	502,238	502,238
289,832	215,647	358,863	394,023	Administration	410,882	410,882	410,882
<u>\$ 3,364,768</u>	<u>\$ 1,702,744</u>	<u>\$ 4,176,740</u>	<u>\$ 4,241,902</u>	Total Operating Costs	<u>\$ 4,411,929</u>	<u>\$ 4,411,929</u>	<u>\$ 4,411,929</u>
				MAJOR STREET TRANSFER:			
\$ -	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	Total Local Street Transfer	\$ -	\$ -	\$ -
				CONSTRUCTION PROJECTS			
				Other Services and Charges:			
-	29,604	375,000	375,000	Contractual Services	-	-	-
<u>\$ -</u>	<u>\$ 29,604</u>	<u>\$ 375,000</u>	<u>\$ 375,000</u>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

LIBRARY

The Library Special Revenue Fund accounts for the receipt of specific property taxes, State Aid, user fees and special grants that are used to provide library materials and services at the Warren Public Library. Fines for overdue materials and penal fines collected on state code violations also provide some revenue to operate the library.

In August 2010, the residents of Warren overwhelmingly approved a millage increase of .85 for the next 20 years. This revenue will allow each of the four branches to remain open, maintain adequate staffing levels, and provide substantial funding to increase collections and to upgrade each branch to a state of the art facility.

The Warren Public Library is a member of the Suburban Library Cooperative and participates in the Michigan eLibrary (MeL). Participation in the collaborative provides Warren residents interlibrary loan privileges from library collections throughout the state. The Warren Public Library is also a member of the MilLibraryCard Library program which gives Warren residents the ability to obtain material from over 70 participating Michigan libraries while traveling throughout the state.

In June 2012, the Warren Public Library launched a new website, warrenlibrary.net. The new website is fully searchable and allows access to the library's public access catalog, databases, electronic resources, and events calendar. The website features posts that highlight new books, services, and current and upcoming events. It also utilizes "responsive design" and will adjust dimensions depending on what type of device (computer, tablet, smartphone) is being used to view it.

A brief review of 2016 indicates that the Warren Public Library has 56,501 registered borrowers, 409,595 patrons visited the library and the library provided a combined total of 783 programs for children, teens, and adults that were enjoyed by 14,584 patrons. Computer classes were attended by 178 patrons. The library circulated 939,419 materials, had 96,774 uses of their public Internet computers and 85,170 wireless logins. Reference librarians fielded 43,304 reference transactions. The combined Warren libraries have a collection of 286,773 items, including 20,827 eBooks and eAudiobooks, auto repair manuals, international language collection which is comprised of 16 different languages, ESL (English as a Second Language Collection), DVDs, music CDs, sheet music, periodicals, books on CD, CD-ROMs and video software.

Highlights from 2016 include the reconstruction of the Busch Branch Library which will be nearing completion at the end of this year. The library launched the "1,000 Books Before Kindergarten" program. The Michigan Humanities Council awarded a three year grant for Prime Time Family Reading Time programs. Additional grants received are: Arts and Humanities Touring which funded children's summer programming; Summer Learning sponsored by YALSA (Young Adult Library Services Association) and funding by Dollar General provided a PS4 device and a collection of graphic novels. Grant funds received totaled \$8,850.00. Additionally, wireless printing which debuted in 2015 at the Civic Center Library was expanded to all Warren Public Library locations in 2016. This technology allows patrons to send a print job to the library from home or any other location. Documents will wait in a queue until the patron arrives to release the print job.

The library also continued its successful program of author visits to the library as well as its Author Interview series in partnership with TV Warren. Author visits include local author Alex Tarnavsky (Masters of Deceit), Tobin Buhk (True Crime: Michigan), Jack Lessenberry (The People's Lawyer: the life and times of Frank J. Kelley), as well as our first author luncheon with New York Times bestselling author Steve Hamilton (The Second Life of Nick Mason).

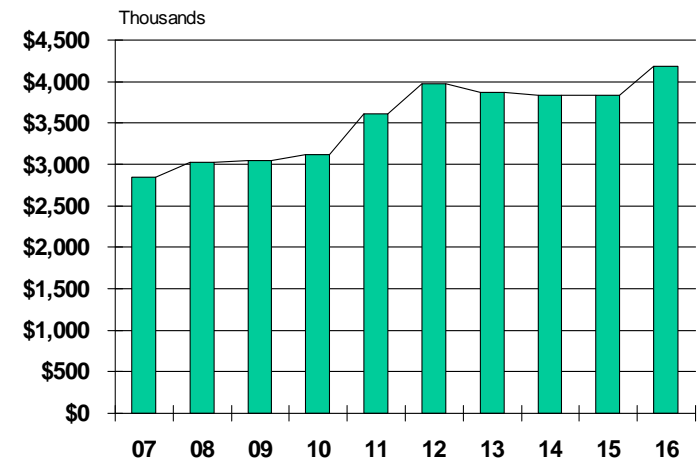
LIBRARY

Fiscal 2018 Performance Objectives

1. To provide the best selection of current books, periodicals, talking books, electronic books, music CD's, DVD's, and other materials.
2. To provide residents with the best reference service that the Library can offer through hard copy, on-line databases, eBooks, and the Internet.
3. To provide quality educational, informational and recreational programs for children and adults to enhance quality of life.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Annual library attendance	409,595	500,000	331,000	400,000
Annual circulation of materials	412,723	700,000	381,800	450,000
Reference information requests	36,989	72,000	35,600	50,000
Total registered borrowers	56,501	72,000	57,000	60,000
Items loaned to other libraries	57,354	80,000	58,840	65,000
Items received from other libraries	36,237	55,000	37,230	40,000
Total circulation/children's materials	176,454	275,000	157,200	200,000
Materials added to the collection	22,695	55,000	16,800	40,000
Materials deleted from the collection	30,098	15,000	6,170	15,000
Children's story hour attendance	3,529	4,000	4,000	4,200
Computer sessions	181,914	250,000	131,065	200,000
Attendance-children programs	9,771	11,000	10,000	11,000
Home Page hits	291,638	360,000	260,580	265,000
Literacy attendance	2,820	3,000	2,604	3,000
School visits to library	31	40	40	50
Grant received	9,850	2,000	2,000	3,000
Attendance-adult special programs	3,157	3,000	3,200	4,000

Expenditure History Library



SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>LIBRARY</u> <u>SPECIAL REVENUE FUND</u> <u>REVENUES:</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 4,206,360	\$ 2,033,695	\$ 4,185,000	\$ 4,066,008	Property Tax Revenue	\$ 4,147,435	\$ 4,147,435	\$ 4,147,435
59,134	20,988	91,500	41,977	Industrial Facilities Tax	32,996	32,996	32,996
-	-	418,491	225,000	Reimbursement for Personal Property Loss	225,000	225,000	225,000
118,770	-	126,000	126,000	Penal Fines	120,000	120,000	120,000
40,855	14,535	50,000	50,000	Over the Counter Fines	50,000	50,000	50,000
12,605	-	2,000	2,000	Interest on Investments	5,000	5,000	5,000
110,524	-	78,000	78,000	State Aid	88,000	88,000	88,000
-	25,691	-	-	Renaissance Zone Reimbursement	-	-	-
30,144	11,492	30,000	30,000	Copy Machine User Fees	35,000	35,000	35,000
18,877	6,347	17,000	17,000	Lost Book Fees	17,000	17,000	17,000
3,163	1,259	7,000	7,000	Video User Fees	7,000	7,000	7,000
8,624	3,779	10,000	10,000	Non-Resident Internet Fees	10,000	10,000	10,000
13,899	5,104	12,000	12,000	Miscellaneous	12,000	12,000	12,000
-	1,926,766	2,135,144	2,135,144	Fund Balance Appropriated	2,570,906	2,570,906	2,570,906
<u>\$ 4,622,955</u>	<u>\$ 4,049,656</u>	<u>\$ 7,162,135</u>	<u>\$ 6,800,129</u>	Total Revenues	<u>\$ 7,320,337</u>	<u>\$ 7,320,337</u>	<u>\$ 7,320,337</u>
				EXPENDITURES:			
\$ 1,376,828	\$ 645,428	\$ 1,516,190	\$ 1,634,880	Personnel Services	\$ 1,705,281	\$ 1,705,281	\$ 1,705,281
1,250,654	600,996	1,304,507	1,394,568	Employee Benefits	1,504,573	1,504,573	1,504,573
41,718	16,225	55,000	73,000	Supplies	83,995	83,995	83,995
882,311	453,028	1,019,615	1,074,615	Other Services and Charges	1,276,188	1,276,188	1,276,188
634,777	71,848	2,623,066	2,623,066	Capital Outlay	2,750,300	2,750,300	2,750,300
<u>\$ 4,186,288</u>	<u>\$ 1,787,525</u>	<u>\$ 6,518,378</u>	<u>\$ 6,800,129</u>	Total Expenditures	<u>\$ 7,320,337</u>	<u>\$ 7,320,337</u>	<u>\$ 7,320,337</u>
				NET INCREASE (DECREASE) IN FUND			
\$ 436,667	\$ 2,262,131	\$ 643,757	\$ -	BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
				ESTIMATED FUND BALANCE			
5,319,735	5,756,402	5,756,402	5,756,402	BEGINNING OF PERIOD (as restated)	4,265,015	4,265,015	4,265,015
				RESERVE FOR:			
(177,085)	(177,085)	(177,085)	(177,085)	COMPENSATED ABSENCES	(177,085)	(177,085)	(177,085)
				LESS: FUND BALANCE			
-	(1,926,766)	(2,135,144)	(2,135,144)	APPROPRIATED	(2,570,906)	(2,570,906)	(2,570,906)
<u>\$ 5,579,317</u>	<u>\$ 5,914,682</u>	<u>\$ 4,087,930</u>	<u>\$ 3,444,173</u>	ESTIMATED FUND BALANCE	<u>\$ 1,517,024</u>	<u>\$ 1,517,024</u>	<u>\$ 1,517,024</u>
				(DEFICIT) END OF PERIOD			

SPECIAL REVENUE FUND PERSONNEL

<u>LIBRARY</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Library Director	1	\$ 97,071	1	\$ 99,498	1	\$ 99,498	1	\$ 99,498
Administrative Specialist - Library	1	61,256	1	62,788	1	62,788	1	62,788
Branch Library Supervisor	4	77,330	4	79,263	4	79,263	4	79,263
Branch Librarian	5	62,478	5	64,040	5	64,040	5	64,040
Library Technician	6	53,376	6	54,710	6	54,710	6	54,710
Office Assistant	5	36,203	5	37,108	5	37,108	5	37,108
Library Asst Spec Svcs	1	56,872	1	58,293	1	58,293	1	58,293
Library Maintenance Technician	1	41,168	1	42,198	1	42,198	1	42,198
<u>Permanent Part-time Employees:</u>								
Library Pages		258,460		245,460		245,460		245,460
Assistant Librarians (Substitutes)		26,070		26,070		26,070		26,070
Overtime	—	32,500	—	32,500	—	32,500	—	32,500
Total Personnel	<u>24</u>		<u>24</u>		<u>24</u>		<u>24</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Warren Supervisors contracts that expire 6/30/19.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>LIBRARY</u> <u>SPECIAL REVENUE FUND</u> <u>EXPENDITURES:</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 98,572	\$ 45,952	\$ 94,590	\$ 94,590	Appointed Official	\$ 99,497	\$ 99,497	\$ 99,497
1,023,324	521,548	1,150,000	1,211,660	Permanent Employees	1,289,854	1,289,854	1,289,854
239,750	73,393	250,000	284,530	Permanent Part-time Employees - Pages	271,530	271,530	271,530
7,762	2,326	10,000	32,500	Overtime	32,500	32,500	32,500
7,420	2,209	11,600	11,600	Shift Premium	11,900	11,900	11,900
				Employee Benefits:			
8,634	8,000	9,600	9,600	Education Allowance	8,000	8,000	8,000
106,882	50,535	125,000	127,690	Social Security	133,147	133,147	133,147
257,088	116,675	310,000	397,371	Employee Insurance	408,008	408,008	408,008
352,646	155,508	305,621	305,621	Retiree Health Insurance	408,367	408,367	408,367
23,257	15,383	24,692	24,692	Longevity	27,163	27,163	27,163
502,147	254,895	529,594	529,594	Retirement Fund	519,588	519,588	519,588
-	-	-	-	Uniforms	300	300	300
41,718	16,225	55,000	73,000	Office Supplies	83,995	83,995	83,995
				Other Services and Charges:			
8,144	6,293	16,000	16,000	Copy Machine Expense	16,100	16,100	16,100
64,861	36,871	91,000	91,000	Contractual Services	198,600	198,600	198,600
142,398	77,560	181,000	181,000	Cooperative Services	181,100	181,100	181,100
43,831	-	40,000	40,000	Library Cooperative-Indirect Aid	45,000	45,000	45,000
1,145	296	2,500	2,500	Postage	2,500	2,500	2,500
6,049	1,673	9,000	9,000	Digital Video Discs	9,000	9,000	9,000
33,643	11,709	42,000	42,000	Library Circulating Materials	42,000	42,000	42,000
15,613	1,340	17,000	17,000	Periodicals	17,000	17,000	17,000
5,656	2,001	15,000	20,000	Telephone	20,000	20,000	20,000
507	530	2,000	2,000	Mileage	2,000	2,000	2,000
814	142	3,000	3,000	Auto Expense	3,000	3,000	3,000
4,652	4,856	8,000	8,000	Training & Workshops	8,000	8,000	8,000
-	-	100	100	Book Binding	100	100	100
158,657	65,180	165,000	215,000	Public Utilities	215,000	215,000	215,000
19,309	3,468	43,000	43,000	Repairs & Maintenance	120,000	120,000	120,000
122,032	109,609	122,015	122,015	Cap Imprvmt Refunding Bonds, Series 2014	125,688	125,688	125,688
35,900	18,650	37,300	37,300	Insurance and Bonds	38,700	38,700	38,700
219,100	112,850	225,700	225,700	Administrative Expense	232,400	232,400	232,400

(Continued)

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>LIBRARY</u> SPECIAL REVENUE FUND EXPENDITURES (Continued):	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 423,257	\$ 1,079,668	\$ 2,126,766	\$ 2,126,766	Capital Outlay:			
-	-	-	-	Improvements	\$ 2,350,000	\$ 2,350,000	\$ 2,350,000
-	985	174,300	174,300	Vehicles	35,000	35,000	35,000
211,520	70,863	322,000	322,000	Equipment	43,300	43,300	43,300
				Books	322,000	322,000	322,000
<u>\$ 4,186,288</u>	<u>\$ 2,867,193</u>	<u>\$ 6,518,378</u>	<u>\$ 6,800,129</u>	Total Expenditures	<u>\$ 7,320,337</u>	<u>\$ 7,320,337</u>	<u>\$ 7,320,337</u>

RECREATION

The Recreation Special Revenue Fund accounts for specific property taxes, grants and user fees that are used to operate the Warren Community Center, activities, parks, playgrounds and other facilities. The revenues received in this fund can only be used for recreation purposes.

The City of Warren is gifted with 25 City parks. While the land acreage may not meet the needs of the community, the locations of the 25 parks play a vital role in the community, especially since numerous schools have closed in the past 25 years. The total parkland is 325 acres and the department will continue to focus on opportunities to increase parkland whenever feasible. We want to continue to replace and update equipment in our parks including play structures, comfort stations and roller rinks. We have many calls from residents looking for improvements from new swings, to improvements in the play structures, updating comfort stations to be ADA compliant, and improving and or removing roller rinks for resident use.

The Parks and Recreation Department is very fortunate to have the support of the citizens of Warren. The approval of one mill dedicated to the operation and improvement to the Parks and Recreation Department has proven to be a major accomplishment for the City of Warren. The intention of the department is to make continuing improvements in programs, staffing, facilities and parks wherever necessary. The stability of dependable funding will provide flexibility and latitude to make appropriate changes. The department offers year-round recreation programs, including baseball, ice skating, softball, basketball, volleyball, swimming, arts and crafts, music, theater, dancing, and special events. All of the special events held in the past year have been a huge success with residents. The department also has indoor facilities at Owen Jax Recreation Center, Fitzgerald Recreation Center, Stilwell Manor, City Square and the Warren Community Center. The department also utilizes most middle and elementary schools to provide various year round programs and activities.

The Warren Community Center houses the Parks & Recreation Department, the Miller Branch Library and the Warren Communications Department. The recreation area offers a Family Leisure Pool which has a 150-foot slide, a play structure with a 500 gallon dumping bucket, zero entry, and a lazy river. The Activity Pool offers lap swimming, exercise classes, water aerobics, and open swim. There is a 5,000 square foot fitness center, three gymnasiums, a senior citizen wing, and a deli-café. The center has been very successful and widely used with over 4,100 memberships at this time. We had almost 250,000 visitors to the community center in the past year. We anticipate continuing to improve our services at the Warren Community Center. We wish to continue to improve the fitness room by replacing 1/3 of the cardio equipment and at least two weight machines. We have found that a scheduled replacement program for the cardio equipment is the best way to keep our users satisfied with our equipment. We have built into the bid that the equipment has bumper to bumper warranty and the winning bidder has also given us a price to purchase the equipment back. We believe by doing this, the bidder takes better care of the equipment which betters our users. We also need to improve our water park and make necessary repairs to our slides with the ultimate goal of replacing the play structure in a few years. We have had 250,000 visits to the Warren Community Center annually and we need to continue to make repairs and improvements to meet our resident's requirements.

We operate most of our programs and activities with use of part time staff supervised by full time employees. Part time staff hours vary throughout the year as programs start and stop as the year goes on. We have more staff hired for programs like our day camp program in the summer and the Ice Rink in the winter months.

Public transportation demands continue to grow with the older population in Warren. The Parks and Recreation Department has established and provides transportation for numerous older citizens. Funding is primarily secured through the Michigan Department of Transportation, Smart Grants and the Parks and Recreation Special Revenue Fund.

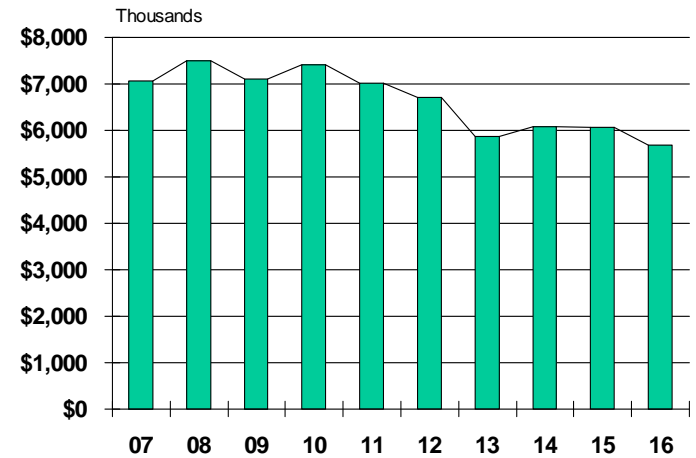
RECREATION

Fiscal 2018 Performance Objectives

1. To increase participation at all Special Events and attain corporate co-sponsorship of all Special Events.
2. To increase senior citizen and handicap transportation service to our community.
3. To continue to develop all city parks and enhance the physical appearance of the parks to increase family usage.
4. To continue to develop teen programs and family activities at all facilities.
5. To continue to remove trees and stumps as needed.
6. To continue with a systematic block-pruning program and handle emergencies that arise.
7. To continue to promote membership growth and total usage of the Warren Community Center.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Pavilion rentals	467	450	470	475
Bus transportation	14,565	15,500	14,650	14,700
Special event youth participation	25,000	25,000	25,000	25,000
Day camp registration	501	645	520	530
Senior special events	3,900	3,900	3,950	4,000
Adult & youth sports participants	107,250	107,500	107,500	107,500
Senior programs	86,125	87,000	86,200	86,250
Senior sports programs	23,000	23,250	23,250	23,250
WCC pool attendance	386,500	380,000	400,000	400,000
Swim lesson registration	3,800	4,225	4,250	4,300
Yearly pass registration	4,280	5,000	4,500	5,000
WCC pool rental attendance	9,000	9,000	9,200	9,250

**Expenditure History
Recreation**



SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	RECREATION SPECIAL REVENUE FUND REVENUES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 3,070,329	\$ 1,482,546	\$ 3,050,000	\$ 2,963,403	Property Tax Revenue	\$ 3,022,749	\$ 3,022,749	\$ 3,022,749
43,097	15,300	64,000	30,594	Industrial Facilities Tax	24,049	24,049	24,049
-	-	305,000	150,000	Reimbursement for Personal Property Loss	150,000	150,000	150,000
54,389	17,546	61,300	61,300	MDOT Grant	61,300	61,300	61,300
254,378	58,720	193,000	193,000	S.M.A.R.T. Community Credit Grant	193,000	193,000	193,000
449,601	186,723	475,000	475,000	Recreation Fees	480,000	480,000	480,000
1,423,318	562,991	1,400,000	1,400,000	Warren Community Center Fees	1,500,000	1,500,000	1,500,000
17,819	1,017	20,000	40,000	Downtown Ice Rink Fees	40,000	40,000	40,000
12,758	5,064	13,000	15,000	Senior Transportation	15,000	15,000	15,000
17,062	7,982	18,000	20,000	Special Events	20,000	20,000	20,000
85,707	31,359	70,000	70,000	Sponsored Events	75,000	75,000	75,000
1,466	193	600	600	Bingo Fees	1,000	1,000	1,000
-	200	400	1,000	Forestry - Tree Planting	-	-	-
1,995	155	400	400	Interest on Investments	1,000	1,000	1,000
125,600	87,501	100,000	100,000	Lease Proceeds	50,000	50,000	50,000
1,190	-	-	-	Sale of Equipment	-	-	-
-	22	100	1,000	Miscellaneous	500	500	500
-	-	24,405	24,405	Fund Balance Appropriated	317,670	207,170	207,170
<u>\$ 5,558,709</u>	<u>\$ 2,457,319</u>	<u>\$ 5,795,205</u>	<u>\$ 5,545,702</u>	Total Revenues	<u>\$ 5,951,268</u>	<u>\$ 5,840,768</u>	<u>\$ 5,840,768</u>
				EXPENDITURES:			
\$ 2,195,010	\$ 969,053	\$ 1,987,473	\$ 1,987,473	Personnel Services	\$ 2,124,153	\$ 2,124,153	\$ 2,124,153
1,217,403	539,009	1,162,246	1,162,246	Employee Benefits	1,293,258	1,293,258	1,293,258
148,655	78,052	195,250	195,250	Supplies	208,450	208,450	208,450
2,091,087	920,978	2,033,733	2,089,733	Other Services and Charges	2,125,407	2,064,907	2,064,907
40,780	38,149	111,000	111,000	Capital Outlay	200,000	150,000	150,000
<u>\$ 5,692,935</u>	<u>\$ 2,545,241</u>	<u>\$ 5,489,702</u>	<u>\$ 5,545,702</u>	Total Expenditures	<u>\$ 5,951,268</u>	<u>\$ 5,840,768</u>	<u>\$ 5,840,768</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
1,013,950	879,724	879,724	879,724	ESTIMATED FUND BALANCE BEGINNING OF PERIOD(as restated)	1,160,822	1,160,822	1,160,822
(116,069)	(116,069)	(116,069)	(116,069)	RESERVE FOR: COMPENSATED ABSENCES	(116,069)	(116,069)	(116,069)
-	-	(24,405)	(24,405)	LESS: FUND BALANCE APPROPRIATED	(317,670)	(207,170)	(207,170)
<u>\$ 763,655</u>	<u>\$ 675,733</u>	<u>\$ 1,044,753</u>	<u>\$ 739,250</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 727,083</u>	<u>\$ 837,583</u>	<u>\$ 837,583</u>

SPECIAL REVENUE FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
<u>PARKS AND RECREATION</u>								
Parks and Recreation Director	1	\$ 103,964	1	\$ 106,563	1	\$ 106,563	1	\$ 106,563
Superintendent of Facilities & Operations	2	78,222	2	80,177	2	80,177	2	80,177
Program Supervisor	3	68,105	3	69,808	3	69,808	3	69,808
Recreation Manager	1	42,245	1	43,302	1	43,302	1	43,302
Account Specialist	1	52,613	1	53,928	1	53,928	1	53,928
Seasonal Employees		1,150,000		1,250,000		1,250,000		1,250,000
Seasonal Employees - Transportation		145,000		145,000		145,000		145,000
<u>MAINTENANCE</u>								
Facility Maintenance Technician	1	67,008	1	68,683	1	68,683	1	68,683
Seasonal Employees - Maintenance		70,000		75,000		75,000		75,000
Overtime - Maintenance	—	11,895	—	11,895	—	11,895	—	11,895
Total Personnel	<u>9</u>		<u>9</u>		<u>9</u>		<u>9</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and 59 and Warren Supervisors contracts that expire 6/30/19.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	RECREATION SPECIAL REVENUE FUND EXPENDITURES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 106,736	\$ 49,215	101,308	101,308	Appointed Official	\$ 106,564	\$ 106,564	106,564
462,796	215,683	443,975	443,975	Permanent Employees - Supervision	467,009	467,009	467,009
69,701	23,845	65,295	65,295	Permanent Employees - Maintenance	68,685	68,685	68,685
				Seasonal Employees:			
45,717	11,960	70,000	70,000	Maintenance	75,000	75,000	75,000
1,360,994	605,435	1,150,000	1,150,000	Recreation	1,250,000	1,250,000	1,250,000
4,082	-	-	-	Overtime - Supervision	-	-	-
11,397	1,264	11,895	11,895	Overtime - Maintenance	11,895	11,895	11,895
				Employee Benefits:			
3,750	3,750	3,750	3,750	Education Allowance	3,750	3,750	3,750
143,866	65,433	143,313	143,313	Social Security	153,769	153,769	153,769
263,142	102,987	277,050	277,050	Employee Insurance	274,983	274,983	274,983
475,723	204,098	407,819	407,819	Retiree Health Insurance	535,026	535,026	535,026
27,200	13,600	27,200	27,200	Longevity	27,200	27,200	27,200
288,808	142,551	288,264	288,264	Retirement Fund	283,570	283,570	283,570
143	300	190	190	Uniforms	300	300	300
				Supplies:			
9,048	3,956	8,500	8,500	Office Supplies	11,000	11,000	11,000
150	-	150	150	Bingo Operating Supplies	150	150	150
7,882	2,684	9,500	9,500	Operating Supplies	15,500	15,500	15,500
41,165	27,545	55,000	55,000	Playground & Athletic Supplies	60,000	60,000	60,000
90,410	43,867	120,000	120,000	Repair & Maintenance Supplies	120,000	120,000	120,000
				Other Services and Charges:			
331,907	172,592	390,000	390,000	Contractual Services	400,000	400,000	400,000
2,493	611	3,000	3,000	Postage	3,000	3,000	3,000
1,113	9,452	9,533	9,533	Unemployment Costs	937	937	937
72,053	21,325	40,000	40,000	Building Maintenance	60,000	60,000	60,000
235,697	77,470	225,000	225,000	Tree Maintenance	225,000	225,000	225,000
23,810	9,837	30,000	30,000	Telephone	30,000	30,000	30,000
22,825	3,873	42,000	42,000	Vehicle Maintenance Expense	32,000	32,000	32,000
38,267	15,949	55,000	55,000	Marketing and Promotions	60,000	60,000	60,000
123,600	64,250	128,500	128,500	Insurance and Bonds	133,600	133,600	133,600
447,870	177,545	500,000	550,000	Public Utilities	550,000	500,000	500,000
100	595	1,000	1,000	Conferences and Workshops	1,500	1,000	1,000
5,883	86	5,000	5,000	Rentals & Janitorial Service	6,000	6,000	6,000

(Continued)

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	RECREATION SPECIAL REVENUE FUND EXPENDITURES (Continued): Other Services and Charges:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 49,772	\$ 17,483	\$ 55,000	\$ 55,000	Special Events	\$ 55,000	\$ 55,000	\$ 55,000
28,797	10,140	50,000	50,000	Sponsored Events	50,000	40,000	40,000
4,374	100	8,500	8,500	Downtown Ice Rink Expense	8,500	8,500	8,500
528,803	255,754	284,700	284,700	Cap Imprvmt Refunding Bonds, Series 2014	293,270	293,270	293,270
113,700	58,550	117,100	117,100	Administrative Expense	120,600	120,600	120,600
				Capital Outlay:			
-	-	30,000	30,000	Capital Improvements	15,000	-	-
-	-	-	-	Equipment - Vehicle	35,000	-	-
40,780	38,149	81,000	81,000	Equipment - Recreation	150,000	150,000	150,000
<u>\$ 5,484,554</u>	<u>\$ 2,451,934</u>	<u>\$ 5,238,542</u>	<u>\$ 5,288,542</u>	Total Expenditures	<u>\$ 5,693,808</u>	<u>\$ 5,583,308</u>	<u>\$ 5,583,308</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	RECREATION SPECIAL REVENUE FUND TRANSPORTATION EXPENDITURES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 133,587	\$ 61,651	\$ 145,000	\$ 145,000	Seasonal Employees	\$ 145,000	\$ 145,000	\$ 145,000
				Employee Benefits:			
10,220	4,716	11,093	11,093	Social Security	11,093	11,093	11,093
4,551	1,574	3,567	3,567	Employee Insurance	3,567	3,567	3,567
				Supplies:			
-	-	1,200	1,200	Office Supplies	1,000	1,000	1,000
-	-	900	900	Operating Supplies	800	800	800
				Other Services and Charges:			
1,103	432	5,000	5,000	Contractual Services	5,000	5,000	5,000
-	-	150	150	Postage	150	150	150
-	-	2,000	2,000	Building Maintenance	2,000	2,000	2,000
578	289	1,000	1,000	Telephone	1,000	1,000	1,000
30,661	7,854	40,000	46,000	Vehicle Maintenance Expense	46,000	46,000	46,000
-	-	250	250	Printing and Publishing	250	250	250
12,581	8,941	20,000	20,000	Public Utilities	20,000	20,000	20,000
-	-	300	300	Conferences and Workshops	300	300	300
15,100	7,850	15,700	15,700	Insurance and Bonds	16,300	16,300	16,300
-	-	5,000	5,000	Bus Rental	5,000	5,000	5,000
<u>\$ 208,381</u>	<u>\$ 93,307</u>	<u>\$ 251,160</u>	<u>\$ 257,160</u>	Total Expenditures	<u>\$ 257,460</u>	<u>\$ 257,460</u>	<u>\$ 257,460</u>

COMMUNICATIONS

The Communications Special Revenue Fund was established to account for fees to be received under provisions of the cable television franchise agreements. The Warren Communications Department operates from franchise fees received from Comcast, Wide Open West and AT&T. Historically, Comcast has generated the largest amount of revenue through their subscribers. This Special Revenue Fund has been established to assure that a thorough cable television based infrastructure is maintained throughout the life of the franchise to serve the City of Warren public and government. The revenues received in this fund can only be used for communication purposes.

The Communications Department currently generates two channels of government access cable television programming (Comcast channels 5 and 12, WOW channels 10 and 18, and AT&T channel 99), cable bulletin board notices, maintenance and operation of the city website (www.cityofwarren.org), production of the city newsletter (Newsbeat), and production of the city calendar. The department also partners with the Parks and Recreation Department in the operation and maintenance of the Warren community center auditorium to provide production assistance and coverage of official city operational meetings like City Council, Zoning Board of Appeals and Planning Commission. Additionally, the Communications Department assists various other city departments with projects such as production of training videos. Another service provided to residents is the posting of emergency alerts and bulletins, using every tool available to notify residents of severe weather, snow emergencies and other emergencies.

This year we will be making necessary upgrades to our control room. These upgrades will conform our operation to a file based system that will continue to improve our workflow. This will allow us to skip several conversion processes that we currently must undergo while using the current system, increasing productivity and cutting back on the time it takes to create a television program. Additionally, these upgrades will replace outdated equipment and equipment that is beyond repair. Finally, the upgrades allow us to be fully ready to broadcast an HD signal when the cable companies call for this upgrade.

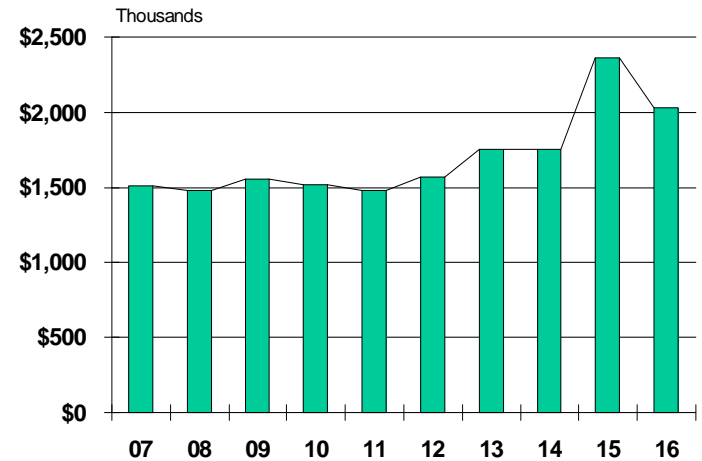
COMMUNICATIONS

Fiscal 2018 Performance Objectives

1. To continue providing high quality, award winning television productions.
2. To assist the DDA with the “Move to Warren” campaign.
3. To improve and create a more user friendly city website with expanded online services.
4. To educate students with our highly successful volunteer and internship programs.
5. To continue to share information with residents via television, internet, direct mail newsletters, etc.
6. To support all city departments’ communications needs (training, web, residential, etc.).

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Meeting coverage (City Council, Zoning Board, Planning Commission)	60	60	60	60
Newsbeat magazine	4	4	4	4
Annual calendar	1	1	1	1
Original programs (sporting events, concerts, talk shows, etc.)	250	250	205	275
Auditorium support (plays, rentals, recitals, meetings, etc.)	122	115	130	130
Bulletin board postings (garage sales, non-profit ads, city information, etc.)	1,500	1,500	1,200	1,500
Snow and storm alerts (emergency information crawl on channels)	6	30	7	20
Website postings and updates (community events, department services)	2,500	2,500	2,500	2,500
Internship program (number of interns)	32	30	30	30
Public service announcements	30	50	40	50
Social media oversight, maintenance, updates for all city social media sites	10	10	12	12

**Expenditure History
Communications**



SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	COMMUNICATIONS SPECIAL REVENUE FUND REVENUES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 2,263,382	\$ 565,620	\$ 2,200,000	\$ 2,200,000	Cable TV Franchise Fees	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000
6,067	540	1,000	1,000	Interest on Investments	3,000	3,000	3,000
21,240	8,850	21,000	21,000	Lease Proceeds	21,000	21,000	21,000
377	194	500	500	Miscellaneous	500	500	500
-	53,408	461,937	461,937	Fund Balance Appropriated	447,567	447,567	379,129
<u>\$ 2,291,066</u>	<u>\$ 628,612</u>	<u>\$ 2,684,437</u>	<u>\$ 2,684,437</u>	Total Revenues	<u>\$ 2,772,067</u>	<u>\$ 2,772,067</u>	<u>\$ 2,703,629</u>
				EXPENDITURES:			
\$ 577,893	\$ 267,628	\$ 640,000	\$ 692,848	Personnel Services	\$ 739,518	\$ 739,518	\$ 696,438
315,888	150,739	326,390	372,729	Employee Benefits	426,849	426,849	401,491
8,840	10,952	25,500	25,500	Supplies	25,500	25,500	25,500
892,601	704,357	1,327,360	1,362,360	Other Services and Charges	1,380,200	1,380,200	1,380,200
233,042	-	231,000	231,000	Capital Outlay	200,000	200,000	200,000
<u>\$ 2,028,264</u>	<u>\$ 1,133,676</u>	<u>\$ 2,550,250</u>	<u>\$ 2,684,437</u>	Total Expenditures	<u>\$ 2,772,067</u>	<u>\$ 2,772,067</u>	<u>\$ 2,703,629</u>
\$ 262,802	\$ (505,064)	\$ 134,187	\$ -	NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
3,177,436	3,440,238	3,440,238	3,440,238	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	3,112,488	3,112,488	3,112,488
(36,529)	(36,529)	(36,529)	(36,529)	RESERVE FOR: COMPENSATED ABSENCES	(36,529)	(36,529)	(36,529)
-	(53,408)	(461,937)	(461,937)	LESS: FUND BALANCE APPROPRIATED	(447,567)	(447,567)	(379,129)
<u>\$ 3,403,709</u>	<u>\$ 2,845,237</u>	<u>\$ 3,075,959</u>	<u>\$ 2,941,772</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 2,628,392</u>	<u>\$ 2,628,392</u>	<u>\$ 2,696,830</u>

SPECIAL REVENUE FUND PERSONNEL

<u>COMMUNICATIONS</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Communications Director	1	\$ 81,752	1	\$ 83,796	1	\$ 83,796	1	\$ 83,796
Communications Specialist	1	66,701	1	68,368	1	68,368	1	68,368
Media Specialist 1	1	60,059	1	61,561	1	61,561	1	61,561
Communications Specialist 1	-	-	1 (b)	54,366	1 (b)	54,366	-	-
Broadcast Engineer	1	40,600	1 (e)	50,000	1 (e)	50,000	1 (e)	50,000
Administrative Clerk	1	50,284	1	51,541	1	51,541	1	51,541
Part-time Employees	—	415,000	—	415,000	—	415,000	—	415,000
Total Personnel	<u>5</u>		<u>6</u>		<u>6</u>		<u>5</u>	

(a) Wage rates are based on Local 227, Local 412 Units 35 and 59 contracts that expired 6/30/16.

(b) New position.

(e) Reflects an increase of \$8,385 for Broadcast Engineer position.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	COMMUNICATIONS SPECIAL REVENUE FUND EXPENDITURES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 249,151	\$ 117,015	\$ 240,000	\$ 277,848	Personnel Services:	\$ 324,518	\$ 324,518	\$ 281,438
328,293	149,657	400,000	415,000	Permanent Employees	415,000	415,000	415,000
449	956	-	-	Part-time Employees	-	-	-
				Overtime			
2,250	2,563	2,563	2,250	Employee Benefits:	750	750	750
44,812	21,093	50,000	53,955	Education Allowance	56,960	56,960	53,664
31,289	16,708	50,000	92,697	Social Security	114,505	114,505	97,613
130,042	56,236	111,858	111,858	Employee Insurance	150,957	150,957	150,095
9,132	5,383	10,200	10,200	Retiree Health Insurance	4,294	4,294	4,294
98,363	48,756	101,769	101,769	Longevity	99,383	99,383	95,075
				Retirement Fund			
2,164	485	3,500	3,500	Supplies:	3,500	3,500	3,500
5,688	9,978	20,000	20,000	Office	20,000	20,000	20,000
988	489	2,000	2,000	Operating	2,000	2,000	2,000
				Tapes/DVD's			
9,427	13,072	27,000	27,000	Other Services and Charges:	32,600	32,600	32,600
62,518	34,183	80,000	80,000	Contractual Services	80,000	80,000	80,000
2,657	1,134	2,300	2,300	Postage	3,200	3,200	3,200
10	-	200	200	Telephone	200	200	200
2,442	343	3,500	3,500	Mileage	3,500	3,500	3,500
-	-	400	400	Vehicle Maintenance	-	-	-
33,346	26,220	100,000	100,000	Conferences & Workshops	100,000	100,000	100,000
35,900	18,650	37,300	37,300	Community Promotions	38,700	38,700	38,700
90,473	35,136	100,000	125,000	Insurance and Bonds	125,000	125,000	125,000
400	-	10,000	20,000	Public Utilities	-	-	-
4,457	1,520	3,000	3,000	Memberships & Dues	5,000	5,000	5,000
1,886	899	50,000	50,000	Sets and Design	50,000	50,000	50,000
23,300	-	26,000	26,000	Web site	26,000	26,000	26,000
2,000	-	2,040	2,040	City Calendar	2,040	2,040	2,040
75,109	19,381	80,000	80,000	Music Library	80,000	80,000	80,000
15,181	700	16,500	16,500	City Newsletter	21,500	21,500	21,500
9,257	1,556	10,000	10,000	Software & Contractual Service	10,000	10,000	10,000
361,530	186,200	372,400	372,400	Auditorium Expense	383,500	383,500	383,500
162,709	365,363	406,720	406,720	Administrative Expense	418,960	418,960	418,960
				Cap Imprvmt Refunding Bonds, Series 2014			
-	-	1,000	1,000	Capital Outlay:	-	-	-
205,041	-	200,000	200,000	Equipment - Office	200,000	200,000	200,000
28,001	-	30,000	30,000	Equipment - Cable TV	-	-	-
				Vehicles			
\$ 2,028,265	\$ 1,133,676	\$ 2,550,250	\$ 2,684,437	Total Expenditures	\$ 2,772,067	\$ 2,772,067	\$ 2,703,629

SANITATION DIVISION

The Sanitation Special Revenue Fund accounts for specific property taxes that are used to operate the Sanitation Division.

The Sanitation Division is responsible for picking up refuse, recyclables, compost and appliances in a prompt, reliable, and efficient manner from approximately 56,000 homes per week, which equates to over seven million individual pick up stops annually. In addition, the division provides a curbside recycle program for 44 schools, 16 churches and 26 miscellaneous buildings including all city libraries, fire stations, senior centers and many other city buildings. We average over 200 move ins, move outs, and evictions over the last five years.

In conjunction with other departments, we participate in all blight sweep clean ups and other special projects including landlord/renters move outs and tenant evictions ordered from the 37th District Court. We have one Hazardous Waste Drop Off Day per year that generated over 25,000 pounds of hazardous waste last year.

The Sanitation Division is also responsible for operating and maintaining the recycling center, which provides additional recycling options to the community. The recycling center now recycles all electronics including computers, Styrofoam, cell phones, cardboard, non-ferrous metals, metal, concrete, newspaper, plastic, motor oil, antifreeze, and car batteries. In addition to picking up all appliances, metal, and concrete at the curb, the Sanitation Division also recovers freon from refrigerators and freezers.

The Division is also responsible for the general maintenance of the building, offices, and grounds of the Sanitation complex. Our regular inspections of the transfer station to insure it is kept in good repair and operating condition have expanded in scope to include overseeing major renovations and coordinating downtimes to insure no breaks in service to residents.

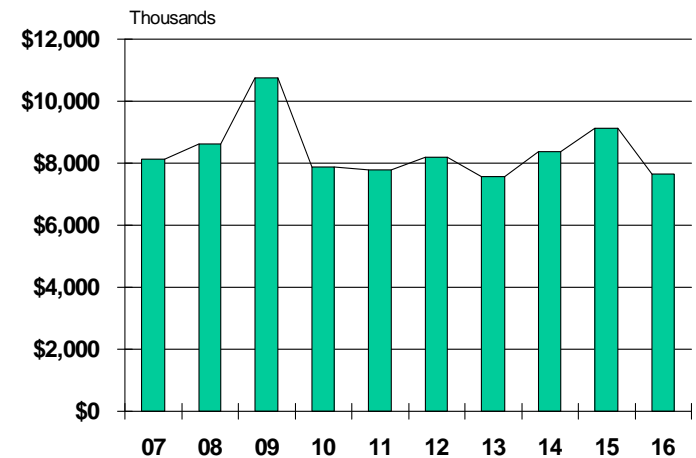
SANITATION DIVISION

Fiscal 2018 Performance Objectives

1. To continue to reduce complaints of residents.
2. To increase homeowner awareness of the recycling and compost programs.
3. To correlate a fine system for habitual violations of ordinances.
4. To increase the number of schools and churches involved in the recycling program.
5. To expand participation in the Hazardous Waste Drop-Off Day.
6. To increase the system where Sanitation provides a roll-off container for landlords and court ordered evictions (for a fee) as tenants move in/out of rental properties.
7. To host an E-Waste collection day.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Collection points (per week)	56,000	56,000	56,000	56,000
Refuse collection at curb (tons)	59,773	63,000	52,000	52,000
Citizen complaints received	2,379	1,400	1,500	1,500
Number of refuse collection routes	12	12	12	12
Curbside recycling collected (tons)	4,635	5,000	4,800	4,800
Number of recycle routes	6	6	6	6
Curbside compost collected (tons)	965	3,200	7,000	7,000
Number of compost routes	5	7	5	5
Car batteries dropped off	221	275	250	250
Non-ferrous metal dropped off (tons)	2	2	2	2
Cardboard dropped off (tons)	68	68	75	75
Metals (tons)	165	150	175	175
Newspapers (tons)	44	60	50	50
Computers/electronics (tons)	26	60	40	40
Plastic (tons)	32	30	35	35
Styrofoam (44 gallon bags)	441	1,200	500	500
Concrete dropped off (tons)	299	265	325	325
Motor oil dropped off (gallons)	5,650	8,000	6,000	6,000
Antifreeze dropped off (gallons)	1,400	2,000	1,500	1,500

**Expenditure History
Sanitation**



SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	SANITATION SPECIAL REVENUE FUND REVENUES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 8,082,596	\$ 3,905,725	\$ 8,044,000	\$ 7,808,080	Property Tax Revenue	\$ 7,964,446	\$ 7,964,446	\$ 7,964,446
113,531	40,308	177,000	80,610	Industrial Facilities Tax	63,364	63,364	63,364
-	-	803,460	350,000	Reimbursement for Personal Property Loss	350,000	350,000	350,000
4,289	-	400	400	Interest on Investments	2,500	2,500	2,500
38,931	14,424	35,000	40,000	Lease Proceeds	40,000	40,000	40,000
22,463	-	-	-	Sale of Equipment	-	-	-
97,344	46,231	85,000	75,000	Miscellaneous Revenue	95,000	95,000	95,000
93,340	74,282	95,000	60,000	Transfer Station Royalties	95,000	95,000	95,000
36,524	16,302	-	-	Recycling Revenue	35,000	35,000	35,000
-	-	989,664	989,664	Fund Balance Appropriated	1,157,268	1,157,268	1,276,987
<u>\$ 8,489,018</u>	<u>\$ 4,097,272</u>	<u>\$ 10,229,524</u>	<u>\$ 9,403,754</u>	Total Revenues	<u>\$ 9,802,578</u>	<u>\$ 9,802,578</u>	<u>\$ 9,922,297</u>
				EXPENDITURES:			
\$ 2,298,754	\$ 1,122,624	\$ 2,617,899	\$ 2,891,767	Personnel Services	\$ 2,983,703	\$ 2,983,703	\$ 3,067,499
2,574,541	1,149,746	2,637,142	2,879,526	Employee Benefits	3,124,880	3,124,880	3,160,803
223,688	96,795	311,000	486,000	Supplies	486,000	486,000	486,000
2,193,026	794,032	2,176,460	2,376,461	Other Services and Charges	2,621,995	2,621,995	2,621,995
355,640	-	770,000	770,000	Capital Outlay	586,000	586,000	586,000
<u>\$ 7,645,649</u>	<u>\$ 3,163,197</u>	<u>\$ 8,512,501</u>	<u>\$ 9,403,754</u>	Total Expenditures	<u>\$ 9,802,578</u>	<u>\$ 9,802,578</u>	<u>\$ 9,922,297</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD (as restated)	2,817,628	2,817,628	2,817,628
				RESERVE FOR: COMPENSATED ABSENCES	(119,326)	(119,326)	(119,326)
				LESS: FUND BALANCE APPROPRIATED	<u>(1,157,268)</u>	<u>(1,157,268)</u>	<u>(1,276,987)</u>
				ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 1,541,034</u>	<u>\$ 1,541,034</u>	<u>\$ 1,421,315</u>

SPECIAL REVENUE FUND PERSONNEL

<u>SANITATION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Sanitation Superintendent	1	\$ 95,537	1	\$ 97,925	1	\$ 97,925	1	\$ 97,925
Associate Manager	-	-	-	-	-	-	1 (b)	83,796
Assistant Superintendent	1	76,765	1	78,685	1	78,685	1	78,685
Administrative Clerk	1	50,284	1	51,541	1	51,541	1	51,541
<u>Rubbish Pick-up:</u>								
Foreman	3	70,662	3	72,428	3	72,428	3	72,428
Sanitation Operator Technician	1	59,050	1	60,527	1	60,527	1	60,527
Sanitation Operator Specialist	11	57,509	10 (c)	58,947	10 (c)	58,947	10 (c)	58,947
General Laborer Tier II	35	35,890	36 (c)	36,788	36 (c)	36,788	36 (c)	36,788
Temporary Employees - Clerical		25,000		27,300		27,300		27,300
Temporary Employees - Rubbish Collection		150,000		150,000		150,000		150,000
<u>Overtime:</u>								
Rubbish Pick-up		417,000		412,950		412,950		412,950
Clerical	---	4,570	---	4,570	---	4,570	---	4,570
Total Personnel	<u>53</u>		<u>53</u>		<u>53</u>		<u>54</u>	

- (a) Wage rates are based on Local 227, Local 412 Unit 35 and Warren Supervisors contracts that expire 6/30/19.
 (b) New position.
 (c) Reclassifications of Sanitation Operator Specialist to General Laborer Tier II.

Note: A reduced rate applies to the position of General Laborer Tier II for employees hired after 4/24/14.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	SANITATION SPECIAL REVENUE FUND EXPENDITURES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 175,680	\$ 81,565	\$ 167,900	\$ 167,900	Personnel Services:	\$ 176,610	\$ 176,610	\$ 260,406
1,434,257	565,265	1,500,000	2,078,298	Supervisory	2,171,667	2,171,667	2,171,667
-	13,118	48,999	48,999	Permanent Employees - Rubbish Collection	40,606	40,606	40,606
383,298	315,805	600,000	150,000	Permanent Employees - Clerical	150,000	150,000	150,000
65,606	13,480	25,000	25,000	Temporary Employees - Rubbish Collection	27,300	27,300	27,300
239,675	128,748	275,000	417,000	Temporary Employee - Clerical	412,950	412,950	412,950
-	4,643	-	-	Overtime - Rubbish Collection	-	-	-
238	-	1,000	4,570	Overtime - Mechanics	4,570	4,570	4,570
				Overtime - Clerical			
				Employee Benefits:			
1,200	800	800	800	Education Allowance	800	800	800
179,417	88,083	215,000	225,380	Social Security	232,310	232,310	238,720
608,173	226,574	700,000	932,004	Employee Insurance	950,229	950,229	969,686
951,616	408,608	816,301	816,301	Retiree Health Insurance	1,071,251	1,071,251	1,072,927
52,351	31,348	53,518	53,518	Longevity	52,316	52,316	52,316
780,835	389,982	848,673	848,673	Retirement Fund	813,774	813,774	822,154
949	4,351	2,850	2,850	Uniforms	4,200	4,200	4,200
				Supplies:			
13,996	2,585	36,000	36,000	Operating Supplies	36,000	36,000	36,000
209,692	94,210	275,000	450,000	Gasoline & Diesel Oil	450,000	450,000	450,000
				Other Services and Charges:			
-	-	5,000	5,000	Notifications	5,000	5,000	5,000
2,990	2,944	4,300	4,300	Contractual Services	4,300	4,300	4,300
				Contractual Services:			
1,059,140	358,321	800,000	800,000	Rubbish Hauling	800,000	800,000	800,000
104,703	90,317	275,000	475,000	Recycling & Compost Disposal	592,500	592,500	592,500
28,919	25,070	30,000	30,000	Hazardous Waste Collection	35,000	35,000	35,000
11,750	5,875	12,000	12,000	SMDA Closure Costs	50,000	50,000	50,000
35,250	17,625	35,000	35,000	SMDA Legal/Engineering Costs	35,000	35,000	35,000

(Continued)

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	SANITATION SPECIAL REVENUE FUND EXPENDITURES (Continued):	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Other Services and Charges:			
\$ 13,818	\$ 5,719	\$ 5,719	\$ 5,720	Unemployment Costs	\$ 3,295	\$ 3,295	\$ 3,295
4,738	2,118	5,500	5,500	Telephone	5,500	5,500	5,500
904,164	277,967	943,941	943,941	Vehicle Maintenance	1,031,400	1,031,400	1,031,400
20,664	6,552	40,000	40,000	Public Utilities	40,000	40,000	40,000
6,890	1,524	20,000	20,000	Building & Grounds Maintenance	20,000	20,000	20,000
				Capital Outlay:			
2,640	-	145,000	145,000	Capital Improvements	-	-	-
-	-	-	-	Equipment - Office and Garage	6,000	6,000	6,000
353,000	-	625,000	625,000	Equipment - Vehicles	580,000	580,000	580,000
<u>\$ 7,645,649</u>	<u>\$ 3,163,197</u>	<u>\$ 8,512,501</u>	<u>\$ 9,403,754</u>	Total Expenditures	<u>\$ 9,802,578</u>	<u>\$ 9,802,578</u>	<u>\$ 9,922,297</u>

RENTAL ORDINANCE FUND

The Rental Division is charged with the enforcement of the city's rental ordinances which were created to provide regulations and enforcements to protect the health, welfare and safety of occupants and owners of rental properties. In particular, the Rental Division administers the licensing and inspection of both residential, multi-family and apartment income producing properties on a biennial basis.

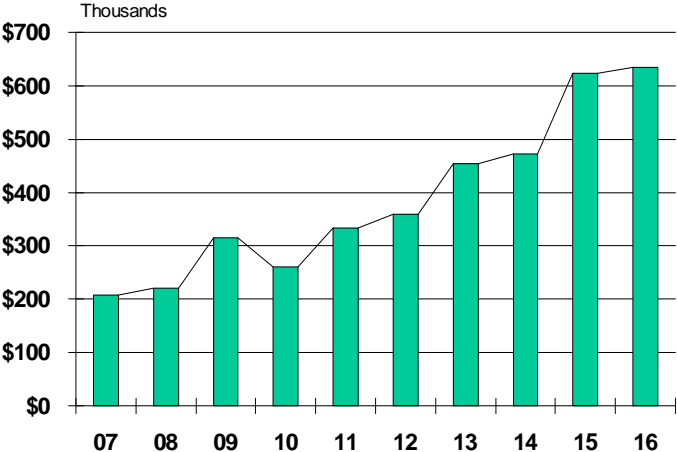
The Rental Division is currently monitoring over 7,400 licensed properties. In 2015, the Rental Division performed over 6,000 inspections, re-inspections and investigations.

The Rental Program is funded by fees collected for license applications and inspections which are projected to be approximately \$600,000 by the end of the fiscal year 2017. The Rental Division is additionally supported by Community Development Block Grant funds in the amount of \$75,000 for an estimated total of \$675,000.

The largest expense in the Rental Division is Personnel Services. The Rental Division staff currently includes a Senior Rental Coordinator, one Office Assistant, and three Rental Inspectors. The program is additionally supported by three part-time rental inspectors and three temporary clerical employees.

In 2006, City Council amended the Rental Ordinance to include the licensing and inspection of multi-family (apartment) rentals in the City. An apartment licensing program was implemented in fiscal year 2010. The apartment licensing program is expected to generate approximately \$100,000 for 2017.

**Expenditure History
Rental Ordinance Fund**



SPECIAL REVENUE FUND PERSONNEL

<u>RENTAL ORDINANCE</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Rental Code Inspector	3	\$ 59,059	3	\$ 60,535	3	\$ 60,535	3	\$ 60,535
Senior Rental Coordinator	1	73,238	1	75,069	1	75,069	1	75,069
Office Assistant	1	36,203	1	37,108	1	37,108	1	37,108
Temporary Employees - Inspections		190,000		190,000		190,000		190,000
Temporary/Co-op		83,000		83,000		83,000		83,000
Overtime - Clerical	—	2,500	—	6,000	—	2,000	—	2,000
Total Personnel	<u>5</u>		<u>5</u>		<u>5</u>		<u>5</u>	

(a) Wage rates are based on Local 227 contract that expire 6/30/19.

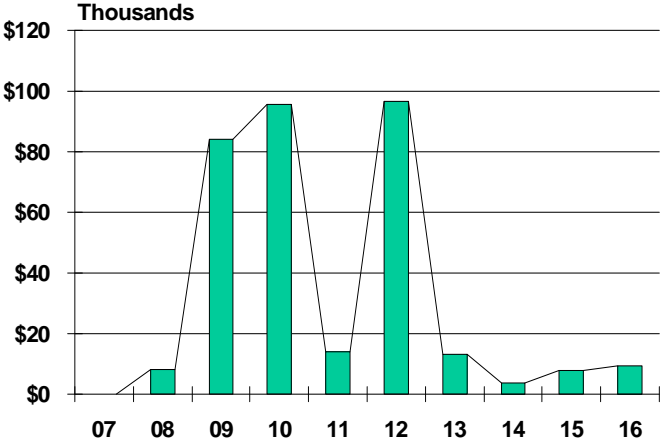
SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>RENTAL ORDINANCE FUND</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				<u>REVENUES:</u>			
\$ 594,758	\$ 269,175	\$ 500,000	\$ 600,000	Residential Inspection Fees	\$ 600,000	\$ 600,000	\$ 600,000
152,445	4,225	6,000	120,000	Apartment Inspection Fee	100,000	100,000	100,000
2,211	-	300	300	Interest on Investments	1,000	1,000	1,000
-	-	215,814	215,814	Fund Balance Appropriated	264,798	260,007	260,007
\$ 749,414	\$ 273,400	\$ 722,114	\$ 936,114	Total Revenues	\$ 965,798	\$ 961,007	\$ 961,007
				<u>EXPENDITURES:</u>			
				Personnel Services:			
\$ 225,940	\$ 96,590	\$ 200,000	\$ 267,665	Permanent Employees	\$ 281,550	\$ 281,550	\$ 281,550
1,856	401	-	-	Overtime - Inspection	-	-	-
-	-	2,500	2,500	Overtime - Clerical	6,000	2,000	2,000
79,370	16,806	100,000	190,000	Temporary Employees - Inspection	190,000	190,000	190,000
65,441	32,211	83,000	83,000	Temporary/Co-op	83,000	83,000	83,000
				Employee Benefits:			
28,830	11,331	35,000	41,977	Social Security	43,314	43,008	43,008
63,907	25,700	80,000	166,645	Employee Insurance	159,429	159,424	159,424
44,887	19,809	39,185	39,185	Retiree Health Insurance	53,145	53,065	53,065
5,525	3,400	5,525	5,525	Longevity	5,644	5,644	5,644
26,439	11,468	30,617	30,617	Retirement Fund	32,516	32,116	32,116
6,727	2,523	8,500	8,500	Office Supplies	11,000	11,000	11,000
				Other Services and Charges:			
9,419	2,895	9,000	9,000	Postage	9,000	9,000	9,000
-	-	8,500	8,500	Contractual Services - Software Services	8,500	8,500	8,500
1,594	746	4,500	4,500	Vehicle Maintenance	4,500	4,500	4,500
73,800	38,000	76,000	76,000	Administrative Expense	78,200	78,200	78,200
				Capital Outlay:			
-	-	2,500	2,500	Equipment - Office	-	-	-
\$ 633,735	\$ 261,880	\$ 684,827	\$ 936,114	Total Expenditures	\$ 965,798	\$ 961,007	\$ 961,007
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	865,723	865,723	865,723
				RESERVE FOR:			
(23,129)	(23,129)	(23,129)	(23,129)	COMPENSATED ABSENCES	(23,129)	(23,129)	(23,129)
				LESS: FUND BALANCE APPROPRIATED	(264,798)	(260,007)	(260,007)
-	-	(215,814)	(215,814)	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	\$ 577,796	\$ 582,587	\$ 582,587
\$ 1,021,121	\$ 1,032,641	\$ 842,594	\$ 805,307				

VICE CRIME CONFISCATION FUND

The Vice Crime Confiscation Fund is used to account for revenues seized under local nuisance abatement ordinances against gambling and vice crimes. These funds may only be used for law enforcement purposes.

**Expenditure History
Vice Crime Confiscation**



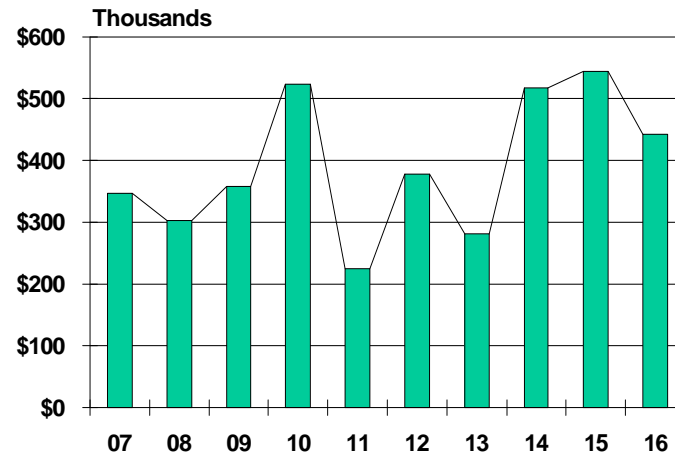
SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>VICE CRIME CONFISCATION FUND</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				REVENUES:			
\$ 33,471	\$ 8,034	\$ 50,000	\$ 50,000	Vice Crime Confiscation's	\$ 35,000	\$ 35,000	\$ 35,000
588	-	100	100	Interest on Investments	100	100	100
-	-	49,900	49,900	Fund Balance Appropriated	64,900	64,900	64,900
<u>\$ 34,059</u>	<u>\$ 8,034</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	Total Revenues	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>
				EXPENDITURES:			
				Other Services and Charges:			
\$ 9,462	\$ 840	\$ 100,000	\$ 100,000	Vice Crime Expenditures	\$ 100,000	\$ 100,000	\$ 100,000
<u>\$ 9,462</u>	<u>\$ 840</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	Total Expenditures	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
24,597	7,194	-	-				
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	224,556	224,556	224,556
249,859	274,456	274,456	274,456				
				LESS: FUND BALANCE APPROPRIATED	(64,900)	(64,900)	(64,900)
-	-	(49,900)	(49,900)				
				ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 159,656</u>	<u>\$ 159,656</u>	<u>\$ 159,656</u>
<u>\$ 274,456</u>	<u>\$ 281,650</u>	<u>\$ 224,556</u>	<u>\$ 224,556</u>				

DRUG FORFEITURE FUND

The Drug Forfeiture Fund is used to account for revenues generated by drug forfeitures and expenditures related to the enforcement of drug laws per Public Act 251 of 1982. The funds can only be used for the enhancement of drug enforcement.

**Expenditure History
Drug Forfeiture**



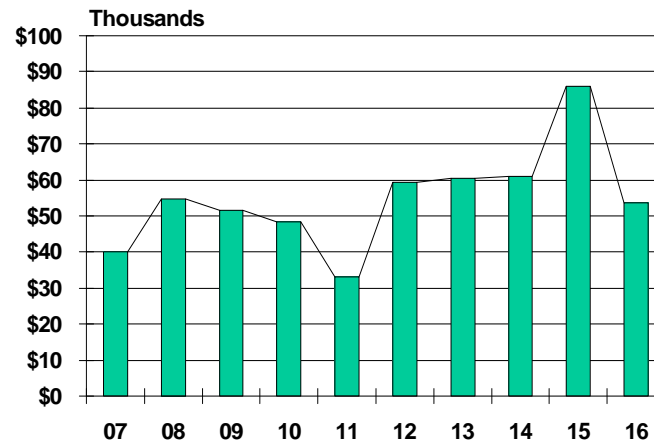
SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>DRUG FORFEITURE FUND</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				REVENUES:			
\$ 808,255	\$ 260,765	\$ 500,000	\$ 500,000	Drug Forfeitures	\$ 600,000	\$ 600,000	\$ 600,000
7,325	-	1,500	1,500	Interest on Investments	5,000	5,000	5,000
-	-	98,500	98,500	Fund Balance Appropriated	65,000	65,000	65,000
<u>\$ 815,580</u>	<u>\$ 260,765</u>	<u>\$ 600,000</u>	<u>\$ 600,000</u>	Total Revenues	<u>\$ 670,000</u>	<u>\$ 670,000</u>	<u>\$ 670,000</u>
				EXPENDITURES:			
				Other Services and Charges:			
\$ 386,420	\$ 117,684	\$ 500,000	\$ 500,000	Federal Drug Forfeiture Expense	\$ 550,000	\$ 550,000	\$ 550,000
55,969	85,587	100,000	100,000	Local Drug Forfeiture Expense	120,000	120,000	120,000
<u>\$ 442,389</u>	<u>\$ 203,271</u>	<u>\$ 600,000</u>	<u>\$ 600,000</u>	Total Expenditures	<u>\$ 670,000</u>	<u>\$ 670,000</u>	<u>\$ 670,000</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	3,421,107	3,421,107	3,421,107
				LESS: FUND BALANCE APPROPRIATED	(65,000)	(65,000)	(65,000)
				ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 3,356,107</u>	<u>\$ 3,356,107</u>	<u>\$ 3,356,107</u>

ACT 302 POLICE TRAINING FUND

This fund represents special training funds received from the State of Michigan, which must be used exclusively for the training of sworn police personnel. To qualify for these funds, the City must allocate a certain level of funding for police training, which is budgeted in the City's General Fund. These training funds are established according to Public Act 302 of the Public Acts of 1965, as amended (MCL28.613).

**Expenditure History
Act 302 Police Training**



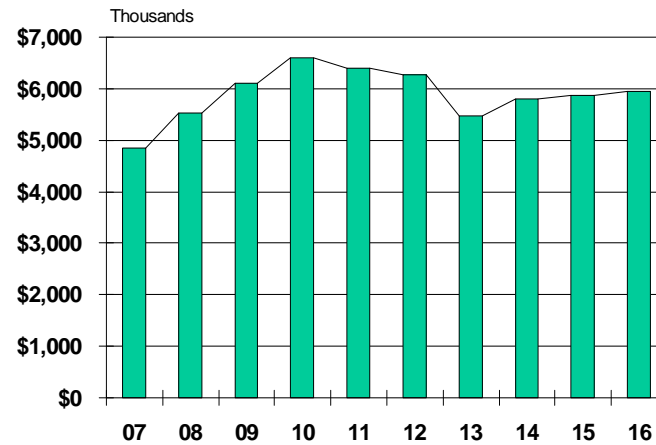
SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	ACT 302 POLICE TRAINING FUND	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				REVENUES:			
\$ 39,908	\$ 20,041	\$ 56,500	\$ 56,500	State Grant - Police Training	\$ 78,520	\$ 78,520	\$ 78,520
89	-	30	30	Interest on Investments	100	100	100
-	-	18,464	18,464	Fund Balance Appropriated	1,380	1,380	1,380
<u>\$ 39,997</u>	<u>\$ 20,041</u>	<u>\$ 74,994</u>	<u>\$ 74,994</u>	Total Revenues	<u>\$ 80,000</u>	<u>\$ 80,000</u>	<u>\$ 80,000</u>
				EXPENDITURES:			
				Other Services and Charges:			
\$ 53,580	\$ 39,623	\$ 74,800	\$ 74,800	Conferences & Workshops	\$ 80,000	\$ 80,000	\$ 80,000
<u>\$ 53,580</u>	<u>\$ 39,623</u>	<u>\$ 74,800</u>	<u>\$ 74,800</u>	Total Expenditures	<u>\$ 80,000</u>	<u>\$ 80,000</u>	<u>\$ 80,000</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
\$ (13,583)	\$ (19,582)	\$ 194	\$ 194				
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	15,381	15,381	15,381
47,234	33,651	33,651	33,651				
				LESS: FUND BALANCE APPROPRIATED	(1,380)	(1,380)	(1,380)
-	-	(18,464)	(18,464)				
<u>\$ 33,651</u>	<u>\$ 14,069</u>	<u>\$ 15,381</u>	<u>\$ 15,381</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 14,001</u>	<u>\$ 14,001</u>	<u>\$ 14,001</u>

DOWNTOWN DEVELOPMENT AUTHORITY OPERATIONS FUND

The State of Michigan passed the Downtown Development Authority Act (PA 197 of 1975) to give municipalities a tool for improving the quality of downtown areas. The Downtown Development Board consists of the Mayor plus eight members appointed by the Mayor, subject to approval by City Council. The DDA Director is hired by the DDA Board and serves as their day-to-day liaison for all downtown activities.

**Expenditure History
Downtown Development Authority**



SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>DOWNTOWN DEVELOPMENT AUTHORITY REVENUES:</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 9,025,744	\$ 1,995,468	\$ 3,990,000	\$ 3,990,937	Property Tax Revenue	\$ 3,990,937	\$ 3,990,937	\$ 3,990,937
<u>387,579</u>	<u>3,349,300</u>	<u>3,405,516</u>	<u>3,507,000</u>	Other Income	<u>3,307,000</u>	<u>3,307,000</u>	<u>3,307,000</u>
<u>\$ 9,413,323</u>	<u>\$ 5,344,768</u>	<u>\$ 7,395,516</u>	<u>\$ 7,497,937</u>	Total Revenues	<u>\$ 7,297,937</u>	<u>\$ 7,297,937</u>	<u>\$ 7,297,937</u>
				<u>EXPENDITURES:</u>			
\$ 145,797	\$ 16,175	\$ 100,000	\$ 151,286	Personnel Services	\$ 159,134	\$ 159,134	\$ 159,134
94,557	23,388	80,810	98,455	Employee Benefits	114,500	114,500	114,500
1,338	295	3,000	3,000	Supplies	3,000	3,000	3,000
<u>5,700,036</u>	<u>4,791,443</u>	<u>5,974,877</u>	<u>6,215,156</u>	Other Services and Charges	<u>6,953,657</u>	<u>6,953,657</u>	<u>6,953,657</u>
<u>\$ 5,941,728</u>	<u>\$ 4,831,301</u>	<u>\$ 6,158,687</u>	<u>\$ 6,467,897</u>	Total Expenditures	<u>\$ 7,230,291</u>	<u>\$ 7,230,291</u>	<u>\$ 7,230,291</u>
				NET INCREASE (DECREASE) IN FUND BALANCE FOR PERIOD	\$ 67,646	\$ 67,646	\$ 67,646
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	14,475,762	14,475,762	14,475,762
				LESS: FUND BALANCE APPROPRIATED	-	-	-
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ 13,238,933</u>	<u>\$ 13,752,400</u>	<u>\$ 14,475,762</u>	<u>\$ 14,268,973</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 14,543,408</u>	<u>\$ 14,543,408</u>	<u>\$ 14,543,408</u>

SPECIAL REVENUE FUND PERSONNEL

<u>DOWNTOWN DEVELOPMENT AUTHORITY</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Director	1	\$ 96,109	1	\$ 98,511	1	\$ 98,511	1	\$ 98,511
DDA Assistant	<u>1</u>	59,144	<u>1</u>	60,623	1	60,623	1	60,623
Total Personnel	<u>2</u>		<u>2</u>		<u>2</u>		<u>2</u>	

(a) Wage rates are based on Local 412 Unit 35 contract that expire 6/30/19.

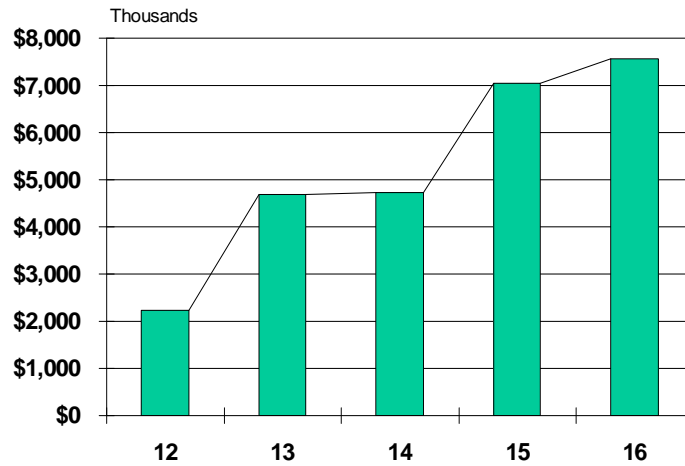
SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>DOWNTOWN DEVELOPMENT AUTHORITY REVENUES:</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 9,025,744	\$ 1,995,468	\$ 3,990,000	\$ 3,990,937	Property Tax Revenue	\$ 3,990,937	\$ 3,990,937	\$ 3,990,937
-	3,280,516	3,280,516	3,182,000	Reimbursement for Personal Property Loss	3,182,000	3,182,000	3,182,000
12,499	10,791	5,000	5,000	Interest on Investments	5,000	5,000	5,000
259,157	-	-	200,000	Lease Proceeds	-	-	-
115,923	57,993	120,000	120,000	Donations/ Miscellaneous Revenue	120,000	120,000	120,000
-	-	-	-	Fund Balance Appropriated	-	-	-
<u>\$ 9,413,323</u>	<u>\$ 5,344,768</u>	<u>\$ 7,395,516</u>	<u>\$ 7,497,937</u>	Total Revenues	<u>\$ 7,297,937</u>	<u>\$ 7,297,937</u>	<u>\$ 7,297,937</u>
				<u>EXPENDITURES:</u>			
				Personnel Services:			
\$ 145,797	\$ 10,942	\$ 100,000	\$ 151,286	Permanent Employees	\$ 159,134	\$ 159,134	\$ 159,134
-	5,233	-	-	Temporary Employees	-	-	-
				Employee Benefits:			
11,647	1,285	8,000	11,976	Social Security	12,174	12,174	12,174
25,942	1,244	20,000	33,669	Employee Insurance	34,581	34,581	34,581
44,032	18,738	37,992	37,992	Retiree Health Insurance	51,832	51,832	51,832
4,716	933	5,266	5,266	Longevity	-	-	-
8,220	1,188	9,552	9,552	Retirement Fund	15,913	15,913	15,913
1,338	295	3,000	3,000	Office Supplies	3,000	3,000	3,000
				Other Services and Charges:			
7,948	-	100,000	200,000	Repairs & Maintenance	800,000	800,000	800,000
104,758	17,339	40,000	40,000	Contractual Services	40,000	40,000	40,000
207,349	33,021	33,021	200,000	Management Fees & Expenses	-	-	-
5,675	-	4,500	4,500	Court Reporter	6,000	6,000	6,000
134	35	2,000	5,000	Postage	5,000	5,000	5,000
367	192	600	1,000	Telephone	1,000	1,000	1,000
-	-	100	500	Mileage	100	100	100
-	-	1,000	2,000	Conferences & Workshops	1,000	1,000	1,000
81,413	98,586	150,000	100,000	Community Promotions	100,000	100,000	100,000
40	-	1,500	12,000	Printing and Publishing	12,000	12,000	12,000
1,333	504	2,000	2,000	Public Utilities	2,000	2,000	2,000
341,100	175,650	351,300	351,300	Administrative Expense	361,800	361,800	361,800
-	-	15,000	15,000	City Flower Plantings	5,000	5,000	5,000
600	-	1,000	9,000	Membership and Dues	2,000	2,000	2,000
4,949,319	4,466,116	5,272,856	5,272,856	Transfer to DDA Debt Retirement Funds	5,617,757	5,617,757	5,617,757
<u>\$ 5,941,728</u>	<u>\$ 4,831,301</u>	<u>\$ 6,158,687</u>	<u>\$ 6,467,897</u>	Total Expenditures	<u>\$ 7,230,291</u>	<u>\$ 7,230,291</u>	<u>\$ 7,230,291</u>

2011 LOCAL STREET ROAD REPAIR & REPLACEMENT FUND

This fund was established in December 2011 to account for the Revenues and Expenditures of a voter approved millage lasting five years for local street road repairs and improvements on November 8, 2011.

Expenditure History
2011 Street Road Repair & Replacement
(Department established in Fiscal 2012 Budget)



SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	LOCAL STREET ROAD REPAIR & REPLACEMENT FUND REVENUES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 6,599,734	\$ 498	\$ 6,592,600	\$ 6,592,600	Property Tax Revenue	\$ 6,546,120	\$ 6,546,120	\$ 6,546,120
92,864	-	142,500	142,500	Industrial Facilities Tax	52,080	52,080	52,080
-	-	657,202	657,202	Reimbursement for Personal Property Loss	225,000	225,000	225,000
14,275	-	2,000	2,000	Interest on Investments	2,000	2,000	2,000
-	6,185,665	6,185,665	6,185,665	Fund Balance Appropriated	-	-	-
<u>\$ 6,706,873</u>	<u>\$ 6,186,163</u>	<u>\$ 13,579,967</u>	<u>\$ 13,579,967</u>	Total Revenues	<u>\$ 6,825,200</u>	<u>\$ 6,825,200</u>	<u>\$ 6,825,200</u>
				EXPENDITURES:			
\$ 7,334,379	\$ 3,517,500	\$ 13,337,967	\$ 13,337,967	Capital Improvements	\$ 6,576,000	\$ 6,576,000	\$ 6,576,000
234,900	-	242,000	242,000	Administrative Expense	249,200	249,200	249,200
<u>\$ 7,569,279</u>	<u>\$ 3,517,500</u>	<u>\$ 13,579,967</u>	<u>\$ 13,579,967</u>	Total Expenditures	<u>\$ 6,825,200</u>	<u>\$ 6,825,200</u>	<u>\$ 6,825,200</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
7,048,071	6,185,665	6,185,665	6,185,665	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	-
-	(6,185,665)	(6,185,665)	(6,185,665)	LESS: FUND BALANCE APPROPRIATED	-	-	-
<u>\$ 6,185,665</u>	<u>\$ 2,668,663</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	LOCAL STREET ROAD REPAIR & REPLACEMENT FUND Capital Improvements:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 1,498,996	\$ 16,906	\$ 3,424,946	\$ 3,424,946	Concrete Pavement Repr Program (City Wide)	\$ 1,352,155	\$ 1,352,155	\$ 1,352,155
15,708	-	-	-	Hot Mix Asphalt Program (City Wide)	-	-	-
6,386	-	-	-	- Engineering Services (City Wide)	-	-	-
825	-	-	-	- Martin Road (Van Dyke to Hoover)	-	-	-
1,115	-	-	-	- Common and Gilbert	-	-	-
4,416	-	-	-	- Warner, Section 30	-	-	-
1,107,579	-	-	-	- Newport and Suburban	-	-	-
864,342	-	-	-	- Cousino and Holmes	-	-	-
1,994,892	-	39,285	39,285	Toepper (Ryan to Mound)	-	-	-
558,520	-	-	-	- Lorraine (13 Mile to Common, Southbound)	-	-	-
75,563	-	-	-	- 13 Mile (Primrose to Hayes)	-	-	-
438,078	-	8,456	8,456	Elza (Audrey to Panama)	-	-	-
366,111	65,186	71,438	71,438	Regal Street	-	-	-
320,023	168,354	232,437	232,437	Chicago (Chicago South to Hoover)	-	-	-
-	169,440	300,888	300,888	Sherwood (11 Mile to +/- 600' South)	-	-	-
-	463,030	1,199,006	1,199,006	MacArthur (8 Mile to Toepper)	-	-	-
73,228	1,407,771	1,390,286	1,390,286	Dawson, Revere, Arden, Yonka	-	-	-
7,580	520,922	733,407	733,407	Lorraine (Common to 12 Mile, Southbound)	-	-	-
1,017	302,295	290,870	290,870	Common (+/- 300' West and East of Schoenherr)	-	-	-
-	1,899	308,006	308,006	Marcy (Curie to Blackmar)	-	-	-
-	401,697	400,000	400,000	Elza (Panama to Mound)	-	-	-
-	-	1,030,920	1,030,920	Shawn Drive (Masonic to Callahan)	-	-	-
-	-	160,600	160,600	Parkside (Shawn to Morgan)	-	-	-
-	-	411,804	411,804	Canterbury (Lyons Cir W to Lyons Cir E)	-	-	-
-	-	512,600	512,600	Reader Street (Reid to Cousino)	-	-	-
-	-	1,148,378	1,148,378	Arsenal (I-696 Service Dr to Martin)	-	-	-
-	-	1,221,440	1,221,440	Easy Street (10 Mile to Groesbeck)	-	-	-
-	-	453,200	453,200	Marcy Street (Cunningham to Masch)	-	-	-
-	-	-	-	- Iroquois (13 Mile to Lutz)	226,600	226,600	226,600
-	-	-	-	- Buchanan (Lyons Cir W to Pagels)	230,780	230,780	230,780
-	-	-	-	- Pagels Dr (Buchanan to Lyons Cir N)	382,800	382,800	382,800
-	-	-	-	- Girard (Warner to Dell)	736,285	736,285	736,285
-	-	-	-	- Racine (Dover to Schoenherr)	822,800	822,800	822,800
-	-	-	-	- Frazho (Ryan to Mound)	2,824,580	2,824,580	2,824,580
\$ 7,334,379	\$ 3,517,500	\$ 13,337,967	\$ 13,337,967	Total Capital Improvements	\$ 6,576,000	\$ 6,576,000	\$ 6,576,000

Enterprise Funds

Enterprise Funds account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the City is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

The Enterprise Funds of the City are:

- Senior Housing
- Water and Sewer System

STILWELL MANOR

Harold Stilwell Manor, Warren's Senior Citizen Housing Project on Burg Road was built to accommodate 120 senior citizens and became operational in October 1975.

The cost of the "Manor" was 100% financed through the Federal Revenue Sharing Program and has no debt outstanding. The rental rate structure is based entirely upon self-supporting user charges which includes maintenance of an adequate replacement reserve.

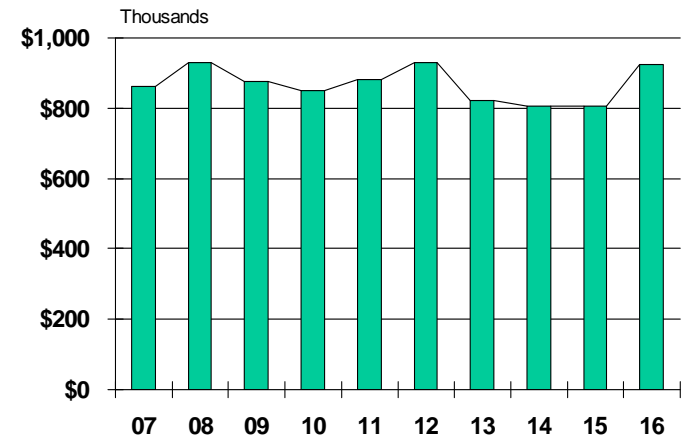
STILWELL MANOR

Fiscal 2018 Performance Objectives

1. To continue to provide maintenance for safety and appearance purposes.
2. To work with family members and/or social agencies in making the transition from this complex into nursing homes or assisted living facilities less stressful for the tenant.
3. To help tenants find assistance in keeping their apartments and themselves in a clean and healthy environment.
4. To continue the painting and carpeting replacement policies.
5. To add a maintenance garage to the facility.
6. To continue the kitchen cabinet replacement program.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Carpet replacement	23	25	25	34
Linoleum replacement	14	12	12	10
Stove replacement	6	6	4	4
Thermostat replacement	5	6	6	6
Apartment painting	18	25	32	31
Applications mailed	78	130	130	130
Requests for lists of subsidized housing	115	250	250	250
Air conditioner replacements	7	12	40	40
Calls to social agencies & family members	65	50	50	75
Calls to prospective tenants	85	150	150	125
Elevator State inspections	1	1	1	1
Fire alarm system inspections	1	1	1	1
Fire extinguisher inspections	1	1	1	1
Boiler inspections	1	1	1	1
Back up generator inspections	2	2	2	2
Kitchen cabinet replacement in apts.	26	25	25	50
Apartment maintenance work orders	275	450	450	400

**Expenditure History
Stilwell Manor**



ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	SENIOR CITIZENS' HOUSING STILWELL MANOR REVENUES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 525,889	\$ 267,872	\$ 520,000	\$ 511,800	Rental Revenues	\$ 511,800	\$ 511,800	\$ 511,800
349,777	172,108	352,180	362,180	Other Income	366,980	366,980	366,980
-	250,000	577,532	577,532	Appropriation of Retained Earnings	309,140	309,140	311,396
<u>\$ 875,666</u>	<u>\$ 689,980</u>	<u>\$ 1,449,712</u>	<u>\$ 1,451,512</u>	Total Revenues	<u>\$ 1,187,920</u>	<u>\$ 1,187,920</u>	<u>\$ 1,190,176</u>
				EXPENDITURES:			
\$ 283,532	\$ 143,560	\$ 273,662	\$ 273,662	Salaries	\$ 298,158	\$ 298,158	\$ 299,978
196,185	95,933	184,302	184,302	Fringe Benefits	208,421	208,421	208,857
297,516	182,665	791,898	791,898	Operating Supplies & Expenses	201,491	201,491	201,491
25,053	12,769	36,250	36,250	Contractual Services	44,950	44,950	44,950
110,269	41,743	150,000	150,000	Utilities	140,000	140,000	140,000
11,342	1,640	15,400	15,400	Equipment/Improvement	294,900	294,900	294,900
<u>\$ 923,897</u>	<u>\$ 478,310</u>	<u>\$ 1,451,512</u>	<u>\$ 1,451,512</u>	Total Expenditures	<u>\$ 1,187,920</u>	<u>\$ 1,187,920</u>	<u>\$ 1,190,176</u>
				NET INCREASE (DECREASE) IN RETAINED EARNINGS FOR PERIOD	\$ -	\$ -	\$ -
				OTHER DIRECT ADJUSTMENTS TO RETAINED EARNINGS:			
(104,853)	(16,226)	(82,100)	(82,100)	DEPRECIATION	(95,000)	(95,000)	(95,000)
2,567,440	2,414,356	2,414,356	2,414,356	ESTIMATED RETAINED EARNINGS BEGINNING OF PERIOD(as restated)	1,752,924	1,752,924	1,752,924
-	(250,000)	(577,532)	(577,532)	LESS: APPROPRIATION OF RETAINED EARNINGS	(309,140)	(309,140)	(311,396)
<u>\$ 2,414,356</u>	<u>\$ 2,359,800</u>	<u>\$ 1,752,924</u>	<u>\$ 1,754,724</u>	ESTIMATED RETAINED EARNINGS END OF PERIOD	<u>\$ 1,348,784</u>	<u>\$ 1,348,784</u>	<u>\$ 1,346,528</u>

ENTERPRISE FUND PERSONNEL

<u>SENIOR CITIZEN HOUSING</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Director of Operations - Maintenance	1	\$ 82,418	1	\$ 84,478	1	\$ 84,478	1	\$ 84,478
Director of Operations - Administration	1	71,701	1 (e)	75,000	1 (e)	75,000	1 (e)	75,000
Maintenance Specialist	-	-	1 (c)	46,000	1 (c)	46,000	1 (c)	46,000
Maintenance Assistant	1	35,101	- (c)	-	- (c)	-	- (c)	-
Senior Citizen Housing Clerk	1	36,013	1	36,914	1	36,914	1 (e)	38,000
Housekeeper	1	31,479	1	32,266	1	32,266	1 (e)	33,000
Part-time Employees - Stilwell		19,500		19,500		19,500		19,500
Part-time Employees - Coach		47,000		47,000		47,000		47,000
Overtime	—	4,000	—	4,000	—	4,000	—	4,000
Total Personnel	<u>5</u>		<u>5</u>		<u>5</u>		<u>5</u>	

(a) Wage rates are based on Local 412 Unit 35 contract that expire 6/30/19.

(c) Reclassification of Maintenance Assistant to Maintenance Specialist.

(e) Reflects increase of \$1,507 for the Director of Operations - Administration position, \$1,086 for Senior Citizen Housing Clerk, and \$734 for Housekeeper.

ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	SENIOR CITIZENS' HOUSING STILWELL MANOR REVENUES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 525,889	\$ 267,872	\$ 520,000	\$ 511,800	Rental Revenues	\$ 511,800	\$ 511,800	\$ 511,800
2,868	1,234	2,500	2,500	Interest on Investments	2,500	2,500	2,500
325,714	164,840	329,680	329,680	Administrative Fee - Coach Manor	344,480	344,480	344,480
21,195	6,034	20,000	30,000	Miscellaneous	20,000	20,000	20,000
	250,000	577,532	577,532	Appropriation of Retained Earnings	309,140	309,140	311,396
<u>\$ 875,666</u>	<u>\$ 689,980</u>	<u>\$ 1,449,712</u>	<u>\$ 1,451,512</u>	Total Revenues	<u>\$ 1,187,920</u>	<u>\$ 1,187,920</u>	<u>\$ 1,190,176</u>
				EXPENDITURES:			
				Personnel Services:			
\$ 259,995	\$ 131,230	\$ 250,162	\$ 250,162	Permanent Employees	\$ 274,658	\$ 274,658	\$ 276,478
1,603	426	4,000	4,000	Overtime	4,000	4,000	4,000
21,934	11,904	19,500	19,500	Part-time Employees	19,500	19,500	19,500
				Employee Benefits:			
21,846	11,158	21,401	21,401	Social Security	23,474	23,474	23,616
100,966	43,002	87,602	87,602	Employee Insurance	90,364	90,364	90,399
36,891	20,290	38,803	38,803	Retiree Health Insurance	52,549	52,549	52,586
5,473	5,494	6,085	6,085	Longevity	8,704	8,704	8,740
31,009	15,989	30,411	30,411	Retirement Fund	33,330	33,330	33,516
				Supplies:			
1,910	623	2,000	2,000	Office Supplies	2,000	2,000	2,000
1,933	638	2,000	2,000	Program Activity Supplies	2,000	2,000	2,000
13,044	7,338	16,000	16,000	Maintenance Supplies	18,000	18,000	18,000
				Other Services and Charges:			
71	-	200	200	Mileage	200	200	200
25,053	12,769	36,250	36,250	Contractual Services	44,950	44,950	44,950
854	-	-	-	Unemployment Costs	-	-	-
5,076	2,485	6,000	6,000	Telephone	7,000	7,000	7,000
197	43	500	500	Vehicle Maintenance	500	500	500
28,700	14,900	29,800	29,800	Insurance and Bonds	30,900	30,900	30,900
110,269	41,743	150,000	150,000	Public Utilities	140,000	140,000	140,000
150,837	121,338	637,575	637,575	Building Maintenance	40,968	40,968	40,968
26,294	-	27,223	27,223	Payment to City in Lieu of Taxes	27,223	27,223	27,223
68,600	35,300	70,600	70,600	Administrative Expense - General Fund	72,700	72,700	72,700
				Capital Outlay:			
-	364	1,000	1,000	Equipment - Maintenance	285,450	285,450	285,450
10,976	1,276	13,500	13,500	Equipment - Appliances	9,450	9,450	9,450
366	-	900	900	Equipment - Office	-	-	-
<u>\$ 923,897</u>	<u>\$ 478,310</u>	<u>\$ 1,451,512</u>	<u>\$ 1,451,512</u>	Total Expenditures	<u>\$ 1,187,920</u>	<u>\$ 1,187,920</u>	<u>\$ 1,190,176</u>

COACH MANOR

Joseph Coach Manor, Warren's second Senior Citizen Housing Project was built in order to accommodate 244 new units of Senior Housing that became available during Fiscal 1992. These units are located adjacent to the Stilwell Manor on Burg Road.

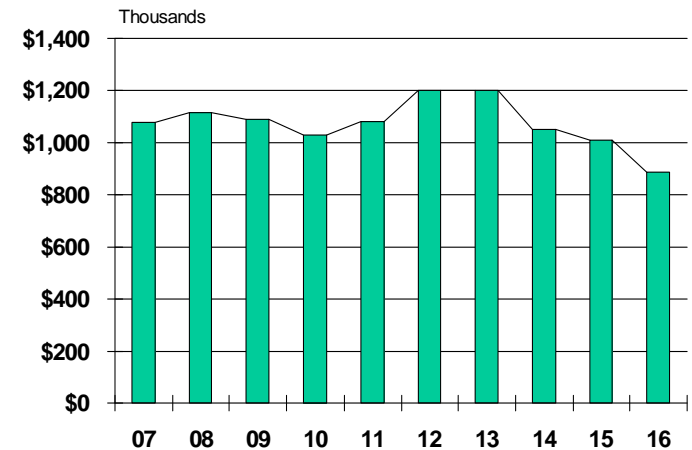
COACH MANOR

Fiscal 2018 Performance Objectives

1. To continue to provide maintenance for safety and appearance purposes.
2. To assist tenants in keeping their apartments and themselves in a clean and healthy environment.
3. To continue the patio and furnace room door replacement program.
4. To continue the painting and carpet replacement program of occupied apartments.
5. To work with family members and/or social agencies in making the transition from this complex into nursing homes/assisted care living facilities less stressful for the tenant.
6. To continue the replacement of patio deck boards.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Apartment painting	43	45	54	72
Carpet replacement	50	40	61	61
Countertop replacement	18	20	20	20
Linoleum replacement	16	20	20	25
Back up generator maintenance	2	2	2	2
Applications mailed	110	130	130	130
Requests for lists of subsidized housing	175	250	250	250
Calls to social agencies & family members	45	50	50	50
Calls to prospective tenants	65	75	75	75
Elevator inspections	1	1	1	1
Fire alarm system inspections	1	1	2	1
Fire extinguisher inspections	1	1	1	1
Apartment maintenance work orders	850	1,000	1000	1,000

**Expenditure History
Coach Manor**



ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>SENIOR CITIZENS' HOUSING COACH MANOR REVENUES:</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 998,796	\$ 485,994	\$ 993,855	\$ 993,855	Rental Revenues	\$ 993,855	\$ 993,855	\$ 993,855
482,380	238,232	425,940	425,940	Maintenance Revenues	425,940	425,940	425,940
19,610	18,657	17,500	17,500	Other Income	20,500	20,500	20,500
-	145,928	236,181	236,181	Appropriation of Retained Earnings	-	-	-
<u>\$ 1,500,786</u>	<u>\$ 888,811</u>	<u>\$ 1,673,476</u>	<u>\$ 1,673,476</u>	Total Revenues	<u>\$ 1,440,295</u>	<u>\$ 1,440,295</u>	<u>\$ 1,440,295</u>
				<u>EXPENDITURES:</u>			
\$ 49,221	\$ 17,458	\$ 47,000	\$ 47,000	Salaries	\$ 47,000	\$ 47,000	\$ 47,000
5,505	1,749	4,752	4,752	Fringe Benefits	4,752	4,752	4,752
561,129	243,150	876,355	876,355	Operating Supplies & Expenses	595,955	595,955	595,955
42,028	20,604	53,350	53,350	Contractual Services	63,350	63,350	63,350
83,980	32,116	90,000	97,000	Utilities	95,000	95,000	95,000
109,745	517,552	547,969	547,969	Debt Payment	404,319	404,319	404,319
35,239	3,873	47,050	47,050	Equipment/Improvement	177,650	177,650	177,650
<u>\$ 886,847</u>	<u>\$ 836,502</u>	<u>\$ 1,666,476</u>	<u>\$ 1,673,476</u>	Total Expenditures	<u>\$ 1,388,026</u>	<u>\$ 1,388,026</u>	<u>\$ 1,388,026</u>
				NET INCREASE (DECREASE) IN RETAINED EARNINGS FOR PERIOD	\$ 52,269	\$ 52,269	\$ 52,269
				OTHER DIRECT ADJUSTMENTS TO RETAINED EARNINGS:			
-	500,000	500,000	500,000	BOND PRINCIPAL PAYMENT	365,000	365,000	365,000
(179,402)	(175,500)	(175,500)	(175,500)	DEPRECIATION	(175,500)	(175,500)	(175,500)
				ESTIMATED RETAINED EARNINGS BEGINNING OF PERIOD (as restated)	4,910,403	4,910,403	4,910,403
4,380,547	4,815,084	4,815,084	4,815,084				
				LESS: APPROPRIATION OF RETAINED EARNINGS	-	-	-
-	(100,000)	(236,181)	(236,181)				
				ESTIMATED RETAINED EARNINGS END OF PERIOD	<u>\$ 5,152,172</u>	<u>\$ 5,152,172</u>	<u>\$ 5,152,172</u>
<u>\$ 4,815,084</u>	<u>\$ 5,091,893</u>	<u>\$ 4,910,403</u>	<u>\$ 4,903,403</u>				

ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	SENIOR CITIZENS' HOUSING COACH MANOR REVENUES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 998,796	\$ 485,994	\$ 993,855	\$ 993,855	Rental Revenues	\$ 993,855	\$ 993,855	\$ 993,855
482,380	238,232	425,940	425,940	Maintenance Revenues	425,940	425,940	425,940
2,564	1,583	2,500	2,500	Interest on Investments	2,500	2,500	2,500
17,046	17,074	15,000	15,000	Miscellaneous	18,000	18,000	18,000
-	100,000	236,181	236,181	Appropriation of Retained Earnings	-	-	-
<u>\$ 1,500,786</u>	<u>\$ 842,883</u>	<u>\$ 1,673,476</u>	<u>\$ 1,673,476</u>	Total Revenues	<u>\$ 1,440,295</u>	<u>\$ 1,440,295</u>	<u>\$ 1,440,295</u>
<u>EXPENDITURES:</u>							
Personnel Services:							
\$ 49,221	\$ 17,458	\$ 47,000	\$ 47,000	Part-time Employees	\$ 47,000	\$ 47,000	\$ 47,000
Employee Benefits:							
3,766	1,336	3,596	3,596	Social Security	3,596	3,596	3,596
1,739	413	1,156	1,156	Employee Insurance	1,156	1,156	1,156
Supplies:							
2,028	928	3,000	3,000	Office Supplies	3,000	3,000	3,000
1,528	693	2,000	2,000	Program Activity Supplies	2,000	2,000	2,000
20,163	7,871	29,500	29,500	Maintenance Supplies	29,500	29,500	29,500
Other Services and Charges:							
316	23	300	300	Postage	300	300	300
42,028	20,604	53,350	53,350	Contractual Services	63,350	63,350	63,350
104	-	200	200	Mileage	200	200	200
4,254	2,265	4,000	4,000	Telephone	5,000	5,000	5,000
-	-	100	100	Vehicle Maintenance	100	100	100
20,800	10,800	21,600	21,600	Insurance and Bonds	22,400	22,400	22,400
83,980	32,116	90,000	97,000	Public Utilities	95,000	95,000	95,000
100,322	11,530	397,575	397,575	Building Maintenance	97,975	97,975	97,975
-	500,000	500,000	500,000	Bond Principal	365,000	365,000	365,000
109,495	17,323	46,969	46,969	Bond Interest	38,319	38,319	38,319
250	229	1,000	1,000	Bond Agent Fees	1,000	1,000	1,000
411,614	209,040	329,680	329,680	Administrative Expense - Stilwell	344,480	344,480	344,480
-	-	88,400	88,400	Administrative Expense - General Fund	91,000	91,000	91,000
Capital Outlay:							
-	349	1,000	1,000	Equipment - Maintenance	132,500	132,500	132,500
35,239	3,524	45,150	45,150	Equipment - Appliances	45,150	45,150	45,150
-	-	900	900	Equipment - Office	-	-	-
<u>\$ 886,847</u>	<u>\$ 836,502</u>	<u>\$ 1,666,476</u>	<u>\$ 1,673,476</u>	Total Expenditures	<u>\$ 1,388,026</u>	<u>\$ 1,388,026</u>	<u>\$ 1,388,026</u>

WATER & SEWER SYSTEM

The Water & Sewer System's functions include the financing, acquisition, operation and maintenance of an adequate water supply and a waste water treatment facility for the benefit of the citizens and business community in the City of Warren.

Water Maintenance services include the maintenance and repair of the water mains throughout the City, water service installation, service repairs, responses to requests from the Miss Dig system, gate valve maintenance, hydrant repair and maintenance. Sewer Maintenance services include televising, cleaning, jetting and vactoring of the main sewers.

Shared Services consists of accounting, engineering and customer service personnel which provides support to the Water & Sewer Maintenance and Waste Water Treatment Plant. The accounting function is responsible for verifying that all financial activities for the Water & Sewer System are accurately entered in the System's financial records. Engineering personnel draft, inspect and implement infrastructure projects throughout the City that are related to the Water & Sewer System. Customer Service handles all questions regarding water bills, landlord and tenant arrangements, and bankruptcies as it relates to customer accounts, water taps, meter installations, repairing or replacing stop boxes, plugged main sewers and the availability of water and sewer service.

The Waste Water Treatment Plant staff's responsibilities include plant operations, plant maintenance, laboratory operations, the Industrial Pretreatment Monitoring and Enforcement, employee safety, grounds maintenance and administrative support.

The 2018 Water & Sewer System Budget is presented with an increase in the consumption-based water rate for City of Warren Water Utility customers from \$3.431 per 100 cubic feet {approximately 750 gallons} to \$3.490 per 100 cubic feet. The consumption-based waste water treatment rate for the City of Warren Water Utility customers will change from \$2.412 per 100 cubic feet {approximately 750 gallons} to \$2.592.

A new consumption-based rate for sanitary sewer improvements is presented in this budget at \$0.674 per 100 cubic feet {approximately 750 gallons}. The fixed rate meter service charge will remain the same at \$0.84 per month for accounts with a 5/8" service meter. The fixed rate sewer service charge will remain the same at \$2.03 per month for accounts with a 5/8" service meter.

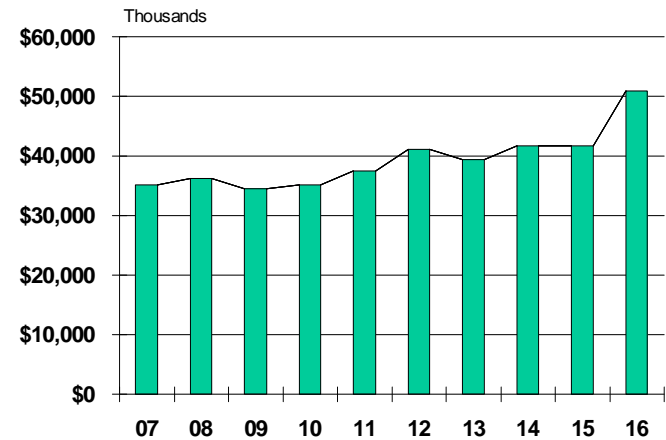
WATER AND SEWER SYSTEM

Fiscal 2018 Performance Objectives

1. To continue to maintain and replace water and sewer lines.
2. To continue to meet the stringent discharge limitations at the treatment plant imposed by the State and Federal authorities.
3. To establish storm water management plan meeting government standards.
4. To minimize power usage while maximizing treatment efficiency.
5. To implement a recently mandated asset management program.
6. To continue collection of delinquent accounts.
7. To automate the work order process.
8. To explore opportunities to reduce water loss.

Performance Indicators	Fiscal 2016 Actual	Fiscal 2017 Budget	Fiscal 2017 Estimated	Fiscal 2018 Budget
Water utility accounts	49,076	49,529	49,532	49,529
Sewer utility accounts	48,618	48,711	48,714	48,711
Second meter accounts	744	730	747	760
Water sold (thousand cu. ft.)	648,699	645,348	649,109	645,348
Water purchased	670,703	722,048	717,451	713,248
Broken water main repairs	101	225	135	175
Sewer jetting (in footage)	753,000	310,000	415,000	450,000
Sewage treated	7.6	7.8	7.8	8.2
Sludge solids removed	27.5	30	30	32
Power consumption	12.2	12	12	11
Natural gas for incinerator	61	85	85	80
Laboratory samples taken	8,031	6,100	6,800	7,000
Analytical lab tests run	36,975	36,750	36,750	36,750
Dye tests performed	4	10	10	10
Storm water samples collected	119	245	245	245
Illicit discharges identified	2	3	3	3
Illicit discharges removed	2	3	3	3

**Expenditure History
Water and Sewer System**



ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>WATER & SEWER SYSTEM</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				<u>REVENUES:</u>			
\$ 37,912,150	\$ 22,820,172	\$ 41,006,100	\$ 41,006,100	Water & Sewer Charges	\$ 50,354,000	\$ 50,354,000	\$ 45,384,900
15,340	7,200	15,000	15,000	Water Sales-Unmetered	15,000	15,000	15,000
90,000	45,000	90,000	90,000	Public Fire Protection	90,000	90,000	90,000
904,073	382,846	1,000,000	1,000,000	Penalties	900,000	900,000	900,000
680,105	351,288	611,228	618,622	Other Income	645,720	645,720	645,720
52,751	31,590	63,375	63,375	Building Rental	63,375	63,375	63,375
64,020	26,994	57,000	57,000	Meter Sales/Repairs	57,000	57,000	57,000
1,139,186	690,076	1,068,530	1,068,530	Pre-Treatment/Cross Connection Charges	1,183,626	1,183,626	1,183,626
(7,957)	2,592	15,000	15,000	Gain (Loss) On Asset Conversion	15,000	15,000	15,000
102,806	48,425	85,785	82,400	Interest On Investments	175,690	175,690	175,690
-	-	53,000,000	60,000,000	Bond Proceeds	-	-	-
-	-	-	-	Fund Balance Appropriated	3,772,316	3,772,316	6,409,831
<u>\$ 40,952,474</u>	<u>\$ 24,406,183</u>	<u>\$ 97,012,018</u>	<u>\$ 104,016,027</u>	Total Revenues	<u>\$ 57,271,727</u>	<u>\$ 57,271,727</u>	<u>\$ 54,940,142</u>
				<u>EXPENDITURES:</u>			
\$ 6,020,909	\$ 2,803,311	\$ 6,501,174	\$ 6,501,174	Personnel Services	\$ 6,739,031	\$ 6,739,031	\$ 6,714,932
7,402,080	3,267,201	8,142,457	8,140,957	Employee Benefits	8,264,292	8,264,292	8,260,706
25,687,487	13,270,592	25,947,491	26,159,262	Other Services and Charges	31,549,193	31,549,193	31,299,193
11,889,293	1,117,323	4,260,813	11,455,110	Capital Outlay	10,719,211	10,719,211	8,665,311
<u>\$ 50,999,769</u>	<u>\$ 20,458,427</u>	<u>\$ 44,851,935</u>	<u>\$ 52,256,503</u>	Total Expenditures	<u>\$ 57,271,727</u>	<u>\$ 57,271,727</u>	<u>\$ 54,940,142</u>
				NET INCREASE (DECREASE) IN FUND			
\$ (10,047,295)	\$ 3,947,756	\$ 52,160,083	\$ 51,759,524	BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
				ESTIMATED FUND BALANCE			
42,173,298	32,126,003	32,126,003	32,126,003	BEGINNING OF PERIOD(as restated)	84,286,086	84,286,086	84,286,086
				RESERVE FOR:			
(61,173)	(61,173)	(61,173)	(61,173)	COMPENSATED ABSENCES	(61,173)	(61,173)	(61,173)
(19,306,144)	(20,766,600)	(71,168,413)	(70,899,788)	CAPITAL OUTLAY	(67,396,096)	(67,396,096)	(65,385,169)
				LESS: FUND BALANCE			
-	-	-	-	APPROPRIATED	(3,772,316)	(3,772,316)	(6,409,831)
<u>\$ 12,758,686</u>	<u>\$ 15,245,986</u>	<u>\$ 13,056,500</u>	<u>\$ 12,924,566</u>	EST. UNRESTRICTED FUND BALANCE	<u>\$ 13,056,501</u>	<u>\$ 13,056,501</u>	<u>\$ 12,429,913</u>
				(DEFICIT) END OF PERIOD			

ENTERPRISE FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
<u>WATER & SEWER SYSTEM</u>								
<u>Water & Sewer Maintenance</u>								
Deputy Superintendent	1	\$ 93,370	1	\$ 95,704	1	\$ 95,704	1	\$ 95,704
Water Operations Manager	1	88,716	1	90,934	1	90,934	1	90,934
Water Division Supervisor	3	73,976	3	75,826	3	75,826	3	75,826
Water Utilities Operator	24	59,451	24	60,938	24	60,938	24	60,938
Water Systems Monitor	1	66,491	- (c)	-	- (c)	-	1	68,153
Senior Water Systems Monitor	-	-	1 (c)	77,331	1 (c)	77,331	-	-
Stock Clerk	1	55,503	1	56,891	1	56,891	1	56,891
<u>Shared Services</u>								
Superintendent	1	98,555	1	101,019	1	101,019	1	101,019
Senior Account Tech/Water Acctg	1	60,649	- (c)	-	- (c)	-	1	62,166
Coordinator Water Customer Service	-	-	1 (c)	75,069	1 (c)	75,069	-	-
Accountant III	1	80,428	- (c)	-	- (c)	-	- (c)	-
Account Technician	8	56,420	8	57,830	8	57,830	8	57,830
Administrative Clerical Technician	1	53,970	1	55,319	1	55,319	1	55,319
Office Assistant	1	36,203	- (d)	-	- (d)	-	- (d)	-
City Engineer	1	118,288	1	121,245	1	121,245	1	121,245
Civil Engineer II	1	86,811	1	88,981	1	88,981	1	88,981
Civil Engineer	2	82,828	2	84,899	2	84,899	2	84,899
Drafting Specialist	1	61,113	1	62,641	1	62,641	1	62,641
Construction Specialist	3	65,321	3	66,954	3	66,954	3	66,954
<u>Waste Water Treatment Plant</u>								
Sanitary Engineer	1	107,110	1	109,788	1	109,788	1	109,788
Wastewater Specialist	1	88,487	1	90,699	1	90,699	1	90,699
Facility Engineer	1	90,597	1	92,862	1	92,862	1	92,862
Environmental Compliance Engineer	1	90,440	2 (b)	92,701	2 (b)	92,701	2 (b)	92,701
Laboratory Director	1	84,610	1	86,726	1	86,726	1	86,726
Junior Chemist	2	65,333	2	66,966	2	66,966	2	66,966
Laboratory Technician	2	59,029	1 (d)	60,505	1 (d)	60,505	1 (d)	60,505

(a) Wage rates are based on Local 1250, Local 412 Unit 35 and Local 1917 contracts that expire 6/30/19.

(b) New position.

(c) Reflects transfer of Accountant III to Controller's, reclassifications of Water Systems Monitor to Senior Water Systems Monitor and Senior Account Tech/Water Acctg to Coordinator Water Customer Service.

(d) Position deleted.

(Continued)

ENTERPRISE FUND PERSONNEL

<u>WATER & SEWER SYSTEM</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
<u>Waste Water Treatment Plant</u>								
Maintenance M&P Manager	1	\$ 77,355	1	\$ 79,289	1	\$ 79,289	1	\$ 79,289
Mechanic Technician	3	65,375	3	67,010	3	67,010	3	67,010
Mechanic Specialist	-	-	1 (b)	61,399	1 (b)	61,399	1 (b)	61,399
Master Electrician	1	72,475	1	74,287	1	74,287	1	74,287
WWTP Electrician	1	69,784	1	71,529	1	71,529	1	71,529
Electrician/Instrumentation Technical Spec.	1	79,883	1	81,880	1	81,880	1	81,880
Industrial Services Manager	1	79,883	1	81,880	1	81,880	1	81,880
Industrial Waste Specialist	1	63,204	2 (c)	64,784	2 (c)	64,784	1	64,784
Industrial Waste Technician	1	56,033	- (c)	-	- (c)	-	1	57,434
I & C System Manager	1	84,717	1	86,835	1	86,835	1	86,835
I & C System Technician	1	71,331	1	73,114	1	73,114	1	73,114
I & C Trainee	1	61,052	1	62,579	1	62,579	1	62,579
Chief Operator	1	90,440	1	92,701	1	92,701	1	92,701
Operations Supervisor	2	80,352	2	82,361	2	82,361	2	82,361
Treatment Specialist	10	63,484	10	65,071	10	65,071	10	65,071
Calibration Specialist	1	62,119	1	63,672	1	63,672	1	63,672
Senior Administrative Secretary - WWTP	1	58,547	- (c)	-	- (c)	-	1	60,011
Office Coordinator - WWTP	-	-	1 (c)	75,069	1 (c)	75,069	-	-
Administrative Clerk - WWTP	1	50,284	1	51,541	1	51,541	1	51,541
<u>Temporary Employees</u>								
Water & Sewer Maintenance		124,980		108,240		108,240		108,240
Shared Services		27,000		31,220		31,220		31,220
Waste Water Treatment Plant		30,000		30,000		30,000		30,000
<u>Overtime</u>								
Water & Sewer Maintenance		125,000		125,000		125,000		125,000
Shared Services		123,850		133,850		133,850		133,850
Waste Water Treatment Plant		263,500		263,500		263,500		263,500
Total Personnel	<u>90</u>		<u>89</u>		<u>89</u>		<u>89</u>	

(a) Wage rates are based on Local 1250, Local 412 Unit 35 and Local 1917 contracts that expire 6/30/19.

(b) New position.

(c) Reclassifications of Industrial Waste Technician to Industrial Waste Specialist and Senior Administrative Secretary to Office Coordinator.

ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>WATER & SEWER SYSTEM EXPENDITURES:</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Personnel Services:			
\$ 5,549,905	\$ 2,580,228	\$ 5,806,844	\$ 5,806,844	Permanent	\$ 6,047,221	\$ 6,047,221	\$ 6,023,122
171,969	63,922	181,980	181,980	Temporary Labor	169,460	169,460	169,460
299,035	159,161	512,350	512,350	Overtime	522,350	522,350	522,350
				Employee Benefits:			
44,235	38,099	89,205	89,205	Education Allowance	96,900	96,900	96,900
480,083	226,427	520,106	520,106	Social Security	538,937	538,937	537,080
1,141,895	610,955	2,004,760	2,004,760	Employee Insurance	1,670,859	1,670,859	1,670,438
2,101,007	767,142	1,812,341	1,812,341	Retiree Health Insurance	2,360,273	2,360,273	2,360,085
170,317	90,867	165,172	165,172	Longevity	169,309	169,309	169,125
3,340,057	1,444,248	3,422,151	3,422,151	Retirement Fund	3,289,346	3,289,346	3,288,410
57,643	56,500	56,500	55,000	Certification Bonuses	60,000	60,000	60,000
58,237	22,001	60,522	60,522	Holiday Pay	60,968	60,968	60,968
8,606	10,962	11,700	11,700	Uniforms	17,700	17,700	17,700
				Supplies and Other Charges:			
331,350	115,936	503,600	503,600	Operating Supplies	500,000	500,000	500,000
646,479	204,038	880,000	880,000	Professional Services	880,000	880,000	880,000
52,193	32,048	50,000	50,000	Materials	50,000	50,000	50,000
293,013	87,182	125,000	125,000	Meter Replacement	125,000	125,000	125,000
89,778	44,006	125,000	125,000	Dirt Removal	125,000	125,000	125,000
858,339	330,080	1,080,000	1,080,000	Concrete, Lawn & Manhole Repairs	1,000,000	1,000,000	1,000,000
60,042	22,954	110,000	110,000	Chemicals	90,000	90,000	90,000
9,452	11,991	20,000	20,000	Odor Control	20,000	20,000	20,000
241,887	23,476	150,000	150,000	Ash Removal Contract	150,000	150,000	150,000
50,845	20,388	52,000	52,000	Telephone	59,000	59,000	59,000
381,638	208,090	416,480	251,565	Auto Expense	446,465	446,465	446,465
591,945	152,231	650,000	740,750	Utilities	709,150	709,150	709,150
774,888	378,085	976,135	1,050,000	Electric Power	950,000	950,000	950,000
629,104	153,607	600,000	600,000	Repairs & Maintenance	650,000	650,000	650,000
19,193	11,568	30,000	30,000	Management Agency Fee	25,000	25,000	25,000
26,040	27,813	27,813	27,000	M.S.D.W.A. Annual Fee	28,000	28,000	28,000
15,200	15,400	15,400	20,000	Auditing	16,000	16,000	16,000

(Continued)

ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>WATER & SEWER SYSTEM</u> <u>EXPENDITURES (Continued):</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Other Services and Charges:			
\$ 20,690	\$ 4,865	\$ 120,000	\$ 120,000	Facility Maintenance	\$ 30,000	\$ 30,000	\$ 30,000
238,170	131,997	250,000	250,000	Postage	250,000	250,000	250,000
10,019,624	5,079,060	9,317,120	9,317,120	Water Purchases	10,519,000	10,519,000	10,519,000
8,210	2,715	2,715	1,000	Unemployment Benefits	5,000	5,000	5,000
600,000	300,000	600,000	600,000	General Insurance	600,000	600,000	600,000
17,702	-	100,000	100,000	Uncollectible Debt	100,000	100,000	100,000
1,913,100	985,250	1,970,500	1,970,500	Administrative Expense	2,139,600	2,139,600	2,139,600
-	-	-	-	Sanitary Sewer Inspection and Cleaning	1,000,000	1,000,000	750,000
7,798,605	4,927,812	7,775,728	7,985,727	Debt Payments	11,081,978	11,081,978	11,081,978
				Capital Outlay:			
6,792,074	248,620	2,658,740	1,537,690	Capital Improvements-Equipment	9,296,850	9,296,850	7,242,950
5,097,219	868,703	1,602,073	9,917,420	Capital Improvements-Infrastructure	1,422,361	1,422,361	1,422,361
<u>\$ 50,999,769</u>	<u>\$ 20,458,427</u>	<u>\$ 44,851,935</u>	<u>\$ 52,256,503</u>	Total Expenditures	<u>\$ 57,271,727</u>	<u>\$ 57,271,727</u>	<u>\$ 54,940,142</u>

Capital Project Funds

Capital Project Funds are used to account for the acquisition or construction of major capital facilities that benefit the general public.

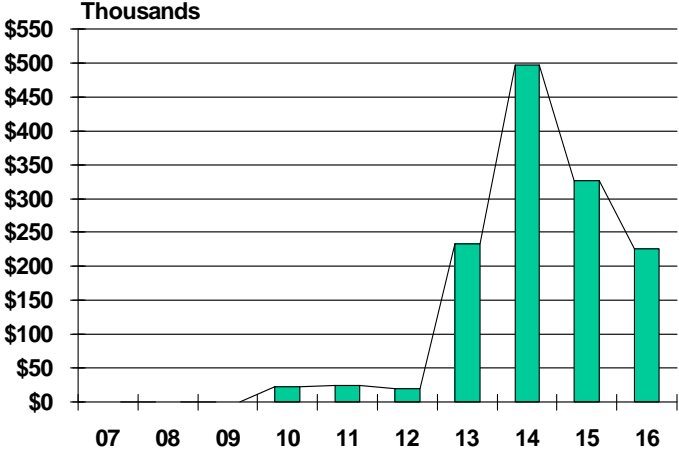
The Capital Project Fund of the City is:

- 37th District Court Building Renovation Fund

37TH DISTRICT COURT BUILDING RENOVATION FUND

This fund was established in October 2003 to account for fees collected by the 37th District Court to be used for future renovation of the 37th District Court Building.

**Expenditure History
37th District Court Building Renovation**



CAPITAL PROJECT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	37th DISTRICT COURT BUILDING RENOVATION REVENUES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 830,044	\$ 314,672	\$ 700,000	\$ 800,500	Court Building Renovation Fee	\$ 800,000	\$ 800,000	\$ 800,000
14,768	-	2,500	2,500	Interest on Investments	5,000	5,000	5,000
-	-	-	-	Fund Balance Appropriated	-	-	-
<u>\$ 844,812</u>	<u>\$ 314,672</u>	<u>\$ 702,500</u>	<u>\$ 803,000</u>	Total Revenues	<u>\$ 805,000</u>	<u>\$ 805,000</u>	<u>\$ 805,000</u>
				EXPENDITURES:			
\$ 225,902	\$ 102,393	\$ 500,000	\$ 500,000	Capital Improvements	\$ 500,000	\$ 500,000	\$ 500,000
<u>\$ 225,902</u>	<u>\$ 102,393</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	Total Expenditures	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ 305,000	\$ 305,000	\$ 305,000
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	7,227,967	7,227,967	7,227,967
				LESS: FUND BALANCE APPROPRIATED	-	-	-
-	-	-	-		-	-	-
				ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 7,532,967</u>	<u>\$ 7,532,967</u>	<u>\$ 7,532,967</u>
<u>\$ 7,025,467</u>	<u>\$ 7,237,746</u>	<u>\$ 7,227,967</u>	<u>\$ 7,328,467</u>				

Debt Service Funds

Debt Service Funds are used to account for the accumulation of resources and payments of general long-term debt principal and interest. Debt Service Funds are not involved with the long-term debt of proprietary funds, which are responsible for redeeming their own obligations. Debt Service Funds are required when legally mandated and/or if revenues are being accumulated for general obligation long term debt principal and interest payments maturing in future years.

The following are Debt Funds of the City:

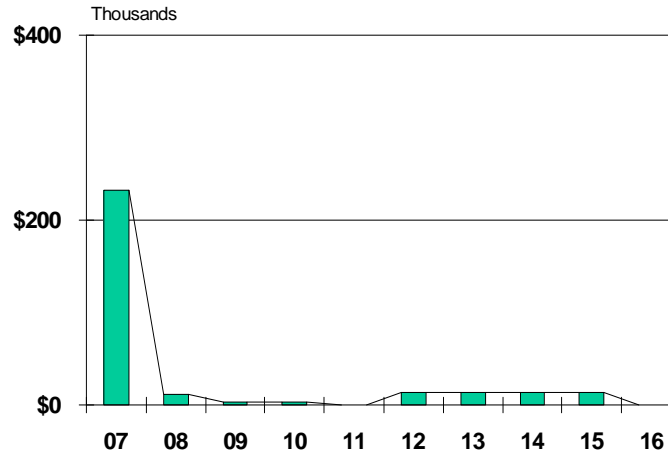
- Chapter 20 and 21 Drain Debt
- Michigan Transportation Debt Funds
- Capital Improvement Debt Funds
- Downtown Development Authority Debt Funds

CHAPTER 20 AND 21 DRAIN DEBT FUND

Under State law, the County has the authority and control to obtain the necessary bonding, bidding, debt service, apportionment, etc., for intra-county and inter-county drain projects that are vital to the public health.

The City's Chapter 20 and 21 drain funds reflect Warren's drain debt requirements and maintenance costs as indicated by Macomb County Drain Commissioners. The full faith and credit of the County has been pledged under provisions of Chapter 20 and 21 Drain and Public Works Act 342.

**Expenditure History
Chapter 20 & 21 Drain Debt Fund**



DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	CHAPTER 20 AND 21 DRAINS DEBT FUND REVENUES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
\$ 104	\$ -	\$ 50	\$ 50	Interest on Investments	\$ 50	\$ 50	\$ 50
<u>-</u>	<u>-</u>	<u>13,950</u>	<u>13,950</u>	Fund Balance Appropriated	<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ 104</u>	<u>\$ -</u>	<u>\$ 14,000</u>	<u>\$ 14,000</u>	Total Revenues	<u>\$ 50</u>	<u>\$ 50</u>	<u>\$ 50</u>
				EXPENDITURES:			
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 14,000</u>	Maintenance Fees	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 14,000</u>	Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ 50	\$ 50	\$ 50
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	47,547	47,547	47,547
				LESS: FUND BALANCE APPROPRIATED	<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ 47,393</u>	<u>\$ 47,497</u>	<u>\$ 47,497</u>	<u>\$ 47,497</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 47,597</u>	<u>\$ 47,597</u>	<u>\$ 47,597</u>
<u>-</u>	<u>-</u>	<u>(13,950)</u>	<u>(13,950)</u>				
<u>\$ 47,497</u>	<u>\$ 47,497</u>	<u>\$ 47,547</u>	<u>\$ 33,547</u>				

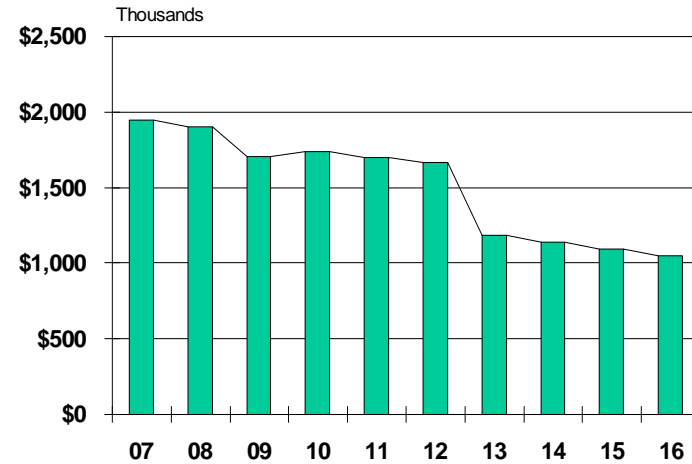
MICHIGAN TRANSPORTATION DEBT FUNDS

Michigan Transportation Bonds are issued pursuant to the provisions of Act 175, Public Acts of Michigan 1952 as amended, for the purpose of defraying part of the cost of constructing major and local street improvements in the City of Warren. These bonds are issued in anticipation of state shared Michigan Transportation Fund payments from the State of Michigan to be received by the City. The bonds pledge the full faith and credit of the City of Warren as additional security for payment of the principal and interest.

The following schedules reflect existing debts only and do not include any proposed bond issues.

**Expenditure History
Michigan Transportation Debt**

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$500,000	\$20,500	\$520,500



DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>SUMMARY</u> <u>MICHIGAN TRANSPORTATION</u> <u>DEBT SERVICE FUND</u> <u>REVENUES:</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ 1,051,238	\$ 20,250	\$ 541,000	\$ 541,000	Major Streets	\$ 521,000	\$ 521,000	\$ 521,000
<u>\$ 1,051,238</u>	<u>\$ 20,250</u>	<u>\$ 541,000</u>	<u>\$ 541,000</u>	Total Revenues	<u>\$ 521,000</u>	<u>\$ 521,000</u>	<u>\$ 521,000</u>
				<u>EXPENDITURES:</u> Debt Service Payments:			
				Principal:			
\$ 975,000	\$ -	\$ 500,000	\$ 500,000	Major Streets	\$ 500,000	\$ 500,000	\$ 500,000
				Interest:			
75,438	20,250	40,500	40,500	Major Streets	20,500	20,500	20,500
				Agent Fees:			
800	-	500	500	Major Streets	500	500	500
<u>\$ 1,051,238</u>	<u>\$ 20,250</u>	<u>\$ 541,000</u>	<u>\$ 541,000</u>	Total Expenditures	<u>521,000</u>	<u>\$ 521,000</u>	<u>\$ 521,000</u>
				NET INCREASE (DECREASE) IN FUND			
\$ -	\$ -	\$ -	\$ -	BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	2003 MICHIGAN TRANSPORTATION DEBT SERVICE FUND REVENUES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ 560,300	\$ 20,250	\$ 541,000	\$ 541,000	Major Streets	\$ 521,000	\$ 521,000	\$ 521,000
<u>\$ 560,300</u>	<u>\$ 20,250</u>	<u>\$ 541,000</u>	<u>\$ 541,000</u>	Total Revenues	<u>\$ 521,000</u>	<u>\$ 521,000</u>	<u>\$ 521,000</u>
				EXPENDITURES:			
				Debt Service Payments:			
				Principal:			
\$ 500,000	\$ -	\$ 500,000	\$ 500,000	Major Streets	\$ 500,000	\$ 500,000	\$ 500,000
				Interest:			
60,000	20,250	40,500	40,500	Major Streets	20,500	20,500	20,500
				Agent Fees:			
300	-	500	500	Major Streets	500	500	500
<u>\$ 560,300</u>	<u>\$ 20,250</u>	<u>\$ 541,000</u>	<u>\$ 541,000</u>	Total Expenditures	<u>\$ 521,000</u>	<u>\$ 521,000</u>	<u>\$ 521,000</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
-	-	-	-	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

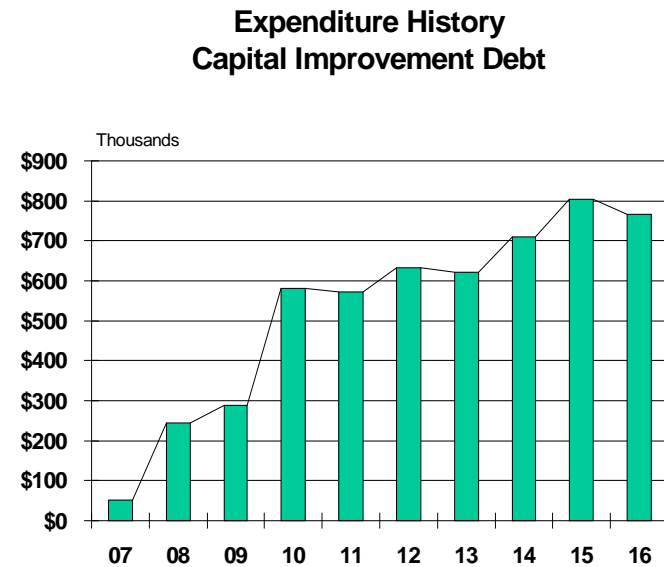
FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>2010 REFUNDING SERIES</u> <u>MICHIGAN TRANSPORTATION</u> <u>DEBT SERVICE FUND</u> <u>REVENUES:</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ 490,938	\$ -	\$ -	\$ -	Major Streets	\$ -	\$ -	\$ -
<u>\$ 490,938</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	Total Revenues	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
				<u>EXPENDITURES:</u>			
				Debt Service Payments:			
				Principal:			
\$ 475,000	\$ -	\$ -	\$ -	Major Streets	\$ -	\$ -	\$ -
15,438	-	-	-	Interest: Major Streets	-	-	-
500	-	-	-	Agent Fees: Major Streets	-	-	-
<u>\$ 490,938</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
				NET INCREASE (DECREASE) IN FUND			
\$ -	\$ -	\$ -	\$ -	BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
-	-	-	-	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

CAPITAL IMPROVEMENT DEBT FUNDS

Capital Improvement Bonds are issued pursuant to the provisions of Act 34, Public Acts of Michigan 2001 as amended, for the purpose of defraying part of the cost of capital improvements in the City of Warren. These bonds are issued in anticipation of state shared Michigan Transportation Fund payments from the State of Michigan to be received by the City. The bonds pledge the full faith and credit of the City of Warren as additional security for payment of the principal and interest.

The following schedule reflects existing debt only that relates to Major Road improvements and does not include any proposed bond issues.

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	620,055	138,728	758,783
2019	620,830	123,339	744,169
2020	644,565	107,568	752,133
2021	650,340	91,364	741,704
2022	677,667	74,677	752,344
2023	459,340	60,268	519,608
2024	450,749	48,471	499,220
2025	440,939	36,669	477,608
2026	432,347	24,918	457,265
2027	377,061	13,745	390,806
2028	135,000	6,335	141,335
2029	130,000	2,113	132,113
	<u>\$5,638,893</u>	<u>\$728,195</u>	<u>\$6,367,088</u>



DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	SUMMARY CAPITAL IMPROVEMENT DEBT SERVICE FUNDS REVENUES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Transfer from Michigan Transportation Operating Fund:			
\$ 776,961	\$ 691,841	\$ 766,113	\$ 766,113	Major Streets	\$ 760,283	\$ 760,283	\$ 760,283
<u>\$ 776,961</u>	<u>\$ 691,841</u>	<u>\$ 766,113</u>	<u>\$ 766,113</u>	Total Revenues	<u>\$ 760,283</u>	<u>\$ 760,283</u>	<u>\$ 760,283</u>
				EXPENDITURES: Debt Service Payments:			
				Principal:			
\$ 555,705	\$ 610,687	\$ 610,687	\$ 610,687	Major Streets	\$ 620,055	\$ 620,055	\$ 620,055
221,256	80,727	153,926	153,926	Interest:			
				Major Streets	138,728	138,728	138,728
				Agent Fees:			
-	427	1,500	1,500	Major Streets	1,500	1,500	1,500
<u>\$ 776,961</u>	<u>\$ 691,841</u>	<u>\$ 766,113</u>	<u>\$ 766,113</u>	Total Expenditures	<u>760,283</u>	<u>\$ 760,283</u>	<u>\$ 760,283</u>
\$ -	\$ -	\$ -	\$ -	NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
-	-	-	-	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	-
-	-	-	-	LESS: FUND BALANCE APPROPRIATED	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	2013A (Refinanced 2006 Issue) CAPITAL IMPROVEMENT BONDS DEBT SERVICE FUND REVENUES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ 510,895	\$ 461,107	\$ 511,607	\$ 511,607	Major Streets	\$ 514,823	\$ 514,823	\$ 514,823
<u>\$ 510,895</u>	<u>\$ 461,107</u>	<u>\$ 511,607</u>	<u>\$ 511,607</u>	Total Revenues	<u>\$ 514,823</u>	<u>\$ 514,823</u>	<u>\$ 514,823</u>
				EXPENDITURES:			
				Debt Service Payments:			
				Principal:			
\$ 395,102	\$ 405,877	\$ 405,877	\$ 405,877	Major Streets	\$ 420,245	\$ 420,245	\$ 420,245
115,793	55,230	104,980	104,980	Interest: Major Streets	93,828	93,828	93,828
-	-	750	750	Agent Fees: Major Streets	750	750	750
<u>\$ 510,895</u>	<u>\$ 461,107</u>	<u>\$ 511,607</u>	<u>\$ 511,607</u>	Total Expenditures	<u>\$ 514,823</u>	<u>\$ 514,823</u>	<u>\$ 514,823</u>
\$ -	\$ -	\$ -	\$ -	NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
-	-	-	-	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	-
-	-	-	-	LESS: FUND BALANCE APPROPRIATED	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	2015 (Refinanced 2008 Issue) CAPITAL IMPROVEMENT BONDS DEBT SERVICE FUND REVENUES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ 266,066	\$ 230,734	\$ 254,506	\$ 254,506	Major Streets	\$ 245,460	\$ 245,460	\$ 245,460
<u>\$ 266,066</u>	<u>\$ 230,734</u>	<u>\$ 254,506</u>	<u>\$ 254,506</u>	Total Revenues	<u>\$ 245,460</u>	<u>\$ 245,460</u>	<u>\$ 245,460</u>
				EXPENDITURES:			
				Debt Service Payments:			
				Principal:			
\$ 160,603	\$ 204,810	\$ 204,810	\$ 204,810	Major Streets	\$ 199,810	\$ 199,810	\$ 199,810
105,463	25,497	48,946	48,946	Interest:			
				Major Streets	44,900	44,900	44,900
				Agent Fees:			
-	427	750	750	Major Streets	750	750	750
<u>\$ 266,066</u>	<u>\$ 230,734</u>	<u>\$ 254,506</u>	<u>\$ 254,506</u>	Total Expenditures	<u>\$ 245,460</u>	<u>\$ 245,460</u>	<u>\$ 245,460</u>
\$ -	\$ -	\$ -	\$ -	NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	-
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	LESS: FUND BALANCE APPROPRIATED	<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

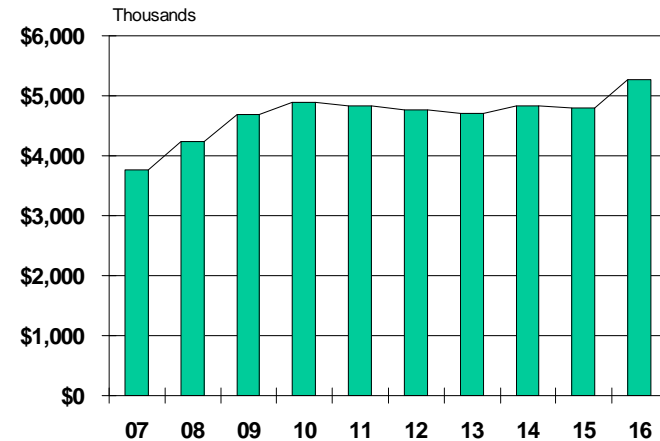
DOWNTOWN DEVELOPMENT AUTHORITY DEBT FUNDS

Downtown Development Authority Bonds are issued pursuant to the provisions of Act 197, Public Acts of Michigan 1975 as amended, for the purpose of funding the cost of capital improvements in the City of Warrens Downtown Development District. These bonds are issued in anticipation of tax revenues generated within the DDA District. The bonds pledge the full faith and credit of the City of Warren as additional security for payment of the principal and interest.

The following schedule reflects existing debt only that relates to Downtown Development Authority improvements and does not include any proposed bond issues.

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	4,050,000	1,566,707	5,616,707
2019	4,485,000	1,461,532	5,946,532
2020	5,155,000	1,336,532	6,491,532
2021	5,310,000	1,187,656	6,497,656
2022	5,455,000	1,021,806	6,476,806
2023	5,360,000	855,332	6,215,332
2024	5,515,000	681,388	6,196,388
2025	5,425,000	498,406	5,923,406
2026	5,320,000	316,384	5,636,384
2027	3,930,000	166,950	4,096,950
2028	2,465,000	71,025	2,536,025
2029	1,135,000	17,025	1,152,025
	<u>\$53,605,000</u>	<u>\$9,180,743</u>	<u>\$62,785,743</u>

**Expenditure History
Downtown Development Authority Debt**



DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>SUMMARY</u> <u>DOWNTOWN DEVELOPMENT AUTHORITY</u> <u>DEBT SERVICE FUNDS</u> <u>REVENUES:</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 4,949,319	\$ 4,466,116	\$ 5,272,856	\$ 5,272,856		\$ 5,617,757	\$ 5,617,757	\$ 5,617,757
<u>\$ 4,949,319</u>	<u>\$ 4,466,116</u>	<u>\$ 5,272,856</u>	<u>\$ 5,272,856</u>	Total Revenues	<u>\$ 5,617,757</u>	<u>\$ 5,617,757</u>	<u>\$ 5,617,757</u>
				<u>EXPENDITURES:</u> Debt Service Payments:			
\$ 3,030,000	\$ 3,615,000	\$ 3,615,000	\$ 3,615,000	Principal	\$ 4,050,000	\$ 4,050,000	\$ 4,050,000
1,918,419	849,866	1,656,806	1,656,806	Interest	1,566,707	1,566,707	1,566,707
900	1,250	1,050	1,050	Agent Fees	1,050	1,050	1,050
<u>\$ 4,949,319</u>	<u>\$ 4,466,116</u>	<u>\$ 5,272,856</u>	<u>\$ 5,272,856</u>	Total Expenditures	<u>5,617,757</u>	<u>\$ 5,617,757</u>	<u>\$ 5,617,757</u>
\$ -	\$ -	\$ -	\$ -	NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
-	-	-	-	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>2013 (Refinanced 2002 Issue)</u> <u>DOWNTOWN DEVELOPMENT AUTHORITY</u> <u>DEBT SERVICE FUND</u> <u>REVENUES:</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 1,435,481	\$ 1,631,341	\$ 1,887,106	\$ 1,887,106		\$ 1,826,757	\$ 1,826,757	\$ 1,826,757
<u>\$ 1,435,481</u>	<u>\$ 1,631,341</u>	<u>\$ 1,887,106</u>	<u>\$ 1,887,106</u>	Total Revenues	<u>\$ 1,826,757</u>	<u>\$ 1,826,757</u>	<u>\$ 1,826,757</u>
				<u>EXPENDITURES:</u> Debt Service Payments:			
\$ 870,000	\$ 1,355,000	\$ 1,355,000	\$ 1,355,000	Principal	\$ 1,335,000	\$ 1,335,000	\$ 1,335,000
565,231	276,091	531,856	531,856	Interest	491,507	491,507	491,507
250	250	250	250	Agent Fees	250	250	250
<u>\$ 1,435,481</u>	<u>\$ 1,631,341</u>	<u>\$ 1,887,106</u>	<u>\$ 1,887,106</u>	Total Expenditures	<u>\$ 1,826,757</u>	<u>\$ 1,826,757</u>	<u>\$ 1,826,757</u>
\$ -	\$ -	\$ -	\$ -	NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
-	-	-	-	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	2014 (Refinanced 2003 and 2004 Issues) DOWNTOWN DEVELOPMENT AUTHORITY DEBT SERVICE FUND REVENUES:	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 2,491,200	\$ 2,052,550	\$ 2,443,150	\$ 2,443,150		\$ 2,870,600	\$ 2,870,600	\$ 2,870,600
<u>\$ 2,491,200</u>	<u>\$ 2,052,550</u>	<u>\$ 2,443,150</u>	<u>\$ 2,443,150</u>	Total Revenues	<u>\$ 2,870,600</u>	<u>\$ 2,870,600</u>	<u>\$ 2,870,600</u>
				EXPENDITURES: Debt Service Payments:			
\$ 1,660,000	\$ 1,645,000	\$ 1,645,000	\$ 1,645,000	Principal	\$ 2,110,000	\$ 2,110,000	\$ 2,110,000
830,700	407,050	797,650	797,650	Interest	760,100	760,100	760,100
500	500	500	500	Agent Fees	500	500	500
<u>\$ 2,491,200</u>	<u>\$ 2,052,550</u>	<u>\$ 2,443,150</u>	<u>\$ 2,443,150</u>	Total Expenditures	<u>\$ 2,870,600</u>	<u>\$ 2,870,600</u>	<u>\$ 2,870,600</u>
\$ -	\$ -	\$ -	\$ -	NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
-	-	-	-	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2016 Actual Year	FY 2017 Actual to December 31	FY 2017 Estimated To June 30	FY 2017 Amended Budget December 31	<u>2015 (Refinanced 2005 Issue)</u> <u>DOWNTOWN DEVELOPMENT AUTHORITY</u> <u>DEBT SERVICE FUND</u> <u>REVENUES:</u>	FY 2018 Departmental Request	FY 2018 Recommended By Mayor	FY 2018 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 1,022,638	\$ 782,225	\$ 942,600	\$ 942,600		\$ 920,400	\$ 920,400	\$ 920,400
<u>\$ 1,022,638</u>	<u>\$ 782,225</u>	<u>\$ 942,600</u>	<u>\$ 942,600</u>	Total Revenues	<u>\$ 920,400</u>	<u>\$ 920,400</u>	<u>\$ 920,400</u>
				<u>EXPENDITURES:</u> Debt Service Payments:			
\$ 500,000	\$ 615,000	\$ 615,000	\$ 615,000	Principal	\$ 605,000	\$ 605,000	\$ 605,000
522,488	166,725	327,300	327,300	Interest	315,100	315,100	315,100
150	500	300	300	Agent Fees	300	300	300
<u>\$ 1,022,638</u>	<u>\$ 782,225</u>	<u>\$ 942,600</u>	<u>\$ 942,600</u>	Total Expenditures	<u>\$ 920,400</u>	<u>\$ 920,400</u>	<u>\$ 920,400</u>
\$ -	\$ -	\$ -	\$ -	NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
-	-	-	-	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Supplemental Information

The following supplemental information is presented to furnish the reader with a detailed analysis of the 2018 capital outlays, financial operations, and historical trends.

This information contains comprehensive data, frequently covering the last several fiscal years, relating to the financial, economic, physical and societal characteristics of the City.

GENERAL FUND
CAPITAL OUTLAYS
FISCAL YEAR 2018

<u>Department/Item</u>	<u>Departmental Request</u>		<u>Recommended By Mayor</u>		<u>Adopted By Council</u>		<u>New or Replacement Item</u>
	<u>Quantity</u>	<u>Amount</u>	<u>Quantity</u>	<u>Amount</u>	<u>Quantity</u>	<u>Amount</u>	
<u>Clerk</u>							
Election Equipment		\$ 20,000		\$ 20,000		\$ 20,000	Replacement
<u>Assessing</u>							
Vehicle	1	\$ 26,000	-	\$ -	-	\$ -	Replacement
<u>Information Systems</u>							
Cisco Voice Network Upgrade		\$ 184,000	-	\$ -	-	\$ -	New
Storage Area Network Device		45,000	-	-	-	-	
		<u>\$ 229,000</u>		<u>\$ -</u>		<u>\$ -</u>	
<u>Property Maintenance</u>							
Chevy Silverado	1	\$ 36,000	1	\$ 36,000	1	\$ 36,000	New
<u>Building Maintenance</u>							
Floor Scrubber	1	\$ 7,400	1	\$ 7,400	1	\$ 7,400	Replacement
<u>DPW</u>							
Concrete Replacement		\$ 800,000		\$ 800,000		\$ 800,000	Replacement
Post Lifts	2	25,000		25,000		25,000	New
Cement Saw	1	15,000		15,000		15,000	Replacement
Software for Transmissions		10,000		10,000		10,000	New
		<u>\$ 850,000</u>		<u>\$ 850,000</u>		<u>\$ 850,000</u>	
<u>Building Inspections</u>							
Vehicles	3	\$ 78,000	1	\$ 26,000	3	\$ 78,000	Replacement

(Continued)

GENERAL FUND
CAPITAL OUTLAYS
FISCAL YEAR 2018

<u>Department/Item</u>	Departmental Request		Recommended By Mayor		Adopted By Council		New or Replacement Item
	<u>Quantity</u>	<u>Amount</u>	<u>Quantity</u>	<u>Amount</u>	<u>Quantity</u>	<u>Amount</u>	
<u>Fire</u>							
EMS Transport Squad	2	\$ 380,000	1	\$ 190,000	1	\$ 190,000	New
Roof at Fire Station 4	1	100,000	1	100,000	1	100,000	Replacement
Surrey Fire Safety Training House		75,000		-		-	New
Resolve Cobalt CBRNE Detector	1	70,000	1	70,000	1	70,000	Replacement
Chevrolet Trucks	2	70,000	-	-	-	-	Replacement
Chevrolet Suburban	1	50,000	-	-	-	-	Replacement
PPE Bunker Gear	25	50,000	25	50,000	25	50,000	Replacement
PPE General	25	45,000	25	45,000	25	45,000	Replacement
Body Armor Equipment		45,000		45,000		45,000	New
Powerloading Cot System	1	26,000	-	-	-	-	New
Computer Hardware		20,000		20,000		20,000	New
Carpet at 5 Stations and Admin		20,000		20,000		20,000	Replacement
PowerPro Cots		18,000		18,000		18,000	Replacement
Washers/Dryers	6	18,000	6	18,000	6	18,000	New
Tech Rescue Equipment		10,000		10,000		10,000	Replacement
Hand Tools		10,000		10,000		10,000	Replacement
Hurst Cutters		6,000		6,000		6,000	Replacement
Mattresses/Box Springs		5,000		5,000		5,000	Replacement
		<u>\$ 1,018,000</u>		<u>\$ 607,000</u>		<u>\$ 607,000</u>	
<u>Police</u>							
Remodel WPD Locker Rooms		\$ 500,000		\$ -		\$ -	Replacement
Generator		500,000		-		-	Replacement
Cameras, Jail Matressess, etc.		130,000		130,000		130,000	Replacement
Computer Equipment		35,000		35,000		35,000	Replacement
Tennant Floor Scrubber		22,000		22,000		22,000	Replacement
		<u>\$ 1,187,000</u>		<u>\$ 187,000</u>		<u>\$ 187,000</u>	
Total Capital Outlay (General Fund)		<u>\$ 3,451,400</u>		<u>\$ 1,733,400</u>		<u>\$ 1,785,400</u>	

SPECIAL REVENUE FUNDS
CAPITAL OUTLAYS
FISCAL YEAR 2018

<u>Department/Item</u>	Departmental Request		Recommended By Mayor		Adopted By Council		New or Replacement Item
	<u>Quantity</u>	<u>Amount</u>	<u>Quantity</u>	<u>Amount</u>	<u>Quantity</u>	<u>Amount</u>	
<u>Library</u>							
Construction of Burnette Library		\$ 2,350,000		\$ 2,350,000		\$ 2,350,000	New
3/4 Ton Pickup Truck	1	35,000	1	35,000	1	35,000	New
Computers		34,800		34,800		34,800	Replacement
Apple Ipads		8,500		8,500		8,500	New
		<u>\$ 2,428,300</u>		<u>\$ 2,428,300</u>		<u>\$ 2,428,300</u>	
<u>Parks and Recreation</u>							
Get Out and Play Program		\$ 100,000		\$ 100,000		\$ 100,000	New
Fitness Equipment Cardio		45,000		45,000		45,000	Replacement
Pickup Truck		35,000		-		-	Replacement
Steamer for Steam Room		15,000		-		-	Replacement
Fitness Equipment Strength		5,000		5,000		5,000	Replacement
		<u>\$ 200,000</u>		<u>\$ 150,000</u>		<u>\$ 150,000</u>	
<u>Communications</u>							
Camera Support Pedestals	2	\$ 40,000	2	\$ 40,000	2	\$ 40,000	New
Custom Control Room Console		25,000		25,000		25,000	Replacement
Video Monitoring Units		25,000		25,000		25,000	New
Miscellaneous Technical Infrastructure		25,000		25,000		25,000	
Clip Playout Server		20,000		20,000		20,000	New
Intercom Communications Matrix		15,000		15,000		15,000	New
Wireless Intercom System		15,000		15,000		15,000	New
Camera Control Unit		15,000		15,000		15,000	New
Wireless IFB System		10,000		10,000		10,000	New
Intercom Panels		10,000		10,000		10,000	New
		<u>\$ 200,000</u>		<u>\$ 200,000</u>		<u>\$ 200,000</u>	
<u>Sanitation</u>							
Cab/Chassis - Garbage truck	2	\$ 300,000	2	\$ 300,000	2	\$ 300,000	Replacement
Recycle Truck	1	210,000	1	210,000	1	210,000	New
Pickup Trucks with Plows	2	70,000	2	70,000	2	70,000	Replacement
Copy Machine	1	6,000	1	6,000	1	6,000	Replacement
		<u>\$ 586,000</u>		<u>\$ 586,000</u>		<u>\$ 586,000</u>	
 Total Capital Outlay (Special Revenue Funds)		 <u>\$ 3,414,300</u>		 <u>\$ 3,364,300</u>		 <u>\$ 3,364,300</u>	

ENTERPRISE FUNDS
CAPITAL OUTLAYS
FISCAL YEAR 2018

<u>Department/Item</u>	<u>Departmental Request</u>		<u>Recommended By Mayor</u>		<u>Adopted By Council</u>		<u>New or Replacement Item</u>
	<u>Quantity</u>	<u>Amount</u>	<u>Quantity</u>	<u>Amount</u>	<u>Quantity</u>	<u>Amount</u>	
<u>Water and Sewer System</u>							
<i>Water Maintenance Equipment:</i>							
Automated work order process		\$ 500,000		\$ 500,000		\$ 250,000	New
15 yard dump with front plow	1	122,000	1	122,000	1	122,000	Replacement
John Deere backhoe	1	125,000	1	125,000	1	125,000	Replacement
2-3 yard mini dump with front plow	1	55,000	1	55,000	1	55,000	Replacement
Crew van	1	48,500	1	48,500	1	48,500	Replacement
Meter/utility van	3	105,000	3	105,000	3	105,000	Replacement
100kw portable generator	1	57,000	1	57,000	1	57,000	New
TV/camera for laterals	1	9,000	1	9,000	1	9,000	Replacement
Solar traffic arrow boards		6,000		6,000		6,000	Replacement
Confined space air blower	2	7,000	2	7,000	2	7,000	New
Hot water/steamer	1	6,450	1	6,450	1	6,450	New
Motorola portable radios	5	15,000	5	15,000	5	15,000	Replacement
		<u>1,055,950</u>		<u>1,055,950</u>		<u>805,950</u>	
<i>Waste Water Treatment Equipment:</i>							
Symantec Security Software 3yr license		\$ 2,000		\$ 2,000		\$ 2,000	Replacement
Grit chain		15,000		15,000		15,000	Replacement
Smokestack Demolition		200,000		200,000		200,000	Replacement
Brick Rpr and Roof Replacement Bldg C		180,000		180,000		180,000	Replacement
Window Replacement Building V		50,000		50,000		50,000	Replacement
Ferric Chloride Storage Tank		40,000		40,000		40,000	Replacement
Portable hydraulic valve exerciser		9,900		9,900		9,900	Replacement
#7,#8 Final Weir replacement/repair		150,000		150,000		150,000	Replacement
Basin Perimeter tree replacement		20,000		20,000		20,000	Replacement
Primary Transformer Recondition (Bldg D)		500,000		500,000		500,000	Replacement
Raw Sewage Bar Screen Replacement		3,000,000		3,000,000		1,196,100	Replacement
Repair Piping/valve in Drywall		235,000		235,000		235,000	Replacement
Fence Replacement Project		25,000		25,000		25,000	Replacement
Primary Splitting box-isolation gate upgrades		150,000		150,000		150,000	Replacement
West Ash Lagoon Replacement		1,000,000		1,000,000		1,000,000	Replacement
		<u>5,576,900</u>		<u>5,576,900</u>		<u>3,773,000</u>	

(Continued)

ENTERPRISE FUNDS
CAPITAL OUTLAYS
FISCAL YEAR 2018

<u>Department/Item</u>	Departmental Request		Recommended By Mayor		Adopted By Council		New or Replacement
	<u>Quantity</u>	<u>Amount</u>	<u>Quantity</u>	<u>Amount</u>	<u>Quantity</u>	<u>Amount</u>	<u>Item</u>
<i>Detention Basin Construction (Bond Proceeds)</i>		\$ 2,664,000		\$ 2,664,000		\$ 2,664,000	
<i>Watermain Replacements (Bond Proceeds):</i>							
<i>Frazho Road (Ryan to Mound)</i>		1,214,312		1,214,312		1,214,312	
<i>Ongoing Approved Projects (Funded with Bonds)</i>		<u>208,049</u>		<u>208,049</u>		<u>208,049</u>	
 Total Capital Outlay (Enterprise Funds)		 <u>\$ 10,719,211</u>		 <u>\$ 10,719,211</u>		 <u>\$ 8,665,311</u>	

**CITY OF WARREN, MICHIGAN
NET POSITION BY COMPONENT
LAST EIGHT FISCAL YEARS
(Accrual Basis of Accounting)**

Fiscal Year	2009	2010	2011 (1)	2012	2013 (2)	2014	2015 (3)	2016
Governmental Activities:								
Invested in capital assets, net of related debt	\$ 48,445,832	\$ 44,342,389	\$ 110,629,268	110,327,564	110,679,720	109,841,350	115,090,168	117,332,131
Restricted	42,844,224	45,175,268	33,189,358	28,243,279	41,217,523	44,730,230	41,673,841	44,077,625
Unrestricted	<u>32,199,699</u>	<u>21,613,238</u>	<u>15,236,928</u>	<u>24,905,176</u>	<u>31,944,097</u>	<u>42,214,308</u>	<u>(132,087,443)</u>	<u>(148,581,462)</u>
Total governmental activities net assets	<u>\$ 123,489,755</u>	<u>\$ 111,130,895</u>	<u>\$ 159,055,554</u>	<u>\$ 163,476,019</u>	<u>\$ 183,841,340</u>	<u>\$ 196,785,888</u>	<u>\$ 24,676,566</u>	<u>\$ 12,828,294</u>
Business-type activities:								
Invested in capital assets, net of related debt	\$ 57,656,542	\$ 58,586,273	\$ 60,527,790	59,757,545	60,698,300	61,917,558	66,690,180	73,329,416
Restricted	11,779,391	8,267,105	7,656,513	9,800,098	10,511,646	11,418,448	11,195,095	12,215,367
Unrestricted	<u>7,821,612</u>	<u>9,044,146</u>	<u>15,309,884</u>	<u>19,578,952</u>	<u>25,152,897</u>	<u>26,783,108</u>	<u>1,609,583</u>	<u>(5,756,509)</u>
Total business-type activities net assets	<u>\$ 77,257,545</u>	<u>\$ 75,897,524</u>	<u>\$ 83,494,187</u>	<u>\$ 89,136,595</u>	<u>\$ 96,362,843</u>	<u>\$ 100,119,114</u>	<u>\$ 79,494,858</u>	<u>\$ 79,788,274</u>
Primary government:								
Invested in capital assets, net of related debt	\$ 106,102,374	\$ 102,928,662	\$ 171,157,058	170,085,109	171,378,020	171,758,908	181,780,348	190,661,547
Restricted	54,623,615	53,442,373	40,845,871	38,043,377	51,729,169	56,148,678	52,868,936	56,292,992
Unrestricted	<u>40,021,311</u>	<u>30,657,384</u>	<u>30,546,812</u>	<u>44,484,128</u>	<u>57,096,994</u>	<u>68,997,416</u>	<u>(130,477,860)</u>	<u>(154,337,971)</u>
Total primary government net assets	<u>\$ 200,747,300</u>	<u>\$ 187,028,419</u>	<u>\$ 242,549,741</u>	<u>\$ 252,612,614</u>	<u>\$ 280,204,183</u>	<u>\$ 296,905,002</u>	<u>\$ 104,171,424</u>	<u>\$ 92,616,568</u>

- (1) Reflects prior period adjustments for compensated absences, debt reclassifications to component units, accrued interest payable, capital assets, property taxes, accruals, and fund balance reclassifications to component units.
- (2) Reflects prior period adjustments for bond issuance costs reclassified as outflow of resources, and for a reclassification between restricted net position and unrestricted net position related to community development.
- (3) Reflects retroactive implementation of GASB Statement Number 68, Accounting and Financial Reporting for Pensions.

**CITY OF WARREN, MICHIGAN
CHANGES IN NET POSITION
LAST EIGHT FISCAL YEARS**

Expenses	<u>2009</u>	<u>2010</u>	<u>2011 (1)</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015 (2)</u>	<u>2016</u>
Governmental activities:								
General government	\$ 21,806,236	\$ 20,605,904	\$ 13,914,301	\$ 10,805,443	\$ 11,005,229	\$ 12,963,834	\$ 25,310,012	\$ 24,104,939
District Court	-	-	6,614,802	6,308,210	5,939,804	6,501,550	7,138,274	7,289,471
Public safety	63,420,416	62,875,335	62,662,439	56,710,270	59,683,364	63,792,208	66,512,308	82,746,267
Public works	26,580,333	25,695,939	25,440,576	24,619,847	24,338,956	27,934,896	31,261,848	29,080,210
Recreation and culture	12,386,834	13,255,263	12,909,715	12,584,351	12,111,420	11,815,426	11,749,078	11,812,918
Community and economic development	6,288,023	7,245,368	6,270,509	4,851,249	4,254,706	4,331,962	3,750,923	4,292,710
Interest on long-term debt	4,911,254	4,814,715	1,268,110	1,172,012	1,085,956	937,659	645,177	472,567
Total governmental activities expenses	<u>135,393,096</u>	<u>134,492,524</u>	<u>129,080,452</u>	<u>117,051,382</u>	<u>118,419,435</u>	<u>128,277,535</u>	<u>146,367,620</u>	<u>159,799,082</u>
Business-type activities:								
Water and Sewer System	33,432,269	33,717,269	32,775,108	33,119,786	34,191,241	35,174,833	58,331,386	40,773,173
Senior citizen housing	1,965,932	1,881,330	1,969,244	2,130,362	2,025,103	2,121,185	2,083,881	2,094,997
Total business-type activities expenses	<u>35,398,201</u>	<u>35,598,599</u>	<u>34,744,352</u>	<u>35,250,148</u>	<u>36,216,344</u>	<u>37,296,018</u>	<u>60,415,267</u>	<u>42,868,170</u>
Total primary government expenses	<u>\$ 170,791,297</u>	<u>\$ 170,091,123</u>	<u>\$ 163,824,804</u>	<u>\$ 152,301,530</u>	<u>\$ 154,635,779</u>	<u>\$ 165,573,553</u>	<u>\$ 206,782,887</u>	<u>\$ 202,667,252</u>
Program Revenues								
Governmental activities:								
Charges for services	\$ 13,419,382	\$ 15,507,458	\$ 14,493,843	\$ 14,646,243	\$ 14,573,858	\$ 16,511,721	\$ 16,317,219	\$ 18,608,614
Operating grants and contributions	11,542,918	13,291,132	16,639,068	15,689,801	15,882,698	16,769,695	17,431,409	17,390,917
Capital grants and contributions	1,648,845	845,016	953,777	837,793	700,760	821,463	504,251	219,399
Total governmental activities program revenues	<u>26,611,145</u>	<u>29,643,606</u>	<u>32,086,688</u>	<u>31,173,837</u>	<u>31,157,316</u>	<u>34,102,879</u>	<u>34,252,879</u>	<u>36,218,930</u>
Business-type activities:								
Water and Sewer System	30,465,234	32,068,323	37,288,058	38,427,954	40,839,611	38,541,038	55,669,322	40,682,519
Senior citizen housing	2,184,011	2,141,694	2,174,696	2,168,354	2,157,649	2,219,578	2,359,466	2,371,020
Total business-type activities program revenues	<u>32,649,245</u>	<u>34,210,017</u>	<u>39,462,754</u>	<u>40,596,308</u>	<u>42,997,260</u>	<u>40,760,616</u>	<u>58,028,788</u>	<u>43,053,539</u>
Total primary government program revenues	<u>\$ 59,260,390</u>	<u>\$ 63,853,623</u>	<u>\$ 71,549,442</u>	<u>\$ 71,770,145</u>	<u>\$ 74,154,576</u>	<u>\$ 74,863,495</u>	<u>\$ 92,281,667</u>	<u>\$ 79,272,469</u>
Net (expense) revenue								
Governmental activities	\$ (108,781,951)	\$ (104,848,918)	\$ (96,993,764)	\$ (85,877,545)	\$ (87,262,119)	\$ (94,174,656)	\$ (112,114,741)	\$ (123,580,152)
Business-type activities	(2,748,956)	(1,388,582)	4,718,402	5,346,160	6,780,916	3,464,598	(2,386,479)	185,369
Total primary government net (expense) revenue	<u>\$ (111,530,907)</u>	<u>\$ (106,237,500)</u>	<u>\$ (92,275,362)</u>	<u>\$ (80,531,385)</u>	<u>\$ (80,481,203)</u>	<u>\$ (90,710,058)</u>	<u>\$ (114,501,220)</u>	<u>\$ (123,394,783)</u>
General Revenues and Other Changes in Net Assets								
Governmental activities:								
Property taxes	\$ 87,572,093	\$ 85,171,772	\$ 72,077,679	73,206,799	90,992,186	89,157,917	89,085,885	90,658,051
Sales and use taxes	13,559,035	12,051,133	12,125,928	11,895,230	12,256,586	12,604,122	15,470,027	12,830,042
Franchise fees	1,582,133	1,630,260	1,778,029	1,841,166	1,935,470	2,009,117	2,209,191	2,263,382
Investment earnings	703,476	35,936	153,793	177,108	169,068	151,370	214,871	318,427
Gain (loss) on sale of capital assets	(115,498)	(263,175)	208,536	30,051	26,204	19,489	-	-
Other revenue	-	-	3,162,742	3,147,656	2,656,638	3,177,189	8,240,399	5,661,978
Reduction in long-term debt obligation	-	-	-	-	-	-	-	-
SMDA settlement agreement	23,485	(5,975,000)	-	-	-	-	-	-
Transfers	(253,092)	(160,868)	-	-	(90,000)	-	-	-
Total governmental activities	<u>103,071,632</u>	<u>92,490,058</u>	<u>89,506,707</u>	<u>90,298,010</u>	<u>107,946,152</u>	<u>107,119,204</u>	<u>115,220,373</u>	<u>111,731,880</u>
Business-type activities:								
Investment earnings	324,610	28,561	35,221	26,887	48,181	65,970	187,828	108,047
Gain (loss) on sale of capital assets	-	-	-	90,904	140,108	37,339	14,466	-
Other general revenue	-	-	-	178,457	289,164	188,364	-	-
Total business-type activities	<u>324,610</u>	<u>28,561</u>	<u>35,221</u>	<u>296,248</u>	<u>477,453</u>	<u>291,673</u>	<u>202,294</u>	<u>108,047</u>
Total primary government	<u>\$ 103,396,242</u>	<u>\$ 92,518,619</u>	<u>\$ 89,541,928</u>	<u>\$ 90,594,258</u>	<u>\$ 108,423,605</u>	<u>\$ 107,410,877</u>	<u>\$ 115,422,667</u>	<u>\$ 111,839,927</u>
Changes in Net Assets								
Governmental activities	\$ (5,710,319)	\$ (12,358,860)	\$ (7,487,057)	\$ 4,420,465	\$ 20,684,033	\$ 12,944,548	\$ 3,105,632	\$ (11,848,272)
Business-type activities	(2,424,346)	(1,360,021)	4,753,623	5,642,408	7,258,369	3,756,271	(2,184,185)	293,416
Total primary government	<u>\$ (8,134,665)</u>	<u>\$ (13,718,881)</u>	<u>\$ (2,733,434)</u>	<u>\$ 10,062,873</u>	<u>\$ 27,942,402</u>	<u>\$ 16,700,819</u>	<u>\$ 921,447</u>	<u>\$ (11,554,856)</u>

- (1) Reflects prior period adjustments for compensated absences, debt reclassifications to component units, accrued interest payable, capital assets, property taxes, accruals, and fund balance reclassifications to component units.
- (2) Reflects Water and Sewer Fund revenue and expenses for the 18-month period ended June 30, 2015 due to a change in the Fund's fiscal year end.

CITY OF WARREN, MICHIGAN
FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(Modified Accrual Basis of Accounting)

Fiscal Year	2007	2008	2009	2010	2011(a)(1)	2012	2013	2014	2015	2016
General Fund:										
Reserved	\$ 2,057,662	\$ 2,333,663	\$ 1,377,804	\$ 1,296,151	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nonspendable	-	-	-	-	192,969	308,659	368,087	184,408	363,734	579,045
Restricted	-	-	-	-	78,199	78,199	78,199	78,199	-	-
Assigned	-	-	-	-	22,283,613	18,810,884	20,165,441	24,044,726	44,489,417	45,342,612
Unassigned	-	-	-	-	14,850,205	13,103,677	24,348,477	32,659,940	19,010,250	17,896,751
Unreserved	53,397,963	55,224,126	52,819,604	42,206,177	-	-	-	-	-	-
Total general fund	<u>\$55,455,625</u>	<u>\$57,557,789</u>	<u>\$54,197,408</u>	<u>\$43,502,328</u>	<u>\$37,404,986</u>	<u>\$32,301,419</u>	<u>\$44,960,204</u>	<u>\$56,967,273</u>	<u>\$63,863,401</u>	<u>\$63,818,408</u>
All Other Governmental Funds:										
Reserved	\$ 8,129,748	\$ 6,291,526	\$ 6,431,502	\$ 4,514,260	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nonspendable	-	-	-	-	28,278	24,182	54,358	53,178	36,258	38,165
Restricted	-	-	-	-	21,638,636	26,601,915	32,306,941	35,495,128	32,997,440	35,138,179
Committed	-	-	-	-	883,721	970,471	1,038,648	1,053,463	1,285,591	1,243,997
Assigned	-	-	-	-	5,518,448	5,971,715	6,157,192	6,223,114	6,453,982	7,072,981
Unreserved, reported in:					526,689	(69,318)	-	-	-	-
Special revenue funds	28,587,139	27,592,994	26,577,183	25,648,764	-	-	-	-	-	-
Capital projects funds	9,396,449	9,795,442	12,565,096	12,239,796	-	-	-	-	-	-
Debt service funds	2,116,366	1,401,328	1,462,997	1,230,346	-	-	-	-	-	-
Total all other governmental funds	<u>\$48,229,702</u>	<u>\$45,081,290</u>	<u>\$47,036,778</u>	<u>\$43,633,166</u>	<u>\$28,595,772</u>	<u>\$33,498,965</u>	<u>\$39,557,139</u>	<u>\$42,824,883</u>	<u>\$40,773,271</u>	<u>\$43,493,322</u>

(a) In Fiscal 2011, the City adopted GASB 54 which changed fund balance classifications.

(1) Reflects prior period adjustments for compensated absences, debt reclassifications to component units, accrued interest payable, capital assets, property taxes, accruals, and fund balance reclassifications to component units.

CITY OF WARREN, MICHIGAN
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(Modified Accrual Basis of Accounting)

	2007	2008	2009	2010	2011 (1)	2012	2013	2014	2015	2016
Revenues:										
Property taxes	\$ 84,953,504	\$ 88,029,125	\$ 87,229,169	\$ 84,841,410	\$ 71,241,497	\$ 71,507,381	\$ 90,938,534	\$ 89,360,407	\$ 89,168,842	\$ 90,615,975
Special assessments	944,084	1,072,824	1,055,385	1,061,672	953,569	844,775	706,457	642,545	542,016	268,564
Licenses and permits	2,329,132	1,691,127	1,759,663	1,567,892	1,765,856	2,368,083	2,691,555	2,700,351	3,253,426	4,265,251
Intergovernmental:										
Federal revenue	1,981,507	2,187,623	2,161,955	4,022,414	6,629,367	5,761,605	5,330,345	5,986,783	5,611,462	3,681,679
State revenue	25,963,338	26,817,909	24,005,863	22,503,036	22,627,501	22,263,849	22,714,684	24,793,129	26,163,042	27,103,065
Charges for services	3,039,087	3,117,357	3,476,265	3,546,149	6,571,928	6,127,204	5,474,068	6,046,079	5,652,636	6,213,357
Fines and fees	7,596,165	8,089,029	7,579,592	7,982,727	6,014,963	5,958,718	6,411,051	7,229,026	6,909,278	7,326,390
Interest	5,760,013	4,277,702	995,060	125,984	154,001	170,130	163,641	131,813	177,106	269,262
Other	7,025,380	6,916,324	7,087,489	7,752,382	4,269,622	4,214,605	3,983,816	4,461,539	9,750,547	6,927,801
Total revenues	139,592,210	142,199,020	135,350,441	133,403,666	120,228,304	119,216,350	138,414,151	141,351,672	147,228,355	146,671,344
Expenditures:										
General government	24,850,290	25,814,644	25,841,058	25,094,958	12,354,513	11,857,239	10,303,758	11,858,091	16,275,040	16,524,940
District court	-	-	-	-	6,614,802	6,308,210	6,104,152	6,756,822	7,128,439	7,423,740
Public safety	62,100,913	62,885,562	62,529,660	63,543,704	62,123,437	57,004,462	59,701,143	59,763,179	64,014,960	68,062,083
Public works	28,528,266	30,315,852	28,856,645	25,989,907	23,242,704	23,689,400	26,170,932	28,397,991	36,843,249	33,294,649
Recreation and culture	10,655,537	11,217,234	11,009,604	11,240,440	11,122,496	11,236,664	10,563,328	10,757,141	11,439,118	11,136,185
Community and economic development	16,747,313	4,301,744	4,174,763	5,318,074	6,195,074	4,698,321	4,164,219	4,334,700	3,711,712	4,342,649
Debt service	9,457,358	9,642,899	9,339,422	10,287,674	4,474,959	4,503,846	4,324,516	4,322,800	4,187,092	3,212,040
Total expenditures	152,339,677	144,177,935	141,751,152	141,474,757	126,127,985	119,298,142	121,332,048	126,190,724	143,599,610	143,996,286
Excess of revenues over (under) expenditures	(12,747,467)	(1,978,915)	(6,400,711)	(8,071,091)	(5,899,681)	(81,792)	17,082,103	15,160,948	3,628,745	2,675,058
Other Financing Sources (Uses):										
Transfers in	-	-	-	-	4,095,093	3,992,886	3,839,724	3,833,755	4,116,088	3,067,228
Transfers to fiduciary funds	-	-	-	-	-	-	-	-	-	-
Transfers to Water and Sewer System	(140,000)	(148,400)	(253,092)	(160,868)	(3,935,417)	(3,992,886)	(3,929,724)	(3,833,755)	(4,116,088)	(3,067,228)
Proceeds from sale of property	115,741	81,067	-	49,283	247,852	2,859	-	763	-	-
Proceeds from issuance of debt	5,409,304	-	5,305,000	3,040,000	-	-	1,724,856	13,790,528	3,589,572	-
Payment to refunded bond escrow agent	-	-	-	(3,000,000)	-	-	-	(13,677,426)	(2,385,000)	-
Bond premium (discounts)	(56,901)	-	(79,575)	18,984	-	-	-	-	11,199	-
Settlement agreement	-	1,000,000	23,485	(5,975,000)	-	-	-	-	-	-
Total other financing sources (uses)	5,328,144	932,667	4,995,818	(6,027,601)	407,528	2,859	1,634,856	113,865	1,215,771	-
Net changes in fund balances	\$ (7,419,323)	\$ (1,046,248)	\$ (1,404,893)	\$ (14,098,692)	\$ (5,492,153)	\$ (78,933)	\$ 18,716,959	\$ 15,274,813	\$ 4,844,516	\$ 2,675,058

**CITY OF WARREN, MICHIGAN
ACTUAL VALUE AND TAXABLE VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS**

Valuation Date Dec. 31	Fiscal Year Ended June 30	Real Property					
		Commercial		Industrial		Residential	
		State Equalized Value	Taxable Value	State Equalized Value	Taxable Value	State Equalized Value	Taxable Value
2005	2007	644,444,170	524,682,180	768,670,720	677,550,990	3,320,030,270	2,625,123,610
2006	2008	687,088,570	555,494,750	780,445,550	701,442,190	3,358,841,710	2,749,158,390
2007	2009	656,979,070	561,896,960	747,428,540	687,147,970	3,169,863,186	2,755,732,096
2008	2010	665,388,680	579,884,140	717,066,830	672,174,510	2,724,960,979	2,622,291,859
2009	2011	629,218,480	564,081,510	677,613,220	644,345,220	2,253,489,647	2,241,692,067
2010	2012	591,055,730	553,254,790	523,359,600	509,330,590	2,006,909,739	2,004,558,959
2011	2013	510,962,520	486,206,920	479,895,320	467,227,030	1,761,111,820	1,759,274,870
2012	2014	482,333,454	458,808,554	453,959,170	448,374,390	1,686,089,234	1,683,397,269
2013	2015	516,746,530	462,659,000	448,512,670	441,815,910	1,765,565,520	1,685,392,040
2014	2016	552,421,890	477,195,010	557,876,810	536,764,340	2,000,550,680	1,731,216,405

The State Equalized Value (SEV) is the Actual Value multiplied by the Equalization Factor, currently equal to fifty percent.

The amounts reported are provided annually by the City Assessor's Office and do not reflect any tax exempt properties. Assessments are valued as of December 31 of each year. The respective taxes were levied on July 1 of the following year for the fiscal year indicated. During the fiscal year, the SEV and taxable values may be amended through judgements of the State Tax Commission (STC), Michigan Tax Tribunal (MTT) or Board of Review (BOR).

On March 15, 1994, Michigan voters passed Proposal A which places a limit on the value used to compute property taxes. Effective with the July 1, 1995 levy, property taxes are calculated using a Taxable Value. The Taxable Value is the lower of the State Equalized Value or the Capped Value. The State Equalized Value is the Assessed Value (representing fifty percent of the true cash value) multiplied by the Equalization Factor (currently equal to 1.000). The Capped Value is calculated by using the prior year's Taxable Value minus losses times the lower of 1.05 or the prior year's Consumers Price Index for the twelve months ended September 30 plus any additions.

- (1) I.F.T. = Industrial Facilities Tax
- O.P.R.A. = Obsolete Property Rehabilitation Act

Personal Property		I.F.T. & O.P.R.A. Tax Rolls(1)		Totals		Total Direct Tax Rate
State Equalized Value	Taxable Value	State Equalized Value	Taxable Value	State Equalized Value	Taxable Value	
758,099,739	757,977,563	459,840,689	456,292,779	5,951,085,588	5,041,627,122	16.9424
741,128,712	741,007,436	497,414,497	495,601,977	6,064,919,039	5,242,704,743	16.9424
704,021,523	703,900,807	530,965,422	530,052,132	5,809,257,741	5,238,729,965	16.9424
709,116,520	708,996,934	526,356,096	526,053,306	5,342,889,105	5,109,400,749	16.9424
621,120,055	621,000,359	380,244,220	380,029,570	4,561,685,622	4,451,148,726	17.7924
633,336,034	633,247,484	326,385,394	326,385,394	4,081,046,497	4,026,777,217	19.8924
609,201,237	609,080,048	269,676,383	269,429,613	3,630,847,280	3,591,218,481	27.8656
634,554,529	634,434,070	280,996,661	280,996,661	3,537,933,048	3,506,010,944	27.8656
678,749,788	678,172,094	279,897,629	278,817,689	3,689,472,137	3,546,856,733	27.8656
709,290,551	709,171,093	186,835,509	185,265,499	4,006,975,440	3,639,612,347	27.7637

**CITY OF WARREN, MICHIGAN
PRINCIPAL PROPERTY TAXPAYERS
PRIOR YEAR AND TEN YEARS AGO**

	Year Ended June 30, 2016			Year Ended June 30, 2006		
	Taxable Value (including I.F.T. and O.P.R.A.)	Rank	Percent of Total Taxable Value	Taxable Value (including I.F.T.)	Rank	Percent of Total Taxable Value
General Motors	\$ 458,090,842	1	12.59%	\$ 571,126,991	1	11.93%
Chrysler	143,788,350	2	3.95%	308,366,406	2	6.44%
DTE Electric Co	38,310,895	3	1.05%	43,987,763	3	0.92%
US Manufacturing Corp	26,688,224	4	0.73%	-		
International Transmission	25,816,857	5	0.71%	15,765,191	5	0.33%
Art Van Furniture	19,286,453	6	0.53%	28,186,649	4	0.59%
WICO Metal Products Co	15,986,604	7	0.44%			
Consumers Energy	14,918,006	8	0.41%	9,399,542	9	0.20%
Noble 12B	12,456,090	9	0.34%			
Onstar Corporation	10,760,242	10	0.30%			
E.D.S. Corporation				15,737,937	6	0.33%
Iroquois Industries				12,421,029	7	0.26%
Flex N Gate				10,338,043	8	0.22%
Ramco Hoover Eleven				9,209,610	10	0.19%
Ten largest taxpayers	766,102,563		21.05%	1,024,539,161		21.41%
Other taxpayers	2,873,509,764		78.95%	3,761,489,435		78.59%
Total taxable value	<u>\$ 3,639,612,327</u>		<u>100.00%</u>	<u>\$ 4,786,028,596</u>		<u>100.00%</u>

**CITY OF WARREN, MICHIGAN
LEGAL DEBT MARGIN INFORMATION
LAST TEN FISCAL YEARS**

	Fiscal Year				
	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Assessed value	<u>\$ 5,951,085,588</u>	<u>\$ 6,064,919,039</u>	<u>\$ 5,809,257,741</u>	<u>\$ 5,342,889,105</u>	<u>\$ 4,561,685,622</u>
Debt limit (10% of assessed value)	\$ 595,108,559	\$ 606,491,904	\$ 580,925,774	\$ 534,288,911	\$ 456,168,562
Total debt applicable to debt limit	-	-	-	-	-
Legal debt margin	<u>\$ 595,108,559</u>	<u>\$ 606,491,904</u>	<u>\$ 580,925,774</u>	<u>\$ 534,288,911</u>	<u>\$ 456,168,562</u>
Total debt applicable to the debt limit as a percentage of debt limit	0.00%	0.00%	0.00%	0.00%	0.00%

	Fiscal Year				
	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Assessed value	<u>\$ 4,081,046,497</u>	<u>\$ 3,630,847,280</u>	<u>\$ 3,537,933,048</u>	<u>\$ 3,689,472,137</u>	<u>\$ 4,006,975,440</u>
Debt limit (10% of assessed value)	\$ 408,104,650	\$ 363,084,728	\$ 353,793,305	\$ 368,947,214	\$ 400,697,544
Total debt applicable to debt limit	-	-	-	-	-
Legal debt margin	<u>\$ 408,104,650</u>	<u>\$ 363,084,728</u>	<u>\$ 353,793,305</u>	<u>\$ 368,947,214</u>	<u>\$ 400,697,544</u>
Total debt applicable to the debt limit as a percentage of debt limit	0.00%	0.00%	0.00%	0.00%	0.00%

Section 8.11 of the Warren City Charter limits the net bonded indebtedness incurred for all public purposes to ten percent of the assessed value of all real and personal property in the city. Net bonded indebtedness applicable to the legal debt margin is defined as general obligation bonds, the principal and interest of which are payable from taxes levied upon taxable real and personal property in the city and for payment of which the full faith and credit of the city are pledged, when authorized by a three-fifths vote of the electors voting thereon at any general or special election.

**CITY OF WARREN, MICHIGAN
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS**

Fiscal Year	Population (1)	Number of Households (1)	Income		Unemployment Rate (3)		
			Per Capita (2)	Total	City of Warren	Macomb County	State of Michigan
2007	136,824	57,523	21,407	2,928,991,368	9.20%	7.90%	7.40%
2008	135,102	57,134	21,407	2,892,128,514	11.30%	9.70%	8.70%
2009	134,402	56,433	21,407	2,877,143,614	21.10%	18.40%	15.40%
2010	132,079	52,460	21,407	2,827,415,153	16.60%	14.40%	13.10%
2011	134,056	53,442	19,376	2,597,469,056	13.60%	11.70%	11.30%
2012	133,764	53,228	19,376	2,591,811,264	10.20%	10.10%	9.20%
2013	133,466	53,066	19,376	2,586,037,216	11.60%	9.90%	9.40%
2014	134,424	53,408	19,376	2,604,599,424	9.60%	9.10%	7.90%
2015	134,805	53,539	19,376	2,611,981,680	7.50%	6.30%	5.80%
2016	134,850	53,492	19,376	2,612,853,600	6.80%	5.60%	4.90%

Sources:

- (1) Southeast Michigan Council of Governments FY 2002 - 2011
- (2) 2000 and 2010 U.S. Census Bureau
- (3) Michigan Department of Labor and Economic Growth
-Not Seasonally Adjusted

GLOSSARY OF TERMS

A

ACCRUAL BASIS - Accrual basis accounting recognizes transactions when they occur, regardless of the timing of related cash flows. The application of accrual accounting techniques prevents distortions in financial statement representations due to shifts in timing of cash flows and related underlying economic events near the end of a fiscal period.

ACTIVITY - An office, department, or program to which specific expenses are to be allocated.

APPROPRIATION - An authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose.

APPROVED BUDGET - The revenue and expenditure plan for the City for the fiscal year as reviewed and given final approval by the City Council.

B

BALANCED BUDGET - A budget in which estimated revenues are equal to or greater than estimated expenditures.

BUDGET ADJUSTMENT - An adjustment made to the budget during the fiscal year by the City Council to properly account for unanticipated changes which occur in revenues and/or expenditures and for program initiatives approved during the fiscal year.

BUDGETARY CENTER – A grouping of offices' or activities' budgets that are combined to create a cost center in which actual expenditures cannot exceed budgeted appropriations.

C

CAPITAL OUTLAY - A disbursement of money that results in the acquisition of or addition to fixed assets. The item must have a purchase price greater than \$5,000 to be a capital item.

CONTINGENCY - An estimated amount of funds needed for deficiency, contingent or emergency purposes.

D

DEBT SERVICE - The planned accumulation of revenues and appropriations of expenditures for the retirement of long term debt principal and interest.

DEFICIT - An excess of liabilities and reserves of a fund over its assets.

E

EMPLOYEE BENEFITS - An expenditure object within an activity that includes all employee fringe benefits.

GLOSSARY OF TERMS

ENTERPRISE FUND - A fund established to account for operations that are financed and operated in a manner similar to a private business. The intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

EXPENDITURE - The cost of goods delivered and services rendered, whether paid or unpaid, including expenses, debt retirement not reported as liability of the fund from which retired, or capital outlay.

F

FISCAL YEAR - A twelve-month period designated as the operating year for an entity. The fiscal year for the City of Warren is July 1-June 30.

FUND - An independent fiscal entity with a self-balancing set of accounts recording its revenues and expenditures.

FUND ACCOUNTING - The accounts of the City are organized on the basis of funds and account groups in order to report on its financial position and results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

FUND BALANCE - An excess of revenues over expenditures segregated by fund.

G

GENERAL FUND - The fund used to account for those general operating activities of the City which are funded through unrestricted revenues. General government, public safety and public services are financed through this fund. Revenues are received from general property taxes, state shared revenues, licenses and permits, fine and forfeitures, user charges, investment income and other sources.

L

LINE ITEM BUDGET - A budget which emphasizes allocations of resources to given organizational units for particular objects of expenditure, such as salaries, supplies, services, and equipment. Line item budgets may be organized to provide accountability at varying levels, such as on department, division or agency levels.

M

MILL - A taxation unit equal to one dollar of tax obligation for every \$1,000 of taxable valuation of property.

MILLAGE - The total tax obligation per \$1,000 of taxable valuation of property.

MODIFIED ACCRUAL - This basis of accounting recognizes revenues in the accounting period in which they are both measurable and available to finance expenditures. Expenditures are generally recognized in the account period in which they are both measurable and incurred.

GLOSSARY OF TERMS

O

ORGANIZATION CHART - A chart representing the authority, responsibility, and relationships among departmental entities within the City organization.

OTHER SERVICES AND CHARGES - An expenditure object within an activity that includes professional services, utilities, rents, and training for example.

P

PERFORMANCE INDICATOR - A measurement of how a program is accomplishing its mission through the delivery of products or service.

PERFORMANCE OBJECTIVES - Desired output oriented accomplishments which can be measured within a given time period.

PERSONAL SERVICES - An expenditure object within an activity that includes payroll expenditures.

R

RECOMMENDED BUDGET - The City's revenue and expenditure plan for the fiscal year as prepared and recommended by the Mayor for City Council consideration.

REVENUE - An addition to the assets of a fund, which does not increase a liability, does not represent the recovery of an expenditure, does not represent the cancellation of a liability without a corresponding increase in any other liability or a decrease in assets, and does not represent a contribution of fund capital in enterprise or in intra-governmental service funds.

S

SPECIAL REVENUE FUND - A fund to account for the proceeds of specific revenue sources (other than special assessment, expendable trust, or the major capital projects) that are legally restricted to expenditures for specified purposes.

STATE EQUALIZED VALUATION (SEV) - The assessed valuation of property in the City as determined by the local Assessor and then reviewed and adjusted, if necessary, by the County and the State, to assure that it equals 50% of market value, as required by State law.

SUPPLIES - An expenditure object within an activity that includes all supplies that have a useful life of less than one year and/or a purchase price of less than \$200.

SURPLUS - An excess of the assets of a fund over its liabilities and reserves.

T

TAX BASE - The total value of taxable property in the City.

