

City of Warren, Michigan

BUDGET

AS ADOPTED BY COUNCIL



FISCAL YEAR

July 1, 2020 through June 30, 2021

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 12, 2023)

MAYOR
JAMES R. FOUTS

COUNCIL

PATRICK GREEN, President
RONALD PAPANDREA

MINDY MOORE, Secretary
JONATHAN LAFFERTY, Asst. Secretary
GARRY WATTS, Vice President

ANGELA ROGENSUES
EDDIE KABACINSKI

TREASURER
LORIE BARNWELL

CITY CLERK
SONJA BUFFA

DEPARTMENT HEADS (Appointed Officials)

GUST GHANAM, Public Services Director
WILBURT MCADAMS, Fire Commissioner
RICHARD FOX, City Controller

WILLIAM DWYER, Police Commissioner
RONALD F. WUERTH, Planning Director
DINO TURCATO, Recreation Director

GEORGE DIMAS, HR Director
ETHAN VINSON, City Attorney
JENNIFER CZEISZPERGER, 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

February 4, 2021

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 2021 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 a modified line item budget 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 27.1471 mills (\$27.1471 of taxes for every \$1,000 of taxable valuation). City property taxes will average \$1,139.64 per residential property taxpayer.

2021 General Fund

The General Fund revenues total \$120,106,202 and expenditures total \$120,106,202. The Budget reflects City Council's decisions made since the Mayor presented the Recommended Budget on May 5, 2020. 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 decreased the Mayor's recommended \$120,979,299 General Fund Budget to \$120,106,202 resulting in a total decrease of \$873,097.

Some of the significant changes and subsequent financial impacts include:

General Fund:

•	Decrease Personnel Services and Employee Benefits	\$ 517,220
	All General Fund Departments: Appointed Officials pay freeze \$89,676	
	Mayor's Office Executive Assistant position elimination \$111,835	
	Treasurer's Department increase Investment Analysis by \$5,000 and	
	Decrease seasonal employees by \$10,000; net decrease of \$5,208	
	Police Department vacant positions reserve \$364,832	
	Human Resources increase Diversity Coordinator to \$120,000;	
	net increase of \$55,113	
	Building Inspections Associate Manager position elimination \$125,711	
	Property Maintenance hire two new temporary inspectors; increase of \$124,929	
	with benefits	
•	Increase Contractual Services - Council	275,523
•	Increase U.S. Conference of Mayor's Membership – Mayor	13,000
•	Increase Postage - Clerk	60,000
•	Increase 8 Mile Vision/Action Plan – Community Development	6,700
•	Decrease Insurance and Bonds – Administrative Unallocated	500,000
•	Decrease Public Utilities – Administrative Unallocated	2,000
•	Decrease Community Promotion – Administrative Unallocated	30,000
•	Decrease Professional Services – Administrative Unallocated	187,000
•	Decrease U.S. Conference of Mayor's Membership–Administrative Unallocated	13,000
•	Decrease 8 Mile Vision/Action Plan – Administrative Unallocated	6,700
•	Increase City Flower Planting – Beautification	4,000
•	Decrease School Program – Beautification	1,200
•	Increase Community Promotion & Public Relations – Village Historical	2,700
•	Increase Old Village Hall Improvements – Village Historical Commission	14,600
•	Increase Dog Park – Animal Welfare Commission	7,500
	 Total General Fund	 <u>\$ 873,097</u>

Special Revenue Funds:

• Decrease Personnel Services and Employee Benefits	\$ 51,271
All Special Revenue Funds: Appointed Officials pay freeze \$16,138	
Parks and Recreation Office Assistant position eliminated and Parks and Recreation Building Maintenance position added; increase of \$7,419	
DDA Director decrease annual salary \$42,552	
• Increase Capital Outlay – Parks and Recreation	100,000
• Decrease Other Services and Charges – Communication	239,000
• Decrease Other Services and Charges – DDA	175,000
• Decrease Capital Outlay – DDA	5,985,533
Total Special Revenue Funds	<u>\$ 6,350,804</u>

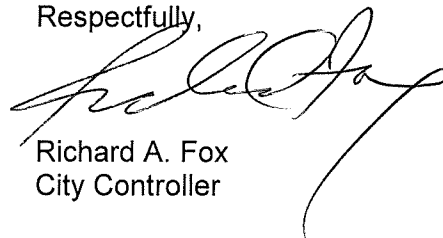
Enterprise Funds:

• Reduce Water & Sewer Charge	\$ 117,600
Water & Sewer System	
• Decrease Personnel Services and Employee Benefits	<u>\$ 20,278</u>
Appointed Officials pay freeze:	
Stilwell Manor \$7,254 and Water & Sewer System \$13,024	
Total Enterprise Funds (net)	<u>\$ 137,878</u>

The Fiscal 2021 Budget has been modified to reflect all City Council amendments and represents the City'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,



Richard A. Fox
City Controller



CITY CONTROLLER'S OFFICE

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(586) 574-4600
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April 6, 2020

Honorable Council Members:

I respectfully present the Administration's proposed 2020-2021 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 for several years. The Public Safety Millage that was passed on August 7, 2012, by the citizens will allow us to maintain budgeted 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 \$120,979,299 which represents an increase of \$5,239,523 or 4.5% from the previous year's recommended budget. The largest portion of the budget is for salaries and benefits that amount to 81.6% of the total overall budget. The increase is primarily due to the ten (10) additional Police Officer positions added to the budget and the increase in retiree health care.

The millage rates applied to our estimated Taxable Value of \$3.454 billion will generate approximately \$95.5 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 \$83,960. City taxes for a typical Warren home will be \$1,161 in fiscal 2020-2021, or \$3.18 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 391 full-time positions in Police (257) and Fire (134). The Fire Department is purchasing two fire engines for \$1,400,000 as part of their equipment rotation plan and investing \$3,000,000 to begin the process of hiring an architect and purchasing the land to build a new fire station to replace Station #1. This budget also includes the retention of the 18 SAFER grant firefighters. The Police Department is continuing to update their headquarters with \$470,000 in exterior brick facia restorations and \$107,000 in ETU Lab renovations.

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. Various volunteer organizations receive funding in the 2020-2021 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 Burnette Branch Library is now complete. With the completion of this project, the City has now completed upgrades of all four libraries.

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 \$6,219,110, which represents an increase of \$567,419 or 10.0% from the previous year's recommended budget. The increase is due primarily to an increase in contractual services. The recommended millage rate for Parks and Recreation rolled back to .9488 mills due to the Headlee Amendment. 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 every day. 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 \$10,577,935, which represents an increase of \$1,088,059 or 11.4% from the previous year's recommended budget. The increase is primarily due additional landfill costs and employee benefit costs.

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, 2019. 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 9th, you will receive your copy of the proposed 2020-2021 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 18, 2020.

SUMMARY

In conclusion, we have worked many long hours to produce this 2020/2021 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,

A handwritten signature in black ink, appearing to read 'Richard A. Fox', written in a cursive style.

Richard A. Fox
City Controller

GENERAL APPROPRIATIONS RESOLUTION
ADOPTING FISCAL YEAR 2020/2021 BUDGET AND
TAX RATE FOR FISCAL YEAR 2020/2021

A _____ Meeting of the City Council of the City of Warren, County of Macomb, Michigan held _____, 2020, at 7:00 o'clock p.m. Eastern Standard Time via Zoom meeting.

PRESENT: Council Members _____

ABSENT: Council Members _____

The following resolution was offered by Councilperson _____ and supported by Councilperson _____.

The proposed budget for fiscal year of July 1, 2020 to June 30, 2021 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 June 30, 2020, and the City Council has completed its review of the Mayor’s proposed budget for the fiscal year 2020/2021.

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>Funds:</u>	<u>Tax Rate</u>
<u>General Fund</u>	
Charter Millage	8.5421
Special Levies:	
Police and Fire Pension	4.9848
Police & Fire Operating	4.7953
Emergency Medical Service	.2843
Police	.9531
Fire	<u>.9531</u>
Total General Fund Operating Levy	<u>20.5127</u>
<u>Special Revenue</u>	
Library (Charter)	.4743
Library (Voted)	.6014
Sanitation	2.5550
Parks & Recreation	.9488
2011 Local Street Repair & Maintenance	<u>2.0549</u>
Total Special Revenue Fund Levy	<u>6.6344</u>
Total Levy	<u>27.1471</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 on a modified line item budget.

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, 2020 to June 30, 2021 is adopted as follows:

<u>Funds:</u>	<u>Tax Rate</u>
<u>General Fund</u>	
Charter Millage	8.5421
Special Levies:	
Police and Fire Pension	4.9848
Police & Fire Operating	4.7953
Emergency Medical Service	.2843
Police	.9531
Fire	<u>.9531</u>
Total General Fund Operating Levy	<u>20.5127</u>
<u>Special Revenue</u>	
Library (Charter)	.4743
Library (Voted)	.6014
Sanitation	2.5550
Parks & Recreation	.9488
2011 Local Street Repair & Maintenance	<u>2.0549</u>
Total Special Revenue Fund Levy	<u>6.6344</u>
Total Levy	<u>27.1471</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 _____

NAYS: Council Members _____

RESOLUTION DECLARED ADOPTED this ____ day of _____, 2020.

MINDY MOORE
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)

) SS

COUNTY OF MACOMB)

I, SONJA BUFFA, 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

SONJA BUFFA
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	\$ 72,574,070	\$ -	\$ 72,574,070
Intergovernmental Revenues	20,552,220	-	20,552,220
Licenses and Permits	4,405,000	-	4,405,000
Fines and Forfeitures	4,950,000	-	4,950,000
Interest on Investments	800,000	-	800,000
Charges for Services	5,236,500	-	5,236,500
Miscellaneous Income	8,978,929	(69,000)	8,909,929
Fund Balance Appropriated	<u>3,482,580</u>	<u>(804,097)</u>	<u>2,678,483</u>
Total General Fund	<u>\$ 120,979,299</u>	<u>\$ (873,097)</u>	<u>\$ 120,106,202</u>
<u>Michigan Transportation Funds:</u>			
<u>Major Streets:</u>			
State Shared Revenues	\$ 12,187,000	\$ -	\$ 12,187,000
Interest on Investments	80,000	-	80,000
Miscellaneous Reimbursements	89,651	-	89,651
Fund Balance Appropriated	<u>3,670,483</u>	<u>(2,272)</u>	<u>3,668,211</u>
Total Major Streets	<u>\$ 16,027,134</u>	<u>\$ (2,272)</u>	<u>\$ 16,024,862</u>
<u>Local Streets:</u>			
State Shared Revenues	\$ 4,512,000	\$ -	\$ 4,512,000
Interest on Investments	35,000	-	35,000
Transfer from General Fund	85,850	-	85,850
Transfer from Major Fund	<u>1,000,000</u>	<u>-</u>	<u>1,000,000</u>
Total Local Streets	<u>\$ 5,632,850</u>	<u>\$ -</u>	<u>\$ 5,632,850</u>
<u>Library Special Revenue Fund:</u>			
Property Taxes	\$ 4,514,834	\$ (784,148)	\$ 3,730,686
Intergovernmental Revenues	474,000	-	474,000
Interest on Investments	40,000	-	40,000
Charges for Services	86,500	-	86,500
Fund Balance Appropriated	<u>-</u>	<u>645,395</u>	<u>645,395</u>
Total Library Special Revenue Fund	<u>\$ 5,115,334</u>	<u>\$ (138,753)</u>	<u>\$ 4,976,581</u>
<u>Recreation Special Revenue Fund:</u>			
Property Taxes	\$ 3,290,579	\$ -	\$ 3,290,579
Intergovernmental Revenues	386,000	-	386,000
Interest on Investments	10,000	-	10,000
Charges for Services	1,913,253	-	1,913,253
Fund Balance Appropriated	<u>619,278</u>	<u>104,666</u>	<u>723,944</u>
Total Recreation Special Revenue Fund	<u>\$ 6,219,110</u>	<u>\$ 104,666</u>	<u>\$ 6,323,776</u>
<u>Communications Special Revenue Fund:</u>			
Franchise Fee Revenues	\$ 2,100,000	\$ -	\$ 2,100,000
Interest on Investments	40,000	-	40,000
Miscellaneous Income	200	-	200
Fund Balance Appropriated	<u>478,279</u>	<u>(241,127)</u>	<u>237,152</u>
Total Communications Special Revenue Fund	<u>\$ 2,618,479</u>	<u>\$ (241,127)</u>	<u>\$ 2,377,352</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	\$ 9,873,816	\$ (1,012,699)	\$ 8,861,117
Intergovernmental Revenues	325,000	-	325,000
Interest on Investments	20,000	-	20,000
Miscellaneous Income	164,306	-	164,306
Transfer Station Royalties	150,000	-	150,000
Fund Balance Appropriated	44,813	1,009,790	1,054,603
Total Sanitation Special Revenue Fund	<u>\$ 10,577,935</u>	<u>\$ (2,909)</u>	<u>\$ 10,575,026</u>
<u>Rental Ordinance Fund:</u>			
Inspection Fees	\$ 861,520	\$ -	\$ 861,520
Interest on Investments	10,000	-	10,000
Fund Balance Appropriated	83,732	-	83,732
Total Rental Ordinance Fund	<u>\$ 955,252</u>	<u>\$ -</u>	<u>\$ 955,252</u>
<u>Vice Crime Confiscation Fund:</u>			
Vice Crime Confiscation's	\$ 20,000	\$ -	\$ 20,000
Interest on Investments	2,500	-	2,500
Fund Balance Appropriated	37,500	-	37,500
Total Vice Crime Confiscation Fund	<u>\$ 60,000</u>	<u>\$ -</u>	<u>\$ 60,000</u>
<u>Drug Forfeiture Fund:</u>			
Drug Forfeitures	\$ 600,000	\$ -	\$ 600,000
Interest on Investments	25,000	-	25,000
Fund Balance Appropriated	225,000	-	225,000
Total Drug Forfeiture Fund	<u>\$ 850,000</u>	<u>\$ -</u>	<u>\$ 850,000</u>
<u>Act 302 Police Training Fund:</u>			
State Grant	\$ 33,000	\$ -	\$ 33,000
Interest on Investments	100	-	100
Fund Balance Appropriated	4,900	-	4,900
Total Act 302 Police Training Fund	<u>\$ 38,000</u>	<u>\$ -</u>	<u>\$ 38,000</u>
<u>Downtown Development Authority Fund:</u>			
Property Taxes	\$ 6,000,000	\$ -	\$ 6,000,000
Intergovernmental Revenues	3,000,000	-	3,000,000
Interest on Investments	150,000	-	150,000
Miscellaneous Income	50,000	-	50,000
Fund Balance Appropriated	5,154,171	(5,154,171)	-
Total Downtown Development Authority Fund	<u>\$ 14,354,171</u>	<u>\$ (5,154,171)</u>	<u>\$ 9,200,000</u>
<u>2011 Local Street Repair & Replacement Fund:</u>			
Property Taxes	\$ 7,126,697	\$ -	\$ 7,126,697
Intergovernmental Revenues	200,000	-	200,000
Interest on Investments	100,000	-	100,000
Fund Balance Appropriated	-	-	-
Total 2011 Local Street Repair & Replacement	<u>\$ 7,426,697</u>	<u>\$ -</u>	<u>\$ 7,426,697</u>
<u>Indigent Defense Fund:</u>			
Fund Balance Appropriated	\$ 1,131,701	\$ -	\$ 1,131,701
Total Indigent Defense Fund	<u>\$ 1,131,701</u>	<u>\$ -</u>	<u>\$ 1,131,701</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	\$ 542,996	\$ -	\$ 542,996
Interest on Investments	2,000	-	2,000
Miscellaneous Income	388,882	-	388,882
Appropriation of Retained Earnings	390,992	(7,254)	383,738
Total Stilwell Manor	<u>\$ 1,324,870</u>	<u>\$ (7,254)</u>	<u>\$ 1,317,616</u>
Coach Manor:			
Rental & Maintenance Revenues	\$ 1,576,078	\$ -	\$ 1,576,078
Interest on Investments	3,000	-	3,000
Miscellaneous Income	17,500	-	17,500
Appropriation of Retained Earnings	102,806	-	102,806
Total Coach Manor	<u>\$ 1,699,384</u>	<u>\$ -</u>	<u>\$ 1,699,384</u>
Water and Sewer System:			
Water and Sewer Charges	\$ 53,894,505	\$ (117,600)	\$ 53,776,905
Pre-Treatment/Cross Connection Charges	1,262,467	-	1,262,467
Interest on Investments	955,180	-	955,180
Miscellaneous Income	10,803,604	-	10,803,604
Appropriation of Retained Earnings-Restricted	27,845,203	(13,024)	27,832,179
Total Water and Sewer System	<u>\$ 94,760,959</u>	<u>\$ (130,624)</u>	<u>\$ 94,630,335</u>
<u>Capital Project Fund:</u>			
37th District Court Renovation Fund:			
Court Building Renovation Fee	\$ 500,000	\$ -	\$ 500,000
Interest on Investments	25,000	-	25,000
Total 37th District Court Renovation Fund	<u>\$ 525,000</u>	<u>\$ -</u>	<u>\$ 525,000</u>
Civic Center South Construction Fund:			
Fund Balance Appropriated	-	-	-
Total Civic Center South Construction Fund	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Debt Funds:</u>			
Chapter 20 & 21 Drain Debt Fund:			
Interest on Investments	\$ 50	\$ -	\$ 50
Total Chapter 20 & 21 Drain Debt Fund	<u>\$ 50</u>	<u>\$ -</u>	<u>\$ 50</u>
Michigan Transportation Debt:			
Transfer from Major Roads	\$ 1,110,618	\$ -	\$ 1,110,618
Total Michigan Transportation Debt	<u>\$ 1,110,618</u>	<u>\$ -</u>	<u>\$ 1,110,618</u>
Capital Improvement Debt:			
Transfer from Major Roads	\$ 742,631	\$ -	\$ 742,631
Total Capital Improvement Debt	<u>\$ 742,631</u>	<u>\$ -</u>	<u>\$ 742,631</u>
Downtown Development Authority Debt:			
Transfer from DDA Operating Fund	\$ 6,498,907	\$ -	\$ 6,498,907
Total Downtown Development Authority Debt	<u>\$ 6,498,907</u>	<u>\$ -</u>	<u>\$ 6,498,907</u>
Total All Funds	<u>\$ 298,648,381</u>	<u>\$ (6,445,541)</u>	<u>\$ 292,202,840</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	\$ 1,179,749	\$ 273,580	\$ 1,453,329
District Court	8,008,132	(36,788)	7,971,344
Mayor	748,951	(106,722)	642,229
Clerk	1,927,624	57,800	1,985,424
Treasurer	1,441,636	(7,372)	1,434,264
Controller	1,757,122	(2,953)	1,754,169
Information Systems	786,692	-	786,692
Legal	1,632,140	(3,083)	1,629,057
Assessing	2,215,147	(2,844)	2,212,303
Human Resources	1,588,004	48,807	1,636,811
Property Maintenance Inspection	1,686,609	124,929	1,811,538
Community & Economic Development	373,730	4,165	377,895
Unallocated Expense	5,907,515	(738,700)	5,168,815
Commissions (12)	204,569	27,600	232,169
Total General Government	<u>\$ 29,457,620</u>	<u>\$ (361,581)</u>	<u>\$ 29,096,039</u>
Fire Department	\$ 26,484,172	\$ (3,277)	\$ 26,480,895
Police Department	46,881,206	(368,003)	46,513,203
Animal Control	522,719	-	522,719
Civil Defense	246,192	-	246,192
Total Public Safety	<u>\$ 74,134,289</u>	<u>\$ (371,280)</u>	<u>\$ 73,763,009</u>
Director of Public Services	\$ 519,505	\$ (4,824)	\$ 514,681
Engineering and Inspections	1,549,739	-	1,549,739
Building and Inspections	3,762,228	(128,451)	3,633,777
DPW Garage	5,621,490	(2,212)	5,619,278
Building Maintenance	2,469,925	(2,164)	2,467,761
Street Lighting	2,700,000	-	2,700,000
Total Public Services	<u>\$ 16,622,887</u>	<u>\$ (137,651)</u>	<u>\$ 16,485,236</u>
Planning	<u>\$ 764,503</u>	<u>\$ (2,585)</u>	<u>\$ 761,918</u>
Total General Fund	<u>\$ 120,979,299</u>	<u>\$ (873,097)</u>	<u>\$ 120,106,202</u>
<u>Special Revenue Funds:</u>			
<u>Michigan Transportation Funds:</u>			
<u>Major Streets:</u>			
Operating Costs	\$ 5,973,885	\$ (2,272)	\$ 5,971,613
Debt Service Costs	1,853,249	-	1,853,249
Transfer to Local Street Fund	1,000,000	-	1,000,000
Construction Projects	7,200,000	-	7,200,000
Total Major Streets	<u>\$ 16,027,134</u>	<u>\$ (2,272)</u>	<u>\$ 16,024,862</u>
<u>Michigan Transportation Funds:</u>			
<u>Local Streets:</u>			
Operating Costs	\$ 5,095,452	\$ (2,272)	\$ 5,093,180
Construction Projects	300,000	-	300,000
Total Local Streets	<u>\$ 5,395,452</u>	<u>\$ (2,272)</u>	<u>\$ 5,393,180</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	\$ 1,648,428	\$ (2,089)	\$ 1,646,339
Employee Benefits	1,469,462	(182)	1,469,280
Supplies	92,600	-	92,600
Other Services and Charges	1,384,862	-	1,384,862
Capital Outlay	383,500	-	383,500
Total Library Special Revenue Fund	<u>\$ 4,978,852</u>	<u>\$ (2,271)</u>	<u>\$ 4,976,581</u>
<u>Recreation Special Revenue Fund:</u>			
Personnel Services	\$ 2,189,102	\$ 2,446	\$ 2,191,548
Employee Benefits	1,241,607	2,220	1,243,827
Supplies	181,700	-	181,700
Other Services and Charges	2,556,701	-	2,556,701
Capital Outlay	50,000	100,000	150,000
Total Recreation Special Revenue Fund	<u>\$ 6,219,110</u>	<u>\$ 104,666</u>	<u>\$ 6,323,776</u>
<u>Communications Special Revenue Fund:</u>			
Personnel Services	\$ 670,284	\$ (1,759)	\$ 668,525
Employee Benefits	450,723	(368)	450,355
Supplies	25,500	-	25,500
Other Services and Charges	1,411,972	(239,000)	1,172,972
Capital Outlay	60,000	-	60,000
Total Communications Special Revenue Fund	<u>\$ 2,618,479</u>	<u>\$ (241,127)</u>	<u>\$ 2,377,352</u>
<u>Sanitation Special Revenue Fund:</u>			
Personnel Services	\$ 2,532,279	\$ (2,262)	\$ 2,530,017
Employee Benefits	2,775,700	(647)	2,775,053
Supplies	485,000	-	485,000
Other Services and Charges	4,367,994	-	4,367,994
Capital Outlay	416,962	-	416,962
Total Sanitation Special Revenue Fund	<u>\$ 10,577,935</u>	<u>\$ (2,909)</u>	<u>\$ 10,575,026</u>
<u>Rental Ordinance Fund:</u>			
Personnel Services	\$ 542,026	\$ -	\$ 542,026
Employee Benefits	294,851	-	294,851
Supplies	11,000	-	11,000
Other Services and Charges	107,375	-	107,375
Total Rental Ordinance Fund	<u>\$ 955,252</u>	<u>\$ -</u>	<u>\$ 955,252</u>
<u>Vice Crime Confiscation Fund:</u>			
Other Services and Charges	\$ 60,000	\$ -	\$ 60,000
Total Vice Crime Confiscation Fund	<u>\$ 60,000</u>	<u>\$ -</u>	<u>\$ 60,000</u>
<u>Drug Forfeiture Fund:</u>			
Other Services and Charges	\$ 850,000	\$ -	\$ 850,000
Total Drug Forfeiture Fund	<u>\$ 850,000</u>	<u>\$ -</u>	<u>\$ 850,000</u>
<u>Act 302 Police Training Fund:</u>			
Other Services and Charges	\$ 38,000	\$ -	\$ 38,000
Total Act 302 Police Training Fund	<u>\$ 38,000</u>	<u>\$ -</u>	<u>\$ 38,000</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	\$ 158,850	\$ (36,497)	\$ 122,353
Employee Benefits	106,264	(7,589)	98,675
Supplies	3,000	-	3,000
Other Services and Charges	7,686,057	(175,000)	7,511,057
Capital Outlay	<u>6,400,000</u>	<u>(5,985,533)</u>	<u>414,467</u>
Total Downtown Development Authority Fund	<u>\$ 14,354,171</u>	<u>\$ (6,204,619)</u>	<u>\$ 8,149,552</u>
<u>2011 Local Street Repair & Replacement Fund:</u>			
Capital Improvements	\$ 6,586,154	\$ -	\$ 6,586,154
Total 2011 Local Street Repair & Replacement	<u>\$ 6,586,154</u>	<u>\$ -</u>	<u>\$ 6,586,154</u>
<u>Indigent Defense Fund:</u>			
Personnel Services	\$ 106,255	\$ -	\$ 106,255
Employee Benefits	50,826	-	50,826
Supplies	13,299	-	13,299
Other Services and Charges	817,916	-	817,916
Capital Outlay	<u>141,158</u>	<u>-</u>	<u>141,158</u>
Total Indigent Defense Fund	<u>\$ 1,129,454</u>	<u>\$ -</u>	<u>\$ 1,129,454</u>
<u>Enterprise Funds:</u>			
<u>Stilwell Manor:</u>			
Personnel Services	\$ 321,428	\$ (5,830)	\$ 315,598
Employee Benefits	205,546	(1,424)	204,122
Supplies	25,700	-	25,700
Other Services and Charges	387,746	-	387,746
Capital Outlay	<u>384,450</u>	<u>-</u>	<u>384,450</u>
Total Stilwell Manor	<u>\$ 1,324,870</u>	<u>\$ (7,254)</u>	<u>\$ 1,317,616</u>
<u>Coach Manor:</u>			
Personnel Services	\$ 47,000	\$ -	\$ 47,000
Employee Benefits	4,708	-	4,708
Supplies	36,000	-	36,000
Other Services and Charges	1,177,551	-	1,177,551
Capital Outlay	<u>434,125</u>	<u>-</u>	<u>434,125</u>
Total Coach Manor	<u>\$ 1,699,384</u>	<u>\$ -</u>	<u>\$ 1,699,384</u>
<u>Water and Sewer System:</u>			
Personnel Services	\$ 7,899,997	\$ (10,785)	\$ 7,889,212
Employee Benefits	8,108,849	(2,239)	8,106,610
Supplies	720,000	-	720,000
Water Purchases	10,947,000	-	10,947,000
Other Services and Charges	24,221,201	-	24,221,201
Capital Outlay	<u>42,161,576</u>	<u>-</u>	<u>42,161,576</u>
Total Water and Sewer System	<u>\$ 94,058,623</u>	<u>\$ (13,024)</u>	<u>\$ 94,045,599</u>

TABLE II
BUDGET APPROPRIATIONS

	Mayor's Recommended Budget _____	City Council Amendments Add/(Delete)	City Council Adopted Budget _____
<u>Operating Funds:</u>			
<u>Capital Project Fund:</u>			
37th District Court Renovation Fund:			
Capital Improvements	\$ 500,000	\$ -	\$ 500,000
Total 37th District Court Renovation Fund	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ 500,000</u>
Civic Center South Construction Fund:			
Capital Improvements	\$ -	\$ -	\$ -
Total Civic Center South Construction Fund	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Debt Funds:</u>			
Michigan Transportation Debt	\$ 1,110,618	\$ -	\$ 1,110,618
Capital Improvement Debt	742,631	-	742,631
Downtown Development Authority Debt	6,498,907	-	6,498,907
Total Debt Funds	<u>\$ 8,352,156</u>	<u>\$ -</u>	<u>\$ 8,352,156</u>
 Total All Funds	 <u>\$ 296,704,325</u>	 <u>\$ (7,244,179)</u>	 <u>\$ 289,460,146</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, 2019. 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, 2019

Christopher P. Morrill

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 owns the idle Hydramatic Transmission Plant that occupies 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 9.5% 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 30 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 and from the local road/replacement millage. Water mains will be replaced in conjunction with many of these road projects. The City continues with the commitment to replace aging equipment and vehicles.

This budget has over \$50 million worth of capital improvements. The main items include several road projects, police vehicles, fire station improvements, various Waste Water Treatment Plant improvements, and water and sewer main replacements. In addition, we are continuing to build a 21.5-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

2 – 3 Controllers Office prepares estimated revenues and expenditures for current fiscal year.

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

8 – 9 Controllers Office prepares revenue forecast.

9 – 31 Controllers Office analyzes all budget requests.

February

1 – 28 Controllers Office prepares budgets in preparation for budget hearings.

18 – 29 The Mayor and Controllers Office hold administrative budget hearings with all departments, divisions, and commissions.

March

1 – 24 The Mayor and Controller continue administrative budget hearings with all departments, divisions and commissions.

20 – 26 Final administration review of all budget material is completed.

26 – 30 Final adjustments are made to the Budget document and all funds are brought into balance.

30 – 31 Controllers Office prepares proposed Budget document.

April

1 – 21 Controllers Office continues to prepare proposed Budget document.

20 – 22 Mayor prepares Budget message.

22 – 29 Proposed Budget is duplicated.

30 The Mayor's Proposed Budget is submitted to City Council (given Covid 19 circumstances).

May

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

11 – 22 City Council Workshops. Each department, division and commission will have a scheduled time to present its budget.

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

26 Public Hearing for Budget.

June

30 City Council adopts Taxation Resolution.

2021

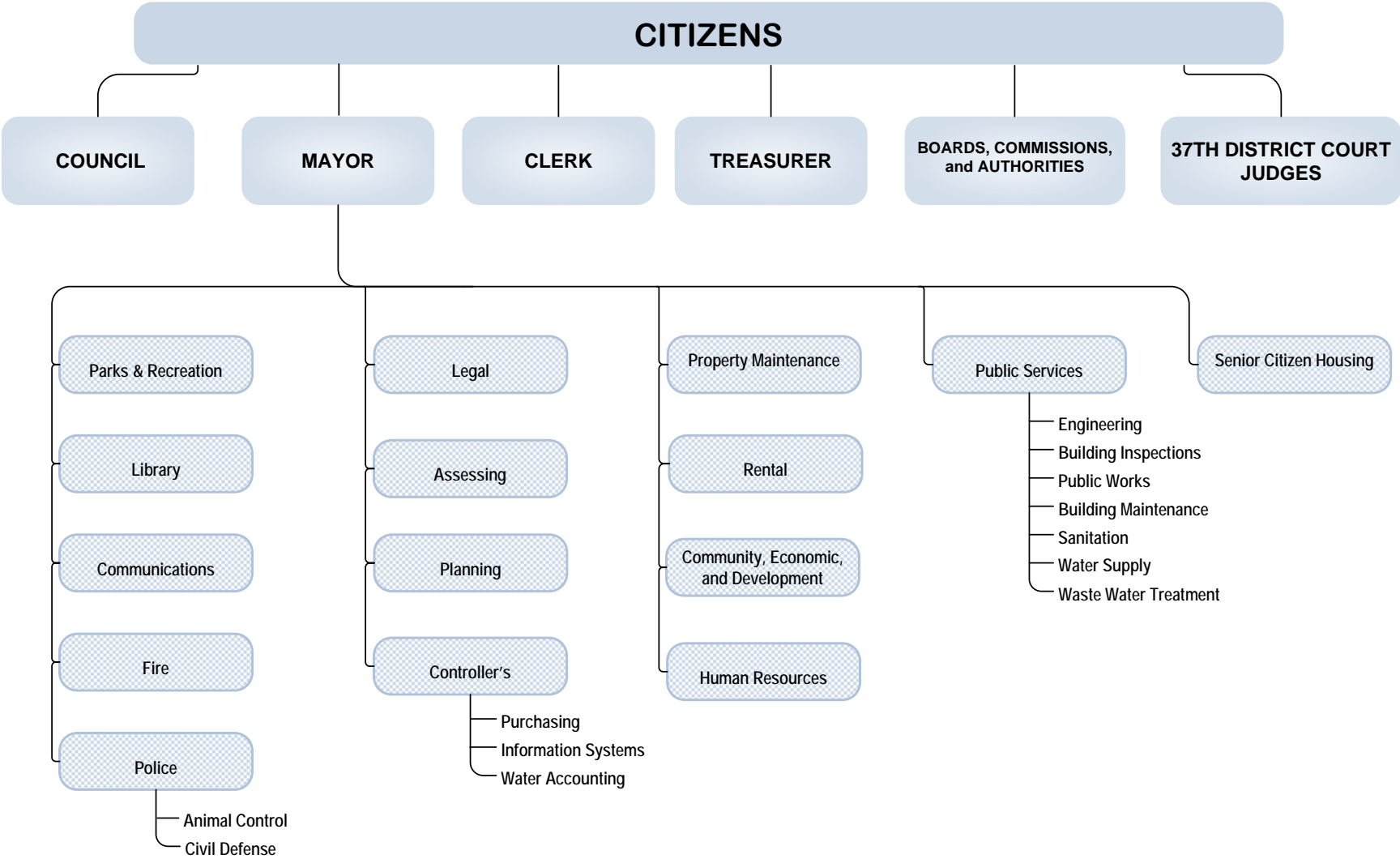
January 20 Pursuant to court order, City Budget is adopted.

February 4 Controllers Office prepares Adopted Budget document incorporating City Council adjustments.

9 Adopted Budget is posted in electronic format to City's website.

9 – 29 Adopted Budget is duplicated and distributed to City Council, departments, divisions, commissions and public.

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 thirty (30) 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.

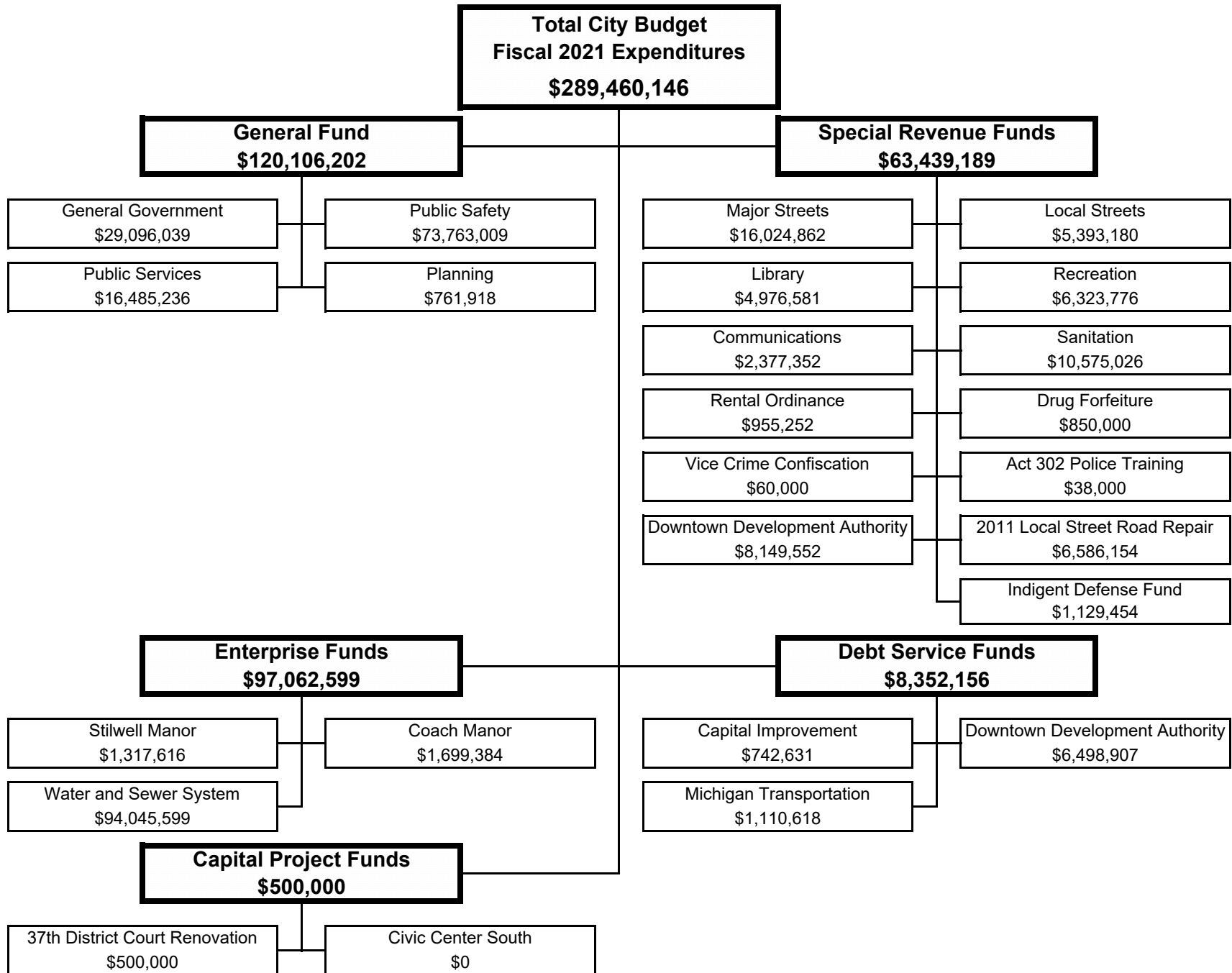
Accounting, Auditing and Financial Reporting Policies

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).

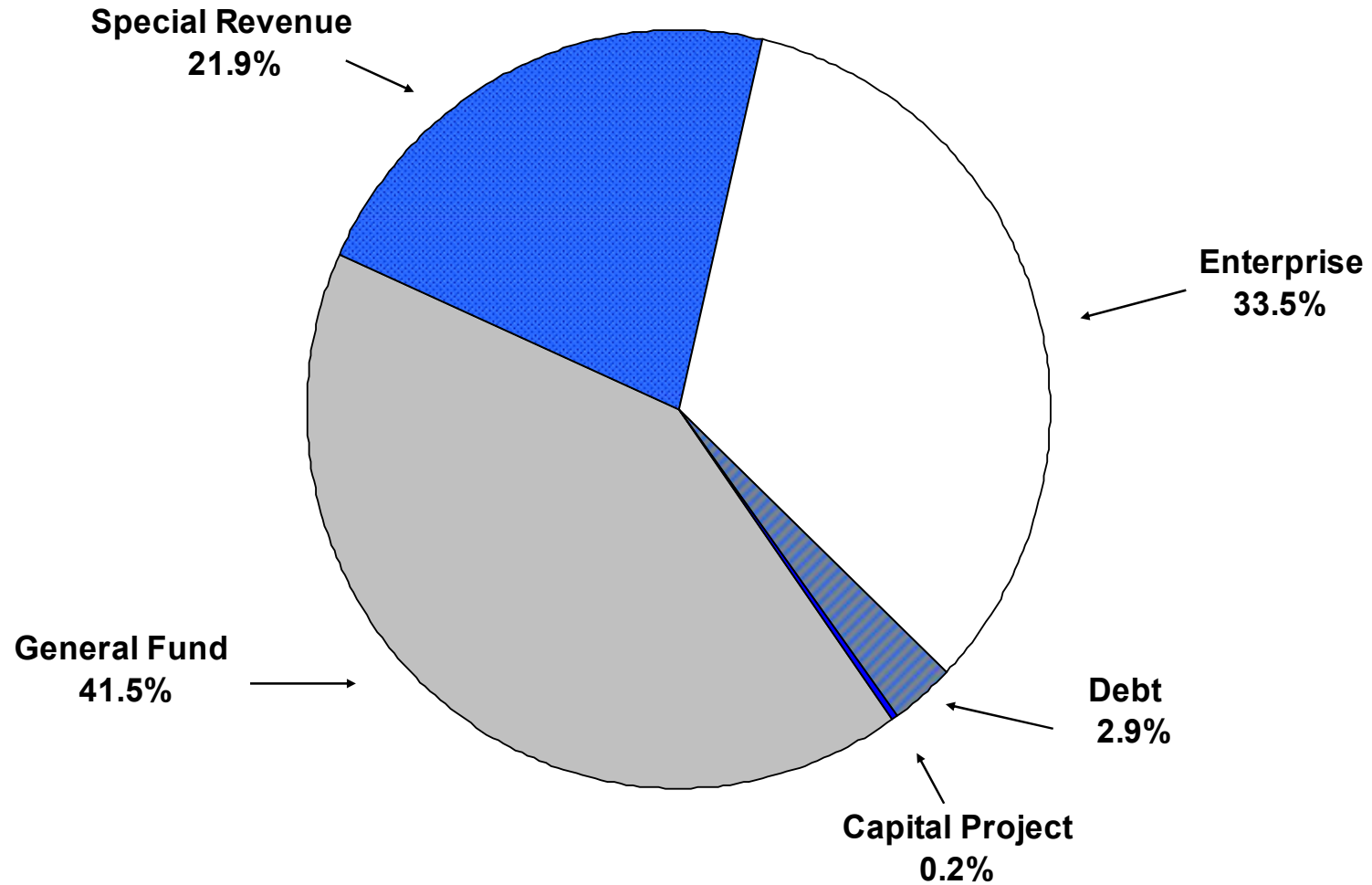
All Funds Summary

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 2021 TOTAL CITY BUDGETED FUNDS PERCENT OF TOTAL EXPENDITURES



REVENUE COMPARISON – CITY BUDGETED FUNDS

Fund Name	Fiscal 2018 Actual	Fiscal 2019 Actual	Fiscal 2020 Estimated	Fiscal 2021 Adopted by Council
General Fund				
General Fund	\$107,486,120	\$ 119,025,223	\$ 112,580,818	\$ 117,427,719
Special Revenue Funds				
Major Road Fund	10,614,675	11,965,994	10,725,400	12,356,651
Local Road Fund	4,011,365	3,908,406	5,051,100	5,632,850
Library Fund	4,941,739	5,093,562	4,914,437	4,331,186
Recreation Fund	5,443,967	5,736,682	9,049,242	5,599,832
Communications Fund	2,214,564	2,156,101	2,140,200	2,140,200
Sanitation Fund	8,663,408	17,230,928	10,188,009	9,520,423
Rental Ordinance Fund	756,278	975,618	1,016,000	871,520
Vice Crime Confiscation Fund	120,412	23,145	47,878	22,500
Drug Forfeiture Fund	709,468	474,186	776,646	625,000
Act 302 Police Training Fund	35,147	34,126	33,483	33,100
Downtown Development Authority Fund	9,058,623	10,404,459	10,566,882	9,200,000
2011 Local Street Road Repair Fund	6,883,510	7,541,094	7,212,196	7,426,697
Indigent Defense Fund	-	342,501	1,472,527	-
Total Special Revenue Funds	53,453,156	65,886,802	63,194,000	57,759,959
Enterprise Funds				
Stilwell Manor	884,578	923,808	912,620	933,878
Coach Manor	1,500,343	1,566,770	1,562,500	1,596,578
Water and Sewer System	48,682,736	51,853,050	77,755,884	66,798,156
Total Enterprise Funds	51,067,657	54,343,628	80,231,004	69,328,612
Capital Project Funds				
37 th District Court Renovation	946,547	1,093,631	720,000	525,000
Civic Center South	-	5,000,000	-	-
Total Capital Project Funds	946,547	6,093,631	720,000	525,000
Debt Service Funds				
Chapter 20 and 21 Drain Debt	611	1,082	438	50
Michigan Transportation Debt	258,234	1,109,687	1,117,668	1,110,618
Capital Improvement Debt	759,208	744,591	753,058	742,631
Downtown Development Authority Debt	5,617,956	5,947,782	6,492,782	6,498,907
Total Debt Service Funds	6,636,009	7,803,142	8,363,946	8,352,206
Total All Funds	\$ 219,589,489	\$ 253,152,426	\$ 265,089,768	\$ 253,393,496

EXPENDITURE COMPARISON – CITY BUDGETED FUNDS

Fund Name	Fiscal 2018 Actual	Fiscal 2019 Actual	Fiscal 2020 Estimated	Fiscal 2021 Adopted by Council
General Fund				
General Fund	\$129,683,429	\$ 108,882,850	\$ 122,003,685	\$ 120,106,202
Special Revenue Funds				
Major Road Fund	8,723,129	7,178,131	16,750,638	16,024,862
Local Road Fund	4,228,432	3,853,830	5,156,030	5,393,180
Library Fund	4,364,550	6,958,670	5,318,358	4,976,581
Recreation Fund	5,656,876	5,702,276	6,883,166	6,323,776
Communications Fund	2,278,472	2,500,029	2,585,036	2,377,352
Sanitation Fund	8,872,363	18,489,450	10,313,858	10,575,026
Rental Ordinance Fund	671,157	834,207	947,383	955,252
Vice Crime Confiscation Fund	22,740	59,797	60,000	60,000
Drug Forfeiture Fund	1,026,486	994,840	1,493,373	850,000
Act 302 Police Training Fund	46,970	32,284	37,897	38,000
Downtown Development Authority Fund	6,835,891	7,061,591	13,187,652	8,149,552
2011 Local Street Road Repair Fund	3,314,413	8,350,462	15,691,160	6,586,154
Indigent Defense Fund	-	321,801	361,526	1,129,454
Total Special Revenue Funds	46,041,479	62,337,368	78,786,077	63,439,189
Enterprise Funds				
Stilwell Manor	719,640	1,051,787	1,192,038	1,317,616
Coach Manor	800,469	1,211,049	1,403,707	1,699,384
Water and Sewer System	49,050,151	55,855,221	90,793,878	94,045,599
Total Enterprise Funds	50,570,260	58,118,057	93,389,623	97,062,599
Capital Project Funds				
37 th District Court Renovation	365,591	285,361	500,000	500,000
Civic Center South	-	3,325,794	1,674,206	-
Total Capital Project Funds	365,591	3,611,155	2,174,206	500,000
Debt Service Funds				
Michigan Transportation Debt	258,234	1,109,687	1,117,668	1,110,618
Capital Improvement Debt	759,208	744,591	753,058	742,631
Downtown Development Authority Debt	5,617,956	5,947,782	6,492,782	6,498,907
Total Debt Service Funds	6,635,398	7,802,060	8,363,508	8,352,156
Total All Funds	\$233,296,157	\$240,751,490	\$304,717,099	\$289,460,146

UNASSIGNED FUND BALANCE COMPARISON – CITY BUDGETED FUNDS

Fund Name	Fiscal 2018 Actual	Fiscal 2019 Actual	Fiscal 2020 Estimated	Fiscal 2021 Adopted by Council
General Fund				
General Fund	\$17,504,161	\$ 17,408,258	\$ 15,432,322	\$ 18,950,990
Special Revenue Funds				
Major Road Fund	8,750,109	13,534,140	7,508,902	3,840,691
Local Road Fund	2,006,265	2,064,854	1,268,227	1,507,897
Library Fund	5,043,853	3,183,060	2,779,139	2,133,744
Recreation Fund	634,269	656,647	-	828,200
Communications Fund	3,490,217	3,114,740	2,669,904	2,432,752
Sanitation Fund	2,959,260	1,685,553	1,559,704	505,101
Rental Ordinance Fund	1,133,086	1,262,888	1,331,505	1,247,773
Vice Crime Confiscation Fund	335,641	298,989	286,867	249,367
Drug Forfeiture Fund	3,290,502	2,769,849	2,053,122	1,828,122
Act 302 Police Training Fund	13,184	15,026	10,612	5,712
Downtown Development Authority Fund	17,843,292	21,186,160	18,565,390	19,615,838
2011 Local Street Road Repair Fund	10,104,412	9,295,044	816,080	1,656,623
Indigent Defense Fund	-	20,700	1,131,701	2,247
Total Special Revenue Funds	55,604,090	59,066,950	38,849,452	35,851,820
Enterprise Funds				
Stilwell Manor	1,875,443	1,717,977	1,409,072	915,334
Coach Manor	5,848,997	6,370,309	6,689,102	6,756,296
Water and Sewer System	15,016,371	15,547,369	7,600,244	8,184,980
Total Enterprise Funds	22,740,811	23,635,655	15,698,418	15,856,610
Capital Project Funds				
37 th District Court Renovation	7,991,334	8,799,604	9,019,604	9,044,604
Civic Center South	-	-	-	-
Total Capital Project Funds	7,991,334	8,799,604	9,019,604	9,044,604
Debt Service Funds				
Chapter 20 and 21 Drain Debt	48,402	49,484	49,922	49,972
Michigan Transportation Debt	-	-	-	-
Capital Improvement Debt	-	-	-	-
Downtown Development Authority Debt	-	-	-	-
Total Debt Service Funds	48,402	49,484	49,922	49,972
Total All Funds	\$103,888,798	\$108,959,951	\$79,049,718	\$79,753,996

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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31		FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				REVENUES:			
\$ 68,011,431	\$ 33,916,030	\$ 69,240,368	\$ 69,240,368	Property Taxes	\$ 72,574,070	\$ 72,574,070	\$ 72,574,070
26,517,868	10,459,901	20,984,087	20,984,087	Intergovernmental Revenues	20,552,220	20,552,220	20,552,220
4,959,256	2,458,187	3,905,000	3,905,000	Licenses and Permits	4,405,000	4,405,000	4,405,000
5,040,420	1,956,611	4,950,000	4,950,000	Fines and Forfeitures	4,950,000	4,950,000	4,950,000
1,091,029	282,688	300,000	300,000	Interest on Investments	800,000	800,000	800,000
4,988,029	2,485,671	4,536,500	4,536,500	Charges for Services	5,236,500	5,236,500	5,236,500
7,957,826	4,035,638	8,664,863	8,664,863	Miscellaneous Income	8,978,929	8,978,929	8,909,929
<u>\$ 118,565,859</u>	<u>\$ 55,594,726</u>	<u>\$ 112,580,818</u>	<u>\$ 112,580,818</u>	Total Revenues	<u>\$ 117,496,719</u>	<u>\$ 117,496,719</u>	<u>\$ 117,427,719</u>
				EXPENDITURES:			
\$ 25,450,705	\$ 15,428,931	\$ 32,597,947	\$ 33,196,221	General Government	\$ 29,493,620	\$ 29,457,620	\$ 29,096,039
67,315,347	31,755,704	71,592,431	71,592,431	Public Safety	79,743,900	74,134,289	73,763,009
15,538,026	6,835,218	17,098,391	17,098,391	Public Services	18,719,887	16,622,887	16,485,236
578,772	299,285	714,916	714,916	Planning	856,632	764,503	761,918
<u>\$ 108,882,850</u>	<u>\$ 54,319,138</u>	<u>\$ 122,003,685</u>	<u>\$ 122,601,959</u>	Total Expenditures	<u>\$ 128,814,039</u>	<u>\$ 120,979,299</u>	<u>\$ 120,106,202</u>
<u>\$ 9,683,009</u>	<u>\$ 1,275,588</u>	<u>\$ (9,422,867)</u>	<u>\$ (10,021,141)</u>	Excess (Deficit) of Revenues over Expenditures	<u>\$ (11,317,320)</u>	<u>\$ (3,482,580)</u>	<u>\$ (2,678,483)</u>
				OTHER FINANCING SOURCES:			
\$ 459,364	\$ -	\$ -	\$ -	Lease Purchase Proceeds	\$ -	\$ -	\$ -
-	-	10,021,141	10,021,141	Fund Balance Appropriated	11,317,320	3,482,580	2,678,483
<u>\$ 459,364</u>	<u>\$ -</u>	<u>\$ 10,021,141</u>	<u>\$ 10,021,141</u>	Total Other Financing Sources	<u>\$ 11,317,320</u>	<u>\$ 3,482,580</u>	<u>\$ 2,678,483</u>
\$ 10,142,373	\$ 1,275,588	\$ 598,274	\$ -	Excess (Deficit) of Revenues over Expenditures and Other Sources	\$ -	\$ -	\$ -
49,216,414	59,358,787	59,358,787	59,358,787	Estimated Fund Balance - Beginning of Period	49,935,920	49,935,920	49,935,920
(978,208)	(978,208)	(978,208)	(978,208)	Reserve for:	(978,208)	(978,208)	(978,208)
(40,972,321)	(40,972,321)	(33,525,390)	(33,525,390)	Nonspendable	(27,328,239)	(27,328,239)	(27,328,239)
				Assigned			
<u>-</u>	<u>-</u>	<u>(10,021,141)</u>	<u>(10,021,141)</u>	Fund Balance Supplemental Appropriation	<u>(11,317,320)</u>	<u>(3,482,580)</u>	<u>(2,678,483)</u>
<u>\$ 17,408,258</u>	<u>\$ 18,683,846</u>	<u>\$ 15,432,322</u>	<u>\$ 14,834,048</u>	Estimated Unassigned Fund Balance (Deficit) End of Period	<u>\$ 10,312,153</u>	<u>\$ 18,146,893</u>	<u>\$ 18,950,990</u>

GENERAL FUND REVENUES
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31		FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				<u>PROPERTY TAXES:</u>			
\$ 66,322,244	\$ 33,684,483	\$ 67,359,477	\$ 67,359,477	Property Taxes	\$ 70,847,502	\$ 70,847,502	\$ 70,847,502
177,894	223,938	447,891	447,891	Industrial Facilities Tax	293,568	293,568	293,568
327,045	4,220	300,000	300,000	Penalties & Interest on Taxes	300,000	300,000	300,000
1,151,204	378	1,100,000	1,100,000	Administration Fee - Schools	1,100,000	1,100,000	1,100,000
33,044	3,011	33,000	33,000	Trailer & Senior Housing Fees in Lieu of Taxes	33,000	33,000	33,000
<u>\$ 68,011,431</u>	<u>\$ 33,916,030</u>	<u>\$ 69,240,368</u>	<u>\$ 69,240,368</u>	Total Property Taxes	<u>\$ 72,574,070</u>	<u>\$ 72,574,070</u>	<u>\$ 72,574,070</u>
				<u>INTERGOVERNMENTAL REVENUES:</u>			
				Federal Revenue:			
\$ 58,685	\$ 57,216	\$ -	\$ -	Civil Defense Grant	\$ -	\$ -	\$ -
-	-	400,000	400,000	Substance Abuse Grant - 2020	-	-	-
208,089	151,827	-	-	Substance Abuse Grant - 2019	-	-	-
64,526	-	-	-	Substance Abuse Grant - 2018	-	-	-
-	52,051	52,051	52,051	Byrne JAG Grant - 2019	-	-	-
7,471	80,848	-	-	Byrne JAG Grant - 2015/2016	-	-	-
-	112,521	80,036	80,036	Byrne JAG Grant - 2017/2018	-	-	-
6,528	1,861	-	-	Homeland Security Grant	-	-	-
29,630	27,011	-	-	OHSP Ped Bike Grant	-	-	-
				State Shared Revenue:			
14,316,742	5,197,515	14,420,000	14,420,000	Sales and Use Tax	14,572,220	14,572,220	14,572,220
9,752,593	4,458,186	4,500,000	4,500,000	Reimbursement for Personal Property Loss	4,500,000	4,500,000	4,500,000
91,088	80,031	80,000	80,000	Liquor Licenses	80,000	80,000	80,000
-	-	-	-	911 Equipment Grant	-	-	-
-	-	104,000	104,000	Michigan Drug Court Program Grant - 20	-	-	-
108,955	32,994	-	-	Michigan Drug Court Program Grant - 19	-	-	-
27,592	-	-	-	Michigan Drug Court Program Grant - 18	-	-	-
				Police Grants:			
77,042	43,755	-	-	MATS Grant	-	-	-
258,176	-	220,000	220,000	911 Dispatch Training/Equipment	220,000	220,000	220,000
29,531	-	-	-	Medical Marihuana Operation Oversight Grant	-	-	-
182,896	91,448	183,000	183,000	Judges Salary Standardization	183,000	183,000	183,000
13,238	-	80,000	80,000	Election Expense Reimbursement	132,000	132,000	132,000
				Local Revenue:			
794,476	72,637	375,000	375,000	Reimbursement from City of Center Line	375,000	375,000	375,000
490,610	-	490,000	490,000	Reimbursement from Schools-Liaison Officers	490,000	490,000	490,000
<u>\$ 26,517,868</u>	<u>\$ 10,459,901</u>	<u>\$ 20,984,087</u>	<u>\$ 20,984,087</u>	Total Intergovernmental Revenues	<u>\$ 20,552,220</u>	<u>\$ 20,552,220</u>	<u>\$ 20,552,220</u>

(Continued)

GENERAL FUND REVENUES
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31		FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				<u>LICENSES AND PERMITS:</u>			
\$ 2,313,142	\$ 994,122	\$ 1,500,000	\$ 1,500,000	Building Permits	\$ 1,800,000	\$ 1,800,000	\$ 1,800,000
570,522	275,327	550,000	550,000	Electrical Permits	550,000	550,000	550,000
271,905	203,301	250,000	250,000	Plumbing Permits	250,000	250,000	250,000
313,934	202,482	300,000	300,000	Mechanical Permits	325,000	325,000	325,000
176,228	93,411	170,000	170,000	Zoning Permits and Fees	180,000	180,000	180,000
19,364	22,247	15,000	15,000	Sidewalk Permits	20,000	20,000	20,000
23,652	5,608	25,000	25,000	Animal Licenses	25,000	25,000	25,000
295,569	196,115	280,000	280,000	Plan Review Fees	280,000	280,000	280,000
974,940	465,574	815,000	815,000	Other Permits and Licenses	975,000	975,000	975,000
<u>\$ 4,959,256</u>	<u>\$ 2,458,187</u>	<u>\$ 3,905,000</u>	<u>\$ 3,905,000</u>	Total Licenses and Permits	<u>\$ 4,405,000</u>	<u>\$ 4,405,000</u>	<u>\$ 4,405,000</u>
				<u>CHARGES FOR SERVICES:</u>			
\$ 71,086	\$ 22,796	\$ 80,000	\$ 80,000	Engineering & Inspection Fees	\$ 80,000	\$ 80,000	\$ 80,000
188,100	79,350	180,000	180,000	Abandoned Auto Administrative Towing Fee	180,000	180,000	180,000
57,150	31,425	70,000	70,000	Foreclosure Fee	70,000	70,000	70,000
138,940	51,720	130,000	130,000	Clerk's Services	130,000	130,000	130,000
134,402	34,380	175,000	175,000	Weed Cutting	175,000	175,000	175,000
34,985	18,824	40,000	40,000	Board of Appeals	40,000	40,000	40,000
268,813	76,585	250,000	250,000	Police Services & Auctions	250,000	250,000	250,000
23,861	3,534	15,000	15,000	Fire Services	15,000	15,000	15,000
3,431,476	1,952,056	3,100,000	3,100,000	EMS Services	3,800,000	3,800,000	3,800,000
28,200	30,030	30,000	30,000	Planning Commission	30,000	30,000	30,000
51,813	34,000	45,000	45,000	Site Plan Fees	45,000	45,000	45,000
86,088	40,245	80,000	80,000	Community Development Administration	80,000	80,000	80,000
103,049	21,166	90,000	90,000	Block Grant Reimbursement	90,000	90,000	90,000
1,500	1,000	1,500	1,500	IFT Exemption Processing Fees	1,500	1,500	1,500
368,566	88,560	250,000	250,000	Miscellaneous	250,000	250,000	250,000
<u>\$ 4,988,029</u>	<u>\$ 2,485,671</u>	<u>\$ 4,536,500</u>	<u>\$ 4,536,500</u>	Total Charges for Services	<u>\$ 5,236,500</u>	<u>\$ 5,236,500</u>	<u>\$ 5,236,500</u>
				<u>FINES & FORFEITURES</u>			
\$ 4,516,277	\$ 1,788,147	\$ 4,500,000	\$ 4,500,000	37th District Court Fines & Fees	\$ 4,500,000	\$ 4,500,000	\$ 4,500,000
236,240	70,381	250,000	250,000	Probation Fees	250,000	250,000	250,000
214,405	66,158	150,000	150,000	Property Maintenance Fines	150,000	150,000	150,000
73,498	31,925	50,000	50,000	Drug Court Revenue	50,000	50,000	50,000
<u>\$ 5,040,420</u>	<u>\$ 1,956,611</u>	<u>\$ 4,950,000</u>	<u>\$ 4,950,000</u>	Total Fines & Forfeitures	<u>\$ 4,950,000</u>	<u>\$ 4,950,000</u>	<u>\$ 4,950,000</u>

(Continued)

GENERAL FUND REVENUES
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31		FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				MISCELLANEOUS REVENUES:			
				Michigan Transportation Funds:			
\$ 1,356,008	\$ 558,350	\$ 1,325,000	\$ 1,325,000	Equipment Rentals	\$ 1,325,000	\$ 1,325,000	\$ 1,325,000
880,112	467,300	934,600	934,600	Administrative Expense	962,600	962,600	962,600
5,000	5,000	5,000	5,000	Salt Dome Rental	5,000	5,000	5,000
-				Administrative Expense:			
2,315,900	1,255,500	2,511,000	2,511,000	Water & Sewer System	2,711,901	2,711,901	2,711,901
168,500	86,750	173,500	173,500	Senior Citizen Housing	178,600	178,600	178,600
239,300	123,200	246,400	246,400	Library	253,700	253,700	253,700
124,200	63,950	127,900	127,900	Recreation	131,700	131,700	131,700
80,500	41,450	82,900	82,900	Rental Ordinance	85,300	85,300	85,300
395,000	203,400	406,800	406,800	Communications	419,000	419,000	350,000
372,600	191,850	383,700	383,700	Downtown Development Authority	395,200	395,200	395,200
256,600	132,100	264,200	264,200	2011 Local Street Road Repair Fund	272,100	272,100	272,100
-				Fleet Maintenance Expense			
554,646	273,321	546,642	546,642	Sanitation	580,961	580,961	580,961
212,112	108,611	217,221	217,221	Water & Sewer System	217,867	217,867	217,867
447,998	264,094	900,000	900,000	Sale of Property/Equipment	900,000	900,000	900,000
-	-	-	-	Insurance Proceeds	-	-	-
12,301	-	5,000	5,000	Donations	5,000	5,000	5,000
263,612	-	250,000	250,000	Medicare Part D Reimbursement	250,000	250,000	250,000
23,437	10,762	35,000	35,000	Telecom Leases	35,000	35,000	35,000
250,000	250,000	250,000	250,000	Court Building Rental	250,000	250,000	250,000
<u>\$ 7,957,826</u>	<u>\$ 4,035,638</u>	<u>\$ 8,664,863</u>	<u>\$ 8,664,863</u>	Total Miscellaneous Revenue	<u>\$ 8,978,929</u>	<u>\$ 8,978,929</u>	<u>\$ 8,909,929</u>
<u>\$ 1,091,029</u>	<u>\$ 282,688</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	INTEREST ON INVESTMENTS:	<u>\$ 800,000</u>	<u>\$ 800,000</u>	<u>\$ 800,000</u>
				OTHER FINANCING SOURCES:			
\$ 459,364	\$ -	\$ -	\$ -	Lease Purchase Proceeds	\$ -	\$ -	\$ -
-	-	10,021,141	10,021,141	Fund Balance Appropriated	11,317,320	3,482,580	2,678,483
<u>\$ 459,364</u>	<u>\$ -</u>	<u>\$ 10,021,141</u>	<u>\$ 10,021,141</u>	Total Other Financing Sources	<u>\$ 11,317,320</u>	<u>\$ 3,482,580</u>	<u>\$ 2,678,483</u>
<u>\$ 119,025,223</u>	<u>\$ 55,594,726</u>	<u>\$ 122,601,959</u>	<u>\$ 122,601,959</u>	TOTAL GENERAL FUND REVENUES	<u>\$ 128,814,039</u>	<u>\$ 120,979,299</u>	<u>\$ 120,106,202</u>

Fiscal 2021 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	\$ 3,453,836,000	8.5421	\$ 29,503,012
<u>Special Levies:</u>			
Police & Fire Pension	3,453,836,000	4.9848	17,216,682
Police & Fire Operating	3,453,836,000	4.7953	16,562,180
Emergency Medical Service	3,453,836,000	0.2843	981,926
Police	3,453,836,000	0.9531	3,291,851
Fire	3,453,836,000	0.9531	3,291,851
Total General Fund Operating Levy		<u>20.5127</u>	<u>\$ 70,847,502</u>
<u>Special Revenue:</u>			
Library (Charter)	3,453,836,000	0.4743	1,638,154
Library (Voted)	3,453,836,000	0.6014	2,077,137
Sanitation	3,453,836,000	2.5550	8,824,551
Parks & Recreation	3,453,836,000	0.9488	3,277,000
2011 Local Street Repair & Maintenance	3,453,836,000	2.0549	7,097,288
Total Special Revenue Fund Levy		<u>6.6344</u>	<u>\$ 22,914,130</u>
Total Levy		<u>27.1471</u>	<u>\$ 93,761,631</u>

Fiscal 2021 General Fund Revenues

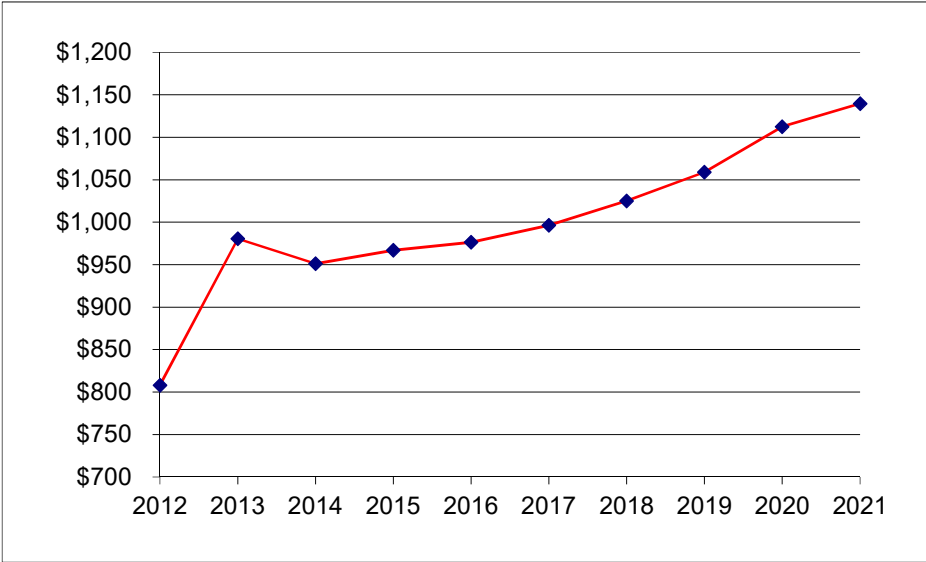
INDUSTRIAL FACILITY TAXES:

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 Taxable Value	Tax Rate	Levy
<u>General Fund:</u>			
Charter Millage	\$ 28,623,000	4.2711	\$ 122,251
<u>Special Levies:</u>			
Police & Fire Pension	28,623,000	2.4924	71,340
Police & Fire Operating	28,623,000	2.3977	68,628
Emergency Medical Service	28,623,000	0.1422	4,069
Police	28,623,000	0.4766	13,640
Fire	28,623,000	0.4766	13,640
Total General Fund Operating Levy		<u>10.2564</u>	<u>\$ 293,568</u>
<u>Special Revenue:</u>			
Library (Charter)	28,623,000	0.2372	6,788
Library (Voted)	28,623,000	0.3007	8,607
Sanitation	28,623,000	1.2775	36,566
Parks & Recreation	28,623,000	0.4744	13,579
2011 Local Street Repair & Maintenance	28,623,000	1.0275	29,409
Total Special Revenue Fund Levy		<u>3.3172</u>	<u>\$ 94,948</u>
Total Levy		<u>13.5736</u>	<u>\$ 388,516</u>

Average Residential City Tax Ten Fiscal Years

	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>	Fiscal <u>2019</u>	Fiscal <u>2020</u>	Fiscal <u>2021</u>
Charter Millage	8.7724	8.7724	8.7724	8.7724	8.7285	8.7285	8.7101	8.6709	8.6249	8.5421
Police & Fire Pension	2.8248	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848
Emergency Medical Service	0.2923	0.2923	0.2923	0.2923	0.2908	0.2908	0.2901	0.2887	0.2871	0.2843
Police Operating	0.9746	0.9746	0.9746	0.9746	0.9697	0.9697	0.9676	0.9632	0.9624	0.9531
Fire Operating	0.9746	0.9746	0.9746	0.9746	0.9697	0.9697	0.9676	0.9632	0.9624	0.9531
Police & Fire Operating (Voted)	-	4.9000	4.9000	4.9000	4.8755	4.8755	4.8897	4.8676	4.8418	4.7953
Library (Charter)	0.4873	0.4873	0.4873	0.4873	0.4848	0.4848	0.4837	0.4815	0.4789	0.4743
Library (Voted)	0.8500	0.8500	0.8500	0.8500	0.8457	0.8457	0.8439	0.8401	0.8356	0.6014
Sanitation	1.6418	2.5550	2.5550	2.5550	2.5550	2.5550	2.5550	2.5550	2.5550	2.5550
Parks & Recreation	0.9746	0.9746	0.9746	0.9746	0.9697	0.9697	0.9676	0.9632	0.9580	0.9488
2011 Local Street Repairs (Voted)	<u>2.1000</u>	<u>2.1000</u>	<u>2.1000</u>	<u>2.1000</u>	<u>2.0895</u>	<u>2.1000</u>	<u>2.0955</u>	<u>2.0860</u>	<u>2.0749</u>	<u>2.0549</u>
Total	19.8924	27.8656	27.8656	27.8656	27.7637	27.7742	27.7556	27.6642	27.5658	27.1471
Average Residential Taxable Value	\$40,624	\$35,185	\$34,134	\$34,700	\$35,168	\$ 35,867	\$ 36,923	\$ 38,279	\$ 40,350	\$ 41,980
Average Residential City Taxes	\$808.11	\$980.45	\$951.16	\$966.94	\$976.39	\$ 996.18	\$ 1,024.82	\$1,058.96	\$1,112.28	\$1,139.64

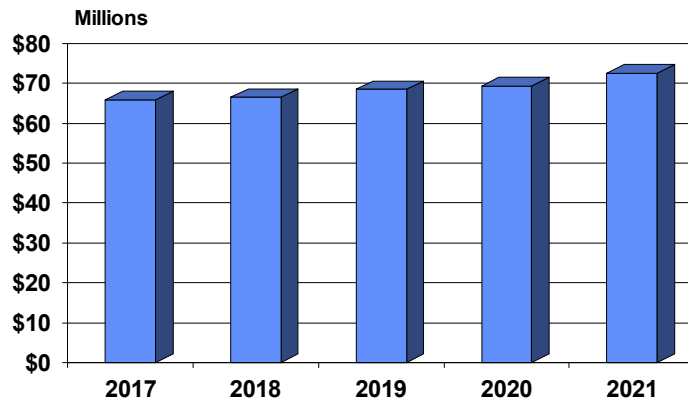


Fiscal 2021 General Fund Revenues

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.

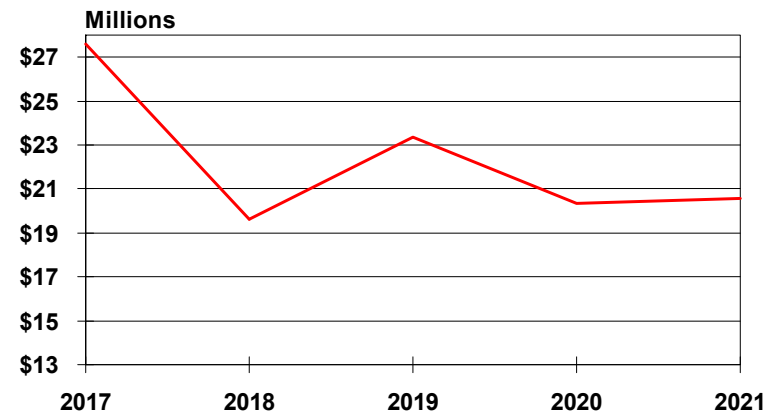
In the Fiscal 2021 Budget, operating city tax revenue represents 60.4% of total revenue sources, an increase of \$3,333,702 or approximately 4.8% more than the Fiscal 2020 Budget. The increase is the result of a slight rise in property values.

The Total General Fund Operating Levy for the 2021 Fiscal Year is 20.5127 mills per \$1,000 of taxable value. The mills decreased slightly from the prior year due to the Headlee reduction factor. The operating millage rate continues to be below the 21.1444 millage rate limit established by City Charter and at the 20.5127 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



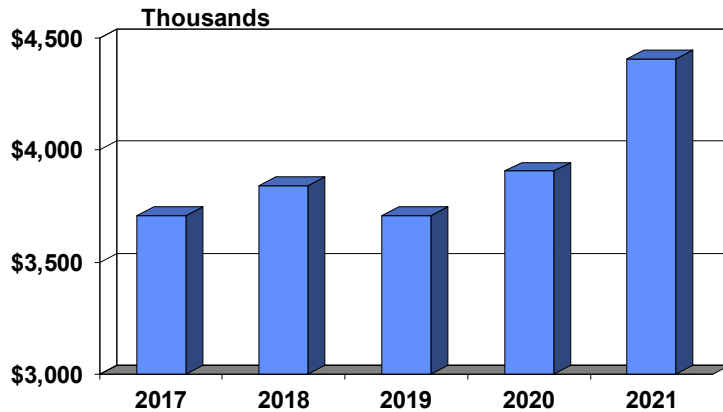
In Fiscal 2021, Intergovernmental Revenues represent 17.1% of total revenue sources. Intergovernmental revenues decreased from Fiscal 2020 since an estimated decrease in Reimbursement for Personal Property Loss of \$3,500,000 from the State of Michigan.

Fiscal 2021 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

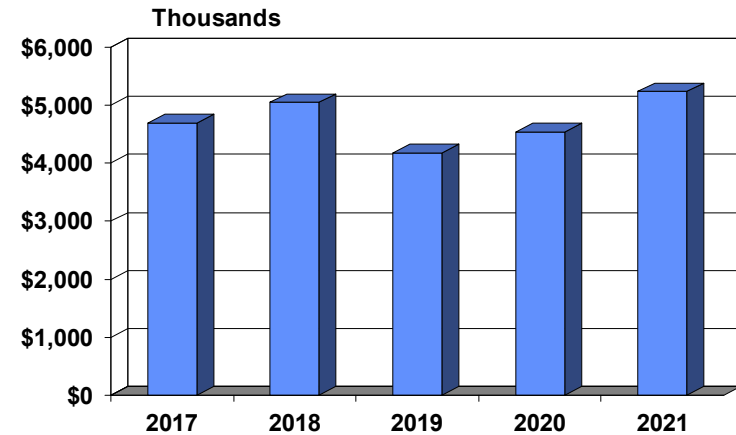


In the Fiscal 2021 Budget, License and Permit revenues represent 3.7% of total revenue sources, an increase of \$500,000 or 12.8% more than the Fiscal 2020 Budget. This is due to an anticipated increase in building activity throughout the city.

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 EMS services, Engineering & Inspection Fees, City Clerk services, and reimbursements for Police services.

Charges for Services



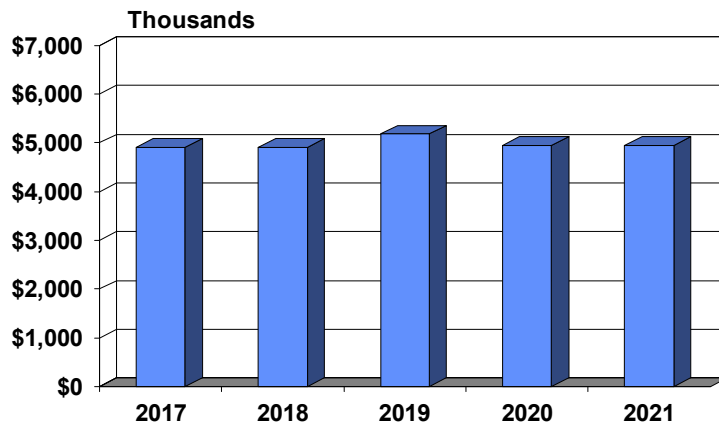
In the Fiscal 2021 Budget, revenues from Charges for Services represent 4.4% of total revenue sources, a \$700,000 increase or 15.4% more than the Fiscal 2020 Budget. This is due mainly to an expected increase in EMS services as well as an increase in revenues from auctions and abandoned vehicle charges.

Fiscal 2021 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

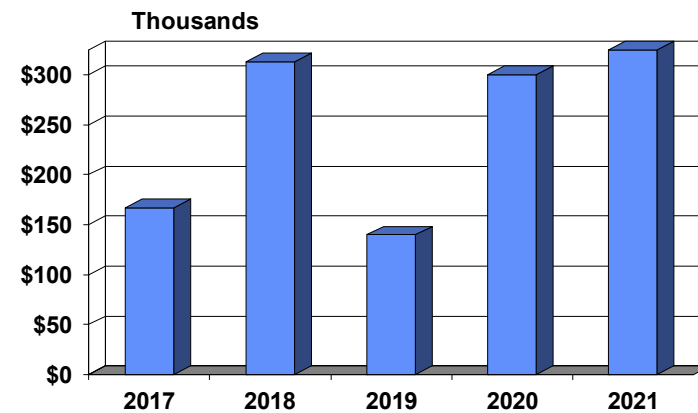


In the Fiscal 2021 Budget, Fines & Forfeiture revenues represent 4.1% of total revenue sources. No significant change is anticipated for the Fiscal 2021 Budget as compared to the Fiscal 2020 Budget.

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

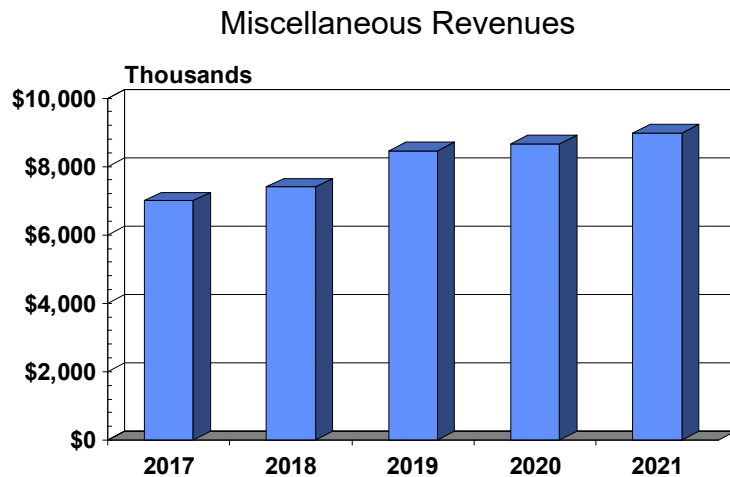


In the Fiscal 2021 Budget, Investment Income revenues represent 0.7% of total revenue sources.

Fiscal 2021 General Fund Revenues

Miscellaneous Revenues

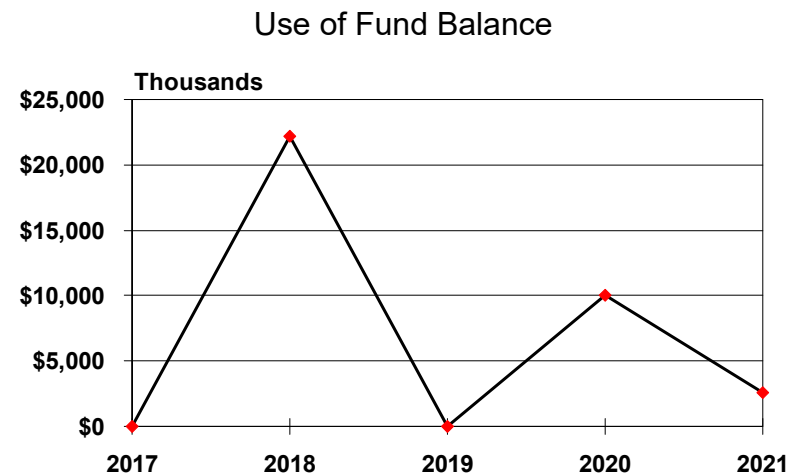
The revenue source of Miscellaneous Revenue includes revenues that cannot be easily classified in other revenue areas. Included in this revenue area are Rental Income and Administrative Costs from different sources, and Sale of Equipment.



In the Fiscal 2021 Budget, Miscellaneous Revenues represent 7.4% of total revenue sources, and increased by \$245,066 or 2.8% more than the Fiscal 2020 Budget. This increase is a result of an increase in inter-governmental charges for administrative services provided with General Fund resources.

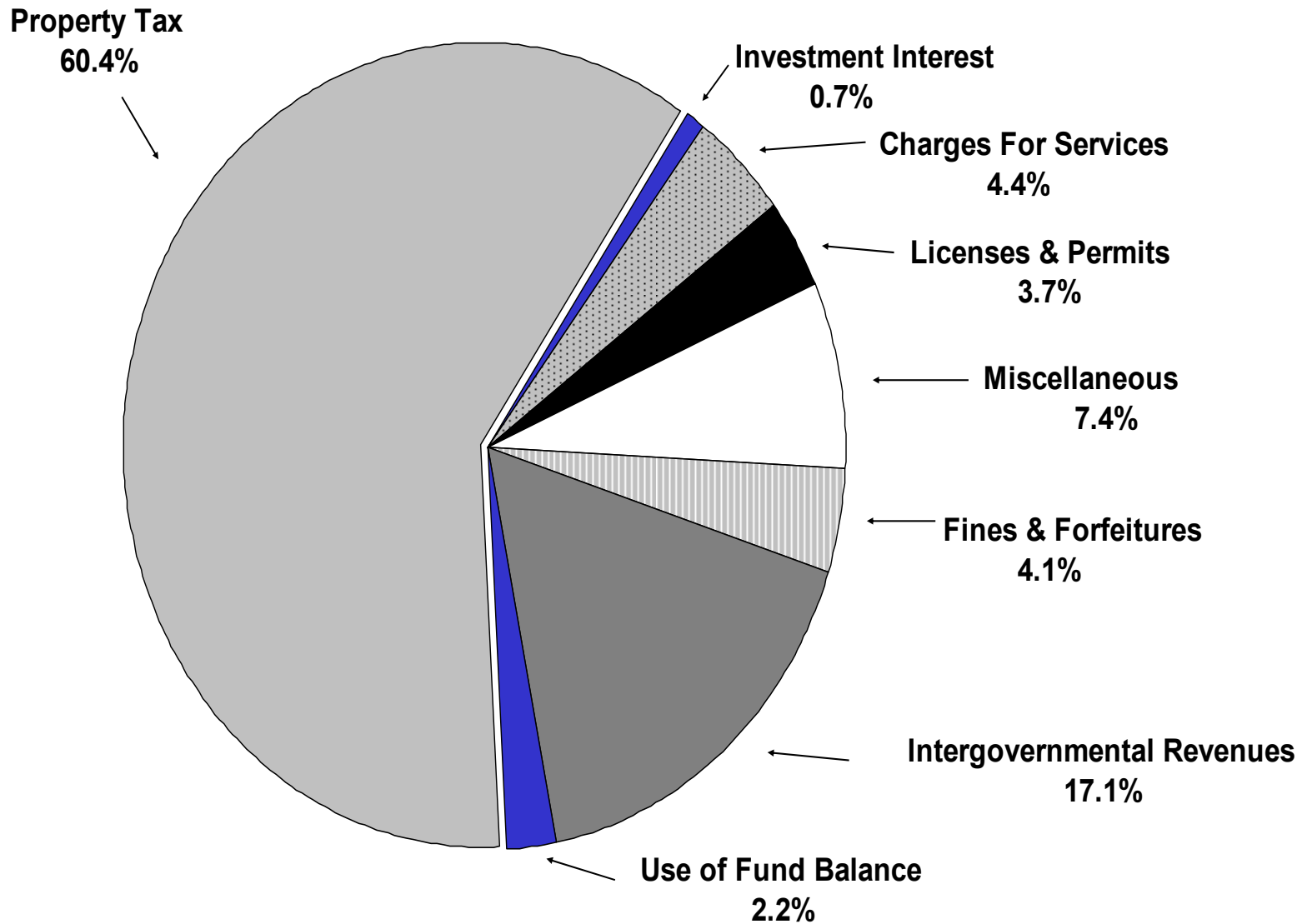
Use of Fund Balance

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 2021 Budget, Use of Fund Balance represents 2.2% of total revenue sources, a decrease of \$1,196,439 or 11.9% less than the Fiscal 2020 Budget. Less funds are needed as a result of reducing employee fringe benefit expenses, mainly for retiree health insurance.

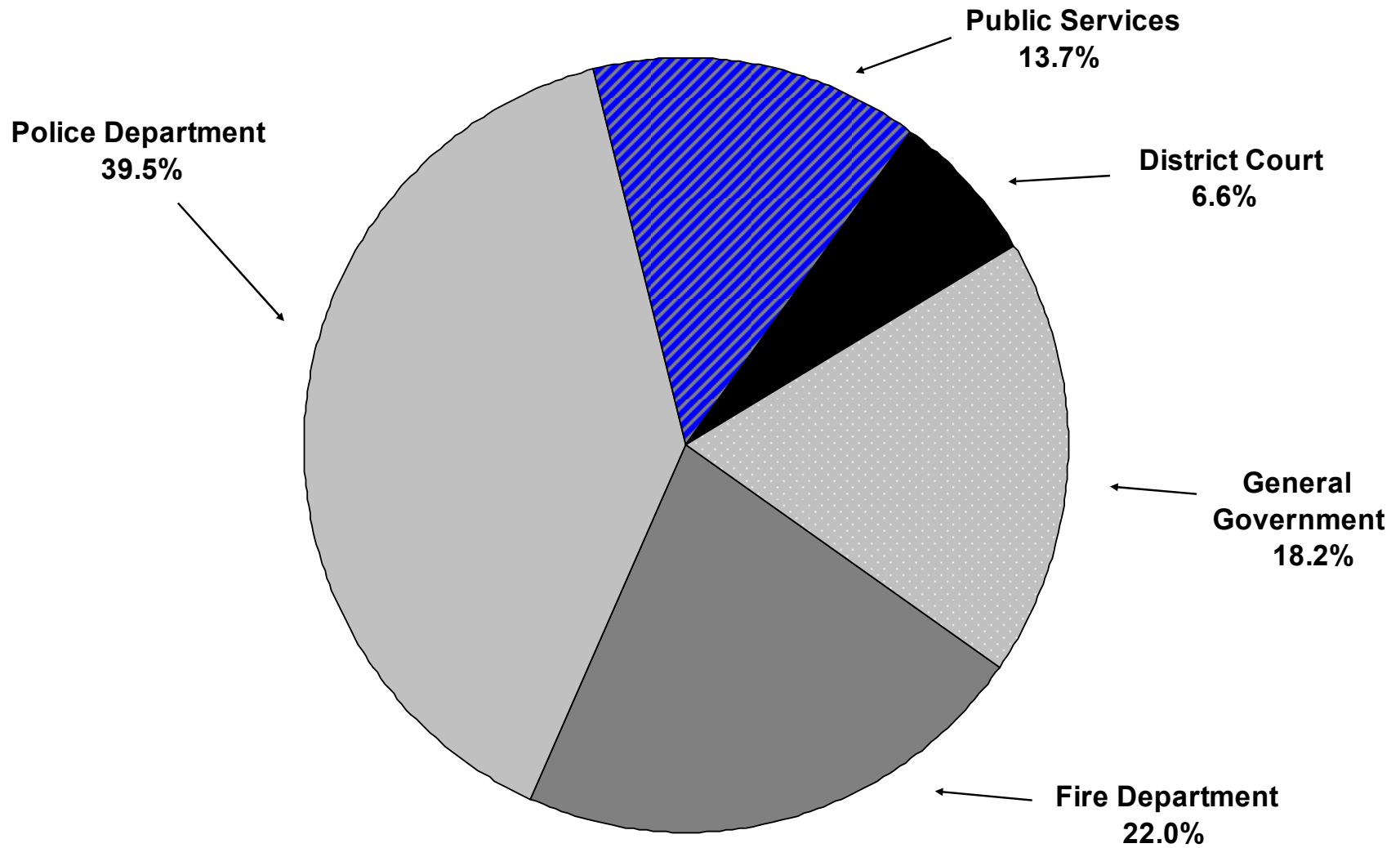
FISCAL 2021 GENERAL FUND REVENUES



GENERAL FUND REVENUES

Fiscal 2020 Amended Budget		Description	Fiscal 2021 Council Adopted Budget	
Percentage	Amount		Amount	Percentage
56.6%	\$ 69,240,368	Property Tax	\$ 72,574,070	60.4%
17.1%	20,984,087	Intergovernmental	20,552,220	17.1%
3.2%	3,905,000	Licenses and Permits	4,405,000	3.7%
4.0%	4,950,000	Fines and Forfeitures	4,950,000	4.1%
0.2%	300,000	Interest on Investments	800,000	0.7%
3.7%	4,536,500	Charges for Services	5,236,500	4.4%
7.1%	8,664,863	Miscellaneous	8,909,929	7.4%
<u>8.1%</u>	<u>10,021,141</u>	Fund Balance Appropriated	<u>2,678,483</u>	<u>2.2%</u>
<u>100.0%</u>	<u>\$ 122,601,959</u>	Total Revenues	<u>\$ 120,106,202</u>	<u>100.0%</u>

FISCAL 2021 GENERAL FUND EXPENDITURES



GENERAL FUND APPROPRIATIONS

Fiscal 2020 Amended Budget		<u>Description</u>	Fiscal 2021 Council Adopted Budget	
<u>Percentage</u>	<u>Amount</u>		<u>Amount</u>	<u>Percentage</u>
20.2%	\$ 24,843,127	General Government	\$ 21,124,695	17.6%
6.8%	8,353,094	District Court	7,971,344	6.6%
21.2%	26,006,203	Fire Department	26,480,895	22.0%
37.2%	45,586,228	Police Department	47,282,114	39.5%
11.3%	13,898,391	Public Service	13,785,236	11.5%
2.6%	3,200,000	Street Lighting	2,700,000	2.2%
<u>0.6%</u>	<u>714,916</u>	Planning	<u>761,918</u>	<u>0.6%</u>
<u>100.0%</u>	<u>\$ 122,601,959</u>	Total Appropriations	<u>\$ 120,106,202</u>	<u>100.0%</u>

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

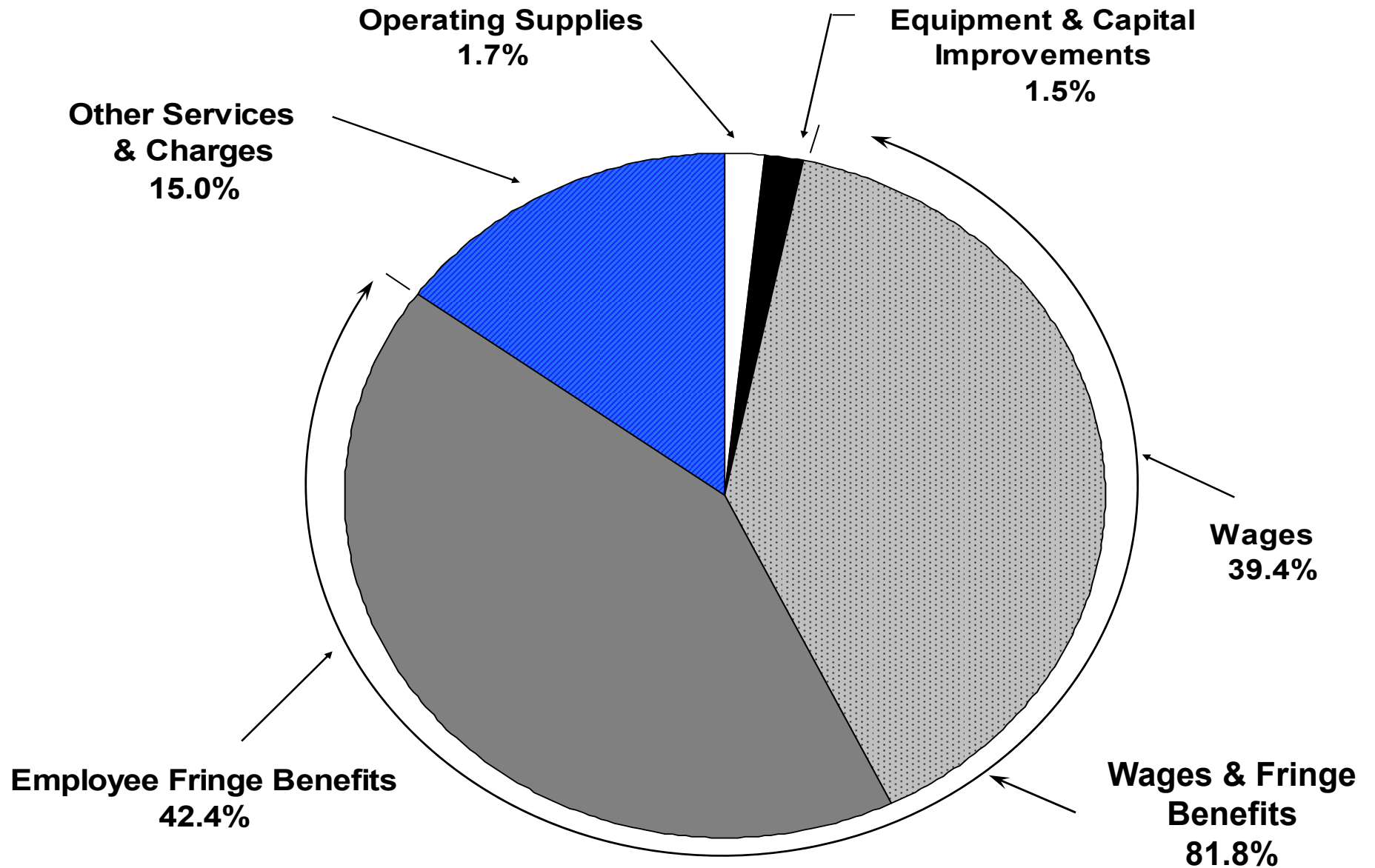
FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31		FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				<u>GENERAL GOVERNMENT:</u>			
\$ 1,048,529	\$ 523,543	\$ 1,427,565	\$ 1,501,921	Council	\$ 1,179,749	\$ 1,179,749	\$ 1,453,329
7,321,178	3,495,978	8,353,094	8,353,094	District Court	8,008,132	8,008,132	7,971,344
472,847	236,958	515,188	723,392	Mayor	748,951	748,951	642,229
1,174,555	705,038	1,654,410	1,654,410	Clerk	1,927,624	1,927,624	1,985,424
1,296,527	664,095	1,317,829	1,400,208	Treasurer	1,441,636	1,441,636	1,434,264
1,690,463	744,732	1,730,500	1,788,795	Controller	1,757,122	1,757,122	1,754,169
712,610	395,335	744,735	744,735	Information Systems	786,692	786,692	786,692
1,396,256	691,687	1,605,802	1,614,252	Legal	1,632,140	1,632,140	1,629,057
2,034,965	776,509	2,251,633	2,266,433	Assessing	2,245,147	2,215,147	2,212,303
1,199,086	556,354	1,638,442	1,638,442	Human Resources	1,588,004	1,588,004	1,636,811
1,409,174	642,989	1,543,313	1,693,503	Property Maintenance Inspection	1,692,609	1,686,609	1,811,538
191,198	75,183	269,886	269,886	Community and Economic Development	373,730	373,730	377,895
5,380,270	5,853,840	9,355,006	9,355,006	Administration Unallocated Expense	5,907,515	5,907,515	5,168,815
				<u>Commissions:</u>			
8,994	5,867	17,700	17,700	Police & Fire Civil Service	18,700	18,700	18,700
14,577	5,901	22,005	22,005	Zoning Board of Appeals	22,005	22,005	22,005
28,831	15,198	49,151	49,151	Beautification	49,151	49,151	51,951
26,520	23,104	29,100	29,100	Cultural	26,600	26,600	26,600
12,563	5,495	13,800	13,800	Crime	14,800	14,800	14,800
9,118	2,185	19,338	20,938	Historical	17,563	17,563	17,563
-	-	-	-	Employees Retirement Commission	-	-	-
-	-	-	-	Police & Fire Retirement Commission	-	-	-
3,144	349	3,500	3,500	Council of Commissions	3,950	3,950	3,950
8,233	2,042	18,150	18,150	Village Historical	33,800	33,800	51,100
9,596	5,292	16,000	16,000	Animal Welfare	16,000	16,000	23,500
1,471	1,257	1,800	1,800	Senior Health Care Services	2,000	2,000	2,000
<u>\$ 25,450,705</u>	<u>\$ 15,428,931</u>	<u>\$ 32,597,947</u>	<u>\$ 33,196,221</u>	Total General Government	<u>\$ 29,493,620</u>	<u>\$ 29,457,620</u>	<u>\$ 29,096,039</u>
				<u>PUBLIC SAFETY:</u>			
\$ 23,934,518	\$ 10,950,277	\$ 26,006,203	\$ 26,006,203	Fire Department	\$ 30,331,949	\$ 26,484,172	\$ 26,480,895
42,793,320	20,515,332	44,862,860	44,862,860	Police Department	48,643,040	46,881,206	46,513,203
363,339	182,962	493,160	493,160	Animal Control	522,719	522,719	522,719
224,170	107,133	230,208	230,208	Civil Defense	246,192	246,192	246,192
<u>\$ 67,315,347</u>	<u>\$ 31,755,704</u>	<u>\$ 71,592,431</u>	<u>\$ 71,592,431</u>	Total Public Safety	<u>\$ 79,743,900</u>	<u>\$ 74,134,289</u>	<u>\$ 73,763,009</u>

(Continued)

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31		FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				<u>PUBLIC SERVICES:</u>			
\$ 382,734	\$ 223,447	\$ 505,262	\$ 505,262	Director	\$ 519,505	\$ 519,505	\$ 514,681
1,316,414	684,694	1,755,190	1,755,190	Engineering and Inspection	1,581,739	1,549,739	1,549,739
3,303,654	1,465,499	3,733,436	3,733,436	Building Inspections	3,762,228	3,762,228	3,633,777
5,490,037	1,935,759	5,553,692	5,553,692	DPW Garage	7,673,490	5,621,490	5,619,278
2,138,134	957,170	2,350,811	2,350,811	Building Maintenance	2,482,925	2,469,925	2,467,761
<u>2,907,053</u>	<u>1,568,649</u>	<u>3,200,000</u>	<u>3,200,000</u>	Street Lighting	<u>2,700,000</u>	<u>2,700,000</u>	<u>2,700,000</u>
<u>\$ 15,538,026</u>	<u>\$ 6,835,218</u>	<u>\$ 17,098,391</u>	<u>\$ 17,098,391</u>	Total Public Services	<u>\$ 18,719,887</u>	<u>\$ 16,622,887</u>	<u>\$ 16,485,236</u>
<u>\$ 578,772</u>	<u>\$ 299,285</u>	<u>\$ 714,916</u>	<u>\$ 714,916</u>	<u>PLANNING:</u>	<u>\$ 856,632</u>	<u>\$ 764,503</u>	<u>\$ 761,918</u>
<u>\$ 108,882,850</u>	<u>\$ 54,319,138</u>	<u>\$ 122,003,685</u>	<u>\$ 122,601,959</u>	TOTAL GENERAL FUND	<u>\$ 128,814,039</u>	<u>\$ 120,979,299</u>	<u>\$ 120,106,202</u>

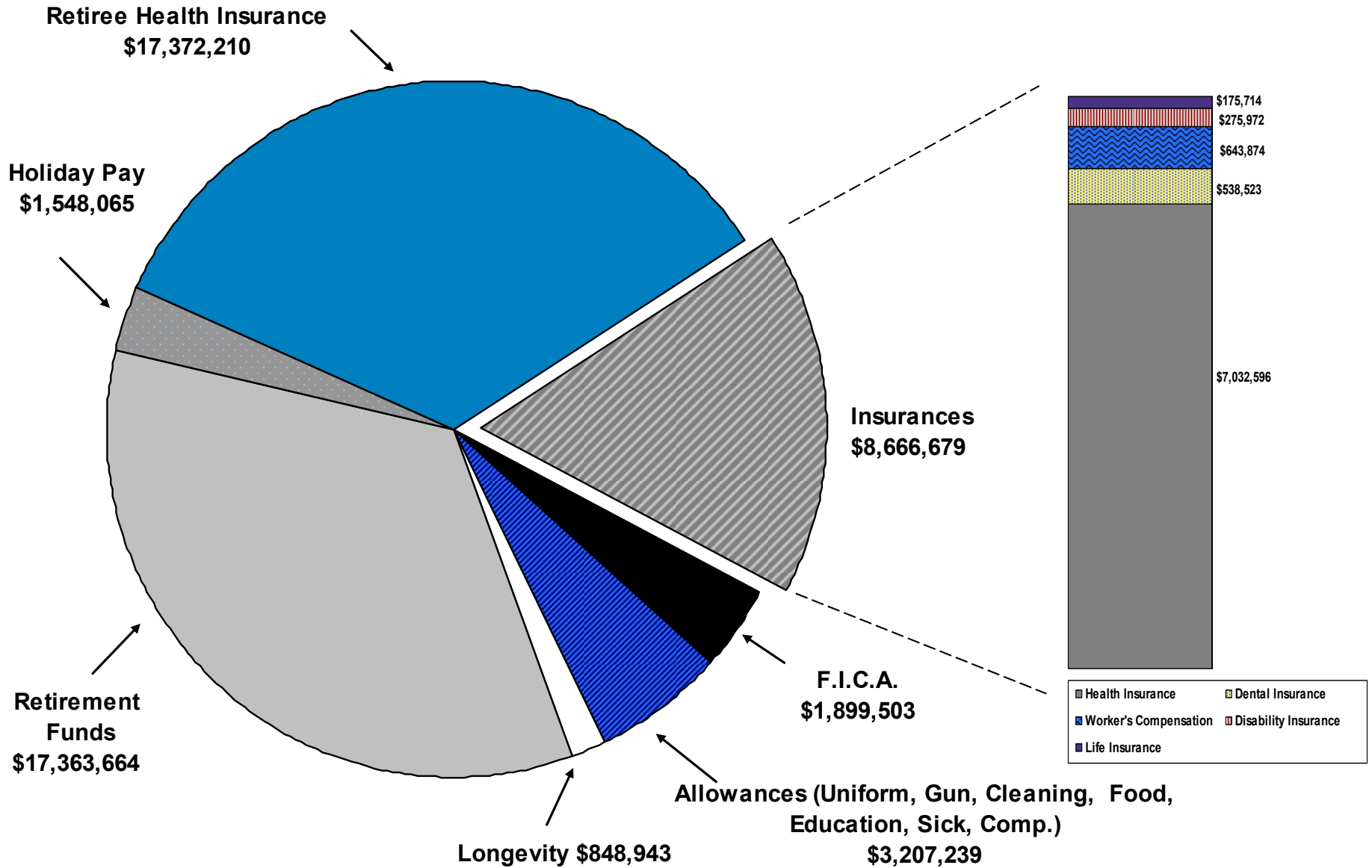
GENERAL FUND BY TYPE OF EXPENDITURE FISCAL 2021



FISCAL 2021
GENERAL FUND BUDGET DATA

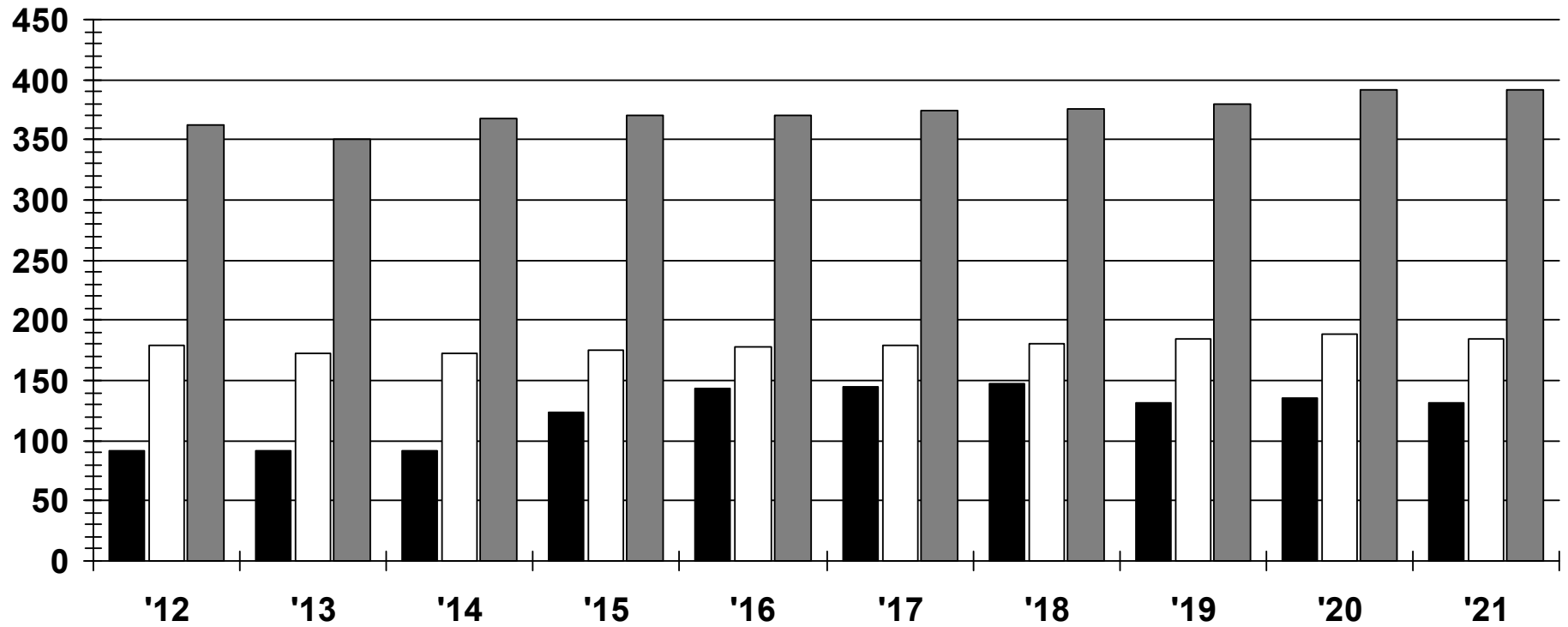
<u>Department</u>	Fiscal 2021 Council Adopted Budget	Personnel Services	Employee Benefits	Supplies	Other Services & Charges	Capital Equipment & Improvements
Council	\$ 1,453,329	\$ 504,841	\$ 550,836	\$ 13,200	\$ 384,452	\$ -
District Court	7,971,344	3,059,733	3,364,611	91,800	1,455,200	-
Mayor	642,229	402,241	207,488	10,000	22,500	-
Clerk	1,985,424	641,605	455,136	21,000	831,267	36,416
Treasurer	1,434,264	661,756	635,508	13,000	124,000	-
Controller	1,754,169	994,527	724,642	17,000	18,000	-
Information Systems	786,692	358,657	281,160	3,500	138,375	5,000
Legal	1,629,057	917,724	656,933	7,000	47,400	-
Assessing	2,212,303	993,542	1,009,511	14,000	195,250	-
Human Resources	1,636,811	724,116	593,195	9,000	310,500	-
Property Maintenance Inspection	1,811,538	856,985	252,503	35,000	658,050	9,000
Community & Economic Development	377,895	174,781	72,414	500	130,200	-
Unallocated Expense	5,168,815	-	305,000	-	4,863,815	-
Commissions (12)	232,169	21,800	701	21,985	170,683	17,000
TOTAL GENERAL GOVERNMENT	\$ 29,096,039	\$ 10,312,308	\$ 9,109,638	\$ 256,985	\$ 9,349,692	\$ 67,416
Fire Department	\$ 26,480,895	\$ 11,026,979	\$ 12,927,822	\$ 803,200	\$ 1,290,144	\$ 432,750
Police Department	46,513,203	20,448,057	23,826,872	460,000	1,318,241	460,033
Animal Control	522,719	178,621	241,598	4,500	98,000	-
Civil Defense	246,192	103,604	124,888	1,500	16,200	-
TOTAL PUBLIC SAFETY	\$ 73,763,009	\$ 31,757,261	\$ 37,121,180	\$ 1,269,200	\$ 2,722,585	\$ 892,783
Director	\$ 514,681	\$ 325,757	\$ 182,909	\$ 3,000	\$ 3,015	\$ -
Engineering and Inspections	1,549,739	615,469	509,436	19,000	330,934	74,900
Building Inspections	3,633,777	1,819,810	1,566,057	34,000	167,410	46,500
DPW Garage	5,619,278	1,122,432	1,024,223	366,000	2,336,623	770,000
Building Maintenance	2,467,761	882,072	1,111,639	68,000	406,050	-
Street Lighting	2,700,000	-	-	-	2,700,000	-
TOTAL PUBLIC SERVICE	\$ 16,485,236	\$ 4,765,540	\$ 4,394,264	\$ 490,000	\$ 5,944,032	\$ 891,400
Planning	\$ 761,918	\$ 413,942	\$ 281,221	\$ 14,860	\$ 51,895	\$ -
TOTAL GENERAL FUND	\$ 120,106,202	\$ 47,249,051	\$ 50,906,303	\$ 2,031,045	\$ 18,068,204	\$ 1,851,599
PERCENTAGES	<u>100.0%</u>	<u>39.4%</u>	<u>42.4%</u>	<u>1.7%</u>	<u>15.0%</u>	<u>1.5%</u>

TOTAL GENERAL FUND FRINGE BENEFITS FISCAL YEAR 2021 \$50,906,303



FULL TIME POSITIONS CHART FISCAL 2012 - 2021

TOTAL	632	613	632	669	692	698	704	696	715	708
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AUTHORIZED FULL-TIME POSITIONS FY 2017 to FY 2021

	Council Adopted <u>Fiscal 2017</u>	Council Adopted <u>Fiscal 2018</u>	Council Adopted <u>Fiscal 2019</u>	Council Adopted <u>Fiscal 2020</u>	Council Adopted <u>Fiscal 2021</u>
<u>GENERAL FUND:</u>					
Council	11	11	11	11	11
District Court	49	49	50	50	50
Mayor	6	6	6	6	5
Clerk	7	7	7	8	8
Treasurer	9	9	9	9	9
Controller	11	12	12	12	11
Information Systems	4	4	4	4	4
Legal	10	10	10	10	10
Assessing	12	12	13	13	12
Human Resources	9	9	9	10	9
Property Maintenance Inspection	1	2	4	5	5
Community and Economic Development	2	2	2	2	2
Commissions (12)	4	4	4	4	4
TOTAL GENERAL GOVERNMENT	<u>135</u>	<u>137</u>	<u>141</u>	<u>144</u>	<u>140</u>
Fire Department	132	132	133	134	134
Police Department	239	240	243	253	253
Animal Control	2	3	3	3	3
Civil Defense	1	1	1	1	1
TOTAL PUBLIC SAFETY	<u>374</u>	<u>376</u>	<u>380</u>	<u>391</u>	<u>391</u>
Director	3	4	4	4	4
Engineering and Inspections	5	5	5	6	6
Building Inspections	22	22	22	24	22
DPW Garage	14	14	14	14	13
Building Maintenance	17	17	17	17	17
TOTAL PUBLIC SERVICE	<u>61</u>	<u>62</u>	<u>62</u>	<u>65</u>	<u>62</u>
Planning	4	4	4	4	5
TOTAL GENERAL FUND	<u>574</u>	<u>579</u>	<u>587</u>	<u>604</u>	<u>598</u>
<u>SPECIAL REVENUE FUNDS:</u>					
Michigan Transportation	26	26	26	26	26
Library	24	24	24	24	23
Recreation	9	9	9	9	9
Communications	5	5	5	6	6
Sanitation	53	54	38	38	38
Rental Ordinance	5	5	5	6	6
Downtown Development Authority	2	2	2	2	2
TOTAL SPECIAL REVENUE FUNDS	<u>124</u>	<u>125</u>	<u>109</u>	<u>111</u>	<u>110</u>
GRAND TOTAL	<u>698</u>	<u>704</u>	<u>696</u>	<u>715</u>	<u>708</u>

GENERAL FUND AND SPECIAL REVENUE FUNDS BUDGET COMPARISON
FISCAL 2020 AMENDED BUDGET vs FISCAL 2021 COUNCIL ADOPTED BUDGET

	<u>DEPARTMENTAL MANPOWER</u>			<u>DEPARTMENTAL BUDGET</u>					
	<u>FULL TIME</u>			Fiscal 2020		Fiscal 2021		Departmental	
	Amended Budget	Council Adopted Budget	Increase (Decrease)	Amended Budget Amount	% of Budget	Council Adopted Amount	% of Budget	Increase (Decrease) Amount	% of Change
<u>GENERAL FUND:</u>									
Council	11	11	-	\$ 1,501,921	1.2%	\$ 1,453,329	1.2%	\$ (48,592)	(3.2)%
District Court	50	50	-	8,353,094	6.8%	7,971,344	6.6%	(381,750)	(4.6)%
Mayor	6	5	(1)	723,392	0.6%	642,229	0.5%	(81,163)	(11.2)%
Clerk	8	8	-	1,654,410	1.4%	1,985,424	1.7%	331,014	20.0%
Treasurer	9	9	-	1,400,208	1.1%	1,434,264	1.2%	34,056	2.4%
Controller	12	11	(1)	1,788,795	1.5%	1,754,169	1.5%	(34,626)	(1.9)%
Information Systems	4	4	-	744,735	0.6%	786,692	0.7%	41,957	5.6%
Legal	10	10	-	1,614,252	1.3%	1,629,057	1.4%	14,805	0.9%
Assessing	13	12	(1)	2,266,433	1.9%	2,212,303	1.8%	(54,130)	(2.4)%
Human Resources	10	9	(1)	1,638,442	1.3%	1,636,811	1.4%	(1,631)	(0.1)%
Property Maintenance Inspection	5	5	-	1,693,503	1.4%	1,811,538	1.5%	118,035	7.0%
Community and Economic Development	2	2	-	269,886	0.2%	377,895	0.3%	108,009	40.0%
Unallocated Expense	-	-	-	9,355,006	7.6%	5,168,815	4.3%	(4,186,191)	(44.7)%
Commissions (12)	4	4	-	192,144	0.2%	232,169	0.2%	40,025	20.8%
TOTAL GENERAL GOVERNMENT	144	140	(4)	\$ 33,196,221	27.1%	\$ 29,096,039	24.3%	\$ (4,100,182)	(12.4)%
Fire Department	134	134	-	\$ 26,006,203	21.2%	\$ 26,480,895	22.0%	\$ 474,692	1.8%
Police Department	253	253	-	44,862,860	36.6%	46,513,203	38.7%	1,650,343	3.7%
Animal Control	3	3	-	493,160	0.4%	522,719	0.4%	29,559	6.0%
Civil Defense	1	1	-	230,208	0.2%	246,192	0.2%	15,984	6.9%
TOTAL PUBLIC SAFETY	391	391	-	\$ 71,592,431	58.4%	\$ 73,763,009	61.3%	\$ 2,170,578	3.0%
Director	4	4	-	\$ 505,262	0.4%	\$ 514,681	0.4%	\$ 9,419	1.9%
Engineering and Inspections	6	6	-	1,755,190	1.4%	1,549,739	1.3%	(205,451)	(11.7)%
Building Inspections	24	22	(2)	3,733,436	3.0%	3,633,777	3.0%	(99,659)	(2.7)%
DPW Garage	14	13	(1)	5,553,692	4.6%	5,619,278	4.8%	65,586	1.2%
Building Maintenance	17	17	-	2,350,811	1.9%	2,467,761	2.1%	116,950	5.0%
Street Lighting	-	-	-	3,200,000	2.6%	2,700,000	2.2%	(500,000)	(15.6)%
TOTAL PUBLIC SERVICE	65	62	(3)	\$ 17,098,391	13.9%	\$ 16,485,236	13.8%	\$ (613,155)	(3.6)%
Planning	4	5	1	\$ 714,916	0.6%	\$ 761,918	0.6%	\$ 47,002	6.6%
TOTAL GENERAL FUND	604	598	(6)	122,601,959	100.0%	\$ 120,106,202	100.0%	\$ (2,495,757)	(2.0)%

(Continued)

GENERAL FUND AND SPECIAL REVENUE FUNDS BUDGET COMPARISON
FISCAL 2020 AMENDED BUDGET vs FISCAL 2021 COUNCIL ADOPTED BUDGET

	<u>DEPARTMENTAL MANPOWER</u>			<u>DEPARTMENTAL BUDGET</u>					
	<u>FULL TIME</u>			Fiscal 2020		Fiscal 2021		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	-	\$ 22,139,148	28.6%	\$ 21,418,042	33.8%	\$ (721,106)	(3.3)%
Library	24	23	(1)	5,318,358	6.9%	4,976,581	7.8%	(341,777)	(6.4)%
Recreation	9	9	-	9,253,666	11.9%	6,323,776	10.0%	(2,929,890)	(31.7)%
Communications	6	6	-	2,618,531	3.4%	2,377,352	3.7%	(241,179)	(9.2)%
Sanitation	38	38	-	9,748,716	12.6%	10,575,026	16.7%	826,310	8.5%
Rental Ordinance	6	6	-	947,383	1.2%	955,252	1.5%	7,869	0.8%
Vice Crime Confiscation	-	-	-	60,000	0.1%	60,000	0.1%	-	0.0%
Drug Forfeiture	-	-	-	1,493,373	1.9%	850,000	1.3%	(643,373)	(43.1)%
Act 302 Police Training	-	-	-	37,897	0.0%	38,000	0.1%	103	0.3%
Downtown Development Authority	2	2	-	8,465,553	10.9%	8,149,552	12.8%	(316,001)	(3.7)%
2011 Local Street Road Repair	-	-	-	15,999,081	20.6%	6,586,154	10.4%	(9,412,927)	(58.8)%
Indigent Defense Grant Fund	-	-	-	1,495,901	1.9%	1,129,454	1.8%	(366,447)	(24.5)%
TOTAL SPECIAL REVENUE FUNDS	111	110	(1)	\$ 77,577,607	100.0%	\$ 63,439,189	100.0%	\$ (14,138,418)	(18.2)%
GRAND TOTAL	715	708	(7)	\$ 200,179,566		\$ 183,545,391		\$ (16,634,175)	(8.3)%

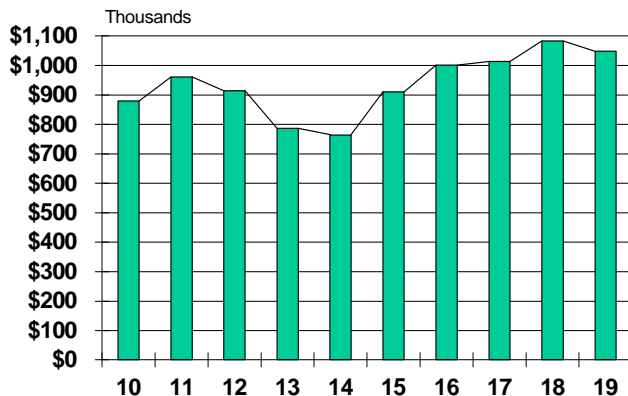
**GENERAL FUND
DEPARTMENTAL
EXPENDITURES**

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 who volunteer their time and report back to various City Departments.

Expenditure History City Council



GENERAL FUND PERSONNEL

<u>COUNCIL</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>
Council Member	7	\$ 31,412	7	\$ 31,412	7	\$ 31,412	7	\$ 31,412
Deputy Council Secretary	1	78,533	1	78,533	1	78,533	1	78,533
Senior Administrative Secretary/Council	1	62,751	1	62,751	1	62,751	1	62,751
Administrative Clerical Technician	2	57,844	2	57,844	2	57,844	2	57,844
Temporary/Co-op		18,000		18,000		18,000		18,000
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 6/30/20.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	GENERAL GOVERNMENT COUNCIL	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 219,884	\$ 110,846	\$ 219,884	\$ 219,884	Elected Officials	\$ 219,884	\$ 219,884	\$ 219,884
191,121	90,749	191,812	255,812	Permanent Employees	263,134	263,134	261,557
11,704	1,455	18,000	18,000	Temporary/Co-op	18,000	18,000	18,000
401	940	5,400	5,400	Overtime	5,400	5,400	5,400
				Employee Benefits:			
32,470	16,092	33,579	38,475	Social Security	39,043	39,043	38,920
137,061	65,454	206,731	206,731	Employee Insurance	189,223	189,223	189,204
118,240	52,467	105,998	107,206	Retiree Health Insurance	130,317	130,317	130,285
2,631	-	3,854	3,854	Longevity	3,962	3,962	3,931
173,078	85,160	170,107	176,507	Retirement Fund	188,657	188,657	188,496
3,751	1,760	9,600	9,600	Office Supplies	13,200	13,200	13,200
				Other Services and Charges:			
52	140	1,300	1,300	Postage	1,300	1,300	1,300
156,889	20,007	377,402	377,402	Contractual Services	101,879	101,879	377,402
-	-	1,200	1,200	Court Reporter	1,200	1,200	1,200
508	256	1,100	1,100	Telephone	1,100	1,100	1,100
269	69	450	450	Mileage	450	450	450
470	-	3,000	3,000	Printing and Publishing	3,000	3,000	3,000
				Capital Outlay:			
-	78,148	78,148	76,000	Purchase of Land	-	-	-
<u>\$ 1,048,529</u>	<u>\$ 523,543</u>	<u>\$ 1,427,565</u>	<u>\$ 1,501,921</u>	Total Council	<u>\$ 1,179,749</u>	<u>\$ 1,179,749</u>	<u>\$ 1,453,329</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 61,193 new cases during 2019. Revenues and expenditures operate through the general fund.

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 46,551 traffic tickets were processed by the Court in 2019. 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 1,184 felony and 1,422 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 580 small claims, 6,159 general civil matters, and 4,667 landlord tenant matters, five clerks staff the civil division. The court was selected by the Michigan Supreme Court to be the first Model Michigan District Court to implement the "MiFile" solution which is the statewide e-Filing Project relating to electronic filing of civil cases.

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 two 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.

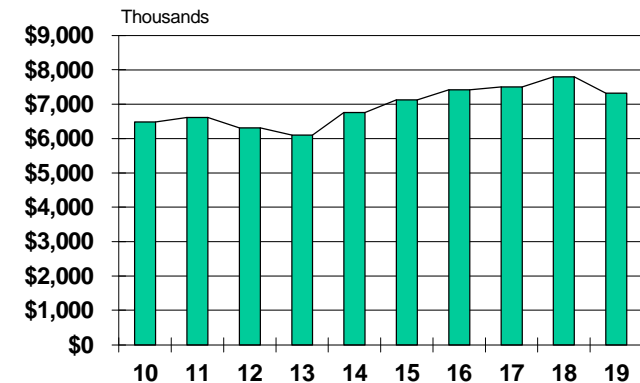
37TH DISTRICT COURT

Fiscal 2021 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.
8. To comply with the requirements set forth in the Michigan Indigent Defense Commission Act.
9. To continue to support the Landlord-Tenant Legal Aid Clinic.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Small claims	580	700	700	700
Landlord and tenant	4,667	5,000	5,000	5,000
Parking tickets	1,652	1,500	1,575	3,000
Traffic misdemeanor and civil	44,701	53,000	50,000	53,000
Non-traffic felony	1,785	2,400	2,400	2,400
Non-traffic misdemeanor and civil	1,422	1,900	1,900	1,900
Traffic OUIL/OWI	198	400	400	400
General civil	6,159	6,600	6,500	6,600
Probation – active cases	643	900	900	900
Pre-sentence investigations/alcohol evaluations	256	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	119,284	1	119,284	1	119,284	1	119,284
Chief Probation Officer	1	80,934	1	80,934	1	80,934	1	80,934
Probation Officer II	1	75,362	1	75,362	1	75,362	1	75,362
Probation Officer I	1	70,946	1	70,946	1	70,946	1	70,946
Probation Officer - Drug Court	1	70,946	1	70,946	1	70,946	1	70,946
Office Manager	1	70,630	1	70,630	1	70,630	1	70,630
Court Recorder	4	70,630	4	70,630	4	70,630	4	70,630
Drug Court Administrator	1	75,287	1	75,287	1	75,287	1	75,287
Drug Court - Administrative Clerk	1	39,599	1	39,599	1	39,599	1	39,599
Court Officer	5	65,587	5	65,587	5	65,587	5	65,587
Court Clerk II	7	60,306	7	60,306	7	60,306	7	60,306
Court Clerk I	8	57,050	8	57,050	8	57,050	8	57,050
Court Typist	6	42,497	6	42,497	6	42,497	6	42,497
Court File Clerk	6	39,599	6	39,599	6	39,599	6	39,599
Admin Asst/IT Coordinator	1	68,630	1	68,630	1	68,630	1	68,630
Account Technician	1	60,472	1	60,472	1	60,472	1	60,472
Temporary Employees		212,093		212,093		212,093		212,093
Overtime	—	5,025	—	5,025	—	5,025	—	5,025
Total Personnel	<u>50</u>		<u>50</u>		<u>50</u>		<u>50</u>	

(a) Wage rates are based on Local 227 and Local 412 Unit 59 contracts that expire 6/30/20.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	GENERAL GOVERNMENT 37TH DISTRICT COURT	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 182,896	\$ 87,227	\$ 182,896	\$ 182,896	Elected Officials	\$ 182,896	\$ 182,896	\$ 182,896
2,548,321	1,179,477	2,644,977	2,644,977	Permanent Employees	2,689,971	2,689,971	2,659,719
146,697	76,880	212,093	212,093	Temporary Employees	212,093	212,093	212,093
42,337	19,030	140,823	140,823	Temporary Employees-Drug Court	-	-	-
686	664	5,025	5,025	Overtime	5,025	5,025	5,025
				Employee Benefits:			
216,647	102,078	236,484	236,484	Social Security	228,927	228,927	226,587
573,066	294,011	949,165	949,165	Employee Insurance	865,347	865,347	864,897
1,064,354	475,550	950,821	950,821	Retiree Health Insurance	1,163,729	1,163,729	1,163,418
81,603	46,085	87,834	87,834	Longevity	85,358	85,358	85,024
963,319	469,245	957,970	957,970	Retirement Fund	1,027,786	1,027,786	1,024,685
62,758	35,207	79,800	79,800	Office Supplies	91,800	91,800	91,800
				Other Services and Charges:			
21,843	10,481	22,000	22,000	Postage	22,000	22,000	22,000
12,584	5,752	12,000	12,000	Bank Service Charges	14,000	14,000	14,000
-	17,977	-	-	State of Michigan MIDC fee	72,000	72,000	72,000
83,476	31,292	70,000	70,000	Contractual Services	93,750	93,750	93,750
280,239	146,363	275,000	275,000	Contractual Services - Data Processing	280,350	280,350	280,350
46,029	18,935	50,000	50,000	Contractual Services - Judge/Magistrate	56,400	56,400	56,400
8,209	5,660	15,000	15,000	Drug Court Expense	15,000	15,000	15,000
192,138	128,105	128,106	128,106	Substance Abuse Grant Expense - 2018/19	-	-	-
-	27,366	312,165	312,165	Substance Abuse Grant Expense - 2020	-	-	-
157,808	11,735	27,385	27,385	Michigan Drug Court Grant - 2018/19	-	-	-
-	7,397	104,000	104,000	Michigan Drug Court Grant Expense - 2020	-	-	-
-	478	250	250	Transcripts	500	500	500
106,687	175	450,000	450,000	Counsel for Indigent Defendants	350,000	350,000	350,000
120,165	-	-	-	Transfer to Indigent Defense	125,000	125,000	125,000
12,278	6,024	15,000	15,000	Witness and Jury Fees	15,000	15,000	15,000
25,764	16,843	30,000	30,000	Telephone	30,000	30,000	30,000
328	53	1,700	1,700	Mileage	1,700	1,700	1,700
-	-	-	-	Community Promotion	500	500	500
91,989	16,594	105,000	105,000	Public Utilities	105,000	105,000	105,000
250,000	250,000	250,000	250,000	Building Rental	250,000	250,000	250,000
12,240	4,229	12,000	12,000	Books	12,500	12,500	12,500
9,276	5,065	11,000	11,000	Memberships and Dues	11,500	11,500	11,500
				Capital Outlay:			
7,441	-	14,600	14,600	Equipment - Office	-	-	-
<u>\$ 7,321,178</u>	<u>\$ 3,495,978</u>	<u>\$ 8,353,094</u>	<u>\$ 8,353,094</u>	Total 37th District Court	<u>\$ 8,008,132</u>	<u>\$ 8,008,132</u>	<u>\$ 7,971,344</u>

MAYOR

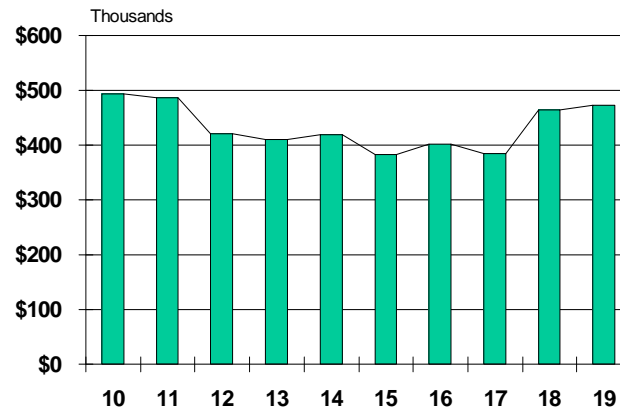
The Mayor, the City's chief elected official, is elected to a four-year term by Warren voters. He serves as liaison between Warren and other governmental agencies at all levels.

As the Chief Executive Officer of the City, the Mayor, 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	90,857	1	90,857	1	90,857	-	(f) -
Executive Assistant	-	-	-	-	-	-	1	(f) 90,857
Executive Assistant	1	78,494	1	78,494	1	78,494	-	(d) -
Neighborhood Services Coordinator	1	61,000	1	61,000	1	61,000	1	61,000
Administrative Technician-Mayor	1	44,713	1	44,713	1	44,713	1	44,713
Clerical Technician	1	44,091	1	44,091	1	44,091	1	44,091
Temporary/Co-op	—	35,000	—	35,000	—	35,000	—	35,000
Total Personnel	<u>6</u>		<u>6</u>		<u>6</u>		<u>5</u>	

(a) Wage rates are based on Local 412 Unit 35 contract that expires 6/30/20.

(d) Position deleted.

(f) Reflects change in title from Executive Administrator to Executive Assistant pursuant to court order.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	GENERAL GOVERNMENT MAYOR	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 125,642	\$ 59,922	\$ 125,642	\$ 125,642	Elected Official	\$ 125,642	\$ 125,642	\$ 125,642
154,265	81,465	163,278	307,823	Permanent Employees	326,807	326,807	241,599
40,851	18,382	35,000	35,000	Temporary/Co-op	35,000	35,000	35,000
				Employee Benefits:			
24,548	12,175	25,025	36,025	Social Security	37,814	37,814	31,285
37,581	18,316	77,892	114,230	Employee Insurance	104,394	104,394	86,771
40,194	18,127	36,575	39,129	Retiree Health Insurance	47,040	47,040	45,333
2,392	1,550	2,452	2,452	Longevity	6,826	6,826	6,704
28,350	14,414	29,824	43,591	Retirement Fund	45,928	45,928	37,395
9,524	3,427	10,000	10,000	Office Supplies	10,000	10,000	10,000
				Other Services and Charges:			
2,043	5,243	3,000	3,000	Postage	3,000	3,000	3,000
-	-	-	-	U.S. Conference of Mayors Membership	-	-	13,000
7,457	3,937	6,500	6,500	Contractual Services	6,500	6,500	6,500
<u>\$ 472,847</u>	<u>\$ 236,958</u>	<u>\$ 515,188</u>	<u>\$ 723,392</u>	Total Mayor	<u>\$ 748,951</u>	<u>\$ 748,951</u>	<u>\$ 642,229</u>

CITY CLERK

The City Clerk is the Chief Elections Officer of the City, and 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. The City Clerk administers any oath required for municipal purposes by law or City Ordinance, and 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.

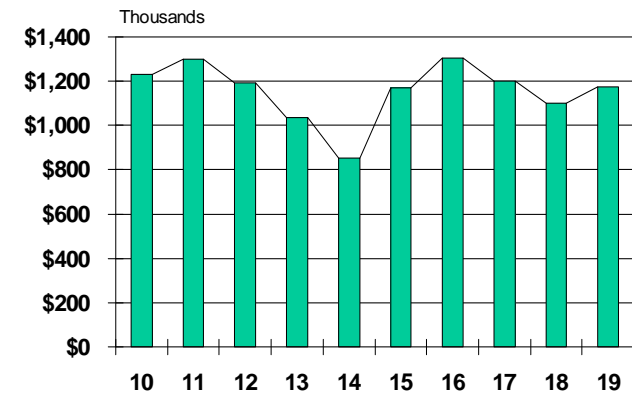
CITY CLERK

Fiscal 2021 Performance Objectives

1. To increase voter participation.
2. To comply with State mandates that accompany Proposal 3.
3. To improve business license program.
4. To continue scanning documents for department viewing.
5. To continue using the Electronic Death Registry Program.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Business licenses issued	647	1,100	1,100	1,100
Public hearings	27	60	60	60
Changes in voter registration	45,584	75,000	75,000	75,000
Dog licenses issued	3,795	7,500	7,500	7,500
Garage sale permits issued	717	1,500	1,500	1,500
Death certificates issued	1,499	3,000	3,000	3,000
Birth certificates issued	715	1,500	1,500	1,500
Lawsuits filed	11	50	50	50
Contracts signed, catalogued and filed	109	200	200	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	90,678	1	90,678	1	90,678	1	90,678
Office & Elections Analyst	2	62,751	2	62,751	2	62,751	2	62,751
Election Assistant Technician	1	59,768	1	59,768	1	59,768	1	59,768
Office Assistant	2	38,802	2	38,802	2	38,802	2	38,802
Election Assistant Tech Trainee	1	38,802	1	38,802	1	38,802	1	38,802
Seasonal Employees		89,700		111,115		111,115		111,115
Temporary Employees - Election Wages		234,700		405,930		405,930		405,930
Overtime	—	52,335	—	52,335	—	52,335	—	52,335
Total Personnel	<u>8</u>		<u>8</u>		<u>8</u>		<u>8</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Warren Supervisors contracts that expire 6/30/20.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	GENERAL GOVERNMENT CLERK	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 47,176	\$ 46,461	\$ 92,923	\$ 92,923	Elected Official	\$ 92,923	\$ 92,923	\$ 92,923
356,301	121,138	380,215	380,215	Permanent Employees	387,053	387,053	385,232
45,000	58,214	89,700	89,700	Seasonal Employees	111,115	111,115	111,115
20,509	15,917	52,335	52,335	Overtime	52,335	52,335	52,335
				Employee Benefits:			
36,776	18,965	48,126	48,126	Social Security	49,769	49,769	49,629
77,824	34,168	133,343	133,343	Employee Insurance	139,929	139,929	139,908
116,961	52,212	107,626	107,626	Retiree Health Insurance	130,033	130,033	129,997
8,817	839	13,923	13,923	Longevity	7,179	7,179	7,179
114,465	53,392	122,761	122,761	Retirement Fund	128,305	128,305	128,123
300	104	300	300	Uniforms	300	300	300
27,869	10,514	19,796	19,796	Office Supplies	21,000	21,000	21,000
				Other Services and Charges:			
178,709	173,091	234,700	234,700	Election Wages	405,930	405,930	405,930
23,827	21,251	20,000	20,000	Postage	25,000	25,000	85,000
67,798	73,364	233,758	233,758	Election Expense	271,849	271,849	271,849
19,852	10,124	18,488	18,488	Contractual Services	18,488	18,488	18,488
349	172	1,000	1,000	Auto Expense	1,000	1,000	1,000
30,297	15,112	45,000	45,000	Printing and Publishing	45,000	45,000	45,000
1,725	-	4,000	4,000	Building Maintenance	4,000	4,000	4,000
				Capital Outlay:			
-	-	36,416	36,416	Capital Improvements	36,416	36,416	36,416
<u>\$ 1,174,555</u>	<u>\$ 705,038</u>	<u>\$ 1,654,410</u>	<u>\$ 1,654,410</u>	Total Clerk	<u>\$ 1,927,624</u>	<u>\$ 1,927,624</u>	<u>\$ 1,985,424</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.

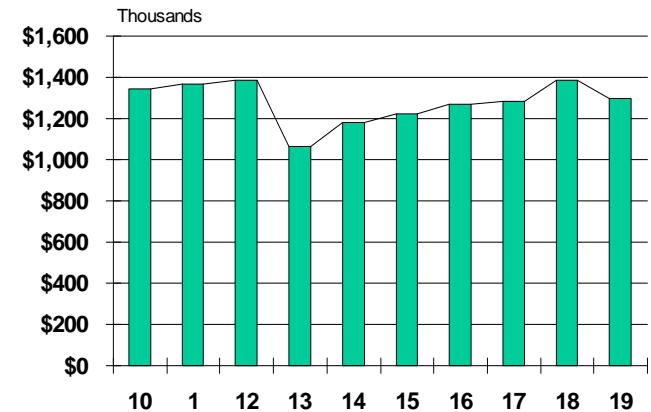
TREASURER

Fiscal 2021 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.
6. To ensure the fund balance continues to be secure and earning optimal interest.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Tax bills processed manually	75,140	75,000	76,000	76,000
Tax bills processed off CD-ROM	54,658	54,000	55,000	56,000
Date of delivery to County	April 1	April 1	April 1	April 1
Payroll checks/Advice's processed	27,865	28,000	28,000	28,000
List of Bills checks processed	14,478	14,000	15,000	15,000
Water bills processed manually	357,151	310,000	285,166	300,000
Water bills automatic payment	5,414	5,500	5,500	5,500
Status changes manually	771	750	780	780
Personal Property tax accounts	2,539	2,800	2,654	2,700
Easy Pay Tax Payments	11,616	7,000	12,000	15,000
Easy Pay Water Bill Payments	121,290	60,000	130,000	150,000

**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	90,678	1	90,678	1	90,678	1	90,678
Tax Accountant III	1	88,336	1	88,336	1	88,336	1	88,336
Investment Analyst	1	77,902	1	77,902	1	77,902	1 (e)	82,902
Accountant I	1	67,354	1	67,354	1	67,354	1	67,354
Tax Account Technician	2	60,477	2	60,477	2	60,477	2	60,477
Tax Account Specialist	2	56,391	2	56,391	2	56,391	2	56,391
Seasonal Employees		25,000		25,000		25,000	(e)	15,000
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 6/30/20.

(e) Reflects wage increase of \$5,000 (6.419%) for Investment Analyst and a wage decrease of \$10,000 for Seasonal Employees.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>TREASURER</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 92,923	\$ 44,317	\$ 92,923	\$ 92,923	Elected Official	\$ 92,923	\$ 92,923	\$ 92,923
518,659	227,803	466,619	536,077	Permanent Employees	546,534	546,534	549,833
23,490	20,854	45,000	25,000	Seasonal Employees	25,000	25,000	15,000
-	-	4,000	4,000	Overtime	4,000	4,000	4,000
				Employee Benefits:			
49,519	23,238	47,765	51,654	Social Security	52,403	52,403	51,889
130,112	56,857	150,761	169,905	Employee Insurance	155,423	155,423	155,448
192,677	85,550	171,013	172,430	Retiree Health Insurance	209,614	209,614	209,614
17,007	8,007	15,834	17,221	Longevity	16,515	16,515	16,515
191,925	91,241	182,914	189,998	Retirement Fund	202,224	202,224	202,042
9,523	3,962	11,000	11,000	Office Supplies	13,000	13,000	13,000
				Other Services and Charges:			
28,920	65,795	80,000	80,000	Postage	80,000	80,000	80,000
24,610	22,863	27,000	27,000	Contractual Services	27,000	27,000	27,000
12,157	7,573	17,000	17,000	Tax Statement Preparation	17,000	17,000	17,000
15	-	-	-	Mileage	-	-	-
4,990	6,035	6,000	6,000	Capital Outlay:			
				Office Equipment	-	-	-
<u>\$ 1,296,527</u>	<u>\$ 664,095</u>	<u>\$ 1,317,829</u>	<u>\$ 1,400,208</u>	Total Treasurer	<u>\$ 1,441,636</u>	<u>\$ 1,441,636</u>	<u>\$ 1,434,264</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 4,500 purchase orders, having a value in excess of \$16 million dollars annually.

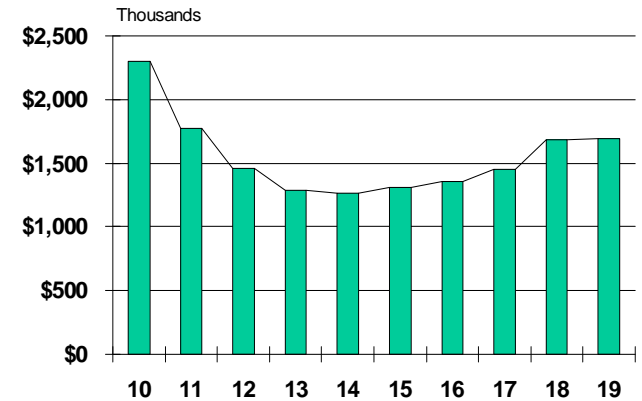
CONTROLLER

Fiscal 2021 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 refine and enhance our 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 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Proposed & Final Budget Documents Printed	25	30	30	30
City Funds Budgeted & Monitored	31	31	32	32
Monthly Financial Reports Prepared	12	12	12	12
Budget Amendments Prepared	27	32	35	32
Travel Requests Processed	121	53	125	125
Labor Contracts Costed	-	-	1	6
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	271	300	300	300
Purchase Orders Processed	4,592	5,500	4,720	4,848
Bids – Council items recommended	120	130	115	120
Informal Bid Correspondence	113	230	95	90
Use of Co-operative Bids	64	75	70	75
Requests for Proposals	14	15	11	13

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	\$ 123,712	1	\$ 123,712	1	\$ 123,712	1	\$ 123,712
Assistant Controller	1	101,348	- (d)	-	- (d)	-	- (d)	-
Budget Director	1	110,420	1	110,420	1	110,420	1	110,420
Accounting Supervisor	1	103,973	1	103,973	1	103,973	1	103,973
Purchasing Agent	1	98,060	1	98,060	1	98,060	1	98,060
Accountant III	2	86,203	2	86,203	2	86,203	2	86,203
Budget Cost Analyst	1	79,000	1	79,000	1	79,000	1	79,000
Accountant I	1	67,354	1	67,354	1	67,354	1	67,354
Account Technician	3	60,472	3	60,472	3	60,472	3	60,472
Temporary/Co-op		25,000		50,000		50,000		50,000
Overtime	—	15,000	—	5,000	—	5,000	—	5,000
Total Personnel	<u>12</u>		<u>11</u>		<u>11</u>		<u>11</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and 59 contracts that expire 6/30/20.

(d) Position deleted.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>GENERAL GOVERNMENT CONTROLLER</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 126,281	\$ 69,551	\$ 123,896	\$ 123,896	Appointed Official	\$ 126,678	\$ 126,678	\$ 124,194
890,050	363,834	819,168	866,168	Permanent Employees	815,333	815,333	815,333
984	-	25,000	25,000	Temporary/Co-op	50,000	50,000	50,000
-	-	15,000	15,000	Overtime	5,000	5,000	5,000
				Employee Benefits:			
79,976	34,669	77,394	80,989	Social Security	78,447	78,447	78,257
149,423	71,628	228,245	228,245	Employee Insurance	193,375	193,375	193,345
195,523	86,853	176,571	177,571	Retiree Health Insurance	210,547	210,547	210,547
30,940	13,197	28,597	28,597	Longevity	28,412	28,412	28,412
199,634	99,495	205,629	210,329	Retirement Fund	214,330	214,330	214,081
11,115	4,617	16,000	16,000	Office Supplies	17,000	17,000	17,000
				Other Services and Charges:			
411	434	1,000	1,000	Postage	1,000	1,000	1,000
6,126	454	14,000	16,000	Contractual Services	17,000	17,000	17,000
-	-	-	-	Mileage	-	-	-
<u>\$ 1,690,463</u>	<u>\$ 744,732</u>	<u>\$ 1,730,500</u>	<u>\$ 1,788,795</u>	Total Controller	<u>\$ 1,757,122</u>	<u>\$ 1,757,122</u>	<u>\$ 1,754,169</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: Financial, Tax, Assessing, Building, Cash Receipting, and Utility Billing applications
- District Court Onbase imaging applications
- IDC Payroll 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 21 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, District Court and Warren Community Center
- 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 24 computer servers. Analysts and programmers determine future departmental information needs and develop new computer systems as needed.

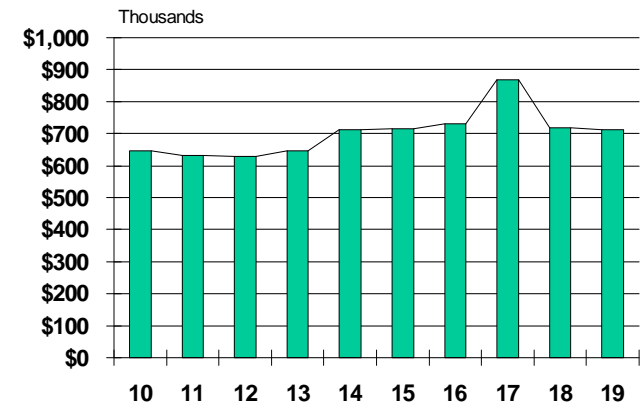
INFORMATION SYSTEMS

Fiscal 2021 Performance Objectives

1. To support citywide internet access.
2. To enhance the City's external web site.
3. To enhance City internal web site.
3. To develop new computer software systems.
4. To provide help desk support for City departments.
5. To maintain City telephone system.
6. To maintain City Hall security system.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
PCs supported	510	515	518	520
Help desk calls	3,580	3,670	3,605	3,625
New programs created	20	10	12	12
Existing program updates	55	58	58	55
Hardware platforms supported	20	22	19	20
Hours spent on PC support	4,600	4,700	5,100	4,670
Hours spent enhancing intranet web site	775	850	825	850
Enhancement of City web site	735	730	800	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	\$ 103,907	1	\$ 103,907	1	\$ 103,907	1	\$ 103,907
Systems Analyst Supervisor	1	88,819	1	88,819	1	88,819	1	88,819
Computer Network Analyst	1	72,491	1	72,491	1	72,491	1	72,491
Website Developer/Computer Support Analyst	1	72,491	1	72,491	1	72,491	1	72,491
Temporary/Co-op		7,500		7,500		7,500		7,500
Overtime	—	5,263	—	5,353	—	5,353	—	5,353
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 6/30/20.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>INFORMATION SYSTEMS</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 343,438	\$ 168,435	\$ 338,206	\$ 338,206	Permanent Employees	\$ 345,804	\$ 345,804	\$ 345,804
3,618	2,731	7,500	7,500	Temporary Employee	7,500	7,500	7,500
272	-	5,263	5,263	Overtime	5,353	5,353	5,353
				Employee Benefits:			
27,303	13,934	27,741	27,741	Social Security	28,332	28,332	28,332
62,772	30,610	78,288	78,288	Employee Insurance	71,669	71,669	71,669
112,609	50,124	100,351	100,351	Retiree Health Insurance	122,721	122,721	122,721
11,614	11,632	11,650	11,650	Longevity	11,679	11,679	11,679
45,996	23,410	45,766	45,766	Retirement Fund	46,759	46,759	46,759
2,502	624	6,100	6,100	Operating Supplies	3,500	3,500	3,500
				Other Services and Charges:			
4,800	12,126	15,000	15,000	Software Services	15,000	15,000	15,000
87,230	79,684	103,870	103,870	Contractual Services	123,375	123,375	123,375
				Capital Outlay:			
10,456	2,025	5,000	5,000	Equipment - Computer	5,000	5,000	5,000
<u>\$ 712,610</u>	<u>\$ 395,335</u>	<u>\$ 744,735</u>	<u>\$ 744,735</u>	Total Information Systems	<u>\$ 786,692</u>	<u>\$ 786,692</u>	<u>\$ 786,692</u>

LEGAL

The City of Warren Law Department is a full service law office for the City of Warren. The 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 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 Court Administrative Secretary is assigned to the District Court Office and is responsible to maintain the day-to-day administrative functions of that office. One Legal Office Manager and two Paralegal Administrative Clerks maintain the day-to-day functions of the City Hall Office.

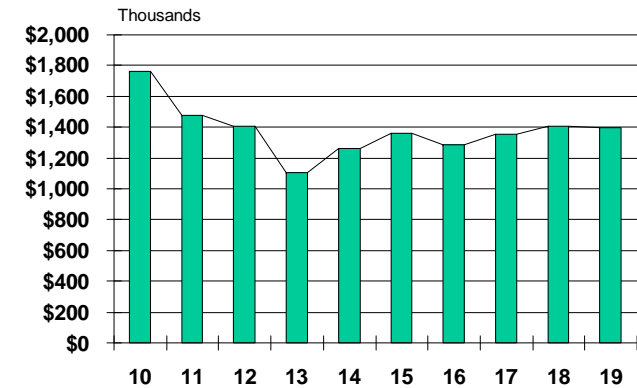
LEGAL

Fiscal 2021 Performance Objectives

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

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Warrants – prosecuted	835	982	806	806
Civil Infractions – prosecuted	32,340	35,980	30,934	30,934
Misdemeanors – prosecuted	5,919	6,148	5,812	5,812
Pre-trials – prosecuted	7,083	5,426	6,464	6,464
Seven Day Letter complaints	42	48	44	44
Seven Day Letter responses	14	22	16	16
On-site police file resolutions	157	176	82	82
Warrants reviewed and refused	74	62	90	90
Discovery requests	229	244	230	230
Victim rights action	1,009	998	962	962
Subpoenas	174	62	198	198
Tax Tribunal appeals	119	15	120	120
Civil litigation	303	30	324	324
Administrative requests for legal services	156	226	230	230
Freedom of Information Act review & responses	1,490	1,200	1,578	1,578
Tax Reverted Sales: Individual lot sales	130	120	150	150
Reports for tickets	1,478	1,574	1,584	1,584
Contracts/agreements/leases	132	196	188	188
Ordinances – proposed	13	16	10	10
Nuisance review	13	10	14	14
Gun and tow	90	50	68	68
Cash/Surety Bonds	44	32	46	46
Ticket Files for authorization	2,610	2,360	2,262	2,262
Warrant issued for arrest letters	118	110	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	\$ 126,982	1	\$ 126,982	1	\$ 126,982	1	\$ 126,982
Chief Assistant City Attorney	1	116,549	1	116,549	1	116,549	1	116,549
Assistant City Attorney	4	114,594	4	114,594	4	114,594	4	114,594
Legal Office Manager	1	78,495	1	78,495	1	78,495	1	78,495
Court Administrative Secretary	1	62,233	1	62,233	1	62,233	1	62,233
Paralegal Administrative Clerk	2	55,454	2	55,454	2	55,454	2	55,454
<u>Permanent Part-time Employees:</u>								
Law Clerks		40,000		40,000		40,000		40,000
Temporary/Co-op		18,000		21,840		21,840		21,840
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 6/30/20.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	GENERAL GOVERNMENT LEGAL	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 126,284	\$ 61,255	\$ 127,170	\$ 127,170	Appointed Official	\$ 130,027	\$ 130,027	\$ 127,477
348,760	201,234	474,219	474,219	Assistant Attorneys	463,236	463,236	463,236
244,215	119,793	252,008	252,008	Clerical Staff	257,671	257,671	257,671
				Part-time Employees -			
62,775	14,831	40,000	40,000	Law Clerks	40,000	40,000	40,000
7,374	8,514	18,000	18,000	Temporary/Co-op	21,840	21,840	21,840
5,852	1,292	7,500	7,500	Overtime	7,500	7,500	7,500
				Employee Benefits:			
60,815	30,710	71,773	71,773	Social Security	71,694	71,694	71,499
113,021	63,635	193,128	193,128	Employee Insurance	177,081	177,081	177,049
157,694	71,033	143,859	143,859	Retiree Health Insurance	173,425	173,425	173,374
15,763	1,095	19,303	19,303	Longevity	16,891	16,891	16,891
197,248	99,357	207,642	207,642	Retirement Fund	218,375	218,375	218,120
15,988	4,619	8,000	8,000	Office Supplies	7,000	7,000	7,000
				Other Services and Charges:			
5,069	1,653	6,000	6,000	Contractual Services	6,000	6,000	6,000
1,149	649	1,700	1,700	Postage	1,700	1,700	1,700
771	1,435	10,000	14,000	Legal Fees	14,000	14,000	14,000
259	30	500	700	Mileage	700	700	700
19,495	9,696	20,000	20,000	Books, Dues, and Subscriptions	25,000	25,000	25,000
				Capital Outlay:			
13,724	856	5,000	9,250	Equipment - Office	-	-	-
<u>\$ 1,396,256</u>	<u>\$ 691,687</u>	<u>\$ 1,605,802</u>	<u>\$ 1,614,252</u>	Total Legal	<u>\$ 1,632,140</u>	<u>\$ 1,632,140</u>	<u>\$ 1,629,057</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 2019/2020, the Tax Rolls, including Special Assessments and Administration Fees, totaled more than \$97,393,000 in City operating revenues and more than \$231,489,000 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 59,188 parcels, consisting of approximately 54,435 real and 4,753 personal property parcels. These include Ad Valorem, Industrial Facility Tax (IFT), 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 one Michigan Master Assessing Officers (MMAO), one Michigan Advanced Assessing Officers (MAAO), six Michigan Certified Assessing Officers (MCAO), one Michigan Certified Assessing Technician (MCAT), and three temporary certified employees. Of the 12 permanent certified employees, 7 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 \$4,600,000 in incorrectly reported personal property taxable value, which generated an additional \$130,000 in City operating tax revenues.

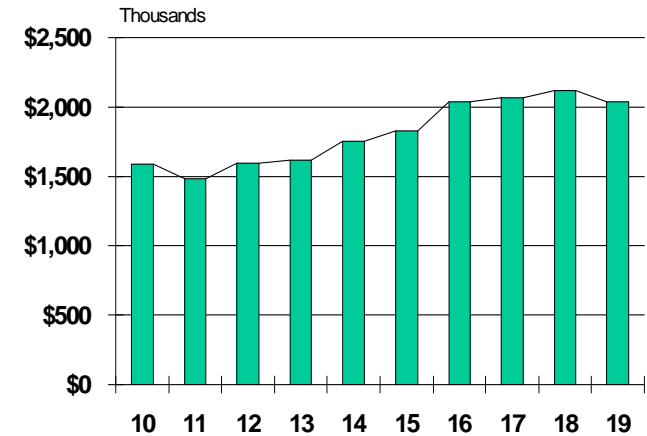
ASSESSING

Fiscal 2021 Performance Objectives

1. To complete the re-appraisal of all Commercial real parcels and begin the re-appraisal of industrial real parcels.
2. To continue the residential re-appraisal of 3,500 real parcels per year.
3. To continue auditing businesses that are currently claiming exemption of personal property taxes.
4. To continue to train the new employees and fill any vacant positions.
5. To prepare for the State Tax Commission Audit.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 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	6	6	6
Personal property audits	106	100	100	100
Small Claim Michigan Tax Tribunal appeals pending	35	38	40	35
Full Tax Tribunal appeals pending	40	50	40	50
Board of Review appeals	690	900	700	700
State Tax Commission appeals	40	70	30	30
Mandated State and County reports	42	42	42	42
Processing of Principal Residence Exemption affidavits	4,450	3,000	3,500	3,500
Process deeds & transfer affidavits	3,600	4,000	4,000	4,500
Inspect, photograph, and verify sales of sold properties	8,600	8,000	8,000	8,000
Perpetual reappraisal of 20% of entire parcel count	13,900	16,000	15,000	16,000
Review I.F.T. & C.F.T. applications	5	5	5	5
Process property division/combinations	300	450	300	300
Prepare/review special assessment rolls	30	30	30	30
Review and determine property assessments	63,000	64,000	63,000	64,000
Process State and Local unit denials of principal residence exemption	71	100	100	100
Review, inspect, and sketch building permit activity	19,500	30,000	21,000	21,000
Prepare GIS Maps	14	20	15	20
Preparation of Settlement Tax Warrants	23	23	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	\$ 116,559	1	\$ 116,559	1	\$ 116,559	1	\$ 116,559
Deputy Assessor	1	93,667	1	93,667	1	93,667	1	93,667
Assistant City Assessor - Level 4	1	92,252	- (d)	-	- (d)	-	- (d)	-
Principal Appraiser	1	82,582	1	82,582	1	82,582	1	82,582
Senior Appraiser	2	75,685	2	75,685	2	75,685	2	75,685
Personal Property Examiner	1	84,200	1	84,200	1	84,200	1	84,200
Appraiser III	1	74,432	1	74,432	1	74,432	1	74,432
Appraiser	2	65,378	2	65,378	2	65,378	2	65,378
Appraiser Aide	1	43,825	1	43,825	1	43,825	1	43,825
Assessing Specialist	2	56,391	2	56,391	2	56,391	2	56,391
Seasonal Employees		70,000		95,000		95,000		95,000
Overtime	—	25,000	—	25,000	—	25,000	—	25,000
Total Personnel	<u>13</u>		<u>12</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 6/30/20.

(d) Position deleted.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	GENERAL GOVERNMENT ASSESSING	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ -	\$ -	\$ 116,732	\$ 116,732	Appointed Official	\$ 119,354	\$ 119,354	\$ 117,014
917,150	309,122	870,499	870,499	Permanent Employees	756,528	756,528	756,528
67,063	36,182	68,000	70,000	Seasonal Employees	95,000	95,000	95,000
21,912	2,845	22,500	25,000	Overtime	25,000	25,000	25,000
				Employee Benefits:			
78,491	26,605	84,524	84,524	Social Security	77,404	77,404	77,225
163,890	63,378	268,643	268,643	Employee Insurance	227,133	227,133	227,089
231,416	103,416	209,892	209,892	Retiree Health Insurance	257,118	257,118	257,071
26,744	2,168	22,692	22,692	Longevity	15,882	15,882	15,882
386,190	188,003	394,976	394,976	Retirement Fund	432,478	432,478	432,244
8,171	3,209	12,000	14,000	Office Supplies	14,000	14,000	14,000
				Other Services and Charges:			
2,853	500	3,800	7,000	Board of Review	7,000	7,000	7,000
25,821	730	31,000	31,000	Postage	32,000	32,000	32,000
				Contractual Services -			
30,993	15,538	31,000	31,000	Software Services	36,000	36,000	36,000
9,109	1,378	10,000	12,000	Tax Roll Preparation	12,000	12,000	12,000
135	-	475	475	Telephone	250	250	250
734	431	1,000	3,000	Auto Expense	3,000	3,000	3,000
53,464	20,859	100,000	100,000	Professional Services	100,000	100,000	100,000
3,820	2,145	3,900	5,000	Memberships and Dues	5,000	5,000	5,000
				Capital Outlay:			
7,009	-	-	-	Equipment - Vehicle	30,000	-	-
<u>\$ 2,034,965</u>	<u>\$ 776,509</u>	<u>\$ 2,251,633</u>	<u>\$ 2,266,433</u>	Total Assessing	<u>\$ 2,245,147</u>	<u>\$ 2,215,147</u>	<u>\$ 2,212,303</u>

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 700 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.

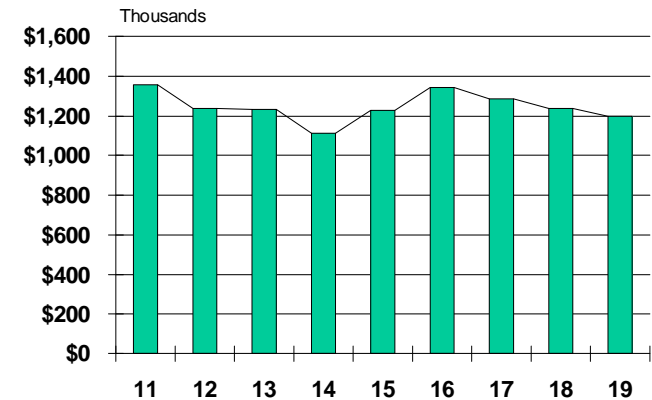
HUMAN RESOURCES

Fiscal 2021 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 affects 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 ensure compliance with requirements of federal health care reform.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Promotional job postings	25	25	25	25
Open competitive job postings	12	45	60	60
Civil Service Commission meetings	24	25	25	25
Employees hired (FT and PT)	150	390	390	400
Applications processed	850	1,400	1400	1400
Random DOT alcohol tests	32	80	80	80
Random DOT drug tests	64	80	80	80
Workers' Comp. claims processed	117	125	125	125
Sick/Accident claims processed	37	35	35	40
Auto/glass claims processed	43	65	65	50
Gen. Liab./Property claims processed	60	30	30	30
Lawsuit files processed	50	40	40	40
Over the counter contacts	3,500	3,500	3,500	3,500
Written exams administered	18	10	10	10
Performance exams administered	50	50	50	50
MESC claims processed	40	40	40	30
W-2's issued by January 31	1,713	1,785	1,785	1,750
MESC Reports/Federal Tax deposits	8	8	8	8
Employee W-4 withholding changes	500	500	500	500
Labor contracts negotiated	8	8	8	8
Arbitration awards	86	43	53	80
GELC 227 grievances	100	100	42	100
GELC Supervisors grievances	20	34	21	25
WPOA grievances	20	20	11	20
WPPFU Local 1383 grievances	10	10	8	10
Compliance with labor employment laws	200 hrs.	200 hrs.	200 hrs.	200 hrs.
State and Federal court for claims	350 hrs.	350 hrs.	350 hrs.	350 hrs.
Administration of claims/meetings	150 hrs.	150 hrs.	150 hrs.	150 hrs.
Procurement of insurances	150 hrs.	150 hrs.	150 hrs.	150 hrs.
Compliance with federal health care reform	900 hrs.	900 hrs.	900 hrs.	900 hrs.
IRS 1094-C and 1095-C minimum essential value returns processed	5,500	5,500	1,700	1,500

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



GENERAL FUND PERSONNEL

<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	\$ 109,052	1	\$ 109,052	1	\$ 109,052	1	\$ 109,052
Labor Relations Manager	1	99,048	- (d)	-	- (d)	-	- (d)	-
Chief Equity, Diversity & Inclusion Officer	1	74,551	1	74,551	1	74,551	1 (f)	120,000
Human Resource Analyst	1	76,803	1	76,803	1	76,803	1	76,803
Benefits Administrator	1	75,128	1	75,128	1	75,128	1	75,128
Payroll Supervisor	1	86,203	1	86,203	1	86,203	1	86,203
Administrative Clerk Technician - HR	3	57,844	3	57,844	3	57,844	3	57,844
Office Assistant	1	38,802	1	38,802	1	38,802	1	38,802
Temporary/Co-op		40,000		40,000		40,000		40,000
Overtime	—	5,000	—	5,000	—	5,000	—	5,000
Total Human Resources	<u>10</u>		<u>9</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 6/30/20.

(d) Position deleted.

(f) Reflects change in title from Diversity Coordinator to Chief Equity, Diversity & Inclusion Officer and wage increase of \$45,449 pursuant to court order.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>HUMAN RESOURCES</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 433,499	\$ 207,852	\$ 691,167	\$ 691,167	Permanent Employees	\$ 635,686	\$ 635,686	\$ 676,116
52,777	17,711	40,000	40,000	Temporary/Co-op	40,000	40,000	40,000
6,028	4,180	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:			
38,271	18,054	57,041	57,041	Social Security	52,832	52,832	55,920
109,930	50,819	190,383	190,383	Employee Insurance	156,348	156,348	156,809
153,107	68,410	142,154	142,154	Retiree Health Insurance	170,412	170,412	171,263
10,707	5,579	9,434	9,434	Longevity	9,912	9,912	9,852
173,227	81,867	190,763	190,763	Retirement Fund	195,314	195,314	199,351
10,602	2,674	9,000	9,000	Office Supplies	9,000	9,000	9,000
				Other Services and Charges:			
1,485	1,282	2,000	2,000	Postage	2,000	2,000	2,000
66,575	23,309	110,000	110,000	Contractual Services	120,000	120,000	120,000
13,052	3,263	22,000	22,000	Contractual Services - E.A.C.	22,000	22,000	22,000
48,131	19,691	90,000	90,000	Medical Services	90,000	90,000	90,000
-	-	-	-	Mileage	-	-	-
12,684	10,780	25,000	25,000	Printing and Publishing	25,000	25,000	25,000
66,011	40,133	50,000	50,000	Arbitration Expense	50,000	50,000	50,000
-	-	1,500	1,500	Membership and Dues	1,500	1,500	1,500
				Capital Outlay:			
-	-	-	-	Equipment - Office	-	-	-
<u>\$ 1,199,086</u>	<u>\$ 556,354</u>	<u>\$ 1,638,442</u>	<u>\$ 1,638,442</u>	Total Human Resources	<u>\$ 1,588,004</u>	<u>\$ 1,588,004</u>	<u>\$ 1,636,811</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 fiscal year 2019, Department of Property Maintenance Inspection took 28,259 complaints from residents and inspectors of the City of Warren. Departmental staff currently includes two full-time clerical positions, three full-time Code Enforcement Officers, six year round temporary Code Enforcement Officers, six Blight Buster Crew workers and one temporary clerical position.

Our 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 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 2019, the inspectors issued over 2,900 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. The Property Maintenance Inspection Department's overall goal is to strengthen the emphasis on property maintenance, neighborhood stabilization, and reinvestment in the city. The Department's personnel secures continued knowledge of all applicable ordinances, laws and procedures. All vacant and blighted properties will continue to be monitored to ensure a clean and safe city. Regarding the Medical Marijuana ordinance, the department will continue to monitor any business or residence to make sure they are in compliance.

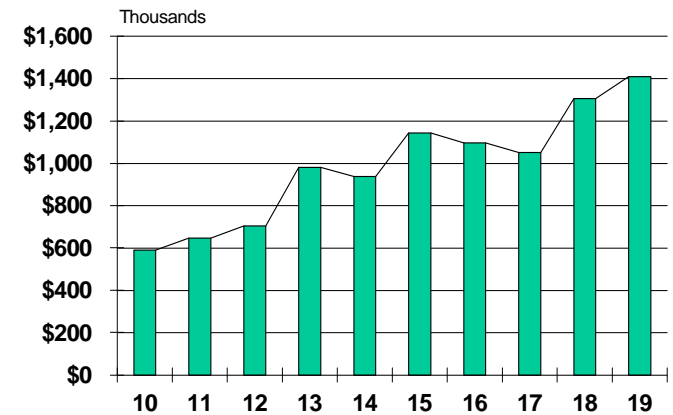
PROPERTY MAINTENANCE INSPECTION

Fiscal 2021 Performance Objectives

1. To promptly investigate citizen complaints for blight
2. To continue to update the vacant, abandoned and foreclosed registration database.
3. To continue to make sure all staff members are up to date on current ordinances, laws and procedures.
4. To continue Warren’s national “City Livability Award” winning anti-blight program “Operation: Clean Sweep”.
5. To continue to monitor manufactured home communities for blight and property maintenance issues.
6. To continue our Winter Sweep program for occupied and vacant commercial properties.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Weed enforcement – complaints	5,304	6,500	6,500	6,500
Weed enforcement – vacant homes and lot work orders – grass cutting	1,349	4,500	4,500	4,500
Rodent complaints and investigations	280	575	575	575
Property Maintenance IComplaints entered into tracking system	28,259	29,500	29,500	29,500
Vacant and foreclosed property clean ups	1,252	1,500	1,500	1,500
Mobile home complaints and investigations	300	500	500	500

**Expenditure History
Property Maintenance**



GENERAL FUND PERSONNEL

<u>PROPERTY MAINTENANCE INSPECTION</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	1	\$ 63,299	1	\$ 63,299	1	\$ 63,299	1	\$ 63,299
Code Enforcement Officer	2	63,299	2	63,299	2	63,299	2	63,299
Administrative Clerk	1	53,894	1	53,894	1	53,894	1	53,894
Office Assistant	1	38,802	1	38,802	1	38,802	1	38,802
Temporary/Co-op		35,000		26,000		26,000		26,000
Temporary Employees- Inspection	—	410,000	—	462,000	—	462,000	—	577,100
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 6/30/20.

(e) Reflects increase of \$115,100 to hire 2 new temporary Blight Inspector positions.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

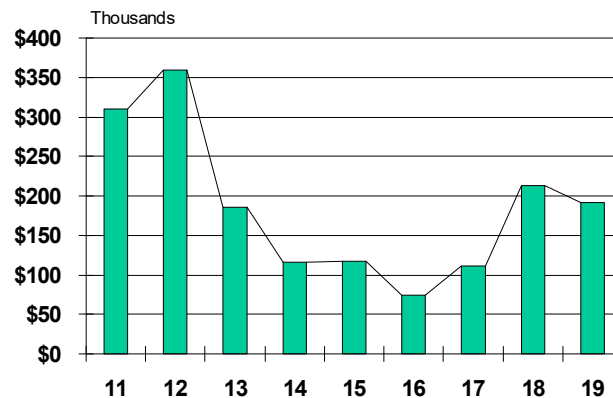
FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	GENERAL GOVERNMENT PROPERTY MAINTENANCE INSPECTION	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 131,920	\$ 71,269	\$ 16,687	\$ 166,877	Inspectors	\$ 172,652	\$ 172,652	\$ 172,652
32,803	18,294	78,171	78,171	Permanent Employees	81,233	81,233	81,233
38,376	18,912	35,000	35,000	Temporary/Co-op	26,000	26,000	26,000
418,653	213,211	462,000	462,000	Temporary Employees- Inspection	462,000	462,000	577,100
1,987	3,119	-	-	Overtime	-	-	-
				Employee Benefits:			
47,546	24,397	56,768	56,768	Social Security	56,753	56,753	65,558
70,676	40,654	155,831	155,831	Employee Insurance	155,453	155,453	156,477
3,354	1,834	4,900	4,900	Retiree Health Insurance	5,079	5,079	5,079
16,448	8,480	24,506	24,506	Retirement Fund	25,389	25,389	25,389
16,991	5,669	35,000	35,000	Office Supplies	35,000	35,000	35,000
				Other Services and Charges:			
2,774	1,640	5,000	5,000	Postage	5,000	5,000	5,000
-	-	10,000	10,000	West Nile Virus Expense	-	-	-
-	-	10,000	10,000	Skunk Control Program	10,000	10,000	10,000
175,833	78,499	325,000	325,000	Weed Mowing Program	325,000	325,000	325,000
411,820	153,318	295,000	295,000	Rodent Control Program	295,000	295,000	295,000
3,879	1,938	7,450	7,450	Telephone and Radio	1,050	1,050	1,050
-	-	12,000	12,000	Vehicle Maintenance	12,000	12,000	12,000
5,574	1,755	10,000	10,000	Printing and Publishing	10,000	10,000	10,000
				Capital Outlay:			
-	-	-	-	Vehicles	-	-	-
30,540	-	-	-	Equipment	15,000	9,000	9,000
<u>\$ 1,409,174</u>	<u>\$ 642,989</u>	<u>\$ 1,543,313</u>	<u>\$ 1,693,503</u>	Total Property Maintenance Inspection	<u>\$ 1,692,609</u>	<u>\$ 1,686,609</u>	<u>\$ 1,811,538</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	\$ 102,516	1	\$ 102,516	1	\$ 102,516	1	\$ 102,516
Community Development Administrative Assistant	<u>1</u>	70,182	<u>1</u>	70,182	<u>1</u>	70,182	<u>1</u>	70,182
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 6/30/20.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

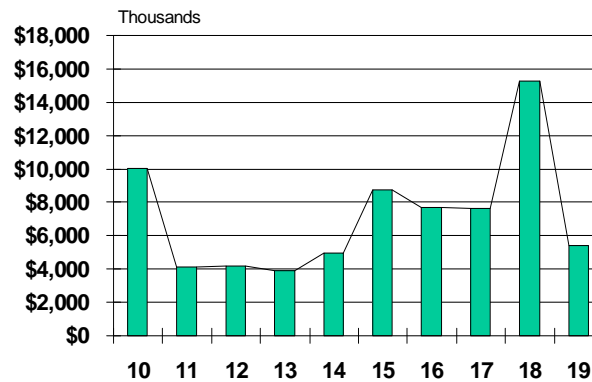
FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	GENERAL GOVERNMENT COMMUNITY & ECONOMIC DEVELOPMENT	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ -	\$ 24,144	\$ 102,668	\$ 102,668	Appointed Official	\$ 104,974	\$ 104,974	\$ 102,916
131,323	27,060	70,286	70,286	Permanent Employees	71,865	71,865	71,865
				Employee Benefits:			
10,269	4,155	13,338	13,338	Social Security	13,797	13,797	13,637
22,666	12,565	37,267	37,267	Employee Insurance	33,927	33,927	33,903
2,738	1,094	3,487	3,487	Retiree Health Insurance	3,607	3,607	3,565
1,369	-	1,404	1,404	Longevity	3,523	3,523	3,482
13,689	5,540	17,436	17,436	Retirement Fund	18,037	18,037	17,827
-	-	500	500	Office Supplies	500	500	500
				Other Services and Charges:			
-	11	2,500	2,500	Postage	2,500	2,500	2,500
-	-	5,000	5,000	Contractual Services	105,000	105,000	105,000
931	614	1,000	1,000	Mileage	1,000	1,000	1,000
-	-	5,000	5,000	Printing and Publishing	5,000	5,000	5,000
970	-	2,000	2,000	Membership & Dues	2,000	2,000	2,000
-	-	-	-	8 mile Vision/Action Plan	-	-	6,700
7,243	-	8,000	8,000	Promotions	8,000	8,000	8,000
<u>\$ 191,198</u>	<u>\$ 75,183</u>	<u>\$ 269,886</u>	<u>\$ 269,886</u>	Total Community & Economic Development	<u>\$ 373,730</u>	<u>\$ 373,730</u>	<u>\$ 377,895</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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>ADMINISTRATION UNALLOCATED EXPENSE</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Other Services and Charges:			
\$ 57,080	\$ 78,595	\$ 75,800	\$ 75,800	Independent Audit	\$ 77,200	\$ 77,200	\$ 77,200
-	-	-	-	Software Services	-	-	-
70,891	34,522	80,000	80,000	Telephone and Radio	80,000	80,000	80,000
24,872	7,443	40,000	40,000	Conferences and Workshops	40,000	40,000	40,000
48,552	41,400	55,000	55,000	Education Allowance	55,000	55,000	55,000
29,537	4,629	30,000	30,000	Community Promotion	30,000	30,000	-
3,363,237	876,429	3,300,000	3,300,000	Insurance and Bonds	3,800,000	3,800,000	3,300,000
-	-	6,700	6,700	8 mile Vision/Action Plan	6,700	6,700	-
179,500	102,354	180,000	180,000	Professional Services	337,000	337,000	150,000
-	-	5,000	5,000	Cable Commission Operating Expense	5,000	5,000	5,000
-	500,000	500,000	500,000	VEBA Contribution	-	-	-
-	-	-	-	Pension Contribution	-	-	-
250,000	250,000	250,000	250,000	Grievance Settlements	250,000	250,000	250,000
221,178	97,663	290,000	290,000	Public Utilities - Civic Center	290,000	290,000	290,000
9,098	4,575	13,000	13,000	Public Utilities - Court Building	13,000	13,000	11,000
9,266	-	13,000	13,000	U.S. Conference of Mayors Membership	13,000	13,000	-
16,675	11,505	11,506	11,506	Unemployment Costs	5,615	5,615	5,615
-	-	55,000	55,000	401(a) Board Operating Expense	55,000	55,000	55,000
-	-	-	-	Disability Commission Operating Expense	-	-	-
550,485	-	-	-	Purchase of Land	-	-	-
549,899	244,725	850,000	850,000	Tax Reverted Property Acquisition/Expense	850,000	850,000	850,000
-	3,600,000	3,600,000	3,600,000	Transfer to Recreation Special Revenue	-	-	-
<u>\$ 5,380,270</u>	<u>\$ 5,853,840</u>	<u>\$ 9,355,006</u>	<u>\$ 9,355,006</u>	Total Administration Unallocated Expense	<u>\$ 5,907,515</u>	<u>\$ 5,907,515</u>	<u>\$ 5,168,815</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 examinations 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.

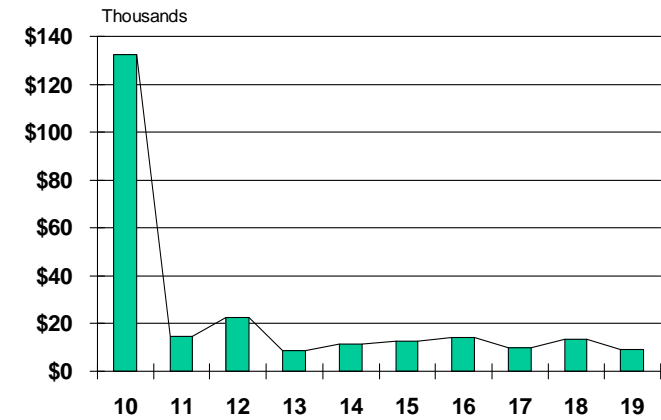
POLICE & FIRE CIVIL SERVICE COMMISSION

Fiscal 2021 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 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Employee promotional exams posted	2	2	3	3
Applications processed	50	30	50	50
Written exams conducted	2	30	3	3
Regular meetings held	11	12	12	12
Special meetings held	2	2	2	2
Certify police promotional list	2	2	3	3

**Expenditure History
Police & Fire Civil Service Commission**



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>POLICE & FIRE CIVIL SERVICE</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 1,400	\$ -	\$ 2,000	\$ 2,000	Fees and Per Diem	\$ 2,000	\$ 2,000	\$ 2,000
				Supplies:			
496	52	500	500	Office Supplies	500	500	500
7,062	5,815	15,000	15,000	Exams & Operating Supplies	16,000	16,000	16,000
				Other Services and Charges:			
36	-	200	200	Contractual Service/Postage	200	200	200
<u>\$ 8,994</u>	<u>\$ 5,867</u>	<u>\$ 17,700</u>	<u>\$ 17,700</u>	Total Police & Fire Civil Service	<u>\$ 18,700</u>	<u>\$ 18,700</u>	<u>\$ 18,700</u>

ZONING BOARD OF APPEALS

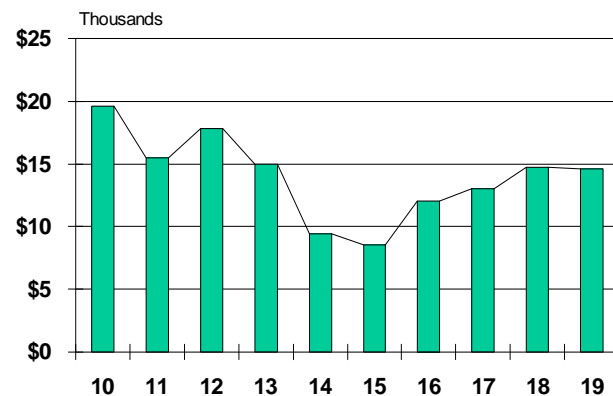
The Zoning Board of Appeals is a nine-member quasi-judicial body authorized by the Michigan Zoning Enabling Act, MCL 125.3601 et seq., and the Warren Zoning Ordinance to:

1. Hear and decide appeals 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

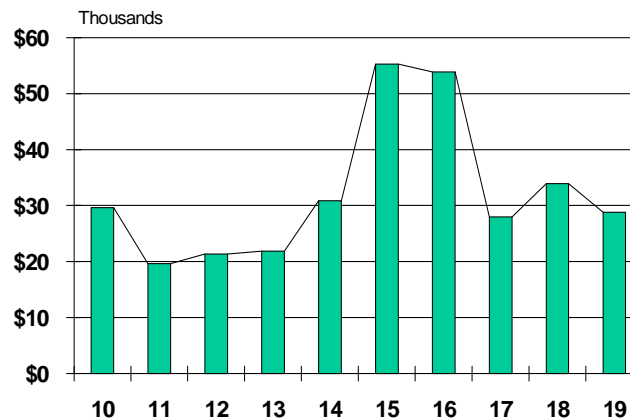
FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>ZONING BOARD OF APPEALS</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 8,950	\$ 3,550	\$ 10,800	\$ 10,800	Meeting Allowance	\$ 10,800	\$ 10,800	\$ 10,800
390	-	1,365	1,365	Office Supplies	1,365	1,365	1,365
				Other Services and Charges:			
4,847	2,351	6,000	6,000	Postage	6,000	6,000	6,000
-	-	3,000	3,000	Outside Court Reporter	3,000	3,000	3,000
390	-	840	840	Printing and Publishing	840	840	840
\$ 14,577	\$ 5,901	\$ 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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	GENERAL GOVERNMENT BEAUTIFICATION COMMISSION	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 8,175	\$ 5,018	\$ 9,000	\$ 9,000	Part-time Employee	\$ 9,000	\$ 9,000	\$ 9,000
				Employee Benefits:			
625	384	689	689	Social Security	689	689	689
10	8	12	12	Employee Insurance	12	12	12
288	85	500	500	Office Supplies	500	500	500
				Other Services and Charges:			
4,460	4,180	6,000	6,000	Contractual Services	6,000	6,000	6,000
1,130	112	1,700	1,700	Postage	1,700	1,700	1,700
73	36	250	250	Telephone Expense	250	250	250
419	480	800	800	Mileage	800	800	800
410	375	1,000	1,000	Public Utilities	1,000	1,000	1,000
750	-	1,000	1,000	City Flower Plantings	1,000	1,000	5,000
1,250	-	1,200	1,200	School Program	1,200	1,200	-
3,050	3,824	9,000	9,000	Awards Committee	9,000	9,000	9,000
-	433	2,000	2,000	Clean-up Campaign	2,000	2,000	2,000
409	-	1,000	1,000	Installation & Informational Dinner Meetings	1,000	1,000	1,000
7,782	263	15,000	15,000	Decorations	15,000	15,000	15,000
<u>\$ 28,831</u>	<u>\$ 15,198</u>	<u>\$ 49,151</u>	<u>\$ 49,151</u>	Total Beautification Commission	<u>\$ 49,151</u>	<u>\$ 49,151</u>	<u>\$ 51,951</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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>CULTURAL COMMISSION</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ -	\$ -	\$ 100	\$ 100	Office Supplies	\$ 100	\$ 100	\$ 100
				Other Services and Charges:			
6,350	6,350	6,350	6,350	Contractual Services	6,350	6,350	6,350
500	625	625	500	Concert Band	625	625	625
500	625	625	500	Warren Tri-County Fine Arts	625	625	625
500	625	625	500	Warren Civic Theatre	625	625	625
500	-	-	500	Warren Community Chorus	-	-	-
500	625	625	500	Warren Symphony Orchestra	625	625	625
14,670	11,254	15,500	15,500	Summer Program	13,000	13,000	13,000
-	-	1,650	1,650	Winter Program	1,650	1,650	1,650
<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	Artist in Residence Program	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
<u>\$ 26,520</u>	<u>\$ 23,104</u>	<u>\$ 29,100</u>	<u>\$ 29,100</u>	Total Cultural Commission	<u>\$ 26,600</u>	<u>\$ 26,600</u>	<u>\$ 26,600</u>

CRIME COMMISSION

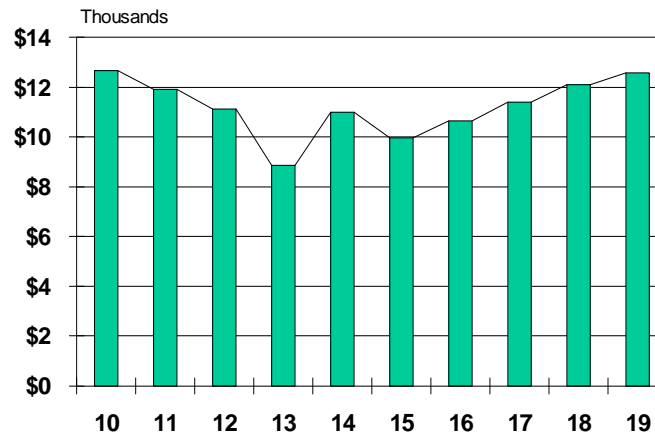
The Crime Commission, established on April 2, 1968, consists of twelve (12) members appointed by the Mayor. Members of the Commission may be persons with qualifications in such areas as: law enforcement, crime prevention, public communication and education.

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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>GENERAL GOVERNMENT</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 862	\$ 660	\$ 1,000	\$ 1,000	<u>CRIME COMMISSION</u>	\$ 1,000	\$ 1,000	\$ 1,000
				Office Supplies	1,000	1,000	1,000
				Other Services and Charges:			
1,782	600	1,800	1,800	Contractual Services	1,800	1,800	1,800
8,424	3,960	9,000	9,000	Community Promotion & Public Relations	10,000	10,000	10,000
<u>1,495</u>	<u>275</u>	<u>2,000</u>	<u>2,000</u>	Public Utilities	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
<u>\$ 12,563</u>	<u>\$ 5,495</u>	<u>\$ 13,800</u>	<u>\$ 13,800</u>	Total Crime Commission	<u>\$ 14,800</u>	<u>\$ 14,800</u>	<u>\$ 14,800</u>

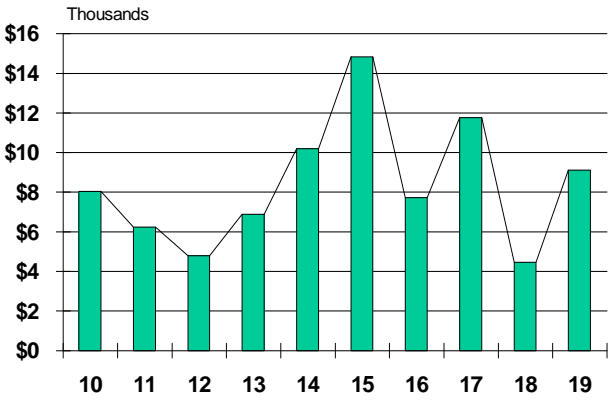
HISTORICAL COMMISSION

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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>HISTORICAL COMMISSION</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 2,194	\$ 177	\$ 1,720	\$ 1,720	Office Supplies	\$ 1,520	\$ 1,520	\$ 1,520
				Other Services and Charges:			
73	37	300	300	Telephone Expense	300	300	300
918	11	1,200	1,200	Community Promotion & Public Relations	1,200	1,200	1,200
318	183	488	488	Membership & Dues	363	363	363
945	967	1,600	1,600	Historical Site Plaques	1,600	1,600	1,600
4,670	810	14,030	14,030	Museum Expense	3,980	3,980	3,980
-	-	-	1,600	Hall of Fame	1,600	1,600	1,600
				Capital Outlay:			
-	-	-	-	Equipment - Interpretive Signs	7,000	7,000	7,000
<u>\$ 9,118</u>	<u>\$ 2,185</u>	<u>\$ 19,338</u>	<u>\$ 20,938</u>	Total Historical Commission	<u>\$ 17,563</u>	<u>\$ 17,563</u>	<u>\$ 17,563</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, 2018, there were 499 retirees and beneficiaries receiving benefits from the fund. In addition, 20 members have deferred their retirement benefits. All of the 70 active members in the system have vested pension rights.

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 six money managers to invest approximately \$122 million in assets.

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, 2020 is \$9,131,943. For comparison to prior years the Unfunded Actuarial Present Value of Credited Projected Benefits for the year ended December 31, 2018 was \$60,255,000. The system is audited annually by an independent certified public accountant and is evaluated each year by an actuarial firm.

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. At December 31, 2018 plan assets are in excess of \$57 million with 562 retirees and beneficiaries, 41 deferred members and 169 active vested members covered by the VEBA Trust.

EMPLOYEE RETIREMENT COMMISSION

Fiscal 2021 Performance Objectives

1. To improve communication between Board of Trustees, Retirees, Employees and City Administration.
2. To promote awareness and use of Retirement system's Webpage for better communication and education of members.
3. To promote education for staff and trustees regarding pension law and changing legislation.
4. To improve the databases of healthcare eligibility for retirees.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Agendas prepared	22	21	21	22
Formal pension calculations prepared	45	35	30	30
Annual employee pension ledgers prepared	110	110	105	100
Pension checks distributed	6,350	6,400	6,400	6,400
1099R's mailed	542	545	550	550
Retirement actuarial statements prepared	1	1	1	1
Retirement financial statements prepared	1	1	1	1
VEBA Trust actuarial valuation prepared	-	1	1	-
VEBA Trust financial statements prepared	1	1	1	1

GENERAL FUND PERSONNEL

<u>CITY 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>
Administrator II			1 (c)	\$ 83,000	1 (c)	\$ 83,000	1 (c)	\$ 83,000
Budget Cost Analyst - Retirement	1	79,000	- (c)	-	- (c)	-	- (c)	-
Senior Account Technician - Retirement	1	65,004	1	65,004	1	65,004	1	65,004
Part-time Employee	—	10,000	—	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 6/30/20.

(c) Reclassification of Budget Cost Analyst to Administrator II.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	GENERAL GOVERNMENT CITY RETIREMENT	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 135,928	\$ 70,218	\$ 144,217	\$ 144,217	Permanent Employees	\$ 149,887	\$ 149,887	\$ 149,887
4,568	2,345	10,000	10,000	Part-time Employee	10,000	10,000	10,000
2,749	1,620	-	-	Overtime	-	-	-
				Employee Benefits:			
11,236	5,806	12,299	12,299	Social Security	12,745	12,745	12,745
34,796	16,865	38,559	38,559	Employee Insurance	35,273	35,273	35,273
75,682	33,787	67,490	67,490	Retiree Health Insurance	82,466	82,466	82,466
6,319	3,121	6,559	6,559	Longevity	6,720	6,720	6,720
1,150	1,150	2,150	2,150	Education Allowance	2,150	2,150	2,150
14,615	7,621	15,078	15,078	Retirement Fund	15,660	15,660	15,660
				Retiree Benefits:			
6,394,477	3,507,252	8,000,000	8,000,000	Retiree Insurance	8,000,000	8,000,000	8,000,000
889,605	444,908	900,000	900,000	Medicare Reimbursement	900,000	900,000	900,000
-	100	2,500	2,500	Office Supplies	2,500	2,500	2,500
				Other Services and Charges:			
-	-	-	12,000	Legal Services	13,000	13,000	13,000
-	-	-	1,000	Fees & Per Diem	1,000	1,000	1,000
2,742	1,208	6,000	6,000	Postage	5,000	5,000	5,000
-	-	-	619,110	Contractual Services	660,232	660,232	660,232
-	-	-	1,000	Service Contracts	1,000	1,000	1,000
-	-	-	3,000	Disability Physicals	3,000	3,000	3,000
-	-	-	350	Membership & Dues	450	450	450
-	-	-	37,180	Bank Custodial Fees	38,610	38,610	38,610
-	-	-	7,000	Travel and Conferences	7,000	7,000	7,000
-	-	-	13,000	Insurance and Bonds	14,000	14,000	14,000
-	-	-	2,000	Printing & Publishing	2,000	2,000	2,000
769	389	1,000	1,000	Telephone	1,000	1,000	1,000
\$ 7,574,636	\$ 4,096,390	\$ 9,205,852	\$ 9,901,492	Total City Retirement	\$ 9,963,693	\$ 9,963,693	\$ 9,963,693
(175,737)	(87,217)	(187,311)	(882,951)	Charges Reimbursable via Public Act 55	(937,733)	(937,733)	(937,733)
(7,398,899)	(4,009,173)	(9,018,541)	(9,018,541)	Charges Reimbursable via VEBA Trust	(9,025,960)	(9,025,960)	(9,025,960)
\$ -	\$ -	\$ -	\$ -	Net City Retirement	\$ -	\$ -	\$ -

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, 2018, were \$266,174,203. 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, 2020 is \$11,884,923, which will change annually after an annual actuarial valuation is completed and a report is issued. As of December 31, 2018 the retirement system is now 69.1% funded, which means that accrued liabilities exceeded actuarial accrued assets by 30.9%.

There are currently 568 retirees or beneficiaries receiving benefits from the fund and 315 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 department representative, a fire department 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, 2018, were \$46,391,100.

POLICE AND FIRE RETIREMENT COMMISSION

Fiscal 2021 Performance Objectives

1. To encourage more enrollments in the direct deposit program.
2. To continue software development for accounting system.
3. To continue software training for staff.
4. To continue education of active members regarding plan benefits.
5. To begin work on database of separating Police and Firefighters with different benefit tiers.
6. To begin work on actuarial study for Health Benefits Plan.
7. To encourage use of online capabilities relative to forms.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Pension calculations prepared	17	20	20	20
Actual pension calculations prepared	17	20	20	20
Agendas prepared	19	18	18	18
Active employee ledgers distributed	349	330	350	350
Pension checks distributed	221	474	474	474
Annuity withdrawals completed	16	20	20	20
Safe-Harbor method calculations	11	20	20	20
Retiree incentive bonuses paid	5	5	5	5
1099R's and W4-P's mailed	642	580	650	650
Buy-Back computations	18	10	15	15
Direct deposit enrollments	17	15	15	15
Monitoring monthly direct deposits	7272	7130	7300	7300
Direct deposits initiated	7272	7130	7300	7300
Pension verifications	-	1	1	-
Retirement System actuarial valuation prepared	1	1	1	1
Retirement System financial statements prepared	1	1	1	1
VEBA Trust actuarial valuation prepared	1	1	1	1
VEBA Trust financial statements prepared	1	1	1	1

GENERAL FUND PERSONNEL

	<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>
<u>POLICE & FIRE RETIREMENT</u>								
Police & Fire Administrator	1	\$ 86,203	1	\$ 86,203	1	\$ 86,203	1	\$ 86,203
Senior Account Technician - Retirement			1 (c)	65,004	1 (c)	65,004	1 (c)	65,004
Account Technician	1	60,472	- (c)	-	- (c)	-	- (c)	-
Part-time Employee		20,000		20,000		20,000		20,000
Overtime	—	3,185	—	3,185	—	3,185	—	3,185
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 6/30/20.

(c) Reclassification of Account Technician to Senior Account Technician.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

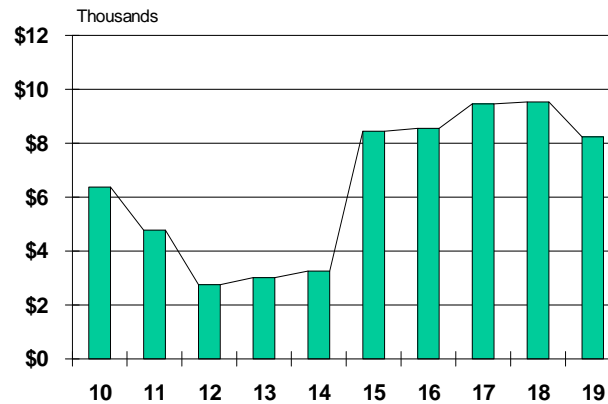
FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	GENERAL GOVERNMENT POLICE & FIRE RETIREMENT	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 146,380	\$ 69,080	\$ 142,677	\$ 142,677	Permanent Employees	\$ 154,833	\$ 154,833	\$ 154,833
14,583	6,218	20,000	20,000	Part-time Employee	20,000	20,000	20,000
5,358	4,224	3,185	3,185	Overtime	3,185	3,185	3,185
				Employee Benefits:			
12,891	6,135	13,438	13,438	Social Security	14,138	14,138	14,138
34,969	16,955	38,604	38,604	Employee Insurance	35,391	35,391	35,391
74,074	32,922	65,844	65,844	Retiree Health Insurance	80,733	80,733	80,733
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
89,672	43,655	87,357	87,357	Retirement Fund	94,432	94,432	94,432
				Retiree Benefits:			
8,272,471	4,837,738	10,000,000	10,000,000	Retiree Insurance	10,000,000	10,000,000	10,000,000
637,653	330,714	655,000	655,000	Medicare Reimbursement	655,000	655,000	655,000
100	-	5,220	5,220	Office Supplies	5,218	5,218	5,218
				Other Services and Charges:			
1,083	311	5,000	5,000	Postage	5,016	5,016	5,016
-	-	-	24,000	Audit Fees	24,000	24,000	24,000
-	-	-	1,800,000	Contractual Services	1,800,000	1,800,000	1,800,000
-	-	-	530	Service Contracts	530	530	530
-	-	-	3,500	Disability Physicals	3,500	3,500	3,500
-	-	-	8,000	Travel and Conferences	8,000	8,000	8,000
-	-	-	20,000	Insurance and Bonds	20,000	20,000	20,000
-	-	-	3,400	Printing & Publishing	3,400	3,400	3,400
577	291	1,000	1,000	Telephone	1,000	1,000	1,000
\$ 9,297,811	\$ 5,352,843	\$ 11,045,325	\$ 12,904,755	Total Police & Fire Retirement	\$ 12,936,376	\$ 12,936,376	\$ 12,936,376
(387,687)	(184,391)	(390,325)	(2,249,755)	Charges Reimbursable via Public Act 55	(2,281,376)	(2,281,376)	(2,281,376)
(8,910,124)	(5,168,452)	(10,655,000)	(10,655,000)	Charges Reimbursable via VEBA Trust	(10,655,000)	(10,655,000)	(10,655,000)
\$ -	\$ -	\$ -	\$ -	Net Police & Fire Retirement	\$ -	\$ -	\$ -

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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>VILLAGE HISTORICAL COMMISSION</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 100	\$ 210	\$ 250	\$ 250	Office Supplies	\$ 600	\$ 600	\$ 600
				Other Services and Charges:			
6,295	1,125	10,000	10,000	Contractual Services	14,000	14,000	14,000
229	371	2,000	2,000	Community Promotion & Public Relations	2,300	2,300	5,000
1,609	336	3,300	3,300	Public Utilities	3,300	3,300	3,300
-	-	2,200	2,200	Historical Site Plaque	3,200	3,200	3,200
-	-	400	400	Old Village Hall Improvements	400	400	15,000
-	-	-	-	Vintage Light Poles	10,000	10,000	10,000
<u>\$ 8,233</u>	<u>\$ 2,042</u>	<u>\$ 18,150</u>	<u>\$ 18,150</u>	Total Village Historical Commission	<u>\$ 33,800</u>	<u>\$ 33,800</u>	<u>\$ 51,100</u>

SENIOR HEALTH CARE SERVICES

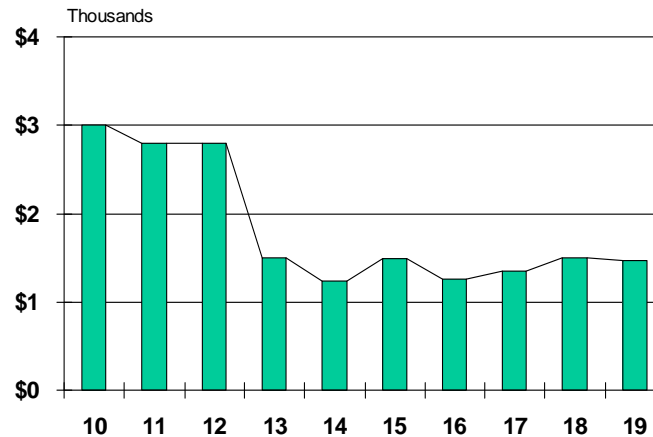
The Warren City Commission for Senior Health Care Services was created by city ordinance effective December 28, 1987.

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

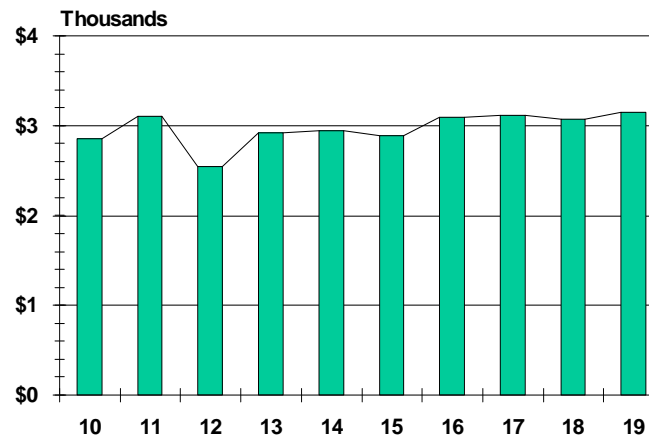
FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>CITY COMMISSION ON SENIOR HEALTH CARE SERVICES</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Other Services and Charges:			
\$ 1,471	\$ 1,257	\$ 1,800	\$ 1,800	Community Promotion & Public Relations	\$ 2,000	\$ 2,000	\$ 2,000
<u>\$ 1,471</u>	<u>\$ 1,257</u>	<u>\$ 1,800</u>	<u>\$ 1,800</u>	Total Senior Health Care Svcs Commission	<u>\$ 2,000</u>	<u>\$ 2,000</u>	<u>\$ 2,000</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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>COUNCIL OF COMMISSIONS</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ -	\$ -	\$ 100	\$ 100	Office Supplies	\$ 100	\$ 100	\$ 100
<u>3,144</u>	<u>349</u>	<u>3,400</u>	<u>3,400</u>	Other Services and Charges: Appreciation Reception	<u>3,850</u>	<u>3,850</u>	<u>3,850</u>
<u>\$ 3,144</u>	<u>\$ 349</u>	<u>\$ 3,500</u>	<u>\$ 3,500</u>	Total Council of Commissions	<u>\$ 3,950</u>	<u>\$ 3,950</u>	<u>\$ 3,950</u>

ANIMAL WELFARE COMMISSION

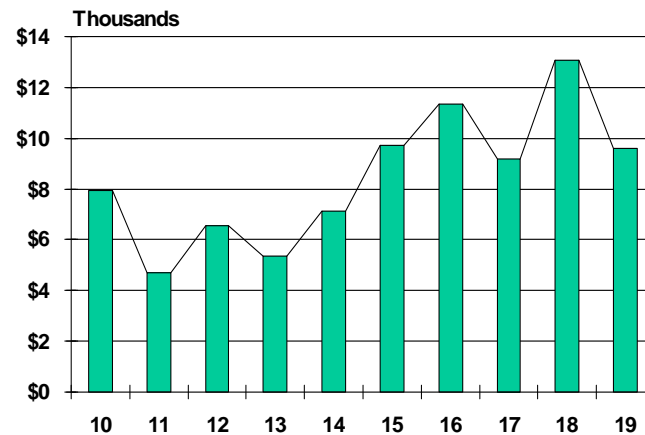
The Animal Welfare Commission was established on October 22, 1998. The Commission shall consist of seven members to be appointed by the Mayor. The members shall serve for three-year terms and may be re-appointed for any number of terms. Council and the Mayor may appoint ex-officio members.

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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>ANIMAL WELFARE COMMISSION</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ -	\$ -	\$ 300	\$ 300	Office Supplies	\$ 300	\$ 300	\$ 300
				Other Services and Charges:			
1,668	2,053	2,000	2,000	Operating Expense	2,000	2,000	2,000
-	-	50	50	Postage	50	50	50
-	-	50	50	Telephone Expense	50	50	50
1,834	1,554	2,600	2,600	Vaccination Fair	2,600	2,600	2,600
1,000	-	1,000	1,000	Chipping Clinic	1,000	1,000	1,000
833	960	2,500	2,500	Education	2,500	2,500	2,500
<u>4,261</u>	<u>725</u>	<u>7,500</u>	<u>7,500</u>	Dog Park	<u>7,500</u>	<u>7,500</u>	<u>15,000</u>
<u>\$ 9,596</u>	<u>\$ 5,292</u>	<u>\$ 16,000</u>	<u>\$ 16,000</u>	Total Animal Welfare Commission	<u>\$ 16,000</u>	<u>\$ 16,000</u>	<u>\$ 23,500</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.

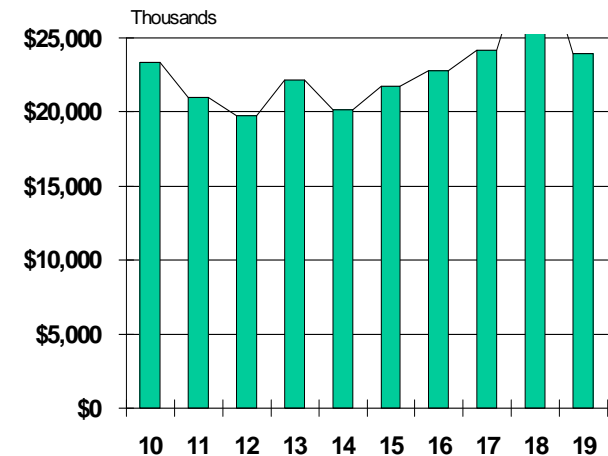
FIRE DEPARTMENT

Fiscal 2021 Performance Objectives

1. To collaborate 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 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Incident reports reviewed	18,199	20,000	20,500	21,000
Fire station inspections	72	75	72	72
Total incident responses	18,199	20,000	19,300	19,500
Total equipment responses	26,455	38,000	27,000	27,000
Mutual aid rendered and received	62	100	75	75
On duty injuries	8	15	10	10
Lost work hours from on duty injuries	2,203	2,300	2,500	2,500
Hours of hydrant maintenance	7,800	7,800	7,800	7,800
Hours of fire training	6,172	1,500	6,500	6,500
Hours of medical training	2,605	1,700	3,000	3,000
Hours of haz-mat training	304	600	300	300
Hours of tech rescue training	158	525	150	150
Hours of SRT training	33	900	30	30
Fire Department vehicle accidents	14	12	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	\$ 133,259	1	\$ 135,924	1	\$ 135,924	1	\$ 135,924
Administrative Chief of Operations	1	124,964	1	127,464	1	127,464	1	127,464
Deputy Chief	1	119,283	1	121,670	1	121,670	1	121,670
Special Operations Chief	1	113,603	1	115,874	1	115,874	1	115,874
Battalion Chief	3	113,603	3	115,874	3	115,874	3	115,874
Fire Marshal	1	113,603	1	115,874	1	115,874	1	115,874
Chief of E.M.S.	1	113,603	1	115,874	1	115,874	1	115,874
Captain	6	103,275	6	105,341	6	105,341	6	105,341
Training Coordinator	1	103,275	1	105,341	1	105,341	1	105,341
Lieutenant	15	93,885	15	95,762	15	95,762	15	95,762
Fire Inspector	3	93,885	4 (b)	95,762	3 (d)	95,762	3 (d)	95,762
EMS Coordinator	-	-	1 (b)	100,741	- (d)	-	- (d)	-
Health & Safety Officer	-	-	1 (b)	100,741	- (d)	-	- (d)	-
Sergeant A.E.M.T.	6	93,885	6	95,762	6	95,762	6	95,762
Sergeant	1	85,349	1	87,057	1	87,057	1	87,057
Fire Fighter A.E.M.T.	9	85,349	9	87,057	9	87,057	9	87,057
Fire Fighter Engine & Ladder	21	81,470	21	83,100	21	83,100	21	83,100
Fire Fighter	60	77,590	60	79,142	60	79,142	60	79,142
Office Coordinator - Fire	1	78,495	1	78,495	1	78,495	1	78,495
Administrative Clerk Technician	1	57,844	1	57,844	1	57,844	1	57,844
EMS Billing Clerk	1	53,894	1	53,894	1	53,894	1	53,894
Overtime - Fire Fighters		450,000		650,000		650,000		650,000
Overtime - Clerical		1,500		1,500		1,500		1,500
Total Personnel	<u>134</u>		<u>137</u>		<u>134</u>		<u>134</u>	

(a) Wage rates include holiday pay and are based on Local 1383 contract that expires 6/30/22 as well as Local 412 Unit 35 and Local 227 contracts that expire 6/30/20.

(b) New position.

(d) Position deleted.

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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	PUBLIC SAFETY FIRE DEPARTMENT	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 127,661	\$ 59,346	\$ 126,177	\$ 126,177	Appointed Official	\$ 129,011	\$ 129,011	\$ 126,481
9,009,146	3,923,919	9,405,028	9,405,028	Fire Fighter Wages	10,108,897	9,826,771	9,826,771
168,797	82,027	175,041	175,041	Civilians & Clerical	181,227	181,227	181,227
-	848	1,500	1,500	Overtime - Clerical	1,500	1,500	1,500
683,023	421,767	450,000	450,000	Overtime - Fire Fighters	650,000	650,000	650,000
115,294	24,742	150,000	150,000	Shift Premium	150,000	150,000	150,000
79,500	41,000	85,000	85,000	A.E.M.T. Premium	94,000	91,000	91,000
				Employee Benefits:			
25,658	24,217	25,400	25,400	Educational Allowance	25,650	24,650	24,650
8,520	6,751	8,400	8,400	Cleaning Allowance	10,500	8,400	8,400
172,524	78,445	183,762	183,762	Social Security	198,378	193,826	193,621
491,054	188,492	545,661	545,661	Holiday Pay	588,351	572,138	571,993
2,110,211	995,178	2,721,309	2,721,309	Employee Insurance	2,586,778	2,529,222	2,529,147
4,000,462	2,249,730	4,248,819	4,248,819	Retiree Health Insurance	4,754,981	4,754,981	4,754,927
193,415	93,497	207,748	207,748	Longevity	205,029	197,549	197,549
4,367,523	2,049,533	4,099,958	4,099,958	Retirement Fund	4,452,553	4,452,553	4,452,285
110,024	52,779	120,000	120,000	Food Allowance	124,000	122,000	122,000
74,696	38,339	72,800	72,800	Uniforms	75,000	73,250	73,250
				Supplies:			
225,029	70,103	600,000	600,000	Operating Supplies	528,200	528,200	528,200
148,420	44,801	175,000	175,000	EMS Medical Supplies	175,000	175,000	175,000
92,571	39,474	100,000	100,000	Gasoline & Diesel Oil	100,000	100,000	100,000
				Other Services and Charges:			
446,653	160,486	440,650	440,650	Contractual Services	618,619	618,619	618,619
140,882	-	-	-	Contractual Services - Data Conversion	-	-	-
-	-	-	-	Capital Equipment Lease Payment	-	-	-
105,295	32,674	165,000	165,000	Building Maintenance	227,000	227,000	227,000
56,797	18,932	70,000	70,000	Instruction	75,000	75,000	75,000
2,335	-	22,000	22,000	Medical Services	14,500	14,500	14,500
31,684	21,767	73,600	73,600	Telephone and Radio	76,100	76,100	76,100
121,436	72,477	125,000	125,000	Public Utilities	125,000	125,000	125,000
30,000	15,000	30,000	30,000	Hydrant Installation & Repairs	30,000	30,000	30,000
60,000	30,000	60,000	60,000	Public Fire Protection (Water)	60,000	60,000	60,000
2,305	1,185	7,600	7,600	Memberships & Dues	17,175	17,175	17,175
15,573	7,213	30,000	30,000	Fire Prevention Week	46,750	46,750	46,750

(Continued)

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>FIRE DEPARTMENT (CONTINUED)</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Capital Outlay:			
\$ 98,803	\$ 2,325	\$ 468,750	\$ 468,750	Capital Improvements	\$ 3,690,000	\$ 220,000	\$ 220,000
-	-	74,311	74,311	2017 AFG Grant Expense	-	-	-
<u>619,227</u>	<u>103,230</u>	<u>937,689</u>	<u>937,689</u>	Equipment and Vehicles	<u>212,750</u>	<u>212,750</u>	<u>212,750</u>
<u>\$ 23,934,518</u>	<u>\$ 10,950,277</u>	<u>\$ 26,006,203</u>	<u>\$ 26,006,203</u>	Total Fire Department	<u>\$ 30,331,949</u>	<u>\$ 26,484,172</u>	<u>\$ 26,480,895</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.

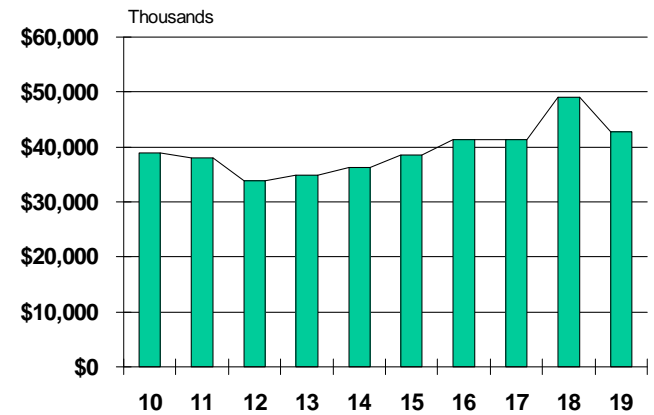
POLICE DEPARTMENT

Fiscal 2021 Performance Objectives

1. To continue to disrupt and dismantle drug networks/trafficking in and around Macomb with the DEA and FANTOM.
2. To dedicate officers to assist in the manning of the Civic Center South mini station.
3. To continue to grow and expand the Community Policing Unit and further expand Neighborhood Watch programs and initiatives.
4. To launch a cooperative effort with US Marshalls to apprehend sex offenders and wanted felons.
5. To update the forensic lab to protect the integrity of evidence.
6. To research, test and purchase body cameras for our patrol officers.
7. To continue to complete essential infrastructure repairs to Police headquarters

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Calls for police service	92,756	95,000	95,000	95,000
Part A crimes	7,253	8,200	7,950	8,200
Burglary incidents	607	600	650	675
Auto theft incidents	432	500	450	500
Narcotic and drug incidents	1,103	1,200	1,050	1,150
Liquor license investigations	225	170	165	200
Traffic citations	28,539	31,000	29,850	30,500
OUIL arrest	255	330	305	330
Traffic accidents	4,565	5,500	4,925	5,000
Juveniles arrest	110	145	150	145
Total arrests	4,632	6,000	5,500	5,000
Abandoned autos process/auctioned	1,100	1,200	1,200	1,250
Guns registered	4,569	6,000	5,000	5,000
Neighborhood watch programs	123	130	125	135
Citizens Police Academy	2	2	2	2
Crime prevention/security survey	144	130	125	150
SRT training days	12	20	12	12
High risk incidents	5	14	10	14
Environmental investigations	6	15	13	15
SID/SOU Search Warrants Executed	181	120	115	150
Junior Detectives Club	2	2	2	2

**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>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
<u>POLICE DEPARTMENT</u>								
Police Commissioner	1	\$ 137,702	1	\$ 137,702	1	\$ 137,702	1	\$ 137,702
Deputy Police Commissioner	1	130,824	1	130,824	1	130,824	1	130,824
Captain	2	118,931	2	118,931	2	118,931	2	118,931
Lieutenant	10	108,119	10	108,119	10	108,119	10	108,119
Sergeant	17	98,290	17	98,290	17	98,290	17	98,290
Corporal	27	89,356	28 (b)	89,356	27 (d)	89,356	27 (d)	89,356
Police Officer	<u>158</u>	<u>81,232</u>	<u>166</u> (b)	<u>81,232</u>	<u>158</u> (d)	<u>81,232</u>	<u>158</u> (d)	<u>81,232</u>
Sub-Total Police Personnel	<u>216</u>		<u>225</u>		<u>216</u>		<u>216</u>	
Crime M.I.S. Specialist	1	94,470	1	94,470	1	94,470	1	94,470
Assistant Crime M.I.S. Specialist	2	65,436	2	65,436	2	65,436	2	65,436
Forensic Technologist	1	75,070	1	75,070	1	75,070	1	75,070
Office Coordinator	1	78,495	1	78,495	1	78,495	1	78,495
Administrative Secretary	1	60,477	1	60,477	1	60,477	1	60,477
Police Asset Forfeiture Spec	1	67,080	1	67,080	1	67,080	1	67,080
Stenographic Technician	1	58,519	1	58,519	1	58,519	1	58,519
Dispatch Supervisor	3	70,248	3	70,248	3	70,248	3	70,248
Dispatcher	20	61,085	20	61,085	20	61,085	20	61,085
Senior Clerk	1	60,477	1	60,477	1	60,477	1	60,477
Fire Arms Specialist	1	57,964	1	57,964	1	57,964	1	57,964
Administrative Clerical Technician	1	57,844	2 (b)	57,844	2 (b)	57,844	2 (b)	57,844
Administrative Clerk	1	53,894	1	53,894	1	53,894	1	53,894
Office Assistant	<u>2</u>	<u>38,802</u>	<u>1</u> (d)	<u>38,802</u>	<u>1</u> (d)	<u>38,802</u>	<u>1</u> (d)	<u>38,802</u>
Sub-Total Civilian Personnel	<u>37</u>		<u>37</u>		<u>37</u>		<u>37</u>	
Temporary/Co-op		65,000		85,000		85,000		85,000
Permanent Part-time - Crossing Guards		151,560		151,560		151,560		151,560
Overtime - Police		950,000		950,000		950,000		950,000
Overtime - Civilians		33,463		19,530		19,530		19,530
Total Personnel	<u>253</u>		<u>262</u>		<u>253</u>		<u>253</u>	

(a) Wage rates include holiday pay and are based on Local 412 Unit 35, Local 227, Warren Supervisors, W.P.O.A., and W.P.C.O.A. contracts that expire 6/30/20.

(b) New position.

(d) Position deleted.

Note: Reduced rates apply to the position of Police Officer for employees hired after 1/11/12.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>POLICE DEPARTMENT</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 127,497	\$ 61,548	\$ 130,860	\$ 130,860	Appointed Official	\$ 133,799	\$ 133,799	\$ 131,176
15,557,013	7,297,660	16,391,274	16,391,274	Police Officers	17,482,399	16,877,472	16,618,420
2,015,065	966,824	2,141,452	2,141,452	Civilians & Clerical	2,222,071	2,222,071	2,222,071
147,243	53,546	151,560	151,560	Crossing Guards	151,560	151,560	151,560
64,200	38,627	65,000	65,000	Temporary/Co-op	85,000	85,000	85,000
971,175	451,789	950,000	950,000	Overtime - Police Officers	950,000	950,000	950,000
30,597	3,016	33,463	33,463	Overtime - Civilians	19,530	19,530	19,530
257,889	62,857	265,000	265,000	Shift Premium	270,300	270,300	270,300
				Employee Benefits:			
190,437	1,145	202,825	202,825	Gun Allowance	213,750	205,200	201,400
53,542	51,067	54,800	54,800	Education Allowance	55,600	55,600	55,600
124,005	107,043	135,000	135,000	Cleaning Allowance	141,900	136,500	134,100
446,976	209,443	487,627	487,627	Social Security	511,596	502,112	498,064
871,533	319,077	952,453	952,453	Holiday Pay	1,017,435	984,986	970,949
3,872,878	1,902,060	5,072,300	5,072,300	Employee Insurance	4,898,147	4,731,325	4,657,399
7,217,105	3,807,651	7,399,166	7,399,166	Retiree Health Insurance	8,519,207	8,506,124	8,500,484
334,550	174,233	350,764	350,764	Longevity	334,387	331,667	331,667
7,954,902	3,825,626	7,754,276	7,754,276	Retirement Fund	8,608,168	8,309,386	8,309,109
170,278	81,914	144,550	144,550	Uniforms	175,450	170,300	168,100
				Supplies:			
117,833	35,854	65,000	65,000	Office Supplies	70,000	70,000	70,000
74,693	33,284	70,000	70,000	Operating Expense	90,000	90,000	90,000
221,247	101,448	300,000	300,000	Gasoline & Diesel Oil	300,000	300,000	300,000
				Other Services and Charges:			
11,458	4,133	15,000	15,000	Prisoners' Food	15,000	15,000	15,000
429,889	94,741	94,741	94,741	Capital Equipment Lease Payment	94,741	94,741	94,741
-	-	15,000	15,000	Crime Prevention	15,000	15,000	15,000
398,275	280,177	308,497	308,497	Building Maintenance	300,000	300,000	300,000
373,196	170,339	400,000	400,000	Contractual Services	425,000	425,000	425,000
6,077	3,015	7,000	7,000	Postage	7,000	7,000	7,000
49,914	10,955	55,000	55,000	Instruction	55,000	55,000	55,000
13,855	15,700	17,500	17,500	911 Dispatch Training Expense	17,500	17,500	17,500
121,493	46,895	115,000	115,000	Telephone and Radio	115,000	115,000	115,000
9,496	6,761	45,000	45,000	Vehicle Maintenance	35,000	35,000	35,000
9,986	-	10,000	10,000	Youth Athletic League	10,000	10,000	10,000
2,000	-	5,000	5,000	CERT	6,000	6,000	6,000

(Continued)

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>POLICE DEPARTMENT (CONTINUED)</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Other Services and Charges:			
\$ 10,967	\$ 2,378	\$ 6,000	\$ 6,000	Community Promotion	\$ 8,000	\$ 8,000	\$ 8,000
-	-	-	-	Wellness Program	-	-	-
995	404	5,000	5,000	Explorers	5,000	5,000	5,000
182,867	70,412	200,000	200,000	Public Utilities	200,000	200,000	200,000
8,000	4,000	15,000	15,000	Special Investigations	10,000	10,000	10,000
				Capital Outlay:			
43,850	23,914	23,915	23,915	Capital Improvements	852,000	345,000	345,000
168,380	25,933	140,000	140,000	Police Equipment	140,000	32,533	32,533
3,352	5,364	35,000	35,000	Office Equipment	57,500	57,500	57,500
796	-	50,000	50,000	911 Equipment	25,000	25,000	25,000
7,471	-	-	-	U.S. Dept of Justice Assistance Grant-2015	-	-	-
1,537	12,651	-	-	U.S. Dept of Justice Assistance Grant-2016	-	-	-
-	56,196	80,036	80,036	U.S. Dept of Justice Assistance Grant-2017	-	-	-
56,325	-	25,394	25,394	U.S. Dept of Justice Assistance Grant-2018	-	-	-
-	52,051	52,051	52,051	U.S. Dept of Justice Assistance Grant-2019	-	-	-
-	16,800	25,356	25,356	Bulletproof Vest Partnership Grant	-	-	-
29,531	-	-	-	Medical Marihuana Oper./Oversight Grant	-	-	-
32,952	26,801	-	-	OHSP - Ped Bike Enforcement	-	-	-
-	-	-	-	UASI Grant	-	-	-
\$ 42,793,320	\$ 20,515,332	\$ 44,862,860	\$ 44,862,860	Total Police Department	\$ 48,643,040	\$ 46,881,206	\$ 46,513,203

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 three (3) 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.

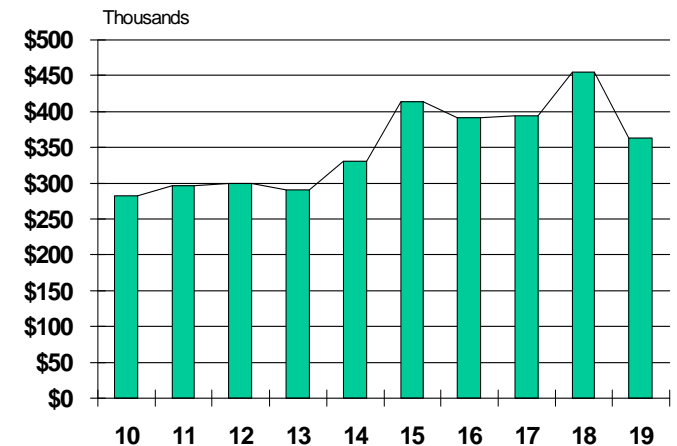
ANIMAL CONTROL

Fiscal 2021 Performance Objectives

1. To provide increased investigative service to the community with regard to stray, lost, unlicensed or dead animals.
2. To expand pet food programs by hosting more events.
3. To increase the Spay, Neuter, Release (SNR) cat numbers.
4. To provide better enforcement of ordinances pertaining to all animals.
5. To encourage citizens to transport sick or injured animals to the Macomb County Animal shelter whenever possible.
6. To striving to decrease dependency on the Macomb County Animal Control by developing relationships with other entities, such as "I heart Dogs".

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Animal Control calls for service	2,195	2,300	2,450	2,600
Number of miles driven per year	45,500	50,000	50,000	55,000
Stray animals picked up	815	1,600	900	1,000
Dead animals handled	600	1,800	650	700
Animals given up by owner	110	700	130	150
SNR cats	210	375	225	250

**Expenditure History
Animal Control**



GENERAL FUND PERSONNEL

<u>POLICE DEPARTMENT - ANIMAL CONTROL</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>
Animal Control Officer	3	\$ 60,373	3	\$ 60,373	3	\$ 60,373	3	\$ 60,373
Overtime	—	-	—	-	—	-	—	-
Total Personnel	<u>3</u>		<u>3</u>		<u>3</u>		<u>3</u>	

(a) Wage rates are based on Local 227 contract that expires 6/30/20.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>ANIMAL CONTROL</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 132,650	\$ 74,084	\$ 167,544	\$ 167,544	Permanent Employees	\$ 178,621	\$ 178,621	\$ 178,621
-	-	-	-	Temporary Employee	-	-	-
-	-	-	-	Overtime	-	-	-
				Employee Benefits:			
10,142	5,781	12,847	12,847	Social Security	13,696	13,696	13,696
26,987	16,271	57,502	57,502	Employee Insurance	52,742	52,742	52,742
75,544	33,821	67,926	67,926	Retiree Health Insurance	83,009	83,009	83,009
3,400	3,400	3,400	3,400	Longevity	3,400	3,400	3,400
79,180	39,752	80,801	80,801	Retirement Fund	87,611	87,611	87,611
529	-	1,140	1,140	Uniforms	1,140	1,140	1,140
2,988	1,003	3,000	3,000	Operating Supplies	4,500	4,500	4,500
				Other Services and Charges:			
31,919	8,086	95,000	95,000	Animal Collection	95,000	95,000	95,000
-	764	4,000	4,000	Vehicle Maintenance	3,000	3,000	3,000
<u>\$ 363,339</u>	<u>\$ 182,962</u>	<u>\$ 493,160</u>	<u>\$ 493,160</u>	Total Animal Control	<u>\$ 522,719</u>	<u>\$ 522,719</u>	<u>\$ 522,719</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.

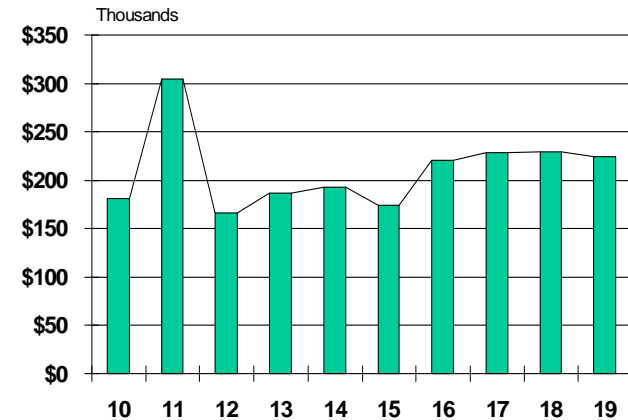
CIVIL DEFENSE

Fiscal 2021 Performance Objectives

1. To continue working with active Citizens Emergency Response Team (CERT) members and provide them the materials needed to maintain their readiness for the City of Warren.
2. To maintain a current disaster response and recovery program in the event of a nuclear, technological, or natural disaster.
3. To maintain the warning system and sirens within the City of Warren.
4. To coordinate training and planning for an emergency or disaster and assist with the recovery process for the incident.
5. To participate in full-scale exercises with General Motors, the Tank Arsenal and Fitzgerald Public Schools regarding Active Shooters, Civil Disorder and Rescue Task Force.
6. To provide public schools, local churches and local businesses with security and building assessments upon request.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Responses to disaster or emergency incidents	14	12	16	18
Emergency operation plans reviewed	40	40	44	50
Michigan State Police Emergency Management Division meetings attended	25	25	28	30
Macomb County Emergency Management Meetings attended	36	30	40	45
MSP emergency management training classes attended	14	20	15	17
Functional/full-scale exercises	4	5	4	5
Orientation/table top preparation exercises	10	12	12	14
Hazard analysis & risk assessment	30	40	34	36
Chemical inventory reports processed	12	15	14	16

**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	\$ 98,290	1	\$ 98,290	1	\$ 98,290	1	\$ 98,290
Overtime	—	4,000	—	8,000	—	8,000	—	8,000
Total Personnel	<u>1</u>		<u>1</u>		<u>1</u>		<u>1</u>	

(a) Wage rates include holiday pay and are based on W.P.C.O.A. contract that expires 6/30/20.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>CIVIL DEFENSE</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 93,106	\$ 43,933	\$ 93,406	\$ 93,406	Police Officer	\$ 95,504	\$ 95,504	\$ 95,504
7,392	4,451	4,000	4,000	Overtime	8,000	8,000	8,000
-	-	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
1,562	717	1,557	1,557	Social Security	1,589	1,589	1,589
4,899	1,772	5,022	5,022	Holiday Pay	5,123	5,123	5,123
20,996	10,141	21,292	21,292	Employee Insurance	19,677	19,677	19,677
50,251	25,128	50,251	50,251	Retiree Health Insurance	59,681	59,681	59,681
2,720	-	2,720	2,720	Longevity	2,720	2,720	2,720
33,846	15,630	31,260	31,260	Retirement Fund	33,198	33,198	33,198
750	-	750	750	Uniforms	750	750	750
				Supplies:			
-	-	1,500	1,500	Operating Expense	1,500	1,500	1,500
				Other Services and Charges:			
5,494	4,500	15,000	15,000	Contractual Services	15,000	15,000	15,000
1,004	261	1,200	1,200	Public Utilities	1,200	1,200	1,200
<u>\$ 224,170</u>	<u>\$ 107,133</u>	<u>\$ 230,208</u>	<u>\$ 230,208</u>	Total Civil Defense	<u>\$ 246,192</u>	<u>\$ 246,192</u>	<u>\$ 246,192</u>

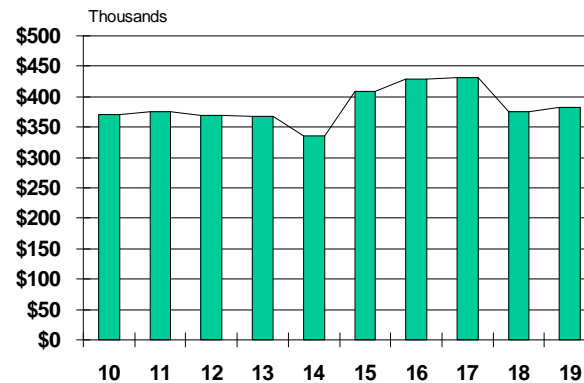
DEPARTMENT OF PUBLIC SERVICE

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</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>
Director of Public Services	1	\$ 122,437	1	\$ 122,437	1	\$ 122,437	1	\$ 122,437
Administrative Supervisor/Citistat Coordinator	1	75,766	1	75,766	1	75,766	1	75,766
Office Coordinator Public Service	1	78,495	1	78,495	1	78,495	1	78,495
Administrative Clerk	<u>1</u>	53,894	<u>1</u>	53,894	<u>1</u>	53,894	<u>1</u>	53,894
Total Personnel	<u>4</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 6/30/20.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	PUBLIC SERVICES PUBLIC SERVICES DIRECTOR	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 124,979	\$ 57,672	\$ 122,618	\$ 122,618	Appointed Official	\$ 125,373	\$ 125,373	\$ 122,915
110,949	93,710	194,640	194,640	Permanent Employees	204,363	204,363	202,842
-	-			Temporary/Co-op	-	-	-
				Employee Benefits:			
18,426	11,660	24,790	24,790	Social Security	25,745	25,745	25,442
40,573	21,165	78,448	78,448	Employee Insurance	72,134	72,134	72,069
40,345	18,826	37,810	37,810	Retiree Health Insurance	45,422	45,422	45,342
6,800	3,400	6,800	6,800	Longevity	6,800	6,800	6,800
24,273	15,511	32,406	32,406	Retirement Fund	33,653	33,653	33,256
2,062	1,149	5,000	5,000	Office Supplies	3,000	3,000	3,000
				Other Services and Charges:			
1,053	354	2,000	2,000	Postage	2,000	2,000	2,000
-	-	-	-	Vehicle Maintenance	600	600	600
-	-	750	750	Telephone & Radio	415	415	415
				Capital Outlay:			
13,274	-	-	-	Equipment - Motorola Radios	-	-	-
<u>\$ 382,734</u>	<u>\$ 223,447</u>	<u>\$ 505,262</u>	<u>\$ 505,262</u>	Total Public Services Director	<u>\$ 519,505</u>	<u>\$ 519,505</u>	<u>\$ 514,681</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 functional 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.

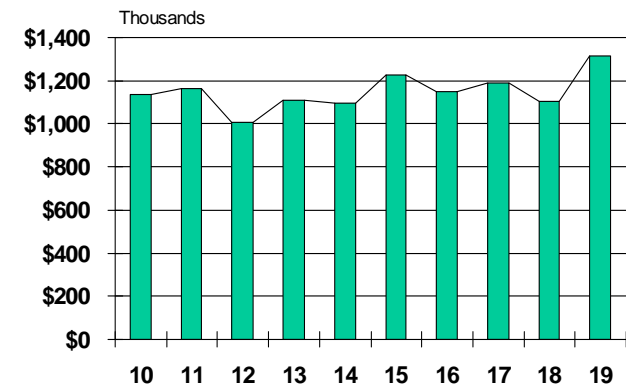
ENGINEERING DIVISION

Fiscal 2021 Performance Objectives

1. To continue to maintain and provide updated 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 construction 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 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Engineering and inspection revenues	71,086	80,000	70,000	70,000
Requests for service processed	783	800	800	800
Planning reviews	123	160	140	140
Site plan reviews	461	375	400	400
Sign permit structural reviews	32	20	30	30
Private and public project inspections	170	140	160	150
Sidewalk locations inspected & repaired	435	600	450	450
Street repairs	200	200	225	225
Water main break repairs	115	150	100	100
Illicit connection, evaluation, review and remediation	2	5	2	2

**Expenditure History
Engineering**



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>
Engineering GIS Specialist	1	\$ 75,000	1	\$ 75,000	1	\$ 75,000	1	\$ 75,000
Engineering Clerical Technician	1	57,844	1	57,844	1	57,844	1	57,844
<u>Engineering Field:</u>								
Engineering Field Supervisor	1	85,488	1	85,488	1	85,488	1	85,488
Engineering Technician	1	74,069	1	74,069	1	74,069	1	74,069
Construction Specialist	1	70,013	1	70,013	1	70,013	1	70,013
Engineering Specialist	1	63,502	1	63,502	1	63,502	1	63,502
Temporary Employees - Inspections		74,000		74,000		74,000		74,000
Temporary Employee - Engineer		20,000		-		-		-
Overtime - Clerical		500		500		500		500
Overtime - Engineers & Inspectors	—	97,000	—	125,000	—	125,000	—	125,000
Total Personnel	<u>6</u>		<u>6</u>		<u>6</u>		<u>6</u>	

(a) Wage rates are based on Local 227 and Warren Supervisors contracts that expire 6/30/20.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	PUBLIC SERVICES ENGINEERING AND INSPECTIONS	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 300,721	\$ 156,309	\$ 353,314	\$ 353,314	Engineers & Inspectors	\$ 359,098	\$ 359,098	\$ 359,098
34,889	24,544	54,084	54,084	Permanent Employees - Clerical	56,871	56,871	56,871
87,738	14,687	74,000	74,000	Temporary Employees- Inspection	74,000	74,000	74,000
-	-	20,000	20,000	Temporary Employee- Engineer	-	-	-
125,667	88,111	97,000	97,000	Overtime - Engineers & Inspectors	125,000	125,000	125,000
-	-	500	500	Overtime - Clerical	500	500	500
				Employee Benefits:			
41,940	21,675	46,663	46,663	Social Security	47,766	47,766	47,766
106,161	50,766	133,381	133,381	Employee Insurance	122,275	122,275	122,275
116,089	52,701	105,670	105,670	Retiree Health Insurance	130,289	130,289	130,289
10,872	6,166	11,082	11,082	Longevity	8,901	8,901	8,901
188,316	96,296	188,148	188,148	Retirement Fund	199,005	199,005	199,005
891	-	900	900	Uniforms	1,200	1,200	1,200
14,511	9,405	19,500	19,500	Office Supplies	19,000	19,000	19,000
				Other Services and Charges:			
-	25,152	280,000	280,000	Contractual Services	20,000	20,000	20,000
9,199	-	20,000	20,000	Contractual Services - Software Services	20,000	20,000	20,000
16,332	195	105,000	105,000	Contractual Services - Inspectors	100,000	100,000	100,000
938	450	1,800	1,800	Postage	1,200	1,200	1,200
-	-	1,800	1,800	Telephone & Radio	1,800	1,800	1,800
15,025	7,884	15,000	15,000	Auto Expense	15,000	15,000	15,000
7,801	7,500	10,500	10,500	Memberships and Dues	14,500	14,500	14,500
149,501	78,506	157,011	157,011	Transfer to W&S System/Engineering Svcs.	158,434	158,434	158,434
				Capital Outlay:			
-	27,337	27,337	27,337	Equipment - Vehicles	65,000	33,000	33,000
28,119	17,010	-	-	Equipment - Survey Equipment	15,000	15,000	15,000
61,704	-	32,500	32,500	Equipment - Office	26,900	26,900	26,900
<u>\$ 1,316,414</u>	<u>\$ 684,694</u>	<u>\$ 1,755,190</u>	<u>\$ 1,755,190</u>	Total Engineering and Inspections	<u>\$ 1,581,739</u>	<u>\$ 1,549,739</u>	<u>\$ 1,549,739</u>

BUILDING INSPECTIONS DIVISION

Fiscal year 2019 was a continuation of robust building activity with 11,665 permits issued. 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 \$365,613,531 and permit fees collected amounted to \$4,970,589.

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 Building Division will aggressively pursue code enforcement of the new ordinances, including the Michigan Medical Marihuana Act (MMMA), both residential and commercial properties, and the Medical Marihuana Facilities Licensing Act (MMFLA) in commercial properties for compliance. We will also monitor vacant commercial / industrial properties. Enforcement to be coordinated with Building, Zoning, Assessing and Property Maintenance Inspectors, Fire and Police.

The program requiring Certificates of Compliance 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. This program performed over 311 investigations resulting in 311 new businesses established in existing buildings for Fiscal year 2019.

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 neighborhood stabilization, protection of lives and property and to have a strong presence in the older sections of Warren. The new mini station/Library will assist us in accomplishing these goals. These goals are strongly supported through proper and effective code enforcement by knowledgeable and competent Public Safety Officials.

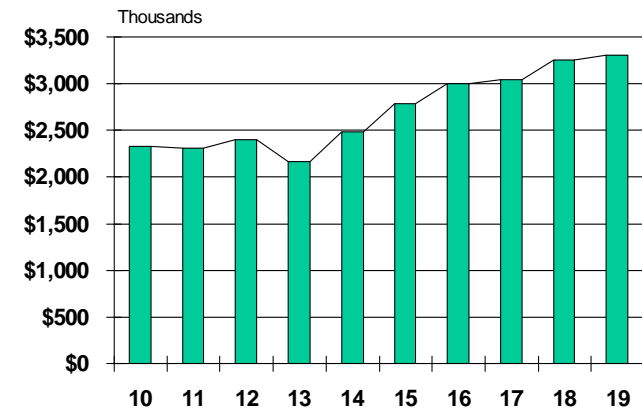
BUILDING INSPECTIONS DIVISION

Fiscal 2021 Performance Objectives

1. To promptly investigate citizen complaints for eyesores and rodents.
2. To continue to monitor properties for maintenance code violations, as part of Warren's National "City Livability Award" winning anti-blight program "Operation: Clean Sweep".
3. To improve permit application process, including paperless applications.
4. To enforce Medical Marihuana Code and revised ordinances
5. To remove eyesores under the Nuisance Abatement program.
6. To monitor new construction and demolition projects.
7. To continue manufactured home park inspections, including vigorous State and local ordinance enforcement.
8. To implement new BS&A field inspection program and improvements in BS&A software system
9. To continue mandatory employee training and improvement of job performances.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Nuisance abatement inspections	145	250	200	200
Certificates of Compliance - commercial	311	350	350	350
City Certification - residential	643	800	700	700
Building permits	2,406	2,700	2,700	2,700
Plumbing permits	1,152	2,000	1,700	1,700
Electrical permits	2,155	2,500	2,500	2,500
Mechanical permits	1,871	2,300	2,100	2,100
Demolition permits	62	65	65	65
Miscellaneous permits	4,019	900	900	900
Building inspections	7,642	9,000	9,000	9,000
Plumbing inspections	5,939	6,000	7,000	7,000
Electrical inspections	7,790	9,000	9,000	9,000
Mechanical inspections	5,115	6,000	6,000	6,000
Zoning inspections	9,025	10,000	10,000	10,000
Zoning Board of Appeals – applications	153	170	170	170
Plan reviews	630	800	800	800
Demolition inspections	121	150	150	150
Court violations	1,674	595	1,600	1,600
Mobile home park investigations	120	600	525	600
Medical Marihuana grow operations	89	200	100	100
Medical Marihuana facilities licensing	176	-	115	115

**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	\$ 114,138	1	\$ 114,138	1	\$ 114,138	1	\$ 114,138
Associate Manager	1	87,622	1	87,622	1	87,622	- (d)	-
Building Plan Examiner	1	87,173	1	87,173	1	87,173	1	87,173
Assistant Plans Examiner - Building	1	71,265	1	71,265	1	71,265	1	71,265
<u>Chief Inspectors:</u>								
Electrical	1	83,306	1	83,306	1	83,306	1	83,306
Building	1	83,306	1	83,306	1	83,306	1	83,306
Plumbing	1	83,306	1	83,306	1	83,306	1	83,306
Zoning	1	83,306	1	83,306	1	83,306	1	83,306
Mechanical/Heating Inspector	1	83,306	1	83,306	1	83,306	1	83,306
<u>Inspectors:</u>								
Zoning	4	71,265	4	71,265	4	71,265	4	71,265
Building	2	71,265	2	71,265	2	71,265	2	71,265
Plumbing	1	71,265	1	71,265	1	71,265	1	71,265
Electrical	2	71,265	2	71,265	2	71,265	2	71,265
Heating & Refrigeration	1	71,265	- (d)	-	- (d)	-	- (d)	-
<u>Clerical:</u>								
Office Coordinator - Building	-	-	1 (c)	78,495	1 (c)	78,495	1 (c)	78,495
Senior Administrative Secretary - Building	1	62,751	- (c)	-	- (c)	-	- (c)	-
Administrative Clerical Technician	2	57,844	1 (d)	57,844	1 (d)	57,844	1 (d)	57,844
Administrative Clerk	2	53,894	2	53,894	2	53,894	2	53,894
Office Assistant	-	-	1 (b)	38,802	1 (b)	38,802	1 (b)	38,802
Temporary Employees - Inspections		286,500		215,000		175,000		175,000
Temporary/Co-op		35,000		35,000		35,000		35,000
Overtime - Clerical		5,000		5,000		5,000		5,000
Overtime - Inspectors	---	19,830	---	25,000	---	25,000	---	25,000
Total Personnel	<u>24</u>		<u>23</u>		<u>23</u>		<u>22</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Warren Supervisors contracts that expire 6/30/20.

(b) New position.

(c) Reclassifications of Senior Administrative Secretary to Office Coordinator.

(d) Position deleted.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	PUBLIC SERVICES BUILDING INSPECTIONS	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 96,630	\$ 82,434	\$ 102,710	\$ 102,710	Supervisory	\$ 116,875	\$ 116,875	\$ 114,583
1,129,313	469,334	1,325,738	1,325,738	Inspectors	1,299,607	1,299,607	1,209,884
249,805	102,428	262,099	262,099	Permanent Employees - Clerical	255,343	255,343	255,343
101,195	85,862	286,500	286,500	Temporary Employees- Inspection	175,000	175,000	175,000
26,486	14,163	35,000	35,000	Temporary/Co-op	35,000	35,000	35,000
15,871	11,442	29,830	29,830	Overtime - Inspectors	25,000	25,000	25,000
4,974	1,802	5,000	5,000	Overtime - Clerical	5,000	5,000	5,000
				Employee Benefits:			
123,784	58,830	158,745	158,745	Social Security	148,583	148,583	141,544
365,958	184,215	528,707	528,707	Employee Insurance	480,567	480,567	462,166
427,736	190,695	387,005	387,005	Retiree Health Insurance	471,199	471,199	469,405
24,926	18,061	28,271	28,271	Longevity	30,426	30,426	30,426
416,096	197,761	434,581	434,581	Retirement Fund	461,818	461,818	452,616
8,740	3,580	9,900	9,900	Fees and Per Diem	9,900	9,900	9,900
33,684	6,164	34,000	34,000	Office Supplies	34,000	34,000	34,000
				Other Services and Charges:			
5,156	2,368	10,000	10,000	Postage	10,000	10,000	10,000
917	393	7,850	7,850	Telephone & Radio	7,850	7,850	7,850
				Nuisance Abatements:			
7,989	2,165	9,500	9,500	Title Search	9,500	9,500	9,500
-	-	25,000	25,000	Demolition Expense	25,000	25,000	25,000
-	-	-	-	Contractual Services	7,700	7,700	7,700
68,191	19,405	25,000	25,000	Software Services	79,360	79,360	79,360
36,441	14,397	28,000	28,000	Vehicle Maintenance	28,000	28,000	28,000
				Capital Outlay:			
8,825	-	-	-	Equipment - Office	46,500	46,500	46,500
97,141	-	-	-	Equipment - Motorola Radios	-	-	-
53,796	-	-	-	Equipment - Vehicles	-	-	-
<u>\$ 3,303,654</u>	<u>\$ 1,465,499</u>	<u>\$ 3,733,436</u>	<u>\$ 3,733,436</u>	Total Building Inspections	<u>\$ 3,762,228</u>	<u>\$ 3,762,228</u>	<u>\$ 3,633,777</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.

Fleet Maintenance checks and winterizes 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.

The garage also maintains some 60 small pieces of equipment 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.

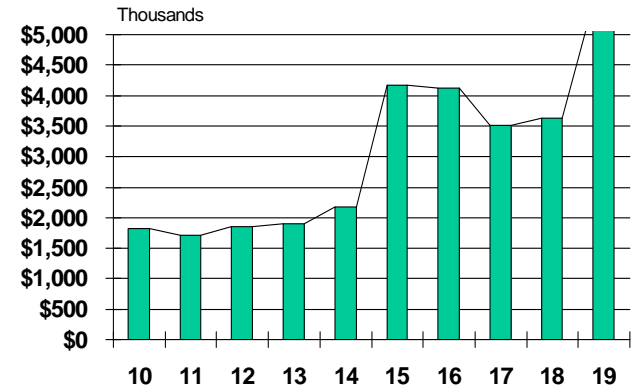
D.P.W. FLEET MAINTENANCE

Fiscal 2021 Performance Objectives

1. To provide and arrange new vehicle technical training for ever-increasing diagnosis changes.
2. To maintain a high level of maintenance at the best price possible through competitive bids.
3. To continue the fleet consolidation program.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
3,000 mile maintenance cycles/Police vehicles	500	500	500	500
6 Months maintenance cycles/all other vehicles	300	300	300	300
Pre-season maintenance street sweepers	5	5	5	5
Winterize Police vehicles	150	150	150	150
Pre-season maintenance salt trucks	60	60	60	60
Lube, oil, filter	500	500	500	500
Brakes	400	400	400	400
Tires-occurrences	600	600	600	600
Tune-ups	30	30	30	30
Transmissions	50	50	50	50
Road calls	150	150	150	150
A/C recycling/recovery service	50	50	50	50
Miscellaneous minor repairs	4,000	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	\$ 87,622	1	\$ 87,622	1	\$ 87,622	1	\$ 87,622
Garage Supervisor	1	79,290	- (d)	-	- (d)	-	- (d)	-
Fleet Maintenance Mechanic	11	72,467	11	72,467	11	72,467	11	72,467
Parts Clerk Technician	1	60,278	1	60,278	1	60,278	1	60,278
Temporary Employees		60,000		75,000		75,000		75,000
Overtime - Temporary		-		1,500		1,500		1,500
Overtime - Mechanics	—	45,000	—	75,000	—	75,000	—	75,000
Total Personnel	<u>14</u>		<u>13</u>		<u>13</u>		<u>13</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Warren Supervisors contracts that expire 6/30/20.

(d) Position deleted.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	PUBLIC SERVICES <u>D. P. W. FLEET MAINTENANCE</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 847,567	\$ 401,550	\$ 1,030,975	\$ 1,030,975	Mechanics Wages	\$ 972,691	\$ 972,691	\$ 970,932
36,123	30,139	-	-	Temporary Employees	75,000	75,000	75,000
75,267	40,770	45,000	45,000	Overtime - Mechanics	75,000	75,000	75,000
-	-	-	-	Overtime - Clerical/Temporary	1,500	1,500	1,500
				Employee Benefits:			
73,670	36,118	84,321	84,321	Social Security	88,353	88,353	88,215
207,310	102,701	289,431	289,431	Employee Insurance	262,536	262,536	262,471
305,254	135,953	276,285	276,285	Retiree Health Insurance	335,174	335,174	335,138
24,938	10,200	25,052	25,052	Longevity	29,578	29,578	29,543
273,471	135,407	289,528	289,528	Retirement Fund	305,435	305,435	305,256
3,300	2,303	3,900	3,900	Uniforms	3,600	3,600	3,600
				Supplies:			
55,606	133,724	206,000	206,000	Operating Supplies	231,000	231,000	231,000
112,648	38,397	135,000	135,000	Gasoline & Diesel Oil	135,000	135,000	135,000
				Other Services and Charges:			
485,992	102,649	474,800	474,800	Contractual Services	405,070	405,070	405,070
317,542	272,324	450,000	450,000	Tree Maintenance	450,000	450,000	450,000
241,919	-	-	-	Capital Equipment Lease Payment	-	-	-
9,173	4,414	26,400	26,400	Telephone & Radio	14,853	14,853	14,853
597,843	447,442	800,000	800,000	Vehicle Maintenance Expense	1,100,000	1,100,000	1,100,000
78,142	21,000	115,000	115,000	Public Utilities	115,000	115,000	115,000
63,158	19,785	80,000	80,000	Building & Grounds Maintenance	100,000	100,000	100,000
31,881	-	-	-	Reimbursement to Major Streets	65,850	65,850	65,850
31,881	-	30,000	30,000	Reimbursement to Local Streets	85,850	85,850	85,850
				Capital Outlay:			
1,579,169	883	700,000	700,000	Capital Improvements	700,000	700,000	700,000
-	-	-	-	Equipment - Motorola Radios	-	-	-
38,183	-	492,000	492,000	Equipment & Machinery	2,122,000	70,000	70,000
<u>\$ 5,490,037</u>	<u>\$ 1,935,759</u>	<u>\$ 5,553,692</u>	<u>\$ 5,553,692</u>	Total D.P.W. Fleet Maintenance	<u>\$ 7,673,490</u>	<u>\$ 5,621,490</u>	<u>\$ 5,619,278</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.

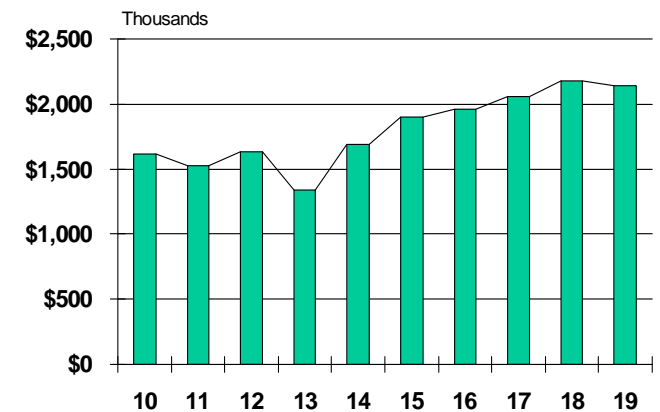
BUILDING MAINTENANCE

Fiscal 2021 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 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 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	-	-	-	-
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	\$ 87,622	1	\$ 87,622	1	\$ 87,622	1	\$ 87,622
Foreman	1	75,816	1	75,816	1	75,816	1	75,816
Building Maintenance Specialist	4	61,526	4	61,526	4	61,526	4	61,526
General Laborer Tier II	11	36,982	11	36,982	11	36,982	11	36,982
Overtime	—	20,000	—	25,000	—	25,000	—	25,000
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 6/30/20.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

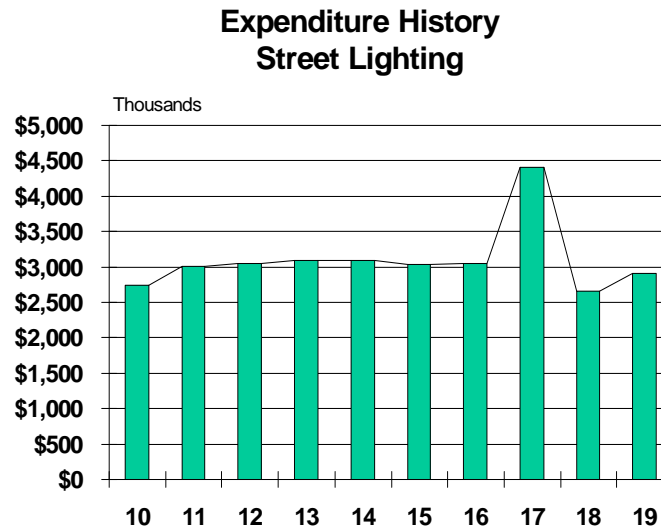
FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>PUBLIC SERVICES</u> <u>BUILDING MAINTENANCE</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 89,770	\$ 41,273	\$ 87,752	\$ 87,752	Superintendent	\$ 89,723	\$ 89,723	\$ 87,964
708,227	341,789	751,995	751,995	Permanent Employees	769,108	769,108	769,108
10,902	6,694	20,000	20,000	Overtime	25,000	25,000	25,000
				Employee Benefits:			
62,995	30,914	67,724	67,724	Social Security	69,448	69,448	69,314
183,954	82,574	290,160	290,160	Employee Insurance	266,340	266,340	266,280
261,123	116,117	232,276	232,276	Retiree Health Insurance	287,049	287,049	287,014
24,007	18,581	25,576	25,576	Longevity	23,905	23,905	23,905
421,997	206,147	415,128	415,128	Retirement Fund	463,802	463,802	463,626
1,500	1,929	1,500	1,500	Uniforms	1,500	1,500	1,500
51,680	22,409	65,000	65,000	Operating Supplies	68,000	68,000	68,000
				Other Services and Charges:			
47,911	6,782	90,000	90,000	Repairs & Maintenance	90,000	90,000	90,000
245,509	79,915	291,800	291,800	Contractual Services	305,300	305,300	305,300
324	161	1,900	1,900	Telephone and Radio	750	750	750
4,579	1,885	10,000	10,000	Vehicle Maintenance	10,000	10,000	10,000
				Capital Outlay:			
23,656	-	-	-	Equipment - Maintenance	13,000	-	-
-	-	-	-	Equipment - Motorola Radios	-	-	-
<u>\$ 2,138,134</u>	<u>\$ 957,170</u>	<u>\$ 2,350,811</u>	<u>\$ 2,350,811</u>	Total Building Maintenance	<u>\$ 2,482,925</u>	<u>\$ 2,469,925</u>	<u>\$ 2,467,761</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.



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>PUBLIC SERVICES</u> <u>HIGHWAY STREET LIGHTING</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 2,907,053	\$ 1,568,649	\$ 3,200,000	\$ 3,200,000	Street Lighting	\$ 2,700,000	\$ 2,700,000	\$ 2,700,000
<u>\$ 2,907,053</u>	<u>\$ 1,568,649</u>	<u>\$ 3,200,000</u>	<u>\$ 3,200,000</u>	Total Street Lighting	<u>\$ 2,700,000</u>	<u>\$ 2,700,000</u>	<u>\$ 2,700,000</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 few years.

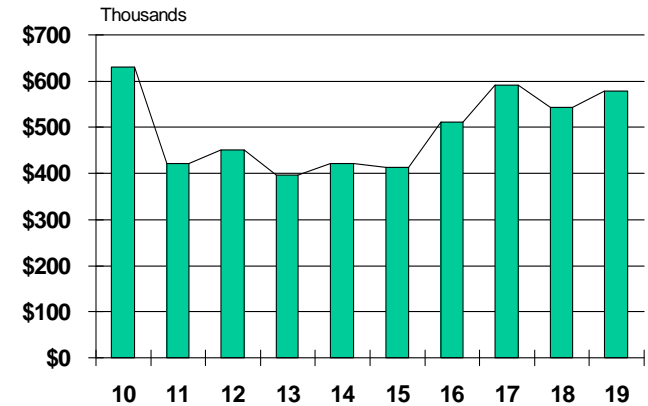
PLANNING

Fiscal 2021 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 information 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 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Planning Commission public meetings	23	24	23	24
Site plan/minor amendments reviewed	81	110	100	100
Rezoning and conditional rezoning petitions reviewed	9	7	22	10
Lot splits reviewed for PC/City Council	2	4	4	3
Tabled items reviewed and submitted more than once	32	32	38	35
Bond release inspections	44	20	30	33
Bond releases processed	31	35	38	40
Amendments to zoning ordinance	8	5	3	2
Public Hearing notices mailed	8,564	8,500	10,111	10,500
Alley and street vacations reviewed	1	3	2	2
Lot splits & combinations approved	23	22	41	36
Special land use permits reviewed	2	7	2	2
Office customers served	2,122	1,950	2,500	2,500
City Council meetings attended by Director or staff planner	15	12	15	15
DDA meetings	8	7	8	8
General public inquires	7,817	9,990	7,925	7,500
Impact statements for ZBA	-	2	2	2
CDBG Technical Committee meetings	16	20	16	16
TIFA meetings	12	7	12	12
Acreage parcel splits approved	3	10	3	3
Planned unit development meetings	-	3	-	-
Environmental Advisory Committee	-	3	-	-
Regional planning meetings attended	10	12	10	10
Miscellaneous	54	30	70	60

**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	\$ 104,041	1	\$ 104,041	1	\$ 104,041	1	\$ 104,041
City Planner II	1	83,321	1	83,321	1	83,321	1	83,321
Assistant Planner	1	72,884	1	72,884	1	72,884	1	72,884
Senior Administrative Secretary - Planning	1	62,751	- (c)	-	- (c)	-	- (c)	-
Office Coordinator	-	-	1 (c)	78,495	1 (c)	78,495	1 (c)	78,495
Office Assistant	-	-	1 (b)	38,802	1 (b)	38,802	1 (b)	38,802
Temporary/Co-op - Planning Aide		55,120		58,760		24,960		24,960
Overtime	—	3,000	—	4,000	—	4,000	—	4,000
Total Personnel	<u>4</u>		<u>5</u>		<u>5</u>		<u>5</u>	

(a) Wage rates are based on Local 227 and Local 412 Unit 35 contracts that expire 6/30/20.

(b) New position.

(c) Reclassification of Senior Administrative Secretary to Office Coordinator.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31		FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				PLANNING			
				Personnel Services:			
\$ 106,201	\$ 49,007	\$ 104,195	\$ 104,195	Appointed Official	\$ 106,536	\$ 106,536	\$ 104,447
186,684	101,322	213,820	213,820	Permanent Employees	261,035	261,035	261,035
38,743	17,680	55,120	55,120	Co-op Employee - Planning Aide	58,760	24,960	24,960
68	605	3,000	3,000	Overtime	4,000	4,000	4,000
9,300	3,600	13,800	13,800	Meeting Allowance	25,200	19,500	19,500
				Employee Benefits:			
25,940	13,130	29,418	29,418	Social Security	33,570	30,985	30,826
51,518	26,616	106,229	106,229	Employee Insurance	114,138	114,094	114,070
76,525	34,369	77,186	77,186	Retiree Health Insurance	84,654	84,654	84,654
6,800	3,400	8,411	8,411	Longevity	8,481	8,481	8,481
35,620	18,064	38,322	38,322	Retirement Fund	43,503	43,503	43,190
8,655	3,886	15,460	15,460	Office Supplies	14,860	14,860	14,860
				Other Services and Charges:			
4,426	3,815	5,000	5,000	Postage	7,000	7,000	7,000
8,935	5,755	17,425	17,425	Contractual Services	67,925	17,925	17,925
-	-	360	360	Telephone and Radio	-	-	-
-	-	1,170	1,170	Mileage	1,170	1,170	1,170
1,725	1,366	7,500	7,500	Publications - Advertising	7,300	7,300	7,300
17,632	16,670	18,500	18,500	Membership & Dues	18,500	18,500	18,500
<u>\$ 578,772</u>	<u>\$ 299,285</u>	<u>\$ 714,916</u>	<u>\$ 714,916</u>	Total Planning	<u>\$ 856,632</u>	<u>\$ 764,503</u>	<u>\$ 761,918</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
- Indigent Defense 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 oversee the mowing of 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 2021 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 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Debris & branch pick ups	738	550	650	600
Catch basin inspection/repairs	76	150	100	150
Catch basin cleaning/jetting	206	300	300	300
Chloride	40	35	35	35
Potholes	424	400	400	400
Catch basin covers	51	75	50	75
Ditching	15	25	25	25
Grading/gravel	93	75	75	75
Mowing	-	-	-	-
Pavement problems	77	250	250	250
Snowplowing/salting	537	500	500	500
Street stop signs	31	40	40	40
Boarding of buildings	-	-	-	-
Sweeping	35	30	30	30
Street traffic Signs	362	200	200	200
Sidewalk cold patch/milling	62	60	60	60
Rear yard drainage repair	74	75	75	75
Flooding problems	26	40	40	40
Graffiti location	12	25	25	25
Culvert jetting/repairs	10	15	15	15
Weed spraying	2	10	10	10
Pavement seal patching	4	25	25	25
Tree trimming/stumping/tree removal	936	1,000	1,000	1,000
Mosquito pellets	10	50	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	\$ 102,397	1	\$ 102,397	1	\$ 102,397	1	\$ 102,397
DPW Associate Manager	1	87,622	1	87,622	1	87,622	1	87,622
Foreman	2	77,501	2	77,501	2	77,501	2	77,501
General Maintenance Specialist	20	63,294	20	63,294	20	63,294	20	63,294
Account Technician	1	60,472	1	60,472	1	60,472	1	60,472
Fleet Assistant	1	47,267	1	47,267	1	47,267	1	47,267
Seasonal Employees		60,000		35,000		35,000		35,000
Overtime	—	125,000	—	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 6/30/20.

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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	MAJOR & LOCAL ROADS STREET MAINTENANCE OPERATING COSTS	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 44,051	\$ -	\$ 190,300	\$ 190,300	Supervision	\$ 194,575	\$ 194,575	\$ 190,760
1,455,644	654,779	1,586,768	1,586,768	Permanent Employees	1,625,960	1,625,960	1,625,960
25,298	13,620	60,000	60,000	Seasonal Employees	35,000	35,000	35,000
107,570	44,105	125,000	125,000	Overtime	125,000	125,000	125,000
				Employee Benefits:			
3,100	1,600	1,600	1,600	Education Allowance	4,800	4,800	4,800
129,995	56,839	156,117	156,117	Social Security	157,709	157,709	157,416
388,521	120,538	570,746	570,746	Employee Insurance	525,091	525,091	524,953
781,010	346,806	703,714	703,714	Retiree Health Insurance	861,182	861,182	861,147
76,597	28,456	77,217	77,217	Longevity	76,237	76,237	76,237
853,827	417,463	885,457	885,457	Retirement Fund	978,429	978,429	978,166
6,983	4,029	6,600	6,600	Uniforms	6,900	6,900	6,900
				Supplies:			
498,231	107,263	740,000	740,000	Materials and Supplies	740,000	740,000	740,000
				Other Services and Charges:			
880,112	467,300	934,600	934,600	Administrative Expense	962,600	962,600	962,600
1,356,007	558,350	1,325,000	1,325,000	Equipment Rental	1,451,000	1,451,000	1,451,000
5,000	5,000	5,000	5,000	Salt Dome Rental	5,000	5,000	5,000
200,754	108,339	585,000	585,000	Contractual Services	657,113	657,113	657,113
249,236	296,543	400,000	400,000	Joint Sealing	400,000	400,000	400,000
15,392	81,266	875,000	875,000	Pavement repairs	875,000	875,000	875,000
11,645	-	-	232,480	Bridge repairs	632,480	632,480	632,480
3,437	1,357	10,000	10,000	Traffic & Street Signs	10,000	10,000	10,000
69,501	32,885	50,000	50,000	Traffic Signals	65,000	65,000	65,000
280,233	152,029	310,000	310,000	Traffic Signal Maintenance	310,000	310,000	310,000
169,723	119,357	300,000	300,000	Pavement Markings	300,000	300,000	300,000
65,150	34,869	69,739	69,739	Transfer to Water System/Engineering Svcs.	70,261	70,261	70,261
<u>\$ 7,677,017</u>	<u>\$ 3,652,793</u>	<u>\$ 9,967,858</u>	<u>\$ 10,200,338</u>	Total Street Maintenance Operating	<u>\$ 11,069,337</u>	<u>\$ 11,069,337</u>	<u>\$ 11,064,793</u>

Major Streets:

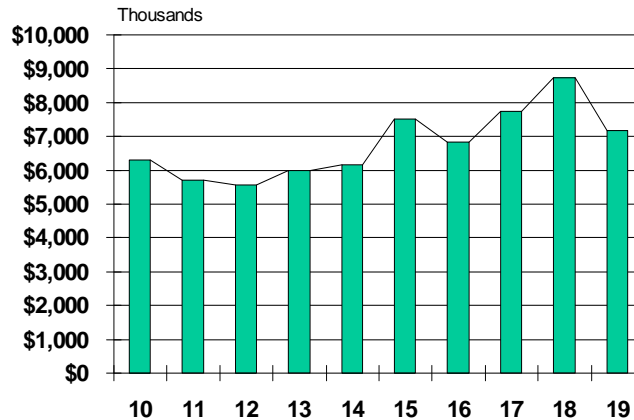
The Major Streets Fund is a Special Revenue Fund because it is used to control the expenditure of motor fuel taxes. The motor fuel taxes are earmarked, by law and State Constitution, for street and highway purposes, which are described in detail by the Michigan Department of Transportation.

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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	SUMMARY MICHIGAN TRANSPORTATION OPERATING FUNDS - MAJOR STREETS	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				REVENUES:			
\$ 11,704,882	\$ 3,712,762	\$ 10,596,600	\$ 10,596,600	State Shared Weight & Gas Tax	\$ 12,187,000	\$ 12,187,000	\$ 12,187,000
-	-	25,000	25,000	Median Maintenance - State	-	-	-
205,413	76,733	80,000	80,000	Interest on Investments	80,000	80,000	80,000
16	-	-	-	Contribution from Bond Fund	-	-	-
31,881	-	-	-	Contribution from General Fund	65,850	65,850	65,850
14,511	-	14,500	14,500	Weed Mowing - Macomb County	14,510	14,510	14,510
9,291	-	9,300	9,300	Winter Maintenance - Macomb County	9,291	9,291	9,291
-	-	6,257,718	6,257,718	Fund Balance Appropriated	3,670,483	3,670,483	3,668,211
<u>\$ 11,965,994</u>	<u>\$ 3,789,495</u>	<u>\$ 16,983,118</u>	<u>\$ 16,983,118</u>	Total Major Street Revenues	<u>\$ 16,027,134</u>	<u>\$ 16,027,134</u>	<u>\$ 16,024,862</u>
				EXPENDITURES:			
\$ 1,500,666	\$ 2,176,152	\$ 8,968,084	\$ 8,968,084	Transfer to Construction Project Funds	\$ 7,200,000	\$ 7,200,000	\$ 7,200,000
3,823,187	1,666,057	4,911,828	5,144,308	Operating Costs	5,973,885	5,973,885	5,971,613
1,854,278	894,380	1,870,726	1,870,726	Transfer to Debt Service Funds	1,853,249	1,853,249	1,853,249
-	1,000,000	1,000,000	1,000,000	Transfer to Local Street Fund	1,000,000	1,000,000	1,000,000
<u>\$ 7,178,131</u>	<u>\$ 5,736,589</u>	<u>\$ 16,750,638</u>	<u>\$ 16,983,118</u>	Total Major Street Expenditures	<u>\$ 16,027,134</u>	<u>\$ 16,027,134</u>	<u>\$ 16,024,862</u>
				NET INCREASE (DECREASE) IN FUND			
\$ 4,787,863	\$ (1,947,094)	\$ 232,480	\$ -	BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
				ESTIMATED FUND BALANCE			
8,877,975	13,665,838	13,665,838	13,665,838	BEGINNING OF PERIOD	7,640,600	7,640,600	7,640,600
				RESERVE FOR:			
(131,698)	(131,698)	(131,698)	(131,698)	COMPENSATED ABSENCES	(131,698)	(131,698)	(131,698)
				LESS: FUND BALANCE			
-	-	(6,257,718)	(6,257,718)	APPROPRIATED	(3,670,483)	(3,670,483)	(3,668,211)
				ESTIMATED FUND BALANCE			
<u>\$ 13,534,140</u>	<u>\$ 11,587,046</u>	<u>\$ 7,508,902</u>	<u>\$ 7,276,422</u>	(DEFICIT) END OF PERIOD	<u>\$ 3,838,419</u>	<u>\$ 3,838,419</u>	<u>\$ 3,840,691</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS ROUTINE MAINTENANCE:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 448,831	\$ 203,787	\$ 569,912	\$ 569,912	Permanent Employees	\$ 486,080	\$ 486,080	\$ 486,080
13,994	4,807	20,171	20,171	Overtime	12,088	12,088	12,088
11,368	5,100	27,000	27,000	Seasonal Employees	15,750	15,750	15,750
				Employee Benefits:			
1,538	1,600	617	617	Education/Certification Allowance	1,539	1,539	1,539
38,648	15,616	49,385	49,385	Social Security	41,110	41,110	41,110
115,021	30,822	239,751	239,751	Employee Insurance	220,661	220,661	220,661
289,862	127,520	256,664	256,664	Retiree Health Insurance	249,405	249,405	249,405
22,114	24,200	28,003	28,003	Longevity	21,960	21,960	21,960
324,139	156,349	329,562	329,562	Retirement Fund	283,441	283,441	283,441
2,147	3,878	2,543	2,543	Uniforms	2,213	2,213	2,213
59,311	24,167	70,000	70,000	Repairs & Maintenance Supplies	70,000	70,000	70,000
				Other Services and Charges:			
150,906	99,404	155,000	155,000	Contractual Services	172,113	172,113	172,113
99,694	14,454	110,995	110,995	Joint Sealing	300,000	300,000	300,000
-	71,259	575,000	575,000	Pavement repairs	575,000	575,000	575,000
11,645	-	-	232,480	Bridge repairs	632,480	632,480	632,480
232,514	80,551	305,000	305,000	Equipment Rental	305,000	305,000	305,000
<u>\$ 1,821,732</u>	<u>\$ 863,514</u>	<u>\$ 2,739,603</u>	<u>\$ 2,972,083</u>	Total Routine Maintenance	<u>\$ 3,388,840</u>	<u>\$ 3,388,840</u>	<u>\$ 3,388,840</u>
23,038	-	104,494	104,494	Supervisory wage & benefit allocation	121,385	121,385	119,928
<u>\$ 1,844,770</u>	<u>\$ 863,514</u>	<u>\$ 2,844,097</u>	<u>\$ 3,076,577</u>	Net Routine Maintenance	<u>\$ 3,510,225</u>	<u>\$ 3,510,225</u>	<u>\$ 3,508,768</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS TRAFFIC SERVICES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 169,678	\$ 11,419	\$ 34,325	\$ 34,325	Permanent Employees	\$ 181,816	\$ 181,816	\$ 181,816
291	-	901	901	Overtime	12,995	12,995	12,995
				Employee Benefits:			
276	-	37	37	Education/Certification Allowance	576	576	576
12,548	944	2,827	2,827	Social Security	15,575	15,575	15,575
39,228	8,060	11,787	11,787	Employee Insurance	10,849	10,849	10,849
19,304	7,644	15,458	15,458	Retiree Health Insurance	93,289	93,289	93,289
8,271	-	1,687	1,687	Longevity	8,214	8,214	8,214
25,599	9,060	19,849	19,849	Retirement Fund	106,020	106,020	106,020
803	129	153	153	Uniforms	828	828	828
				Other Services and Charges:			
1,045	650	5,000	5,000	Traffic & Street Signs	5,000	5,000	5,000
69,501	32,885	50,000	50,000	Traffic Signals	65,000	65,000	65,000
233,393	126,242	250,000	250,000	Traffic Signal Maintenance	250,000	250,000	250,000
127,292	89,518	225,000	225,000	Pavement Markings	225,000	225,000	225,000
24,737	9,998	20,000	20,000	Equipment Rental	25,000	25,000	25,000
<u>\$ 731,966</u>	<u>\$ 296,549</u>	<u>\$ 637,024</u>	<u>\$ 637,024</u>	Total Traffic Services	<u>\$ 1,000,162</u>	<u>\$ 1,000,162</u>	<u>\$ 1,000,162</u>
8,617	-	6,293	6,293	Supervisory wage & benefit allocation	45,403	45,403	44,858
<u>\$ 740,583</u>	<u>\$ 296,549</u>	<u>\$ 643,317</u>	<u>\$ 643,317</u>	Net Traffic Services	<u>\$ 1,045,565</u>	<u>\$ 1,045,565</u>	<u>\$ 1,045,020</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS SNOW AND ICE CONTROL:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 23,462	\$ 1,229	\$ 61,994	\$ 61,994	Permanent Employees	\$ 49,016	\$ 49,016	\$ 49,016
41,792	12,816	35,240	35,240	Overtime	34,043	34,043	34,043
				Employee Benefits:			
74	-	67	67	Education/Certification Allowance	155	155	155
5,453	1,163	7,677	7,677	Social Security	6,535	6,535	6,535
10,409	-	13,792	13,792	Employee Insurance	12,694	12,694	12,694
18,674	13,800	27,920	27,920	Retiree Health Insurance	25,150	25,150	25,150
2,230	-	3,046	3,046	Longevity	2,214	2,214	2,214
22,369	16,714	35,849	35,849	Retirement Fund	28,582	28,582	28,582
507	-	277	277	Uniforms	223	223	223
260,620	49,250	305,000	305,000	Repairs & Maintenance Supplies	305,000	305,000	305,000
				Other Services and Charges:			
-	-	25,000	25,000	Contractual Services	25,000	25,000	25,000
87,789	18,181	90,000	90,000	Equipment Rental	90,000	90,000	90,000
2,500	2,500	2,500	2,500	Salt Dome Rental	2,500	2,500	2,500
<u>\$ 475,879</u>	<u>\$ 115,653</u>	<u>\$ 608,362</u>	<u>\$ 608,362</u>	Total Snow & Ice Control	<u>\$ 581,112</u>	<u>\$ 581,112</u>	<u>\$ 581,112</u>
2,323	-	11,367	11,367	Supervisory wage & benefit allocation	12,240	12,240	12,093
<u>\$ 478,202</u>	<u>\$ 115,653</u>	<u>\$ 619,729</u>	<u>\$ 619,729</u>	Net Snow & Ice Control	<u>\$ 593,352</u>	<u>\$ 593,352</u>	<u>\$ 593,205</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS ADMINISTRATION:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 22,026	\$ -	\$ 95,150	\$ 95,150	Supervision	\$ 97,288	\$ 97,288	\$ 95,380
51,814	25,604	53,949	53,949	Clerical	55,161	55,161	55,161
				Employee Benefits:			
5,934	2,157	11,580	11,580	Social Security	11,960	11,960	11,814
16,865	4,581	40,829	40,829	Employee Insurance	37,473	37,473	37,404
19,433	8,468	18,847	18,847	Retiree Health Insurance	41,758	41,758	41,740
3,823	2,128	2,276	2,276	Longevity	3,882	3,882	3,882
7,879	2,868	15,138	15,138	Retirement Fund	47,318	47,318	47,187
				Other Services and Charges:			
32,575	17,435	34,870	34,870	Transfer to Water System/Engineering Svcs.	35,131	35,131	35,131
635,200	327,100	654,200	654,200	Administrative Expense	673,800	673,800	673,800
<u>\$ 795,549</u>	<u>\$ 390,341</u>	<u>\$ 926,839</u>	<u>\$ 926,839</u>	Total Administration	<u>\$ 1,003,771</u>	<u>\$ 1,003,771</u>	<u>\$ 1,001,499</u>
(35,917)	-	(122,154)	(122,154)	Supervisory wage & benefit allocation	(179,028)	(179,028)	(176,879)
<u>\$ 759,632</u>	<u>\$ 390,341</u>	<u>\$ 804,685</u>	<u>\$ 804,685</u>	Net Administration	<u>\$ 824,743</u>	<u>\$ 824,743</u>	<u>\$ 824,620</u>
				Summary of Operating Costs:			
\$ 1,844,770	\$ 863,514	\$ 2,844,097	\$ 3,076,577	Routine Maintenance	\$ 3,510,225	\$ 3,510,225	\$ 3,508,768
740,583	296,549	643,317	643,317	Traffic Services	1,045,565	1,045,565	1,045,020
478,202	115,653	619,729	619,729	Snow and Ice Control	593,352	593,352	593,205
759,632	390,341	804,685	804,685	Administration	824,743	824,743	824,620
<u>\$ 3,823,187</u>	<u>\$ 1,666,057</u>	<u>\$ 4,911,828</u>	<u>\$ 5,144,308</u>	Total Operating Costs	<u>\$ 5,973,885</u>	<u>\$ 5,973,885</u>	<u>\$ 5,971,613</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS DEBT SERVICE TRANSFER TO:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ -	\$ -	\$ -	\$ -	2003 Michigan Transportation Debt Retirement	\$ -	\$ -	\$ -
513,356	498,013	530,565	530,565	2013 Capital Improvement Refunding	528,783	528,783	528,783
231,235	204,783	222,493	222,493	2015 Capital Improvement Refunding	213,848	213,848	213,848
<u>1,109,687</u>	<u>191,584</u>	<u>1,117,668</u>	<u>1,117,668</u>	2018 Michigan Transportation Debt Retirement	<u>1,110,618</u>	<u>1,110,618</u>	<u>1,110,618</u>
<u>\$ 1,854,278</u>	<u>\$ 894,380</u>	<u>\$ 1,870,726</u>	<u>\$ 1,870,726</u>	Total Debt Service Costs	<u>\$ 1,853,249</u>	<u>\$ 1,853,249</u>	<u>\$ 1,853,249</u>
 <u>LOCAL STREET TRANSFER:</u>							
<u>\$ -</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	Total Local Street Transfer	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>
 <u>CONSTRUCTION PROJECTS</u>							
Other Services and Charges:							
<u>1,500,666</u>	<u>2,176,152</u>	<u>8,968,084</u>	<u>8,968,084</u>	Contractual Services	<u>7,200,000</u>	<u>7,200,000</u>	<u>7,200,000</u>
<u>\$ 1,500,666</u>	<u>\$ 2,176,152</u>	<u>\$ 8,968,084</u>	<u>\$ 8,968,084</u>		<u>\$ 7,200,000</u>	<u>\$ 7,200,000</u>	<u>\$ 7,200,000</u>

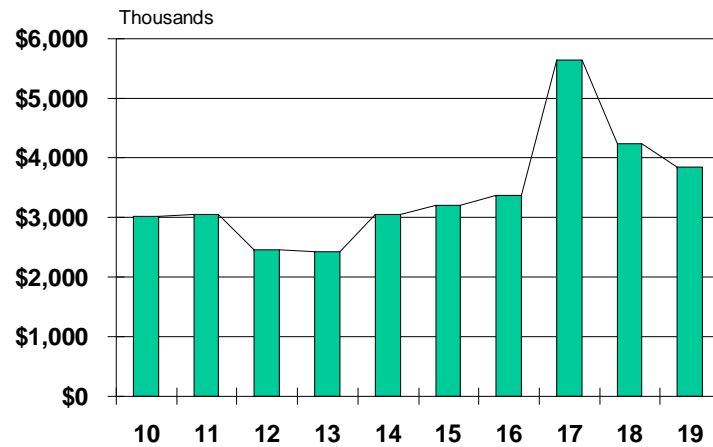
Local Streets:

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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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	SUMMARY MICHIGAN TRANSPORTATION OPERATING FUNDS - LOCAL STREETS	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				REVENUES:			
\$ 3,374,609	\$ 1,237,909	\$ 3,536,100	\$ 3,536,100	State Shared Weight & Gas Tax	\$ 4,062,000	\$ 4,062,000	\$ 4,062,000
50,777	26,364	35,000	35,000	Interest on Investments	35,000	35,000	35,000
31,881	-	30,000	30,000	Contribution from General Fund	85,850	85,850	85,850
-	1,000,000	1,000,000	1,000,000	Contribution from Major Street Fund	1,000,000	1,000,000	1,000,000
451,139	-	450,000	450,000	P.A. 48 - Metro Act	450,000	450,000	450,000
-	-	189,005	189,005	Fund Balance Appropriated	-	-	-
<u>\$ 3,908,406</u>	<u>\$ 2,264,273</u>	<u>\$ 5,240,105</u>	<u>\$ 5,240,105</u>	Total Local Street Revenues	<u>\$ 5,632,850</u>	<u>\$ 5,632,850</u>	<u>\$ 5,632,850</u>
				EXPENDITURES:			
\$ -	\$ -	\$ 100,000	\$ 100,000	Transfer to Construction Project Funds	\$ 300,000	\$ 300,000	\$ 300,000
<u>3,853,830</u>	<u>1,986,736</u>	<u>5,056,030</u>	<u>5,056,030</u>	Operating Costs	<u>5,095,452</u>	<u>5,095,452</u>	<u>5,093,180</u>
<u>\$ 3,853,830</u>	<u>\$ 1,986,736</u>	<u>\$ 5,156,030</u>	<u>\$ 5,156,030</u>	Total Local Street Expenditures	<u>\$ 5,395,452</u>	<u>\$ 5,395,452</u>	<u>\$ 5,393,180</u>
				NET INCREASE (DECREASE) IN FUND			
\$ 54,576	\$ 277,537	\$ 84,075	\$ 84,075	BALANCE DURING THE PERIOD	\$ 237,398	\$ 237,398	\$ 239,670
				ESTIMATED FUND BALANCE			
2,162,403	2,216,979	2,216,979	2,216,979	BEGINNING OF PERIOD	1,420,352	1,420,352	1,420,352
				RESERVE FOR:			
(152,125)	(152,125)	(152,125)	(152,125)	COMPENSATED ABSENCES	(152,125)	(152,125)	(152,125)
				LESS: FUND BALANCE			
<u>-</u>	<u>-</u>	<u>(880,702)</u>	<u>(880,702)</u>	APPROPRIATED	<u>-</u>	<u>-</u>	<u>-</u>
				ESTIMATED FUND BALANCE			
<u>\$ 2,064,854</u>	<u>\$ 2,342,391</u>	<u>\$ 1,268,227</u>	<u>\$ 1,268,227</u>	(DEFICIT) END OF PERIOD	<u>\$ 1,505,625</u>	<u>\$ 1,505,625</u>	<u>\$ 1,507,897</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS ROUTINE MAINTENANCE:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 603,213	\$ 352,104	\$ 673,049	\$ 673,049	Permanent Employees	\$ 666,077	\$ 666,077	\$ 666,077
15,121	18,644	11,889	11,889	Overtime	9,934	9,934	9,934
13,930	8,520	33,000	33,000	Seasonal Employees	19,250	19,250	19,250
				Employee Benefits:			
1,011	-	728	728	Education/Certification Allowance	2,110	2,110	2,110
50,222	31,217	57,508	57,508	Social Security	55,651	55,651	55,651
160,375	67,121	196,174	196,174	Employee Insurance	180,554	180,554	180,554
362,311	149,832	303,113	303,113	Retiree Health Insurance	341,761	341,761	341,761
30,302	-	33,071	33,071	Longevity	30,092	30,092	30,092
408,009	192,922	389,202	389,202	Retirement Fund	388,401	388,401	388,401
2,942	-	3,004	3,004	Uniforms	3,032	3,032	3,032
57,260	20,801	110,000	110,000	Repairs & Maintenance Supplies	110,000	110,000	110,000
				Other Services and Charges:			
49,848	8,935	385,000	385,000	Contractual Services	440,000	440,000	440,000
149,542	282,089	289,005	289,005	Joint Sealing	100,000	100,000	100,000
15,392	10,007	300,000	300,000	Pavement repairs	300,000	300,000	300,000
885,564	419,180	730,000	730,000	Equipment Rental	850,000	850,000	850,000
<u>\$ 2,805,042</u>	<u>\$ 1,561,372</u>	<u>\$ 3,514,743</u>	<u>\$ 3,514,743</u>	Total Routine Maintenance	<u>\$ 3,496,862</u>	<u>\$ 3,496,862</u>	<u>\$ 3,496,862</u>
31,569	-	123,404	123,404	Supervisory wage & benefit allocation	166,334	166,334	164,337
<u>\$ 2,836,611</u>	<u>\$ 1,561,372</u>	<u>\$ 3,638,147</u>	<u>\$ 3,638,147</u>	Net Routine Maintenance	<u>\$ 3,663,196</u>	<u>\$ 3,663,196</u>	<u>\$ 3,661,199</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS TRAFFIC SERVICES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 63,997	\$ 29,960	\$ 52,470	\$ 52,470	Permanent Employees	\$ 66,734	\$ 66,734	\$ 66,734
150	-	435	435	Overtime	1,504	1,504	1,504
				Employee Benefits:			
101	-	57	57	Education/Certification Allowance	211	211	211
5,002	2,544	4,249	4,249	Social Security	5,467	5,467	5,467
15,816	5,374	13,743	13,743	Employee Insurance	12,649	12,649	12,649
31,452	11,682	23,630	23,630	Retiree Health Insurance	34,241	34,241	34,241
3,036	-	2,578	2,578	Longevity	3,015	3,015	3,015
33,586	13,659	30,341	30,341	Retirement Fund	38,913	38,913	38,913
295	22	234	234	Uniforms	304	304	304
				Other Services and Charges:			
2,392	707	5,000	5,000	Traffic & Street Signs	5,000	5,000	5,000
46,840	25,787	60,000	60,000	Traffic Signal Maintenance	60,000	60,000	60,000
42,431	29,839	75,000	75,000	Pavement Markings	75,000	75,000	75,000
25,511	9,087	25,000	25,000	Equipment Rental	26,000	26,000	26,000
<u>\$ 270,609</u>	<u>\$ 128,661</u>	<u>\$ 292,737</u>	<u>\$ 292,737</u>	Total Traffic Services	<u>\$ 329,038</u>	<u>\$ 329,038</u>	<u>\$ 329,038</u>
3,163	-	9,620	9,620	Supervisory wage & benefit allocation	16,665	16,665	16,465
<u>\$ 273,772</u>	<u>\$ 128,661</u>	<u>\$ 302,357</u>	<u>\$ 302,357</u>	Net Traffic Services	<u>\$ 345,703</u>	<u>\$ 345,703</u>	<u>\$ 345,503</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS SNOW AND ICE CONTROL:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 42,835	\$ 5,072	\$ 87,120	\$ 87,120	Permanent Employees	\$ 65,915	\$ 65,915	\$ 65,915
36,222	7,838	56,364	56,364	Overtime	54,436	54,436	54,436
				Employee Benefits:			
100	-	94	94	Education/Certification Allowance	209	209	209
6,255	1,041	11,311	11,311	Social Security	9,451	9,451	9,451
13,942	-	13,841	13,841	Employee Insurance	12,739	12,739	12,739
20,541	19,392	39,235	39,235	Retiree Health Insurance	33,821	33,821	33,821
2,998	-	4,281	4,281	Longevity	2,978	2,978	2,978
24,368	23,023	50,379	50,379	Retirement Fund	38,436	38,436	38,436
289	-	389	389	Uniforms	300	300	300
121,040	13,045	255,000	255,000	Repairs & Maintenance Supplies	255,000	255,000	255,000
				Other Services and Charges:			
-	-	20,000	20,000	Contractual Services	20,000	20,000	20,000
99,892	21,353	155,000	155,000	Equipment Rental	155,000	155,000	155,000
2,500	2,500	2,500	2,500	Salt Dome Rental	2,500	2,500	2,500
<u>\$ 370,982</u>	<u>\$ 93,264</u>	<u>\$ 695,514</u>	<u>\$ 695,514</u>	Total Snow & Ice Control	<u>\$ 650,785</u>	<u>\$ 650,785</u>	<u>\$ 650,785</u>
3,124	-	15,974	15,974	Supervisory wage & benefit allocation	16,460	16,460	16,263
<u>\$ 374,106</u>	<u>\$ 93,264</u>	<u>\$ 711,488</u>	<u>\$ 711,488</u>	Net Snow & Ice Control	<u>\$ 667,245</u>	<u>\$ 667,245</u>	<u>\$ 667,048</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS ADMINISTRATION:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 22,025	\$ -	\$ 95,150	\$ 95,150	Supervision	\$ 97,287	\$ 97,287	\$ 95,380
51,814	25,604	53,949	53,949	Clerical	55,161	55,161	55,161
				Employee Benefits:			
5,933	2,157	11,580	11,580	Social Security	11,960	11,960	11,813
16,865	4,580	40,829	40,829	Employee Insurance	37,472	37,472	37,403
19,433	8,468	18,847	18,847	Retiree Health Insurance	41,757	41,757	41,740
3,823	2,128	2,275	2,275	Longevity	3,882	3,882	3,882
7,878	2,868	15,137	15,137	Retirement Fund	47,318	47,318	47,186
				Other Services and Charges:			
32,575	17,434	34,869	34,869	Transfer to Water System/Engineering Svcs.	35,130	35,130	35,130
244,912	140,200	280,400	280,400	Administrative Expense	288,800	288,800	288,800
<u>\$ 405,258</u>	<u>\$ 203,439</u>	<u>\$ 553,036</u>	<u>\$ 553,036</u>	Total Administration	<u>\$ 618,767</u>	<u>\$ 618,767</u>	<u>\$ 616,495</u>
(35,917)	-	(148,998)	(148,998)	Supervisory wage & benefit allocation	(199,459)	(199,459)	(197,065)
<u>\$ 369,341</u>	<u>\$ 203,439</u>	<u>\$ 404,038</u>	<u>\$ 404,038</u>	Net Administration	<u>\$ 419,308</u>	<u>\$ 419,308</u>	<u>\$ 419,430</u>
				Summary of Operating Costs:			
\$ 2,836,611	\$ 1,561,372	\$ 3,638,147	\$ 3,638,147	Routine Maintenance	\$ 3,663,196	\$ 3,663,196	\$ 3,661,199
273,772	128,661	302,357	302,357	Traffic Services	345,703	345,703	345,503
374,106	93,264	711,488	711,488	Snow and Ice Control	667,245	667,245	667,048
369,341	203,439	404,038	404,038	Administration	419,308	419,308	419,430
<u>\$ 3,853,830</u>	<u>\$ 1,986,736</u>	<u>\$ 5,056,030</u>	<u>\$ 5,056,030</u>	Total Operating Costs	<u>\$ 5,095,452</u>	<u>\$ 5,095,452</u>	<u>\$ 5,093,180</u>
				CONSTRUCTION PROJECTS			
				Other Services and Charges:			
-	-	100,000	100,000	Contractual Services	300,000	300,000	300,000
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>		<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</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 MiLibraryCard program which gives Warren residents the ability to obtain material from over 70 participating Michigan libraries while traveling throughout the state.

A brief review of 2019 indicates that the Warren Public Library had 273,641 patrons visit the library and 73,869 registered borrowers. The library provided a total of 793 programs for children, teens and adults that were enjoyed by 14,930 patrons. The library circulated 751,571 items, had 62,757 uses of their public internet computers and 112,161 wireless logins. Reference librarians fielded 47,143 reference transactions. The combined Warren libraries have a collection of 257,692 physical items (print, audio and video). Special collections include auto repair manuals, an international language collection comprised of books in 16 different languages, ESL (English as a Second Language) items, DVDs, music CDs, sheet music, periodicals, audiobooks, and videogames. The library also has an eBook and eAudiobook collection of over 45,500 items through the OverDrive downloadable eBook and eAudiobook service.

The major building highlight for 2019 was the construction of the Warren Civic Center South complex, which will be the new home of the Maybelle Burnette Branch Library beginning in 2020. Also, in 2019 the Arthur Miller Branch's roof was replaced.

Highlights from 2019 included the "Universe of Stories" 2019 Summer Reading Club program which had 1,055 participants. Civic Center Library received a grant to purchase Dash Robots, Little Bits, and Coding Kits. The Dorothy Busch Library received a grant for the creation of a musical instrument collection. The library held the 4th year of its Prime Time Family Reading Time program in September through a grant from The Michigan Humanities Council. The library also expanded its offering of digital resources by subscribing to RBdigital Audiobooks, which offers patrons instant access to over 35,000 downloadable audiobook titles. This service joins Warren's heavily used collection of eResources which includes OverDrive, hoopla digital, Freegal, and RBdigital magazines.

Additionally, the Library continued its successful program of author visits to the library. Authors who visited the library included 2019 Michigan Notable Book winning author and James Beard Award nominee Lisa Ludwinski (Sister Pie), soap opera star turned author Deborah Goodrich Royce (Finding Mrs. Ford), and Hammett Prize winning author Stephen Mack Jones (Lives Laid Away).

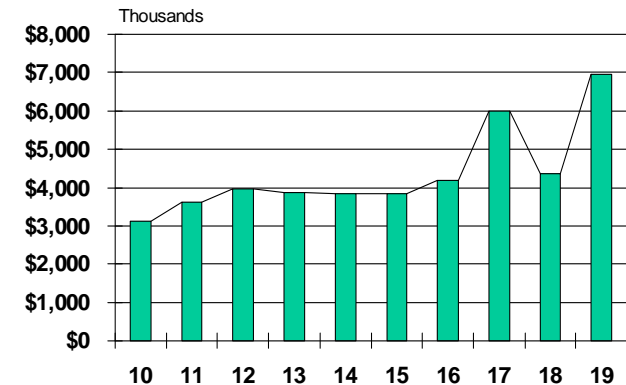
LIBRARY

Fiscal 2021 Performance Objectives

1. To provide the best selection of current books, periodicals, talking books, electronic books, music CD's, DVD's, and digital access to a variety of 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 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Annual Library visits	273,641	415,000	417,075	418,000
Total circulation including digital	751,571	900,000	904,500	905,000
Reference information requests	47,143	48,000	48,240	49,000
Total registered borrowers	73,869	78,000	78,390	80,000
Items loaned to other libraries	51,901	35,000	35,175	36,000
Items received from other libraries	87,156	40,000	40,200	41,000
Total circulation of children's materials	172,185	200,000	201,000	201,000
Materials added to the collection	19,466	25,000	25,125	26,000
Materials deleted from the collection	21,761	20,000	20,100	20,500
Children's story hour attendance	2,780	5,000	5,025	5,500
Computer sessions, incl. wireless	174,918	210,000	211,050	212,000
Attendance-children programs	6,429	20,000	20,100	20,500
Virtual visits to Library website	195,304	360,000	361,800	362,000
Early Literacy attendance	3,649	7,000	7,136	7,500
School visits to library	182	110	111	120
Grant received	\$ 10,700	-	-	-
Attendance-adult special programs	3,212	6,500	6,533	7,000

**Expenditure History
Library**



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	\$ 104,041	1	\$ 104,041	1	\$ 104,041	1	\$ 104,041
Administrative Specialist - Library	1	65,655	- (d)	-	- (d)	-	- (d)	-
Branch Library Supervisor	4	82,882	4	82,882	4	82,882	4	82,882
Branch Librarian	5	66,965	5	66,965	5	66,965	5	66,965
Library Technician	6	57,208	6	57,208	6	57,208	6	57,208
Office Assistant	5	38,802	5	38,802	5	38,802	5	38,802
Library Asst - Outreach Grant	1	60,931	1	60,931	1	60,931	1	60,931
Library Maintenance Technician	1	44,117	1 (e)	47,320	1 (e)	47,320	1 (e)	47,320
Library Pages and Assistant Librarians (Substitutes)		302,448		200,000		200,000		200,000
Overtime	—	30,000	—	20,000	—	20,000	—	20,000
Total Personnel	<u>24</u>		<u>23</u>		<u>23</u>		<u>23</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Warren Supervisors contracts that expire 6/30/20.

(d) Position deleted.

(e) Reflects wage increase of \$3,203 (7%).

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	LIBRARY SPECIAL REVENUE FUND REVENUES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 4,229,329	\$ 2,140,206	\$ 4,280,012	\$ 4,280,012	Property Tax Revenue	\$ 4,496,203	\$ 4,496,203	\$ 3,715,291
6,087	14,232	28,459	28,459	Industrial Facilities Tax	18,631	18,631	15,395
399,404	255,466	255,466	210,000	Reimbursement for Personal Property Loss	250,000	250,000	250,000
139,056	-	117,000	117,000	Penal Fines	117,000	117,000	117,000
18,792	8,779	25,000	25,000	Over the Counter Fines	25,000	25,000	25,000
105,279	18,234	40,000	40,000	Interest on Investments	40,000	40,000	40,000
107,449	-	90,000	90,000	State Aid	90,000	90,000	90,000
12,742	7,500	17,000	17,000	Renaissance Zone Reimbursement	17,000	17,000	17,000
35,020	15,218	30,000	30,000	Copy Machine User Fees	30,000	30,000	30,000
12,977	5,045	11,000	11,000	Lost Book Fees	11,000	11,000	11,000
2,140	1,074	2,000	2,000	Video User Fees	2,000	2,000	2,000
6,849	3,721	8,000	8,000	Non-Resident Internet Fees	8,000	8,000	8,000
18,438	9,638	10,500	10,500	Miscellaneous	10,500	10,500	10,500
-	-	449,387	449,387	Fund Balance Appropriated	62,718	-	645,395
<u>\$ 5,093,562</u>	<u>\$ 2,479,113</u>	<u>\$ 5,363,824</u>	<u>\$ 5,318,358</u>	Total Revenues	<u>\$ 5,178,052</u>	<u>\$ 5,115,334</u>	<u>\$ 4,976,581</u>
				EXPENDITURES:			
\$ 1,463,184	\$ 674,508	\$ 1,797,461	\$ 1,797,461	Personnel Services	\$ 1,648,428	\$ 1,648,428	\$ 1,646,339
1,216,519	574,238	1,436,932	1,436,932	Employee Benefits	1,469,462	1,469,462	1,469,280
44,940	6,374	94,900	94,900	Supplies	92,600	92,600	92,600
1,290,577	509,781	1,427,115	1,427,115	Other Services and Charges	1,384,862	1,384,862	1,384,862
2,943,450	92,773	561,950	561,950	Capital Outlay	582,700	383,500	383,500
<u>\$ 6,958,670</u>	<u>\$ 1,857,674</u>	<u>\$ 5,318,358</u>	<u>\$ 5,318,358</u>	Total Expenditures	<u>\$ 5,178,052</u>	<u>\$ 4,978,852</u>	<u>\$ 4,976,581</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ 136,482	\$ -
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	3,008,148	3,008,148	3,008,148
				RESERVE FOR: COMPENSATED ABSENCES	(229,009)	(229,009)	(229,009)
				LESS: FUND BALANCE APPROPRIATED	(62,718)	-	(645,395)
<u>\$ 3,183,060</u>	<u>\$ 3,804,499</u>	<u>\$ 2,779,139</u>	<u>\$ 2,733,673</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 2,716,421</u>	<u>\$ 2,915,621</u>	<u>\$ 2,133,744</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	LIBRARY SPECIAL REVENUE FUND EXPENDITURES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 101,517	\$ 52,169	\$ 104,195	\$ 104,195	Appointed Official	\$ 106,536	\$ 106,536	\$ 104,447
1,173,458	537,004	1,348,818	1,348,818	Permanent Employees	1,306,392	1,306,392	1,306,392
167,838	79,486	302,448	302,448	Permanent Part-time Employees - Pages	200,000	200,000	200,000
11,670	3,682	30,000	30,000	Overtime	20,000	20,000	20,000
8,701	2,167	12,000	12,000	Shift Premium	15,500	15,500	15,500
				Employee Benefits:			
11,600	11,600	10,400	10,400	Education Allowance	11,600	11,600	11,600
113,761	53,560	140,478	140,478	Social Security	129,387	129,387	129,228
245,052	102,758	454,630	454,630	Employee Insurance	398,097	398,097	398,074
313,865	140,589	285,298	285,298	Retiree Health Insurance	345,223	345,223	345,223
28,481	17,484	28,470	28,470	Longevity	31,389	31,389	31,389
503,460	248,018	517,356	517,356	Retirement Fund	553,466	553,466	553,466
300	229	300	300	Uniforms	300	300	300
44,940	6,374	94,900	94,900	Office Supplies	92,600	92,600	92,600
				Other Services and Charges:			
11,499	6,027	20,000	20,000	Copy Machine Expense	20,000	20,000	20,000
160,722	50,345	225,477	225,477	Contractual Services	257,450	257,450	257,450
151,584	87,101	185,000	185,000	Cooperative Services	193,000	193,000	193,000
53,725	-	50,000	50,000	Library Cooperative-Indirect Aid	55,000	55,000	55,000
346	168	2,500	2,500	Postage	3,000	3,000	3,000
120	-	-	-	Unemployment Costs	-	-	-
9,732	1,463	15,500	15,500	Digital Video Discs	16,100	16,100	16,100
44,742	15,576	72,000	72,000	Library Circulating Materials	74,000	74,000	74,000
23,743	1,229	25,000	25,000	Periodicals	24,000	24,000	24,000
8,769	7,371	25,000	25,000	Telephone	25,000	25,000	25,000
188	10	200	200	Mileage	200	200	200
-	14	3,000	3,000	Auto Expense	3,000	3,000	3,000
5,390	4,080	13,000	13,000	Training & Workshops	15,000	15,000	15,000
-	-	100	100	Book Binding	100	100	100
175,584	73,857	215,000	215,000	Public Utilities	215,000	215,000	215,000
240,863	4,153	164,000	164,000	Repairs & Maintenance	64,000	64,000	64,000
124,070	114,287	123,138	123,138	Cap Imprvmt Refunding Bonds, Series 2014	122,912	122,912	122,912
40,200	20,900	41,800	41,800	Insurance and Bonds	43,400	43,400	43,400
239,300	123,200	246,400	246,400	Administrative Expense	253,700	253,700	253,700

(Continued)

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>LIBRARY</u> <u>SPECIAL REVENUE FUND</u> <u>EXPENDITURES (Continued):</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Capital Outlay:			
\$ 2,740,716	\$ -	\$ 112,000	\$ 112,000	Improvements	\$ 97,000	\$ 72,000	\$ 72,000
-	-	29,000	29,000	Vehicles	-	-	-
24,623	-	70,950	70,950	Equipment	123,700	11,500	11,500
<u>178,111</u>	<u>92,773</u>	<u>350,000</u>	<u>350,000</u>	Books	<u>362,000</u>	<u>300,000</u>	<u>300,000</u>
<u>\$ 6,958,670</u>	<u>\$ 1,857,674</u>	<u>\$ 5,318,358</u>	<u>\$ 5,318,358</u>	Total Expenditures	<u>\$ 5,178,052</u>	<u>\$ 4,978,852</u>	<u>\$ 4,976,581</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 30 City parks. While the land acreage may not meet the needs of the community, the locations of the 30 parks play a vital role in the community, especially since numerous schools have closed in the past 25 years. The total parkland is 370 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. We would also like to create "themed" parks such as, Disc Golf and a BMX Park.

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 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, and a senior citizen wing. The center has been very successful and widely used with over 4,700 memberships at this time. We had almost 260,000 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. Play structure replacements and water park improvements are currently in progress.

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.

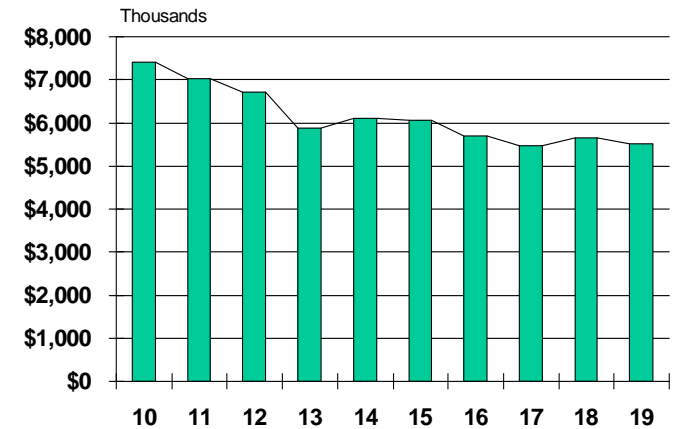
RECREATION

Fiscal 2021 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 promote membership growth and total usage of the Warren Community Center.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Pavilion rentals	518	520	520	520
Bus transportation	14,376	14,500	14,690	14,500
Special event youth participation	25,000	25,000	25,000	25,000
Day camp registration	538	550	550	550
Senior special events	3,750	3,800	3,800	3,800
Adult & youth sports participants	107,500	107,500	107,500	107,500
Senior programs	86,200	86,250	86,200	86,250
Senior sports programs	22,750	23,000	23,000	23,000
WCC pool attendance	260,000	400,000	400,000	400,000
Swim lesson registration	2,533	4,300	4,250	4,300
Yearly pass registration	4,129	5,000	4,500	5,000
WCC pool rental attendance	9,000	9,250	9,200	9,250

**Expenditure History
Recreation**



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	\$ 111,429	1	\$ 111,429	1	\$ 111,429	1	\$ 111,429
Superintendent of Facilities & Operations	2	83,839	2	83,839	2	83,839	2	83,839
Program Supervisor	3	72,995	3	72,995	3	72,995	3	72,995
Recreation Manager	1	54,334	1	54,334	1	54,334	1	54,334
Account Specialist	1	56,391	1	56,391	1	56,391	1	56,391
Office Assistant	1	38,802	1	38,802	1	38,802	- (d)	-
Seasonal Employees		1,225,000		1,250,000		1,250,000		1,250,000
Seasonal Employees - Transportation		145,000		145,000		145,000		145,000
<u>MAINTENANCE</u>								
Parks and Recreation Building Maintenance Tier II	-	-	-	-	-	-	1 (d)	36,982
Seasonal Employees - Maintenance		75,000		75,000		75,000		75,000
Overtime - Supervision		60,000		60,000		60,000		60,000
Overtime - Maintenance		-		-		-		-
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 6/30/20.

(b) New position.

(d) Position deleted.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	RECREATION SPECIAL REVENUE FUND REVENUES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 3,086,475	\$ 1,559,942	\$ 3,119,248	\$ 3,119,248	Property Tax Revenue	\$ 3,277,000	\$ 3,277,000	\$ 3,277,000
4,437	5,368	20,741	20,741	Industrial Facilities Tax	13,579	13,579	13,579
291,099	186,187	140,000	140,000	Reimbursement for Personal Property Loss	140,000	140,000	140,000
52,639	71,935	53,000	53,000	MDOT Grant	53,000	53,000	53,000
236,817	133,143	193,000	193,000	S.M.A.R.T. Community Credit Grant	193,000	193,000	193,000
395,064	123,377	350,000	350,000	Recreation Fees	350,000	350,000	350,000
1,432,870	634,681	1,375,000	1,375,000	Warren Community Center Fees	1,375,000	1,375,000	1,375,000
25,018	4,568	25,000	25,000	Downtown Ice Rink Fees	25,000	25,000	25,000
10,700	4,567	11,000	11,000	Senior Transportation	11,000	11,000	11,000
10,878	5,645	12,000	12,000	Special Events	12,000	12,000	12,000
53,887	9,340	50,000	50,000	Sponsored Events	50,000	50,000	50,000
339	119	400	400	Bingo Fees	400	400	400
11,425	6,150	-	-	Forestry - Tree Planting	-	-	-
16,966	23,659	10,000	10,000	Interest on Investments	10,000	10,000	10,000
100,667	81,127	89,803	89,803	Lease Proceeds	89,803	89,803	89,803
7,401	455	50	50	Miscellaneous	50	50	50
-	3,600,000	3,600,000	3,600,000	Contribution from General Fund	-	-	-
-	-	204,424	204,424	Fund Balance Appropriated	719,278	619,278	723,944
<u>\$ 5,736,682</u>	<u>\$ 6,450,263</u>	<u>\$ 9,253,666</u>	<u>\$ 9,253,666</u>	Total Revenues	<u>\$ 6,319,110</u>	<u>\$ 6,219,110</u>	<u>\$ 6,323,776</u>
				EXPENDITURES:			
\$ 2,064,513	\$ 968,777	\$ 2,148,174	\$ 2,148,174	Personnel Services	\$ 2,189,102	\$ 2,189,102	\$ 2,191,548
1,090,224	507,326	1,152,615	1,152,615	Employee Benefits	1,241,607	1,241,607	1,243,827
149,350	89,230	186,300	186,300	Supplies	181,700	181,700	181,700
2,322,412	1,246,809	2,521,077	2,016,577	Other Services and Charges	2,556,701	2,556,701	2,556,701
75,777	187,242	875,000	3,750,000	Capital Outlay	150,000	50,000	150,000
<u>\$ 5,702,276</u>	<u>\$ 2,999,384</u>	<u>\$ 6,883,166</u>	<u>\$ 9,253,666</u>	Total Expenditures	<u>\$ 6,319,110</u>	<u>\$ 6,219,110</u>	<u>\$ 6,323,776</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
755,964	656,647	656,647	656,647	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	2,822,723	2,822,723	2,822,723
(133,723)	(133,723)	(133,723)	(133,723)	RESERVE FOR:			
-	(3,562,758)	(2,689,000)	-	COMPENSATED ABSENCES	(133,723)	(133,723)	(133,723)
				CAPITAL OUTLAY	(844,388)	(1,136,856)	(1,136,856)
				LESS: FUND BALANCE APPROPRIATED	(719,278)	(619,278)	(723,944)
<u>\$ 656,647</u>	<u>\$ 411,045</u>	<u>\$ -</u>	<u>\$ 346,413</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 1,125,334</u>	<u>\$ 932,866</u>	<u>\$ 828,200</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	RECREATION SPECIAL REVENUE FUND EXPENDITURES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 121,129	\$ 52,487	\$ 111,594	\$ 111,594	Appointed Official	\$ 114,101	\$ 114,101	\$ 111,864
505,177	232,430	530,580	530,580	Permanent Employees	542,501	542,501	509,315
-	-	-	-	Permanent Employees - Maintenance	-	-	37,869
				Seasonal Employees:			
		75,000	75,000	Maintenance	75,000	75,000	75,000
1,258,048	599,911	1,225,000	1,225,000	Recreation	1,250,000	1,250,000	1,250,000
53,015	27,754	60,000	60,000	Overtime - Supervision	60,000	60,000	60,000
4,386	-	-	-	Overtime - Maintenance	-	-	-
1,226	842	1,000	1,000	Shift Premium	2,500	2,500	2,500
				Employee Benefits:			
3,750	3,750	3,750	3,750	Education Allowance	3,750	3,750	3,750
139,978	65,969	155,176	155,176	Social Security	158,566	158,566	158,810
208,709	90,134	300,243	300,243	Employee Insurance	280,760	280,760	281,600
409,772	182,765	366,131	366,131	Retiree Health Insurance	448,182	448,182	448,245
22,383	17,000	21,487	21,487	Longevity	24,908	24,908	25,662
293,393	142,037	291,305	291,305	Retirement Fund	310,919	310,919	311,238
-	-	-	-	Uniforms	-	-	-
				Supplies:			
7,537	2,301	10,000	10,000	Office Supplies	8,000	8,000	8,000
219	-	300	300	Bingo Operating Supplies	200	200	200
9,029	4,621	15,000	15,000	Operating Supplies	12,000	12,000	12,000
49,444	17,643	60,000	60,000	Playground & Athletic Supplies	60,000	60,000	60,000
82,228	64,665	100,000	100,000	Repair & Maintenance Supplies	100,000	100,000	100,000
				Other Services and Charges:			
745,718	472,879	950,000	500,000	Contractual Services	1,000,000	1,000,000	1,000,000
2,096	1,006	2,700	2,700	Postage	2,700	2,700	2,700
129	156	156	156	Unemployment Costs	2,857	2,857	2,857
112,391	48,620	100,000	65,000	Building Maintenance	100,000	100,000	100,000
98,470	-	85,000	100,000	Tree Maintenance	25,000	25,000	25,000
23,962	14,305	31,950	31,950	Telephone	32,000	32,000	32,000
29,796	14,364	25,000	25,000	Vehicle Maintenance Expense	25,000	25,000	25,000
37,385	10,420	55,000	55,000	Marketing and Promotions	50,000	50,000	50,000
138,900	72,200	144,400	144,400	Insurance and Bonds	150,100	150,100	150,100
548,523	220,400	500,000	500,000	Public Utilities	550,000	550,000	550,000
250	-	-	-	Conferences and Workshops	-	-	-
3,959	1,291	5,500	5,500	Rentals & Janitorial Service	5,000	5,000	5,000

(Continued)

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>RECREATION</u> <u>SPECIAL REVENUE FUND</u> <u>EXPENDITURES (Continued):</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				<u>Other Services and Charges:</u>			
\$ 76,081	\$ 32,782	\$ 78,000	\$ 55,000	Special Events	\$ 80,000	\$ 80,000	\$ 80,000
32,402	6,870	35,000	35,000	Sponsored Events	35,000	35,000	35,000
6,907	1,365	20,000	8,500	Downtown Ice Rink Expense	8,500	8,500	8,500
289,496	266,671	287,321	287,321	Cap Imprvmt Refunding Bonds, Series 2014	286,794	286,794	286,794
124,200	63,950	127,900	127,900	Administrative Expense	131,700	131,700	131,700
				<u>Capital Outlay:</u>			
28,988	151,089	825,000	3,700,000	Capital Improvements	-	-	-
-	-	-	-	Equipment - Vehicle	-	-	-
				Equipment - Maintenance			
46,789	36,153	50,000	50,000	Equipment - Recreation	150,000	50,000	150,000
<u>\$ 5,515,865</u>	<u>\$ 2,918,830</u>	<u>\$ 6,649,493</u>	<u>\$ 9,019,993</u>	Total Expenditures	<u>\$ 6,086,038</u>	<u>\$ 5,986,038</u>	<u>\$ 6,090,704</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>RECREATION</u> <u>SPECIAL REVENUE FUND</u> <u>TRANSPORTATION EXPENDITURES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 121,532	\$ 55,353	\$ 145,000	\$ 145,000	Seasonal Employees	\$ 145,000	\$ 145,000	\$ 145,000
				Employee Benefits:			
9,297	4,235	11,093	11,093	Social Security	11,093	11,093	11,093
2,942	1,436	3,430	3,430	Employee Insurance	3,429	3,429	3,429
				Supplies:			
893	-	1,000	1,000	Office Supplies	1,000	1,000	1,000
-	-	-	-	Operating Supplies	500	500	500
				Other Services and Charges:			
1,510	841	5,000	5,000	Contractual Services	5,000	5,000	5,000
-	-	150	150	Postage	100	100	100
-	-	1,500	1,500	Building Maintenance	2,500	2,500	2,500
578	291	1,000	1,000	Telephone	1,000	1,000	1,000
19,762	5,090	25,000	25,000	Vehicle Maintenance Expense	25,000	25,000	25,000
-	-	-	-	Printing and Publishing	-	-	-
12,997	4,558	20,000	20,000	Public Utilities	17,000	17,000	17,000
-	-	-	-	Conferences and Workshops	250	250	250
16,900	8,750	17,500	17,500	Insurance and Bonds	18,200	18,200	18,200
-	-	3,000	3,000	Bus Rental	3,000	3,000	3,000
<u>\$ 186,411</u>	<u>\$ 80,554</u>	<u>\$ 233,673</u>	<u>\$ 233,673</u>	Total Expenditures	<u>\$ 233,072</u>	<u>\$ 233,072</u>	<u>\$ 233,072</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 department currently operates with a director, four full-time and twelve part-time team members.

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 websites (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.

We continually replace antiquated equipment and are currently making necessary upgrades to our Control Room. These upgrades will conform our operation to a digital file system that will continue to improve our workflow.

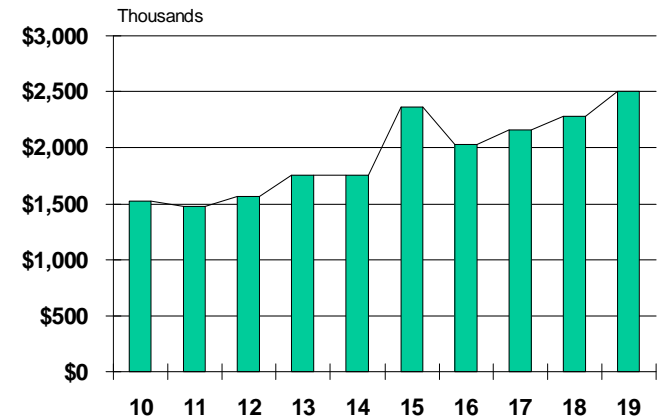
COMMUNICATIONS

Fiscal 2021 Performance Objectives

1. To establish an effective brand strategy that gives Warren a competitive edge over other metro area cities.
2. To generate more revenue for the Communications Department by providing services to public.
3. To create new award winning programming.
4. To establish a profitable relationship with Parks and Recreation.
5. To add a new cost savings branding/promotions tier to the Communications Department.
6. To increase interactive productions with community.
7. To enhance the look of the Newsbeat Magazine and Calendar.
8. To enhance partnership with DDA to expand the "MI Warren" campaign and new business ventures.
9. To continue to support City departments with communication needs.
10. To work with the City to enhance 2020 Census numbers.
11. To expand online and emergency services.
12. To expand ADA communication services with the public.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Meeting coverage (City Council, Zoning Board, Planning Commission)	68	68	68	68
Newsbeat magazine	4	4	4	4
Annual calendar	1	1	1	1
Original programs (sporting events, concerts, talk shows, etc.)	257	250	270	270
Auditorium support (plays, rentals, recitals, meetings, etc.)	130	150	182	182
Bulletin board postings (garage sales, non-profit ads, city information, etc.)	1,500	1,500	1,500	1,500
Snow and storm alerts (emergency information crawl on channels)	2	10	10	10
Website postings and updates (community events, department services)	2,500	3,000	3,000	3,000
Internship program (number of interns)	3	20	5	5
Public service announcements	50	50	60	60
Truck Productions	19	60	50	60

**Expenditure History
Communications**



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	\$ 87,622	1	\$ 87,622	1	\$ 87,622	1	\$ 87,622
Communications Specialist	1	71,491	1	71,491	1	71,491	1	71,491
Media Specialist 1	1	64,371	1	64,371	1	64,371	1	64,371
Broadcast Engineer	1	61,509	1	61,509	1	61,509	1	61,509
Videographer/Editor	1	56,700	1	56,700	1	56,700	1	56,700
Administrative Clerk	1	53,894	1	53,894	1	53,894	1	53,894
Part-time Employees	—	330,000	—	275,000	—	275,000	—	275,000
Total Personnel	<u>6</u>		<u>6</u>		<u>6</u>		<u>6</u>	

(a) Wage rates are based on Local 227, Local 412 Units 35 and 59 contracts that expire 6/30/20.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	COMMUNICATIONS SPECIAL REVENUE FUND REVENUES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 2,095,219	\$ 505,610	\$ 2,100,000	\$ 2,100,000	Cable TV Franchise Fees	\$ 2,100,000	\$ 2,100,000	\$ 2,100,000
60,842	23,259	40,000	40,000	Interest on Investments	40,000	40,000	40,000
40	45	200	200	Miscellaneous	200	200	200
-	-	478,331	478,331	Fund Balance Appropriated	603,279	478,279	237,152
<u>\$ 2,156,101</u>	<u>\$ 528,914</u>	<u>\$ 2,618,531</u>	<u>\$ 2,618,531</u>	Total Revenues	<u>\$ 2,743,479</u>	<u>\$ 2,618,479</u>	<u>\$ 2,377,352</u>
				EXPENDITURES:			
\$ 611,709	\$ 288,641	\$ 678,576	\$ 708,576	Personnel Services	\$ 670,284	\$ 670,284	\$ 668,525
354,664	173,246	393,627	396,522	Employee Benefits	450,723	450,723	450,355
17,686	3,819	22,500	25,500	Supplies	25,500	25,500	25,500
1,304,491	812,989	1,363,994	1,361,594	Other Services and Charges	1,436,972	1,411,972	1,172,972
211,479	34,291	126,339	126,339	Capital Outlay	160,000	60,000	60,000
<u>\$ 2,500,029</u>	<u>\$ 1,312,986</u>	<u>\$ 2,585,036</u>	<u>\$ 2,618,531</u>	Total Expenditures	<u>\$ 2,743,479</u>	<u>\$ 2,618,479</u>	<u>\$ 2,377,352</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	2,725,234	2,725,234	2,725,234
				RESERVE FOR: COMPENSATED ABSENCES	(55,330)	(55,330)	(55,330)
				LESS: FUND BALANCE APPROPRIATED	(603,279)	(478,279)	(237,152)
<u>\$ 3,114,740</u>	<u>\$ 2,330,668</u>	<u>\$ 2,669,904</u>	<u>\$ 2,636,409</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 2,066,625</u>	<u>\$ 2,191,625</u>	<u>\$ 2,432,752</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	COMMUNICATIONS SPECIAL REVENUE FUND EXPENDITURES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 318,852	\$ 157,671	\$ 348,576	\$ 378,576	Personnel Services:	\$ 395,284	\$ 395,284	\$ 393,525
292,845	130,962	330,000	330,000	Permanent Employees	275,000	275,000	275,000
12	8	-	-	Part-time Employees	-	-	-
				Overtime			
				Employee Benefits:			
1,150	1,150	1,150	1,150	Education Allowance	1,150	1,150	1,150
46,812	22,295	52,336	54,631	Social Security	51,704	51,704	51,569
88,094	45,130	128,856	128,856	Employee Insurance	155,916	155,916	155,894
116,259	51,957	104,474	105,074	Retiree Health Insurance	127,716	127,716	127,681
4,340	4,380	4,392	4,392	Longevity	4,441	4,441	4,441
98,009	48,334	102,419	102,419	Retirement Fund	109,796	109,796	109,620
				Supplies:			
1,115	272	2,500	3,500	Office	3,500	3,500	3,500
15,697	2,609	18,000	20,000	Operating	20,000	20,000	20,000
874	938	2,000	2,000	Tapes/DVD's	2,000	2,000	2,000
				Other Services and Charges:			
34,228	19,867	35,000	27,600	Contractual Services	27,600	27,600	27,600
64,545	37,029	68,000	68,000	Postage	70,000	70,000	70,000
3,329	2,319	3,200	3,200	Telephone	3,200	3,200	3,200
-	-	200	200	Mileage	200	200	200
3,089	1,244	3,500	3,500	Vehicle Maintenance	3,500	3,500	3,500
-	-	400	400	Conferences & Workshops	3,000	3,000	3,000
63,121	28,172	75,000	75,000	Community Promotions	100,000	75,000	-
40,200	20,900	41,800	41,800	Insurance and Bonds	43,400	43,400	43,400
97,425	38,136	120,000	125,000	Public Utilities	125,000	125,000	125,000
915	-	13,635	13,635	Memberships & Dues	17,868	17,868	17,868
4,228	74	3,000	3,000	Sets and Design	2,000	2,000	2,000
45,000	19,640	20,000	20,000	Web site	32,500	32,500	20,000
25,115	26,000	26,000	26,000	City Calendar	28,000	28,000	28,000
2,000	-	2,000	2,000	Music Library	2,000	2,000	2,000
84,789	21,026	95,000	95,000	City Newsletter	110,000	110,000	27,500
20,580	10,417	30,000	30,000	Software & Contractual Service	30,000	30,000	30,000
7,361	3,807	10,000	10,000	Auditorium Expense	10,000	10,000	10,000
395,000	203,400	406,800	406,800	Administrative Expense	419,000	419,000	350,000
413,566	380,958	410,459	410,459	Cap Imprvmt Refunding Bonds, Series 2014	409,704	409,704	409,704
				Capital Outlay:			
211,479	34,291	126,339	126,339	Equipment - Cable TV	160,000	60,000	60,000
<u>\$ 2,500,029</u>	<u>\$ 1,312,986</u>	<u>\$ 2,585,036</u>	<u>\$ 2,618,531</u>	Total Expenditures	<u>\$ 2,743,479</u>	<u>\$ 2,618,479</u>	<u>\$ 2,377,352</u>

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 ten 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 24,000 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.

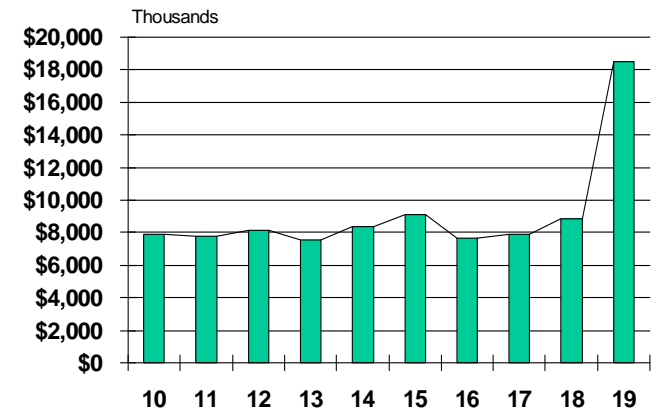
SANITATION DIVISION

Fiscal 2021 Performance Objectives

1. To continue to provide the best sanitation service in the County and quickly respond to requests 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 revenues from when 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 continue implementation of one-man trucks for refuse, compost and recycling.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Collection points (per week)	56,000	56,000	56,000	56,000
Refuse collection at curb (tons)	51,000	52,000	52,000	52,000
Citizen complaints received	4,392	3,000	3,500	3,500
Number of refuse collection routes	12	12	12	12
Curbside recycling collected (tons)	5,900	5,000	5,000	5,000
Number of recycle routes	6	6	6	6
Curbside compost collected (tons)	14,000	15,000	15,000	15,000
Number of compost routes	5	5	5	5
Recycling center drop offs (tons)	568	600	600	600
Car batteries dropped off	4,511	3,000	3,000	3,000
Non-ferrous metal dropped off (tons)	4	20	10	10
Cardboard dropped off (tons)	69	75	75	75
Metals (tons)	136	185	150	150
Newspapers (tons)	29	60	50	50
Computers/electronics (tons)	24	15	25	25
Plastic (tons)		38	38	38
Styrofoam (44 gallon bags)	291	515	300	300
Concrete dropped off (tons)	124	185	150	150
Motor oil dropped off (gallons)	447	500	500	500
Antifreeze dropped off (gallons)	501	600	600	600

**Expenditure History
Sanitation**



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	\$ 102,397	1	\$ 102,397	1	\$ 102,397	1	\$ 102,397
Assistant Superintendent	1	82,277	1	82,277	1	82,277	1	82,277
Sanitation Associate Manager	1	78,424	1	78,424	1	78,424	1	78,424
Administrative Clerk	1	53,894	1	53,894	1	53,894	1	53,894
<u>Rubbish Pick-up:</u>								
Foreman	3	75,733	3	75,733	3	75,733	3	75,733
Sanitation Operator Technician	1	63,294	1	63,294	1	63,294	1	63,294
Sanitation Operator Specialist	8	61,651	8	61,651	8	61,651	8	61,651
General Laborer Tier II	22	38,480	22	38,480	22	38,480	22	38,480
Temporary Employees - Clerical		27,300		27,300		27,300		27,300
Temporary Employees - Rubbish Collection		100,000		120,000		120,000		120,000
<u>Overtime:</u>								
Rubbish Pick-up		365,368		400,000		400,000		400,000
Clerical	—	6,652	—	7,000	—	7,000	—	7,000
Total Personnel	<u>38</u>		<u>38</u>		<u>38</u>		<u>38</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Warren Supervisors contracts that expire 6/30/20.

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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	SANITATION SPECIAL REVENUE FUND REVENUES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 8,182,870	\$ 4,160,183	\$ 8,319,080	\$ 8,319,080	Property Tax Revenue	\$ 9,833,071	\$ 9,833,071	\$ 8,824,551
11,769	27,660	27,660	55,316	Industrial Facilities Tax	40,745	40,745	36,566
768,663	493,884	493,884	325,000	Reimbursement for Personal Property Loss	325,000	325,000	325,000
57,796	11,178	22,000	20,000	Interest on Investments	20,000	20,000	20,000
7,475,425	19,700	47,870	45,900	Lease Proceeds	49,306	49,306	49,306
97,435	45,999	80,000	80,000	Miscellaneous Revenue	80,000	80,000	80,000
84,217	45,452	95,000	95,000	Transfer Station Royalties	150,000	150,000	150,000
31,153	17,025	35,000	35,000	Recycling Revenue	35,000	35,000	35,000
475,000	-	-	-	Recycling Infrastructure Grant	-	-	-
46,600	1,067,515	1,067,515	-	Sale of Equipment	-	-	-
-	-	773,420	773,420	Fund Balance Appropriated	44,813	44,813	1,054,603
<u>\$ 17,230,928</u>	<u>\$ 5,888,596</u>	<u>\$ 10,961,429</u>	<u>\$ 9,748,716</u>	Total Revenues	<u>\$ 10,577,935</u>	<u>\$ 10,577,935</u>	<u>\$ 10,575,026</u>
				EXPENDITURES:			
\$ 2,562,892	\$ 1,164,259	\$ 2,708,603	\$ 2,434,951	Personnel Services	\$ 2,532,279	\$ 2,532,279	\$ 2,530,017
2,275,612	1,028,783	2,498,916	2,552,926	Employee Benefits	2,775,700	2,775,700	2,775,053
318,864	149,033	486,500	486,500	Supplies	485,000	485,000	485,000
3,025,592	2,487,808	3,948,749	3,603,249	Other Services and Charges	4,367,994	4,367,994	4,367,994
10,306,490	271,496	671,090	671,090	Capital Outlay	416,962	416,962	416,962
<u>\$ 18,489,450</u>	<u>\$ 5,101,379</u>	<u>\$ 10,313,858</u>	<u>\$ 9,748,716</u>	Total Expenditures	<u>\$ 10,577,935</u>	<u>\$ 10,577,935</u>	<u>\$ 10,575,026</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	1,725,536	1,725,536	1,725,536
				RESERVE FOR: COMPENSATED ABSENCES	(165,832)	(165,832)	(165,832)
				LESS: FUND BALANCE APPROPRIATED	(44,813)	(44,813)	(1,054,603)
<u>\$ 1,685,553</u>	<u>\$ 2,472,770</u>	<u>\$ 1,559,704</u>	<u>\$ 912,133</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 1,514,891</u>	<u>\$ 1,514,891</u>	<u>\$ 505,101</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	SANITATION SPECIAL REVENUE FUND EXPENDITURES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 191,923	\$ 84,173	\$ 191,343	\$ 269,323	Personnel Services:			
1,282,190	608,086	1,420,923	1,620,923	Supervisory	\$ 275,374	\$ 275,374	\$ 273,112
41,587	22,108	45,385	45,385	Permanent Employees - Rubbish Collection	1,654,737	1,654,737	1,654,737
563,069	144,925	565,000	100,000	Permanent Employees - Clerical	47,868	47,868	47,868
32,295	12,254	27,300	27,300	Temporary Employees - Rubbish Collection	120,000	120,000	120,000
451,054	288,412	452,000	365,368	Temporary Employee - Clerical	27,300	27,300	27,300
774	4,301	6,652	6,652	Overtime - Rubbish Collection	400,000	400,000	400,000
				Overtime - Clerical	7,000	7,000	7,000
				Employee Benefits:			
1,200	800	800	1,200	Education Allowance	1,200	1,200	1,200
199,904	90,942	168,832	190,098	Social Security	196,640	196,640	196,467
468,015	195,678	777,875	800,861	Employee Insurance	769,352	769,352	769,218
818,006	363,690	729,224	730,784	Retiree Health Insurance	903,231	903,231	903,231
48,416	20,400	48,800	48,800	Longevity	37,106	37,106	37,106
737,187	355,354	769,785	777,583	Retirement Fund	864,571	864,571	864,231
2,884	1,919	3,600	3,600	Uniforms	3,600	3,600	3,600
				Supplies:			
15,859	2,445	36,500	36,500	Operating Supplies	35,000	35,000	35,000
303,005	146,588	450,000	450,000	Gasoline & Diesel Oil	450,000	450,000	450,000
				Other Services and Charges:			
-	1,208,448	1,208,449	1,208,449	Capital Equipment Lease Payment	1,208,449	1,208,449	1,208,449
9,861	2,281	5,000	5,000	Notifications	10,000	10,000	10,000
9,251	2,149	4,300	4,300	Contractual Services	10,000	10,000	10,000
				Contractual Services:			
1,218,924	757,479	1,100,000	800,000	Rubbish Hauling	1,500,000	1,500,000	1,500,000
506,327	43,866	600,000	600,000	Recycling & Compost Disposal	600,000	600,000	600,000
50,886	-	40,000	40,000	Hazardous Waste Collection	40,000	40,000	40,000
7,896	3,948	20,000	20,000	SMDA Closure Costs	20,000	20,000	20,000
31,584	15,792	50,000	50,000	SMDA Legal/Engineering Costs	50,000	50,000	50,000
20,921	-	-	-	Unemployment Costs	16,226	16,226	16,226
-	-	-	2,500	Postage	1,000	1,000	1,000
5,166	2,000	13,000	13,000	Telephone	13,000	13,000	13,000
1,116,148	383,622	800,000	800,000	Vehicle Maintenance	834,319	834,319	834,319
27,437	6,494	40,000	40,000	Public Utilities	40,000	40,000	40,000
21,191	61,729	68,000	20,000	Building & Grounds Maintenance	25,000	25,000	25,000

(Continued)

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	SANITATION SPECIAL REVENUE FUND EXPENDITURES (Continued):	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ -	\$ -	\$ -	\$ -	Administrative Expense	\$ -	\$ -	\$ -
				Capital Outlay:			
5,682,240	107,131	475,725	475,725	Vehicles	350,000	350,000	350,000
-	-	-	-	Office Equipment	-	-	-
4,624,250	164,365	195,365	195,365	Capital Equipment	66,962	66,962	66,962
<u>\$ 18,489,450</u>	<u>\$ 5,101,379</u>	<u>\$ 10,313,858</u>	<u>\$ 9,748,716</u>	Total Expenditures	<u>\$ 10,577,935</u>	<u>\$ 10,577,935</u>	<u>\$ 10,575,026</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 8,100 licensed properties. In 2019, the Rental Division performed over 6,700 inspections, re-inspections and investigations.

The Rental Program is funded by fees collected for license applications and inspections which generated \$936,700 in Fiscal 2019. The rental Program for 2020 is projected to be over \$900,000 and is additionally supported by Community Development Block Grant funds in the amount of \$75,000 for an estimated total of \$975,000.

The largest expense in the Rental Division is Personnel Services. The Rental Division staff currently includes a Senior Rental Coordinator, a Chief Code Enforcement Officer, two Rental Code Inspectors and two Office Assistants. The program is additionally supported by three part-time rental inspectors and one temporary clerical employee.

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 generated \$11,520 in Fiscal 2019 and is projected to generate \$106,000 for Fiscal 2020.

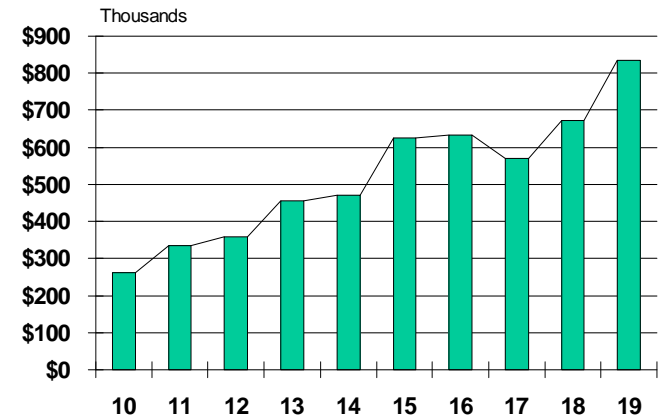
RENTAL

Fiscal 2021 Performance Objectives

1. To register and inspect all rental properties and condominiums/air bnb's and bring them into compliance with city codes.
2. Continue to work with Property Maintenance / Building Inspectors during sweeps to locate unregistered rental properties.
3. To continue to cross-train our staff/personnel to interact with other departments enabling them to better assist residents and investors.
4. To update the division's website to make it more user friendly for the landlords to obtain vital information such as accessing registration forms, inspection information and the division's policies and procedures.
5. To continue to take an aggressive approach toward marihuana grow houses and work with code enforcement and the Building Department to ensure the rental dwelling(s) are in compliance with the Medical Marihuana Ordinance.
6. To ensure all Group Homes registered with the city have current licenses with the State of Michigan.
7. To work with Animal Control to ensure all dogs in rental properties are licensed with the City of Warren.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Registration/licensing of rental properties	8,100	8,500	8,200	8,200
Rental inspections	6,710	7,800	7,000	7,000
Court violations issued	1,123	700	720	700
Apartment registrations	95	95	95	95
Rental District Court Fines	\$203,430	\$175,000	\$240,000	\$240,000

**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>
Chief Code Enforcement Officer	1	\$ 83,306	1	\$ 83,306	1	\$ 83,306	1	\$ 83,306
Rental Code Inspector	2	63,299	2	63,299	2	63,299	2	63,299
Senior Rental Coordinator	1	78,495	1	78,495	1	78,495	1	78,495
Office Assistant	2	38,802	2	38,802	2	38,802	2	38,802
Temporary Employees - Inspections		150,000		150,000		150,000		150,000
Temporary/Co-op		20,412		25,000		25,000		25,000
Overtime - Clerical	—	2,000	—	2,000	—	2,000	—	2,000
Total Personnel	<u>6</u>		<u>6</u>		<u>6</u>		<u>6</u>	

(a) Wage rates are based on Local 227 contract that expire 6/30/20.

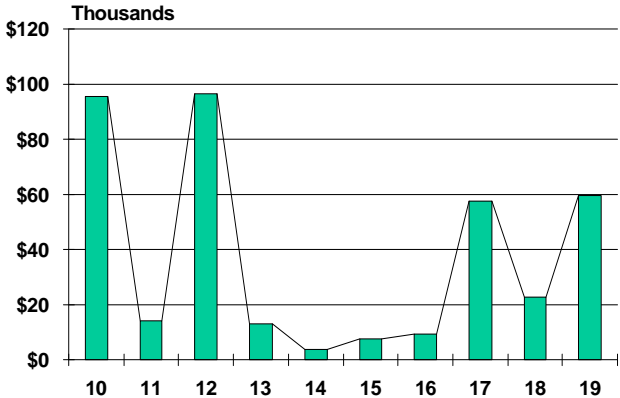
SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	RENTAL ORDINANCE FUND	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				REVENUES:			
\$ 936,700	\$ 465,850	\$ 900,000	\$ 600,000	Residential Inspection Fees	\$ 850,000	\$ 850,000	\$ 850,000
11,520	29,735	106,000	145,000	Apartment Inspection Fee	11,520	11,520	11,520
27,398	6,782	10,000	10,000	Interest on Investments	10,000	10,000	10,000
-	-	192,383	192,383	Fund Balance Appropriated	83,732	83,732	83,732
<u>\$ 975,618</u>	<u>\$ 502,367</u>	<u>\$ 1,208,383</u>	<u>\$ 947,383</u>	Total Revenues	<u>\$ 955,252</u>	<u>\$ 955,252</u>	<u>\$ 955,252</u>
				EXPENDITURES:			
				Personnel Services:			
\$ 284,447	\$ 107,837	\$ 351,967	\$ 351,967	Permanent Employees	\$ 365,026	\$ 365,026	\$ 365,026
-	410	2,000	2,000	Overtime - Clerical	2,000	2,000	2,000
142,992	80,986	162,480	162,480	Temporary Employees - Inspection	150,000	150,000	150,000
67,194	32,772	20,412	20,412	Temporary/Co-op	25,000	25,000	25,000
				Employee Benefits:			
38,018	17,616	41,668	41,668	Social Security	42,069	42,069	42,069
64,023	30,586	173,586	173,586	Employee Insurance	157,483	157,483	157,483
41,528	18,003	38,821	38,821	Retiree Health Insurance	46,502	46,502	46,502
6,123	3,400	7,806	7,806	Longevity	7,894	7,894	7,894
32,655	13,734	39,518	39,518	Retirement Fund	40,903	40,903	40,903
6,647	3,979	11,000	11,000	Office Supplies	11,000	11,000	11,000
				Other Services and Charges:			
9,229	5,583	9,000	9,000	Postage	9,500	9,500	9,500
-	150	-	-	IPMC Board of Review	1,800	1,800	1,800
-	-	-	-	Contractual Services - Process Servers	5,000	5,000	5,000
377	574	1,725	1,725	Telephone	1,275	1,275	1,275
1,876	846	4,500	4,500	Vehicle Maintenance	4,500	4,500	4,500
80,500	41,450	82,900	82,900	Administrative Expense	85,300	85,300	85,300
				Capital Outlay:			
58,598	-	-	-	Equipment - Vehicle & Motorola Radios	-	-	-
<u>\$ 834,207</u>	<u>\$ 357,926</u>	<u>\$ 947,383</u>	<u>\$ 947,383</u>	Total Expenditures	<u>\$ 955,252</u>	<u>\$ 955,252</u>	<u>\$ 955,252</u>
\$ 141,411	\$ 144,441	\$ 261,000	\$ -	NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
1,167,132	1,308,543	1,308,543	1,308,543	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	1,377,160	1,377,160	1,377,160
(45,655)	(45,655)	(45,655)	(45,655)	RESERVE FOR: COMPENSATED ABSENCES	(45,655)	(45,655)	(45,655)
-	-	(192,383)	(192,383)	LESS: FUND BALANCE APPROPRIATED	(83,732)	(83,732)	(83,732)
<u>\$ 1,262,888</u>	<u>\$ 1,407,329</u>	<u>\$ 1,331,505</u>	<u>\$ 1,070,505</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 1,247,773</u>	<u>\$ 1,247,773</u>	<u>\$ 1,247,773</u>

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**



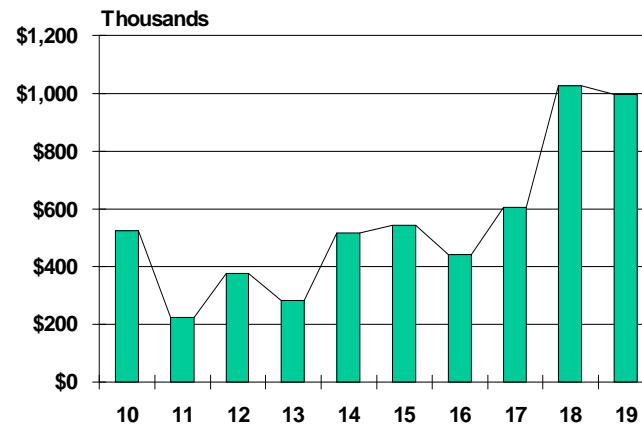
SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>VICE CRIME CONFISCATION FUND</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				<u>REVENUES:</u>			
\$ 16,285	\$ 45,378	\$ 45,378	\$ 20,000	Vice Crime Confiscation's	\$ 20,000	\$ 20,000	\$ 20,000
6,860	1,566	2,500	2,500	Interest on Investments	2,500	2,500	2,500
-	-	37,500	37,500	Fund Balance Appropriated	37,500	37,500	37,500
<u>\$ 23,145</u>	<u>\$ 46,944</u>	<u>\$ 85,378</u>	<u>\$ 60,000</u>	Total Revenues	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>
				<u>EXPENDITURES:</u>			
				Other Services and Charges:			
\$ 59,797	\$ 53,270	\$ 60,000	\$ 60,000	Vice Crime Expenditures	\$ 60,000	\$ 60,000	\$ 60,000
<u>\$ 59,797</u>	<u>\$ 53,270</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	Total Expenditures	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	286,867	286,867	286,867
				LESS: FUND BALANCE APPROPRIATED	<u>(37,500)</u>	<u>(37,500)</u>	<u>(37,500)</u>
335,641	298,989	298,989	298,989	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 249,367</u>	<u>\$ 249,367</u>	<u>\$ 249,367</u>
<u>-</u>	<u>-</u>	<u>(37,500)</u>	<u>(37,500)</u>				
<u>\$ 298,989</u>	<u>\$ 292,663</u>	<u>\$ 286,867</u>	<u>\$ 261,489</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



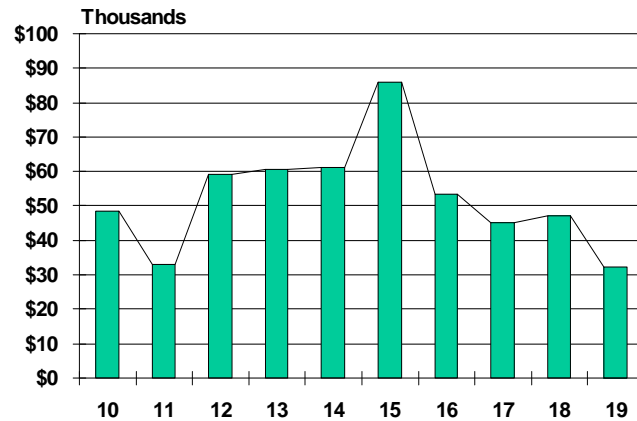
SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>DRUG FORFEITURE FUND</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				<u>REVENUES:</u>			
\$ 406,261	\$ 764,640	\$ 751,646	\$ 600,000	Drug Forfeitures	\$ 600,000	\$ 600,000	\$ 600,000
67,925	14,262	25,000	25,000	Interest on Investments	25,000	25,000	25,000
-	-	868,373	868,373	Fund Balance Appropriated	225,000	225,000	225,000
<u>\$ 474,186</u>	<u>\$ 778,902</u>	<u>\$ 1,645,019</u>	<u>\$ 1,493,373</u>	Total Revenues	<u>\$ 850,000</u>	<u>\$ 850,000</u>	<u>\$ 850,000</u>
				<u>EXPENDITURES:</u>			
				Other Services and Charges:			
\$ 192,974	\$ 40	\$ 75,000	\$ 75,000	Federal Drug Forfeiture Expense	\$ 425,000	\$ 425,000	\$ 425,000
801,866	1,204,906	1,418,373	1,418,373	Local Drug Forfeiture Expense	425,000	425,000	425,000
<u>\$ 994,840</u>	<u>\$ 1,204,946</u>	<u>\$ 1,493,373</u>	<u>\$ 1,493,373</u>	Total Expenditures	<u>\$ 850,000</u>	<u>\$ 850,000</u>	<u>\$ 850,000</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	2,053,122	2,053,122	2,053,122
				LESS: FUND BALANCE APPROPRIATED	(225,000)	(225,000)	(225,000)
				ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 1,828,122</u>	<u>\$ 1,828,122</u>	<u>\$ 1,828,122</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

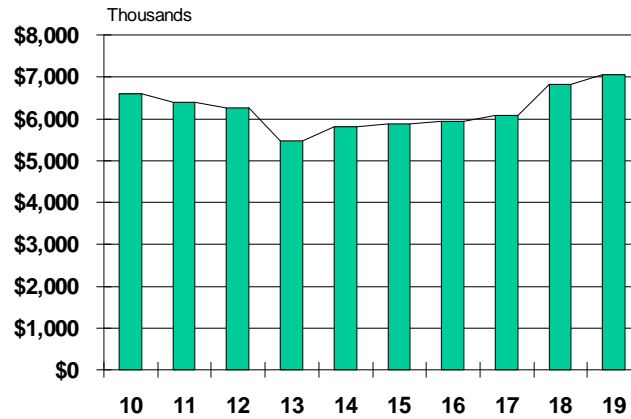
FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>ACT 302 POLICE TRAINING FUND</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				<u>REVENUES:</u>			
\$ 33,795	\$ 17,711	\$ 33,383	\$ 33,000	State Grant - Police Training	\$ 33,000	\$ 33,000	\$ 33,000
331	65	100	100	Interest on Investments	100	100	100
<u>-</u>	<u>-</u>	<u>4,797</u>	<u>4,797</u>	Fund Balance Appropriated	<u>4,900</u>	<u>4,900</u>	<u>4,900</u>
<u>\$ 34,126</u>	<u>\$ 17,776</u>	<u>\$ 38,280</u>	<u>\$ 37,897</u>	Total Revenues	<u>\$ 38,000</u>	<u>\$ 38,000</u>	<u>\$ 38,000</u>
				<u>EXPENDITURES:</u>			
				Other Services and Charges:			
<u>\$ 32,284</u>	<u>\$ 28,427</u>	<u>\$ 37,897</u>	<u>\$ 37,897</u>	Conferences & Workshops	<u>\$ 38,000</u>	<u>\$ 38,000</u>	<u>\$ 38,000</u>
<u>\$ 32,284</u>	<u>\$ 28,427</u>	<u>\$ 37,897</u>	<u>\$ 37,897</u>	Total Expenditures	<u>\$ 38,000</u>	<u>\$ 38,000</u>	<u>\$ 38,000</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
13,184	15,026	15,026	15,026	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	10,612	10,612	10,612
<u>-</u>	<u>-</u>	<u>(4,797)</u>	<u>(4,797)</u>	APPROPRIATED	<u>(4,900)</u>	<u>(4,900)</u>	<u>(4,900)</u>
<u>\$ 15,026</u>	<u>\$ 4,375</u>	<u>\$ 10,612</u>	<u>\$ 10,229</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 5,712</u>	<u>\$ 5,712</u>	<u>\$ 5,712</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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>DOWNTOWN DEVELOPMENT AUTHORITY REVENUES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 5,864,701	\$ 3,000,000	\$ 6,000,000	\$ 6,000,000	Property Tax Revenue	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000
4,539,758	4,561,059	4,566,882	3,200,000	Other Income	3,200,000	3,200,000	3,200,000
-	-	-	-	Fund Balance Appropriated	5,154,171	5,154,171	-
<u>\$ 10,404,459</u>	<u>\$ 7,561,059</u>	<u>\$ 10,566,882</u>	<u>\$ 9,200,000</u>	Total Revenues	<u>\$ 14,354,171</u>	<u>\$ 14,354,171</u>	<u>\$ 9,200,000</u>
				<u>EXPENDITURES:</u>			
\$ 38,897	\$ 29,364	\$ 155,438	\$ 155,438	Personnel Services	\$ 158,850	\$ 158,850	\$ 122,353
42,155	21,671	101,433	101,433	Employee Benefits	106,264	106,264	98,675
207	24	3,000	3,000	Supplies	3,000	3,000	3,000
6,917,891	6,727,908	8,357,932	7,481,932	Other Services and Charges	7,686,057	7,686,057	7,511,057
62,441	3,637,781	4,569,849	723,750	Capital Outlay	6,400,000	6,400,000	414,467
<u>\$ 7,061,591</u>	<u>\$ 10,416,748</u>	<u>\$ 13,187,652</u>	<u>\$ 8,465,553</u>	Total Expenditures	<u>\$ 14,354,171</u>	<u>\$ 14,354,171</u>	<u>\$ 8,149,552</u>
				NET INCREASE (DECREASE) IN FUND BALANCE FOR PERIOD	\$ -	\$ -	\$ 1,050,448
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	18,565,390	18,565,390	18,565,390
				LESS: FUND BALANCE APPROPRIATED	(5,154,171)	(5,154,171)	-
				ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 13,411,219</u>	<u>\$ 13,411,219</u>	<u>\$ 19,615,838</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	\$ 88,322	1	\$ 88,322	1	\$ 88,322	1	(e) \$ 55,000
DDA Assistant	1	63,391	1	63,391	1	63,391	1	63,391
Temporary/Co-op	—	3,500	—	3,500	—	3,500	—	3,500
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 6/30/20.

(e) Reflects wage decrease of \$33,322.

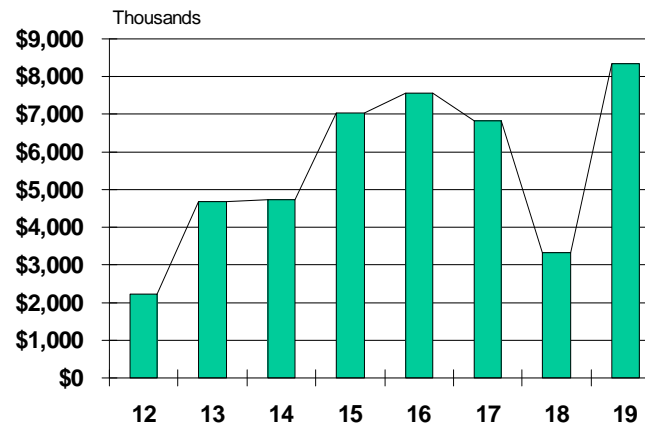
SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>DOWNTOWN DEVELOPMENT AUTHORITY REVENUES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 5,864,701	\$ 3,000,000	\$ 6,000,000	\$ 6,000,000	Property Tax Revenue	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000
4,152,718	4,366,882	4,366,882	3,000,000	Reimbursement for Personal Property Loss	3,000,000	3,000,000	3,000,000
333,638	145,127	150,000	150,000	Interest on Investments	150,000	150,000	150,000
53,402	49,050	50,000	50,000	Donations/ Miscellaneous Revenue	50,000	50,000	50,000
-	-	-	-	Fund Balance Appropriated	5,154,171	5,154,171	-
<u>\$ 10,404,459</u>	<u>\$ 7,561,059</u>	<u>\$ 10,566,882</u>	<u>\$ 9,200,000</u>	Total Revenues	<u>\$ 14,354,171</u>	<u>\$ 14,354,171</u>	<u>\$ 9,200,000</u>
				<u>EXPENDITURES:</u>			
				Personnel Services:			
\$ 30,014	\$ 24,144	\$ 151,938	\$ 151,938	Permanent Employees	\$ 155,350	\$ 155,350	\$ 118,853
8,883	5,220	3,500	3,500	Temporary Employees	3,500	3,500	3,500
				Employee Benefits:			
3,075	2,209	11,892	11,892	Social Security	12,151	12,151	9,362
-	107	38,386	38,386	Employee Insurance	35,104	35,104	34,683
36,079	16,941	35,961	35,961	Retiree Health Insurance	43,474	43,474	42,744
-	-	-	-	Longevity	-	-	-
3,001	2,414	15,194	15,194	Retirement Fund	15,535	15,535	11,886
207	24	3,000	3,000	Office Supplies	3,000	3,000	3,000
				Other Services and Charges:			
-	-	-	-	Repairs & Maintenance	-	-	-
486,778	596,833	1,200,000	325,000	Contractual Services	500,000	500,000	500,000
-	-	-	-	Management Fees & Expenses	-	-	-
-	-	-	-	Court Reporter	-	-	-
134	17	150	150	Postage	150	150	150
369	194	700	700	Telephone	700	700	700
-	-	800	800	Mileage	800	800	800
497	-	7,800	7,800	Conferences & Workshops	7,800	7,800	7,800
79,147	73,902	250,000	250,000	Community Promotions	250,000	250,000	75,000
-	-	-	-	Printing and Publishing	-	-	-
2,091	59	3,000	3,000	Public Utilities	3,000	3,000	3,000
372,723	191,850	383,700	383,700	Administrative Expense	395,200	395,200	395,200
19,920	-	10,000	10,000	City Flower Plantings	20,000	20,000	20,000
8,450	8,037	9,000	8,000	Membership and Dues	9,500	9,500	9,500
5,947,782	5,857,016	6,492,782	6,492,782	Transfer to DDA Debt Retirement Funds	6,498,907	6,498,907	6,498,907
-	-	-	-	Capital Outlay:			
-	-	323,750	323,750	Capital Equipment	3,000,000	3,000,000	214,467
62,441	3,637,781	4,246,099	400,000	Capital Improvements	3,400,000	3,400,000	200,000
<u>\$ 7,061,591</u>	<u>\$ 10,416,748</u>	<u>\$ 13,187,652</u>	<u>\$ 8,465,553</u>	Total Expenditures	<u>\$ 14,354,171</u>	<u>\$ 14,354,171</u>	<u>\$ 8,149,552</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 and was renewed for another five years in August of 2016. These funds are used to repair and improve local streets and roads within the City of Warren.

Expenditure History
Local Road Millage Fund
(Department established in Fiscal 2012 Budget)



SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	LOCAL STREET ROAD REPAIR & REPLACEMENT FUND	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				<u>REVENUES:</u>			
\$ 6,670,948	\$ 3,378,034	\$ 6,705,600	\$ 6,755,874	Property Tax Revenue	\$ 7,097,288	\$ 7,097,288	\$ 7,097,288
9,609	22,464	12,000	44,922	Industrial Facilities Tax	29,409	29,409	29,409
630,424	403,225	403,225	200,000	Reimbursement for Personal Property Loss	200,000	200,000	200,000
230,113	91,371	91,371	100,000	Interest on Investments	100,000	100,000	100,000
-	8,898,285	8,898,285	8,898,285	Fund Balance Appropriated	-	-	-
<u>\$ 7,541,094</u>	<u>\$ 12,793,379</u>	<u>\$ 16,110,481</u>	<u>\$ 15,999,081</u>	Total Revenues	<u>\$ 7,426,697</u>	<u>\$ 7,426,697</u>	<u>\$ 7,426,697</u>
				<u>EXPENDITURES:</u>			
\$ 8,093,862	\$ 4,887,220	\$ 15,426,960	\$ 15,734,881	Capital Improvements	\$ 6,314,054	\$ 6,314,054	\$ 6,314,054
256,600	132,100	264,200	264,200	Administrative Expense	272,100	272,100	272,100
<u>\$ 8,350,462</u>	<u>\$ 5,019,320</u>	<u>\$ 15,691,160</u>	<u>\$ 15,999,081</u>	Total Expenditures	<u>\$ 6,586,154</u>	<u>\$ 6,586,154</u>	<u>\$ 6,586,154</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ 840,543	\$ 840,543	\$ 840,543
10,104,412	9,295,044	9,295,044	9,295,044	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	816,080	816,080	816,080
-	(8,898,285)	(8,898,285)	(8,898,285)	LESS: FUND BALANCE APPROPRIATED	-	-	-
<u>\$ 9,295,044</u>	<u>\$ 8,170,818</u>	<u>\$ 816,080</u>	<u>\$ 396,759</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 1,656,623</u>	<u>\$ 1,656,623</u>	<u>\$ 1,656,623</u>

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	LOCAL STREET ROAD REPAIR & REPLACEMENT FUND Capital Improvements:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 2,952,318	\$ 96	\$ 2,150,319	\$ 2,418,550	Concrete Pavement Repr Program (City Wide)	\$ 2,418,550	\$ 2,418,550	\$ 2,418,550
16,169	-	-	-	- Easy Street (10 Mile to Groesbeck)	-	-	-
245	235,088	235,088	226,600	Iroquois (13 Mile to Lutz)	-	-	-
574,584	-	-	-	- Buchanan and Pagels	-	-	-
-	-	736,285	736,285	Girard (Warner to Dell)	-	-	-
-	-	822,800	822,800	Racine (Dover to Schoenherr)	-	-	-
71,510	2,535,055	2,723,076	2,753,070	Frazho (Ryan to Mound)	-	-	-
470,449	-	-	-	- Arsenal (I696 to Martin)	-	-	-
38,947	-	-	-	- Allyn	-	-	-
-	-	-	1,000,000	11 Mile (Dequindre to I-696)	-	-	-
38,063	294,040	839,867	797,057	Greenbriar (Arden to 14 Mile)	-	-	-
-	-	-	237,600	Bruce (Rome to Pearl)	-	-	-
-	-	797,500	797,500	Continental (Marmon to Hoover)	-	-	-
129,051	7,097	7,097	108,549	Lawson (9 Mile to 350')	-	-	-
879,299	-	-	-	- Engleman and Burg	-	-	-
2,159,380	975,138	976,495	509,770	Common (Hoover to 300' W of Schoenherr)	-	-	-
260,087	-	247	-	- Mruk (Roan to Palomino)	-	-	-
-	254,057	274,013	175,835	Doyle (E of Schoenherr)	-	-	-
488,997	551	135,969	398,553	Parkview (E of Dequindre)	-	-	-
-	-	1,642,740	878,900	Eureka (Stephens to 10 Mile)	-	-	-
-	-	1,700,000	-	- MacArthur (9 Mile to Stephens)	-	-	-
-	586,098	685,464	-	- Martin (ITC Hoover)	-	-	-
-	-	1,700,000	-	- Martin (Schoenherr Hayes)	-	-	-
-	-	-	831,600	Yvonne and Yvette (Schoenherr to DeMott)	-	-	-
-	-	-	1,164,680	Beierman (9 Mile to Stephens)	-	-	-
-	-	-	511,032	Lefever (8 Mile to 300' S of Hayden)	511,032	511,032	511,032
-	-	-	566,500	Audrey (Toepfer to Hudson)	566,500	566,500	566,500
-	-	-	-	- Frazho (Warner to Wexford)	897,882	897,882	897,882
-	-	-	-	- Panama (Stephens to 10 Mile)	1,349,190	1,349,190	1,349,190
-	-	-	-	- Alvin (Firwood to Hayes)	570,900	570,900	570,900
14,763	-	-	800,000	Lyons Circle W (Buchanan to Pagels)	-	-	-
<u>\$ 8,093,862</u>	<u>\$ 4,887,220</u>	<u>\$ 15,426,960</u>	<u>\$ 15,734,881</u>	Total Capital Improvements	<u>\$ 6,314,054</u>	<u>\$ 6,314,054</u>	<u>\$ 6,314,054</u>

INDIGENT DEFENSE FUND

In October 2011, Governor Snyder issued Executive Order 2011-12, establishing the initial Indigent Defense Advisory Commission, which was responsible for recommending improvements to indigent defense. As a result of these recommendations, several laws were passed in July of 2013 with the intent on improving indigent defense.

The new legislation created a 15-member Indigent Defense Commission known as the Michigan Indigent Defense Commission (MIDC).

The MIDC is charged with developing and overseeing the implementation, enforcement, and modification of minimum standards, rules, and procedures to ensure that indigent criminal defense services provide effective assistance of counsel.

Each year, the 37th District Court is required to submit a compliance plan/budget to the MIDC in order to receive grant funds to help fund the costs of indigent defense. The City of Warren is required by law to support the costs of indigent defense by paying its local share. The grant is conditioned upon funds being available through the State of Michigan.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	INDIGENT DEFENSE FUND	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				REVENUES:			
\$ 196,715	\$ 714,700	\$ 1,368,536	\$ 1,373,093	State Grant - Indigent Defense	\$ -	\$ -	\$ -
1,015	5,789	5,789	-	Interest on Investments	-	-	-
24,606	(24,606)	(24,606)	-	District Court Fines & Fees	-	-	-
120,165	-	122,808	122,808	Contribution from General Fund	-	-	-
-	-	-	-	Fund Balance Appropriated	1,131,701	1,131,701	1,131,701
<u>\$ 342,501</u>	<u>\$ 695,883</u>	<u>\$ 1,472,527</u>	<u>\$ 1,495,901</u>	Total Revenues	<u>\$ 1,131,701</u>	<u>\$ 1,131,701</u>	<u>\$ 1,131,701</u>
				EXPENDITURES:			
				Personnel Services:			
\$ -	\$ -	\$ -	\$ 106,255	Temporary Employees	\$ 106,255	\$ 106,255	\$ 106,255
				Employee Benefits:			
-	-	-	8,129	Social Security	8,129	8,129	8,129
-	-	-	42,697	Employee Insurance	42,697	42,697	42,697
-	-	1,408	14,707	Office Supplies	13,299	13,299	13,299
				Other Services and Charges:			
4,921	(4,921)	(4,921)	-	State of Michigan	-	-	-
-	-	-	15,250	Contractual Services	15,250	15,250	15,250
-	-	-	1,062	Unemployment Costs	1,062	1,062	1,062
316,880	170,877	360,226	1,075,730	Counsel for Indigent Defendants	715,504	715,504	715,504
-	1,700	1,700	87,800	Conferences & Workshops	86,100	86,100	86,100
				Capital Outlay:			
-	-	3,113	100,124	Construction Contracts	97,011	97,011	97,011
-	-	-	44,147	Equipment	44,147	44,147	44,147
<u>\$ 321,801</u>	<u>\$ 167,656</u>	<u>\$ 361,526</u>	<u>\$ 1,495,901</u>	Total Expenditures	<u>\$ 1,129,454</u>	<u>\$ 1,129,454</u>	<u>\$ 1,129,454</u>
				NET INCREASE (DECREASE) IN FUND			
\$ 20,700	\$ 528,227	\$ 1,111,001	\$ -	BALANCE DURING THE PERIOD	\$ 2,247	\$ 2,247	\$ 2,247
				ESTIMATED FUND BALANCE			
-	20,700	20,700	20,700	BEGINNING OF PERIOD	1,131,701	1,131,701	1,131,701
				LESS: FUND BALANCE			
-	-	-	-	APPROPRIATED	(1,131,701)	(1,131,701)	(1,131,701)
<u>\$ 20,700</u>	<u>\$ 548,927</u>	<u>\$ 1,131,701</u>	<u>\$ 20,700</u>	ESTIMATED FUND BALANCE	<u>\$ 2,247</u>	<u>\$ 2,247</u>	<u>\$ 2,247</u>
				(DEFICIT) END OF PERIOD			

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 is intended for City of Warren residents 60 and older. Single residents cannot earn more than \$20,000 per year. All utilities are included in the rental cost.

The goal of the Warren Senior Housing staff is to be of assistance to residents when needed, and instill an atmosphere of comfort, security and well-being. The residents are kept up to date on current information that applies to senior citizens, assisted with repair work, and social and educational events are arranged throughout the year.

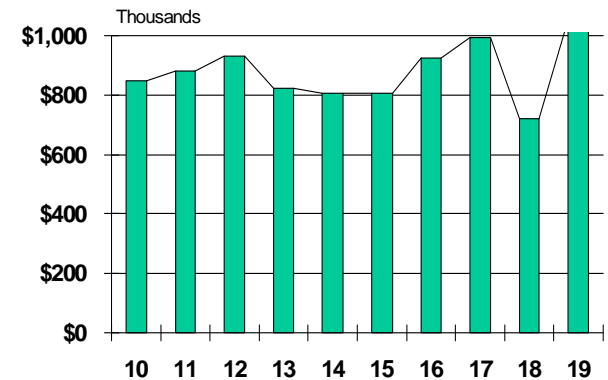
STILWELL MANOR

Fiscal 2021 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 continue the painting and carpeting replacement policies.
4. To begin the exterior renovations of the building, including roofing, siding, windows and doorwall replacement.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Carpet replacement	32	30	30	30
Linoleum replacement	10	10	10	10
Stove replacement	4	4	4	4
Thermostat replacement	6	6	6	4
Apartment painting	25	26	25	25
Applications mailed	125	125	110	125
Requests for lists of subsidized housing	175	150	135	150
Air conditioner replacements	10	10	10	10
Calls to social agencies & family members	75	75	75	75
Calls to prospective tenants	125	125	125	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	1	1	1	1
Apartment maintenance work orders	375	375	350	375

**Expenditure History
Stilwell Manor**



ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>SENIOR CITIZENS' HOUSING STILWELL MANOR REVENUES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 532,389	\$ -	\$ 533,420	\$ 533,420	Rental Revenues	\$ 542,996	\$ 542,996	\$ 542,996
391,419	-	379,200	379,200	Other Income	390,882	390,882	390,882
<u>-</u>	<u>-</u>	<u>279,418</u>	<u>279,418</u>	Appropriation of Retained Earnings	<u>390,992</u>	<u>390,992</u>	<u>383,738</u>
<u>\$ 923,808</u>	<u>\$ -</u>	<u>\$ 1,192,038</u>	<u>\$ 1,192,038</u>	Total Revenues	<u>\$ 1,324,870</u>	<u>\$ 1,324,870</u>	<u>\$ 1,317,616</u>
				<u>EXPENDITURES:</u>			
\$ 319,258	\$ -	\$ 315,673	\$ 315,673	Personnel Services	\$ 321,428	\$ 321,428	\$ 315,598
324,666	-	203,410	203,410	Employee Benefits	205,546	205,546	204,122
16,826	-	25,700	25,700	Supplies	25,700	25,700	25,700
376,005	-	393,796	393,796	Other Services and Charges	387,746	387,746	387,746
15,032	-	253,459	253,459	Capital Outlay	384,450	384,450	384,450
<u>\$ 1,051,787</u>	<u>\$ -</u>	<u>\$ 1,192,038</u>	<u>\$ 1,192,038</u>	Total Expenditures	<u>\$ 1,324,870</u>	<u>\$ 1,324,870</u>	<u>\$ 1,317,616</u>
				NET INCREASE (DECREASE) IN RETAINED EARNINGS FOR PERIOD	\$ -	\$ -	\$ -
				OTHER DIRECT ADJUSTMENTS TO RETAINED EARNINGS:			
(29,487)	(29,487)	(29,487)	(29,487)	DEPRECIATION	(110,000)	(110,000)	(110,000)
1,875,443	1,717,977	1,717,977	1,717,977	ESTIMATED RETAINED EARNINGS BEGINNING OF PERIOD (as restated)	1,409,072	1,409,072	1,409,072
<u>-</u>	<u>-</u>	<u>(279,418)</u>	<u>(279,418)</u>	LESS: APPROPRIATION OF RETAINED EARNINGS	<u>(390,992)</u>	<u>(390,992)</u>	<u>(383,738)</u>
<u>\$ 1,717,977</u>	<u>\$ 1,688,490</u>	<u>\$ 1,409,072</u>	<u>\$ 1,409,072</u>	ESTIMATED RETAINED EARNINGS END OF PERIOD	<u>\$ 908,080</u>	<u>\$ 908,080</u>	<u>\$ 915,334</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	\$ 90,476	1	\$ 90,476	1	\$ 90,476	1	\$ 90,476
Director of Operations - Administration	1	78,424	1	78,424	1	78,424	1	78,424
Maintenance Specialist	1	48,101	1	48,101	1	48,101	1	48,101
Senior Citizen Housing Clerk	1	38,956	1	38,956	1	38,956	1	38,956
Housekeeper	1	34,507	1	34,507	1	34,507	1	34,507
Part-time Employees - Stilwell		20,000		20,000		20,000		20,000
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 6/30/20.

ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	SENIOR CITIZENS' HOUSING STILWELL MANOR REVENUES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 532,389	\$ -	\$ 533,420	\$ 533,420	Rental Revenues	\$ 542,996	\$ 542,996	\$ 542,996
2,041	-	2,400	2,400	Interest on Investments	2,000	2,000	2,000
368,446	-	356,800	356,800	Administrative Fee - Coach Manor	368,882	368,882	368,882
20,932	-	20,000	20,000	Miscellaneous	20,000	20,000	20,000
-	-	279,418	279,418	Appropriation of Retained Earnings	390,992	390,992	383,738
<u>\$ 923,808</u>	<u>\$ -</u>	<u>\$ 1,192,038</u>	<u>\$ 1,192,038</u>	Total Revenues	<u>\$ 1,324,870</u>	<u>\$ 1,324,870</u>	<u>\$ 1,317,616</u>
				EXPENDITURES:			
				Personnel Services:			
\$ 299,050	\$ -	\$ 291,673	\$ 291,673	Permanent Employees	\$ 297,428	\$ 297,428	\$ 291,598
3,679	-	4,000	4,000	Overtime	4,000	4,000	4,000
16,529	-	20,000	20,000	Part-time Employees	20,000	20,000	20,000
				Employee Benefits:			
24,934	-	24,701	24,701	Social Security	25,148	25,148	24,696
89,726	-	99,987	99,987	Employee Insurance	92,598	92,598	92,466
161,670	-	36,304	36,304	Retiree Health Insurance	44,621	44,621	44,539
12,035	-	7,227	7,227	Longevity	7,304	7,304	7,227
36,301	-	35,191	35,191	Retirement Fund	35,875	35,875	35,194
				Supplies:			
1,355	-	3,700	3,700	Office Supplies	3,700	3,700	3,700
990	-	2,000	2,000	Program Activity Supplies	2,000	2,000	2,000
14,481	-	20,000	20,000	Maintenance Supplies	20,000	20,000	20,000
				Other Services and Charges:			
-	-	-	-	Mileage	-	-	-
49,196	-	57,700	57,700	Contractual Services	53,700	53,700	53,700
1,388	-	-	-	Unemployment Costs	500	500	500
9,006	-	9,200	9,200	Telephone	9,200	9,200	9,200
326	-	500	500	Vehicle Maintenance	500	500	500
32,100	-	33,300	33,300	Insurance and Bonds	34,600	34,600	34,600
138,214	-	140,000	140,000	Public Utilities	140,000	140,000	140,000
44,389	-	49,426	49,426	Building Maintenance	42,796	42,796	42,796
26,586	-	26,670	26,670	Payment to City in Lieu of Taxes	27,150	27,150	27,150
74,800	-	77,000	77,000	Administrative Expense - General Fund	79,300	79,300	79,300
				Capital Outlay:			
3,057	-	244,009	244,009	Equipment - Maintenance	375,000	375,000	375,000
9,199	-	9,450	9,450	Equipment - Appliances	9,450	9,450	9,450
2,776	-	-	-	Equipment - Office	-	-	-
<u>\$ 1,051,787</u>	<u>\$ -</u>	<u>\$ 1,192,038</u>	<u>\$ 1,192,038</u>	Total Expenditures	<u>\$ 1,324,870</u>	<u>\$ 1,324,870</u>	<u>\$ 1,317,616</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.

This three-building complex of apartments are mid-income housing. It is intended for those who are 60 years or older. There is no maximum gross income or residency requirement. All individuals must make over \$14,000 per year. In addition to rent, all tenants pay for their own gas and electric service.

The goal of the Warren Senior Housing staff is to be of assistance to residents when needed, and instill an atmosphere of comfort, security and well-being. The residents are kept up to date on current information that applies to senior citizens, assisted with repair work, and social and educational events are arranged throughout the year.

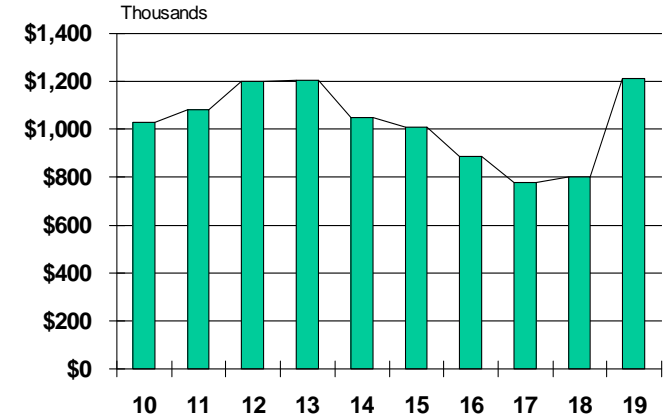
COACH MANOR

Fiscal 2021 Performance Objectives

1. To continue to provide maintenance for safety and appearance purposes.
2. To continue the patio and furnace room door replacement program.
3. To continue the painting and carpet replacement program of occupied apartments.
4. To continue the replacement of patio deck boards.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Apartment painting	40	36	36	36
Carpet replacement	27	56	45	56
Countertop replacement	16	12	12	12
Linoleum replacement	13	25	20	25
Back up generator maintenance	2	2	2	2
Applications mailed	117	125	125	125
Requests for lists of subsidized housing	145	175	200	175
Calls to social agencies & family members	40	45	40	45
Calls to prospective tenants	45	65	65	65
Elevator inspections	1	1	1	1
Fire alarm system inspections	1	1	1	1
Fire extinguisher inspections	1	1	1	1
Apartment maintenance work orders	825	800	800	800

**Expenditure History
Coach Manor**



ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>SENIOR CITIZENS' HOUSING COACH MANOR REVENUES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 1,008,960	\$ -	\$ 1,012,000	\$ 1,012,000	Rental Revenues	\$ 1,004,258	\$ 1,004,258	\$ 1,004,258
537,595	-	530,000	530,000	Maintenance Revenues	571,820	571,820	571,820
20,215	-	20,500	20,500	Other Income	20,500	20,500	20,500
<u>-</u>	<u>-</u>	<u>18,863</u>	<u>18,863</u>	Appropriation of Retained Earnings	<u>102,806</u>	<u>102,806</u>	<u>102,806</u>
<u>\$ 1,566,770</u>	<u>\$ -</u>	<u>\$ 1,581,363</u>	<u>\$ 1,581,363</u>	Total Revenues	<u>\$ 1,699,384</u>	<u>\$ 1,699,384</u>	<u>\$ 1,699,384</u>
				<u>EXPENDITURES:</u>			
\$ 41,755	\$ -	\$ 47,000	\$ 47,000	Personnel Services	\$ 47,000	\$ 47,000	\$ 47,000
4,196	-	4,708	4,708	Employee Benefits	4,708	4,708	4,708
26,972	-	36,000	36,000	Supplies	36,000	36,000	36,000
1,097,158	-	1,244,761	1,244,761	Other Services and Charges	1,177,551	1,177,551	1,177,551
40,968	-	71,238	71,238	Capital Outlay	434,125	434,125	434,125
<u>\$ 1,211,049</u>	<u>\$ -</u>	<u>\$ 1,403,707</u>	<u>\$ 1,403,707</u>	Total Expenditures	<u>\$ 1,699,384</u>	<u>\$ 1,699,384</u>	<u>\$ 1,699,384</u>
				NET INCREASE (DECREASE) IN RETAINED EARNINGS FOR PERIOD	\$ -	\$ -	\$ -
				OTHER DIRECT ADJUSTMENTS TO RETAINED EARNINGS:			
375,000	-	380,000	380,000	BOND PRINCIPAL PAYMENT	390,000	390,000	390,000
(209,409)	(220,000)	(220,000)	(220,000)	DEPRECIATION	(220,000)	(220,000)	(220,000)
5,848,997	6,370,309	6,370,309	6,370,309	ESTIMATED RETAINED EARNINGS BEGINNING OF PERIOD	6,689,102	6,689,102	6,689,102
<u>-</u>	<u>-</u>	<u>(18,863)</u>	<u>(18,863)</u>	LESS: APPROPRIATION OF RETAINED EARNINGS	<u>(102,806)</u>	<u>(102,806)</u>	<u>(102,806)</u>
<u>\$ 6,370,309</u>	<u>\$ 6,150,309</u>	<u>\$ 6,689,102</u>	<u>\$ 6,689,102</u>	ESTIMATED RETAINED EARNINGS END OF PERIOD	<u>\$ 6,756,296</u>	<u>\$ 6,756,296</u>	<u>\$ 6,756,296</u>

ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	SENIOR CITIZENS' HOUSING COACH MANOR REVENUES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 1,008,960	\$ -	\$ 1,012,000	\$ 1,012,000	Rental Revenues	\$ 1,004,258	\$ 1,004,258	\$ 1,004,258
537,595	-	530,000	530,000	Maintenance Revenues	571,820	571,820	571,820
5,861	-	3,000	3,000	Interest on Investments	3,000	3,000	3,000
14,354	-	17,500	17,500	Miscellaneous	17,500	17,500	17,500
-	-	18,863	18,863	Appropriation of Retained Earnings	102,806	102,806	102,806
<u>\$ 1,566,770</u>	<u>\$ -</u>	<u>\$ 1,581,363</u>	<u>\$ 1,581,363</u>	Total Revenues	<u>\$ 1,699,384</u>	<u>\$ 1,699,384</u>	<u>\$ 1,699,384</u>
				EXPENDITURES:			
				Personnel Services:			
\$ 41,755	\$ -	\$ 47,000	\$ 47,000	Part-time Employees	\$ 47,000	\$ 47,000	\$ 47,000
				Employee Benefits:			
3,194	-	3,596	3,596	Social Security	3,596	3,596	3,596
1,002	-	1,112	1,112	Employee Insurance	1,112	1,112	1,112
				Supplies:			
901	-	4,000	4,000	Office Supplies	4,000	4,000	4,000
1,342	-	2,000	2,000	Program Activity Supplies	2,000	2,000	2,000
24,729	-	30,000	30,000	Maintenance Supplies	30,000	30,000	30,000
				Other Services and Charges:			
38	-	300	300	Postage	300	300	300
57,814	-	69,770	69,770	Contractual Services	66,500	66,500	66,500
-	-	-	-	Mileage	-	-	-
4,764	-	5,500	5,500	Telephone	5,500	5,500	5,500
23,200	-	24,100	24,100	Insurance and Bonds	25,000	25,000	25,000
101,812	-	100,000	100,000	Public Utilities	110,000	110,000	110,000
48,522	-	188,172	188,172	Building Maintenance	96,150	96,150	96,150
375,000	-	380,000	380,000	Bond Principal	390,000	390,000	390,000
23,612	-	23,369	23,369	Bond Interest	15,669	15,669	15,669
250	-	250	250	Bond Agent Fees	250	250	250
368,446	-	356,800	356,800	Administrative Expense - Stilwell	368,882	368,882	368,882
93,700	-	96,500	96,500	Administrative Expense - General Fund	99,300	99,300	99,300
				Capital Outlay:			
9,941	-	18,863	18,863	Equipment - Maintenance	390,000	390,000	390,000
28,251	-	52,375	52,375	Equipment - Appliances	44,125	44,125	44,125
2,776	-	-	-	Equipment - Office	-	-	-
<u>\$ 1,211,049</u>	<u>\$ -</u>	<u>\$ 1,403,707</u>	<u>\$ 1,403,707</u>	Total Expenditures	<u>\$ 1,699,384</u>	<u>\$ 1,699,384</u>	<u>\$ 1,699,384</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 2021 Water & Sewer System Budget is presented with an increase in the consumption-based water rate for City of Warren Water Utility customers from \$4.021 per 100 cubic feet {approximately 750 gallons} to \$4.096 per 100 cubic feet. The consumption-based waste water treatment rate for the City of Warren Water Utility customers will change from \$3.108 per 100 cubic feet {approximately 750 gallons} to \$3.421. The consumption-based rate for sanitary sewer improvements will change from \$0.674 per 100 cubic feet {approximately 750 gallons} to \$0.974.

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.

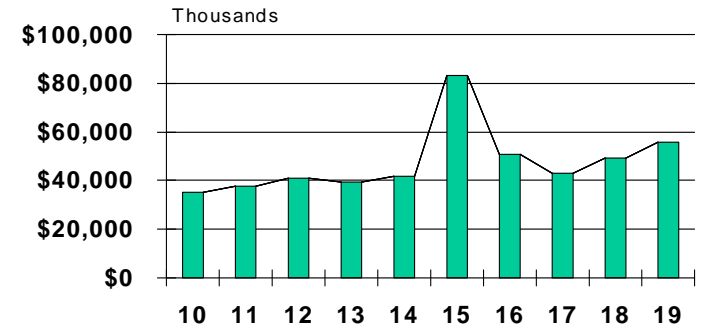
WATER AND SEWER SYSTEM

Fiscal 2021 Performance Objectives

1. To continue to maintain and replace water and sewer line.
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 (CMMS) and purchase ESRI GIS Software.
6. To maintain delinquent receivables at three million dollars or less.
7. To automate the Work Order process, implement Paperless billing, Bill Presentment and Customer Meter-Read access.
8. To maintain water loss at 10% or less.

Performance Indicators	Fiscal 2019 Actual	Fiscal 2020 Budget	Fiscal 2020 Estimated	Fiscal 2021 Budget
Water utility accounts	49,656	49,656	49,675	49,675
Sewer utility accounts	48,820	48,820	48,854	48,854
Second meter accounts	765	775	722	722
Water sold (thousand cu. ft.)	590,888	645,348	571,192	619,163
Water purchased	634,010	713,248	611,175	666,731
Broken water main repairs	170	200	170	180
Customer Inquiries	59,040	58,500	58,500	58,500
Sewage treated	8.0	8.1	8.4	8.4
Sludge solids removed	30	31	28	30
Power consumption	12	12	13	13
Natural gas for incinerator	77	77	68	70
Laboratory samples taken	8,000	7,950	7,908	7,950
Analytical lab tests run	34,500	34,750	39,184	39,000
Dye tests performed	11	11	7	9
Storm water samples collected	200	210	666	700
Illicit discharges identified	2	2	1	2
Illicit discharges removed	2	2	4	3

**Expenditure History
Water and Sewer System**



ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31		FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				WATER & SEWER SYSTEM REVENUES:			
\$ 46,691,957	\$ 25,207,611	\$ 46,322,891	\$ 51,808,600	Water & Sewer Charges	\$ 53,862,300	\$ 53,862,300	\$ 53,744,700
29,015	15,980	25,000	25,000	Water Sales-Unmetered	32,205	32,205	32,205
90,000	45,000	90,000	90,000	Public Fire Protection	90,000	90,000	90,000
786,738	388,215	800,000	800,000	Penalties	800,000	800,000	800,000
730,842	346,189	755,000	755,000	Other Income	790,000	790,000	790,000
64,594	32,802	65,604	65,604	Building Rental	65,604	65,604	65,604
74,044	27,276	55,000	55,000	Meter Sales/Repairs	55,000	55,000	55,000
1,131,168	637,808	1,156,126	1,262,467	Pre-Treatment/Cross Connection Charges	1,262,467	1,262,467	1,262,467
(79,651)	-	15,000	15,000	Gain (Loss) On Asset Conversion	15,000	15,000	15,000
1,752,204	567,495	770,180	660,180	Interest On Investments	955,180	955,180	955,180
582,139	75,905	84,339	-	SAW Grant Revenue	700,000	700,000	700,000
-	27,616,744	27,616,744	-	Financing Proceeds	8,288,000	8,288,000	8,288,000
-	4,172,887	36,154,853	35,924,482	Fund Balance Appropriated	27,845,203	27,845,203	27,832,179
<u>\$ 51,853,050</u>	<u>\$ 59,133,912</u>	<u>\$ 113,910,737</u>	<u>\$ 91,461,333</u>	Total Revenues	<u>\$ 94,760,959</u>	<u>\$ 94,760,959</u>	<u>\$ 94,630,335</u>
				EXPENDITURES:			
6,757,970	3,229,670	7,646,415	7,646,415	Personnel Services	7,899,997	\$ 7,899,997	\$ 7,889,212
7,733,140	3,799,802	8,108,848	8,108,848	Employee Benefits	8,590,265	8,590,265	8,588,026
31,441,266	14,963,465	31,454,463	32,116,918	Other Services and Charges	35,406,785	35,406,785	35,406,785
9,922,845	7,728,983	43,584,152	43,589,152	Capital Outlay	42,161,576	42,161,576	42,161,576
<u>\$ 55,855,221</u>	<u>\$ 29,721,920</u>	<u>\$ 90,793,878</u>	<u>\$ 91,461,333</u>	Total Expenditures	<u>\$ 94,058,623</u>	<u>\$ 94,058,623</u>	<u>\$ 94,045,599</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ 702,336	\$ 702,336	\$ 584,736
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	69,608,138	69,608,138	69,608,138
				RESERVE FOR:			
(409,798)	(409,798)	(409,798)	(409,798)	COMPENSATED ABSENCES	(409,798)	(409,798)	(409,798)
(66,688,965)	(90,132,822)	(61,598,096)	(34,211,723)	CAPITAL OUTLAY	(33,752,893)	(33,752,893)	(33,752,893)
				LESS: FUND BALANCE APPROPRIATED	(27,845,203)	(27,845,203)	(27,845,203)
<u>\$ 15,547,369</u>	<u>\$ 17,342,617</u>	<u>\$ 7,600,244</u>	<u>\$ 12,100,129</u>	EST. UNRESTRICTED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 8,302,580</u>	<u>\$ 8,302,580</u>	<u>\$ 8,184,980</u>

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	\$ 100,073	1	\$ 100,073	1	\$ 100,073	1	\$ 100,073
Water Operations Manager	1	95,086	1	95,086	1	95,086	1	95,086
Water Division Supervisor	3	79,290	3	79,290	3	79,290	3	79,290
Water Utilities Operator	27	63,710	27	63,710	27	63,710	27	63,710
Senior Water Systems Monitor	1	82,479	1	82,479	1	82,479	1	82,479
Water Systems Monitor	1	71,265	1	71,265	1	71,265	1	71,265
Stock Clerk	1	59,488	1	59,488	1	59,488	1	59,488
<u>Shared Services</u>								
Superintendent	1	105,631	1	105,631	1	105,631	1	105,631
Office Coordinator	-		1 (c)	78,495	1 (c)	78,495	1 (c)	78,495
Senior Account Tech/Water Acctg	1	65,004	1 (c)	65,004	1 (c)	65,004	1 (c)	65,004
Account Technician	8	60,472	7 (c)	60,472	7 (c)	60,472	7 (c)	60,472
Office Assistant	1	38,802	1	38,802	1	38,802	1	38,802
Office Coordinator-Engineering	1	78,495	1	78,495	1	78,495	1	78,495
GIS Coordinator	1	83,379	1	83,379	1	83,379	1	83,379
City Engineer	1	126,781	1	126,781	1	126,781	1	126,781
Civil Engineer II	1	93,045	1	93,045	1	93,045	1	93,045
Civil Engineer	2	88,775	2	88,775	2	88,775	2	88,775
Drafting Specialist	1	65,502	1	65,502	1	65,502	1	65,502
Construction Specialist	3	70,012	3	70,012	3	70,012	3	70,012
<u>Waste Water Treatment Plant</u>								
Sanitary Engineer	1	114,801	1	114,801	1	114,801	1	114,801
Wastewater Specialist	1	94,840	1	94,840	1	94,840	1	94,840
Facility Engineer	2	97,102	2	97,102	2	97,102	2	97,102
Environmental Compliance Engineer	2	96,934	2	96,934	2	96,934	2	96,934
Laboratory Director	1	90,686	1	90,686	1	90,686	1	90,686
Junior Chemist	2	71,079	2	71,079	2	71,079	2	71,079

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Local 1917 contracts that expire 6/30/20.

(c) Reclassification of Senior Account Tech to Office Coordinator

(c) Reclassification of Account Technician to Senior Account Tech

(Continued)

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>Waste Water Treatment Plant</u>								
Laboratory Technician	1	\$ 63,269	1	\$ 63,269	1	\$ 63,269	1	\$ 63,269
Maintenance M&P Manager	1	82,910	1	82,910	1	82,910	1	82,910
Mechanic Technician	3	70,068	3	70,068	3	70,068	3	70,068
Mechanic Specialist	1	64,203	1	64,023	1	64,023	1	64,023
Master Electrician	1	77,679	1	77,679	1	77,679	1	77,679
WWTP Electrician	1	74,795	1	74,795	1	74,795	1	74,795
Electrician/Instrumentation Technical Spec.	1	85,619	1	85,619	1	85,619	1	85,619
Industrial Services Manager	1	85,619	1	85,619	1	85,619	1	85,619
Industrial Waste Specialist	2	67,742	2	67,742	2	67,742	2	67,742
Industrial Waste Technician	1	60,056	1	60,056	1	60,056	1	60,056
I & C System Manager	1	90,800	1	90,800	1	90,800	1	90,800
I & C System Technician	1	76,452	1	76,452	1	76,452	1	76,452
Chief Operator	1	96,934	1	96,934	1	96,934	1	96,934
Operations Supervisor	2	86,128	2	86,128	2	86,128	2	86,128
Treatment Specialist	10	68,034	10	68,034	10	68,034	10	68,034
Calibration Specialist	1	66,579	1	66,579	1	66,579	1	66,579
WWTP Trainee	-	-	1 (b)	49,858	1 (b)	49,858	1 (b)	49,858
Office Coordinator - WWTP	1	78,496	1	78,496	1	78,496	1	78,496
Administrative Clerk - WWTP	1	53,894	1	53,894	1	53,894	1	53,894
<u>Temporary Employees</u>								
Water & Sewer Maintenance		166,250		238,608		238,608		238,608
Shared Services		25,000		-		-		-
Waste Water Treatment Plant		30,000		63,000		63,000		63,000
<u>Overtime</u>								
Water & Sewer Maintenance		125,000		125,000		125,000		125,000
Shared Services		130,000		130,000		130,000		130,000
Waste Water Treatment Plant		250,000		250,000		250,000		250,000
Total Personnel	<u>96</u>		<u>97</u>		<u>97</u>		<u>97</u>	

(a) Wage rates are based on Local 227, Local 412 Unit 35 and Local 1917 contracts that expire 6/30/20.

(b) New position.

ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>WATER & SEWER SYSTEM EXPENDITURES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Personnel Services:			
\$ 6,194,661	\$ 2,951,361	\$ 6,920,165	\$ 6,920,165	Permanent	\$ 7,093,389	\$ 7,093,389	\$ 7,082,604
135,320	70,523	221,250	221,250	Temporary Labor	301,608	301,608	301,608
427,989	207,786	505,000	505,000	Overtime	505,000	505,000	505,000
				Employee Benefits:			
43,411	30,811	88,200	88,200	Education Allowance	85,150	85,150	85,150
539,202	256,131	611,406	611,406	Social Security	629,759	629,759	628,929
1,530,272	876,932	2,015,791	2,015,791	Employee Insurance	1,871,352	1,871,352	1,871,068
1,854,400	829,514	1,678,561	1,678,561	Retiree Health Insurance	2,040,340	2,040,340	2,040,252
269,670	81,727	202,039	202,039	Longevity	189,634	189,634	189,584
3,362,632	1,638,701	3,368,219	3,368,219	Retirement Fund	3,632,628	3,632,628	3,631,641
55,000	50,360	61,500	61,500	Certification Bonuses	61,500	61,500	61,500
61,845	22,316	63,932	63,932	Holiday Pay	60,402	60,402	60,402
16,708	13,310	19,200	19,200	Uniforms	19,500	19,500	19,500
				Supplies and Other Charges:			
609,881	251,676	577,000	577,000	Operating Supplies	495,000	495,000	495,000
1,536,335	346,054	877,150	877,150	Professional Services	934,300	934,300	934,300
57,959	56,369	50,000	50,000	Materials	50,000	50,000	50,000
237,617	56,477	125,000	125,000	Meter Replacement	125,000	125,000	125,000
94,136	56,187	125,000	125,000	Dirt Removal	300,000	300,000	300,000
940,443	31,444	750,000	750,000	Concrete, Lawn & Manhole Repairs	750,000	750,000	750,000
-	23,795	256,663	256,663	Lead and Copper Rule Replacements	250,000	250,000	250,000
93,412	56,312	85,000	85,000	Chemicals	175,000	175,000	175,000
8,769	7,014	25,000	25,000	Odor Control	25,000	25,000	25,000
109,308	32,358	100,000	100,000	Ash Removal Contract	200,000	200,000	200,000
57,643	33,092	75,200	75,200	Telephone	78,000	78,000	78,000
512,435	217,374	511,715	511,696	Auto Expense	513,165	513,165	513,165
796,243	214,672	810,750	810,750	Utilities	710,800	710,800	710,800
1,036,381	396,148	935,000	935,000	Electric Power	935,000	935,000	935,000
813,727	377,295	850,000	850,000	Repairs & Maintenance	600,000	600,000	600,000
-	-	-	-	Health & Safety	310,000	310,000	310,000
22,284	17,941	25,000	25,000	Management Agency Fee	25,000	25,000	25,000
29,102	29,131	29,500	29,500	M.S.D.W.A. Annual Fee	29,500	29,500	29,500
13,650	16,800	16,800	16,800	Auditing	17,100	17,100	17,100
379,256	84,339	84,339	-	SAW Grant Expenses	700,000	700,000	700,000

(Continued)

ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	WATER & SEWER SYSTEM EXPENDITURES (Continued):	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Other Services and Charges:			
\$ 34,035	\$ 4,439	\$ 100,000	\$ 100,000	Facility Maintenance	\$ 50,000	\$ 50,000	\$ 50,000
238,628	137,919	250,000	250,000	Postage	256,000	256,000	256,000
9,680,882	5,255,535	10,264,187	11,011,000	Water Purchases	10,947,000	10,947,000	10,947,000
-	-	5,000	5,000	Unemployment Benefits	5,000	5,000	5,000
600,000	300,000	600,000	600,000	General Insurance	600,000	600,000	600,000
3,552	-	100,000	100,000	Uncollectible Debt	100,000	100,000	100,000
2,315,900	1,255,500	2,511,000	2,511,000	Administrative Expense	2,711,901	2,711,901	2,711,901
11,219,688	5,705,594	11,315,159	11,315,159	Debt Payments	13,514,019	13,514,019	13,514,019
				Capital Outlay:			
4,501,614	2,216,102	6,926,985	6,926,985	Capital Improvements-Equipment	3,058,576	3,058,576	3,058,576
5,421,231	5,512,881	36,657,167	36,662,167	Capital Improvements-Infrastructure	39,103,000	39,103,000	39,103,000
<u>\$ 55,855,221</u>	<u>\$ 29,721,920</u>	<u>\$ 90,793,878</u>	<u>\$ 91,461,333</u>	Total Expenditures	<u>\$ 94,058,623</u>	<u>\$ 94,058,623</u>	<u>\$ 94,045,599</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.

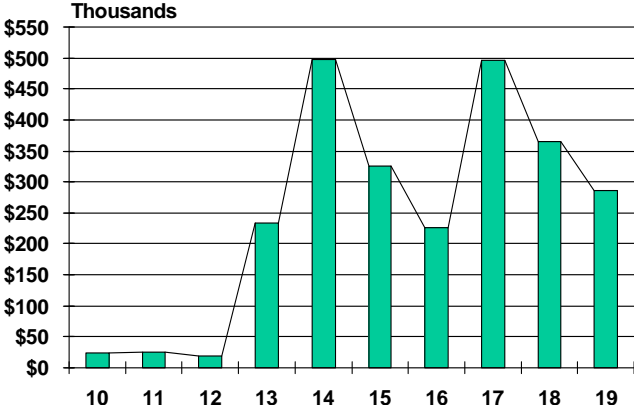
The Capital Project Funds of the City are:

- 37th District Court Building Renovation Fund
- Civic Center South 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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	37th DISTRICT COURT BUILDING RENOVATION REVENUES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 910,933	\$ 327,753	\$ 700,000	\$ 700,000	Court Building Renovation Fee	\$ 500,000	\$ 500,000	\$ 500,000
<u>182,698</u>	<u>43,854</u>	<u>20,000</u>	<u>20,000</u>	Interest on Investments	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
<u>\$ 1,093,631</u>	<u>\$ 371,607</u>	<u>\$ 720,000</u>	<u>\$ 720,000</u>	Total Revenues	<u>\$ 525,000</u>	<u>\$ 525,000</u>	<u>\$ 525,000</u>
				<u>EXPENDITURES:</u>			
<u>\$ 285,361</u>	<u>\$ 86,625</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	Capital Improvements	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>
<u>\$ 285,361</u>	<u>\$ 86,625</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	\$ 25,000	\$ 25,000	\$ 25,000
7,991,334	8,799,604	8,799,604	8,799,604	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	9,019,604	9,019,604	9,019,604
-	-	-	-	LESS: FUND BALANCE APPROPRIATED	-	-	-
<u>\$ 8,799,604</u>	<u>\$ 9,084,586</u>	<u>\$ 9,019,604</u>	<u>\$ 9,019,604</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 9,044,604</u>	<u>\$ 9,044,604</u>	<u>\$ 9,044,604</u>

Civic Center South Construction Fund

This fund was established in September 2018 to account for revenues and expenditures of the Civic Center South construction project. The creation of this capital project fund enables review, tracking and control of project expenditures as well as internal and external financial data reporting. Civic Center South will help revitalize and spur growth in the TIFA District. It is being funded by TIFA, Brownfield and Library. Estimated completion of the new facility is October 2019.

CAPITAL PROJECT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>Civic Center South Construction REVENUES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Transfer from:			
\$ 1,500,000	\$ -	\$ -	\$ -	- Tifa Construction Fund	\$ -	\$ -	\$ -
1,000,000	-	-	-	- Brownfield Authority Fund	-	-	-
2,500,000	-	-	-	- Library Special Revenue	-	-	-
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	- Fund Balance Appropriated	<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ 5,000,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	Total Revenues	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
				<u>EXPENDITURES:</u>			
<u>\$ 3,325,794</u>	<u>\$ 1,364,680</u>	<u>\$ 1,674,206</u>	<u>\$ 2,000,000</u>	Capital Improvements	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>\$ 3,325,794</u>	<u>\$ 1,364,680</u>	<u>\$ 1,674,206</u>	<u>\$ 2,000,000</u>	Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	\$ -
\$ 1,674,206	\$ (1,364,680)	\$ (1,674,206)	\$ (2,000,000)				
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	-
-	1,674,206	1,674,206	1,674,206				
				LESS: FUND BALANCE APPROPRIATED	-	-	-
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>				
				ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	\$ -	\$ -	\$ -
<u>\$ 1,674,206</u>	<u>\$ 309,526</u>	<u>\$ -</u>	<u>\$ (325,794)</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:

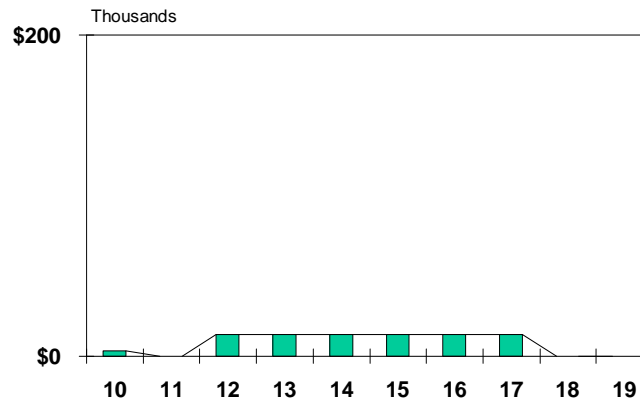
- Chapter 20 and 21 Drain Debt
- Michigan Transportation Debt Funds
- Capital Improvement Debt Funds
- Downtown Development Authority Debt Funds

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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>CHAPTER 20 AND 21 DRAINS</u> <u>DEBT FUND</u> <u>REVENUES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
\$ 1,082	\$ 438	\$ 438	\$ 50	Interest on Investments	\$ 50	\$ 50	\$ 50
<u>\$ 1,082</u>	<u>\$ 438</u>	<u>\$ 438</u>	<u>\$ 50</u>	Total Revenues	<u>\$ 50</u>	<u>\$ 50</u>	<u>\$ 50</u>
				<u>EXPENDITURES:</u>			
\$ -	\$ -	\$ -	\$ -	Maintenance Fees	\$ -	\$ -	\$ -
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</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	49,922	49,922	49,922
				LESS: FUND BALANCE APPROPRIATED	-	-	-
				ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 49,972</u>	<u>\$ 49,972</u>	<u>\$ 49,972</u>

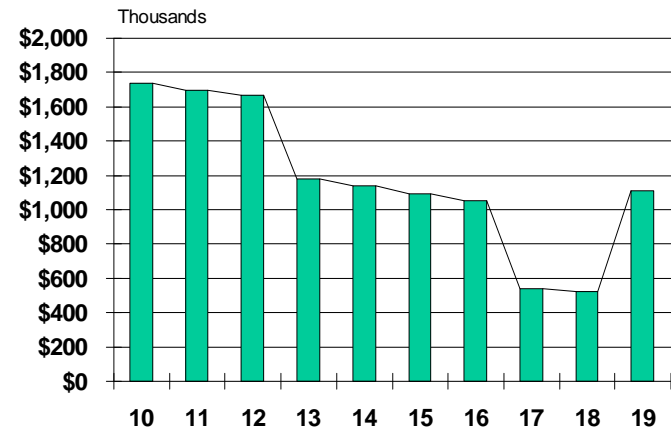
MICHIGAN TRANSPORTATION DEBT FUNDS

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.

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	750,000	360,118	1,110,118
2022	770,000	337,618	1,107,618
2023	790,000	314,518	1,104,518
2024	810,000	290,818	1,100,818
2025	835,000	266,518	1,101,518
2026	860,000	241,468	1,101,468
2027	885,000	215,668	1,100,668
2028	915,000	189,118	1,104,118
2029	940,000	161,668	1,101,668
2030	970,000	132,528	1,102,528
2031	1,005,000	101,974	1,106,974
2032	1,040,000	69,814	1,109,814
2033	<u>1,075,000</u>	<u>36,004</u>	<u>1,111,004</u>
	<u>\$11,645,000</u>	<u>\$2,717,832</u>	<u>\$14,362,832</u>

**Expenditure History
Michigan Transportation Debt**



DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>SUMMARY</u> <u>MICHIGAN TRANSPORTATION</u> <u>DEBT SERVICE FUND</u> <u>REVENUES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ 1,109,687	\$ 191,584	\$ 1,117,668	\$ 1,117,668	Major Streets	\$ 1,110,618	\$ 1,110,618	\$ 1,110,618
<u>\$ 1,109,687</u>	<u>\$ 191,584</u>	<u>\$ 1,117,668</u>	<u>\$ 1,117,668</u>	Total Revenues	<u>\$ 1,110,618</u>	<u>\$ 1,110,618</u>	<u>\$ 1,110,618</u>
				<u>EXPENDITURES:</u>			
				Debt Service Payments:			
				Principal:			
\$ 720,000	\$ -	\$ 735,000	\$ 735,000	Major Streets	\$ 750,000	\$ 750,000	\$ 750,000
				Interest:			
389,187	191,084	382,168	382,168	Major Streets	360,118	360,118	360,118
				Agent Fees:			
500	500	500	500	Major Streets	500	500	500
<u>\$ 1,109,687</u>	<u>\$ 191,584</u>	<u>\$ 1,117,668</u>	<u>\$ 1,117,668</u>	Total Expenditures	<u>1,110,618</u>	<u>\$ 1,110,618</u>	<u>\$ 1,110,618</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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>2003</u> <u>MICHIGAN TRANSPORTATION</u> <u>DEBT SERVICE FUND</u> <u>REVENUES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				<u>Transfer from Michigan Transportation</u> <u>Operating Fund:</u>			
\$ -	\$ -	\$ -	\$ -	Major Streets	\$ -	\$ -	\$ -
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	Total Revenues	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
				<u>EXPENDITURES:</u>			
				Debt Service Payments:			
				Principal:			
\$ -	\$ -	\$ -	\$ -	Major Streets	\$ -	\$ -	\$ -
				Interest:			
-	-	-	-	Major Streets	-	-	-
				Agent Fees:			
-	-	-	-	Major Streets	-	-	-
<u>\$ -</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			
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	BEGINNING OF PERIOD	<u>-</u>	<u>-</u>	<u>-</u>
				ESTIMATED FUND BALANCE			
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	(DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	2018 <u>MICHIGAN TRANSPORTATION</u> <u>DEBT SERVICE FUND</u> <u>REVENUES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ 1,109,687	\$ 191,584	\$ 1,117,668	\$ 1,117,668	Major Streets	\$ 1,110,618	\$ 1,110,618	\$ 1,110,618
<u>\$ 1,109,687</u>	<u>\$ 191,584</u>	<u>\$ 1,117,668</u>	<u>\$ 1,117,668</u>	Total Revenues	<u>\$ 1,110,618</u>	<u>\$ 1,110,618</u>	<u>\$ 1,110,618</u>
				<u>EXPENDITURES:</u>			
				Debt Service Payments:			
				Principal:			
\$ 720,000	\$ -	\$ 735,000	\$ 735,000	Major Streets	\$ 750,000	\$ 750,000	\$ 750,000
389,187	191,084	382,168	382,168	Interest:			
				Major Streets	360,118	360,118	360,118
500	500	500	500	Agent Fees:			
				Major Streets	500	500	500
<u>\$ 1,109,687</u>	<u>\$ 191,584</u>	<u>\$ 1,117,668</u>	<u>\$ 1,117,668</u>	Total Expenditures	<u>\$ 1,110,618</u>	<u>\$ 1,110,618</u>	<u>\$ 1,110,618</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>

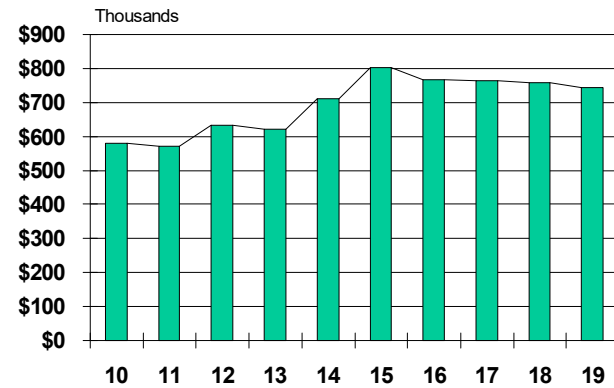
CAPITAL IMPROVEMENT DEBT FUNDS

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>
2021	650,342	91,364	741,706
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>\$3,753,445</u>	<u>\$358,560</u>	<u>\$4,112,005</u>

**Expenditure History
Capital Improvement Debt**



DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>SUMMARY</u> <u>CAPITAL IMPROVEMENT</u> <u>DEBT SERVICE FUNDS</u> <u>REVENUES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Transfer from Michigan Transportation Operating Fund:			
\$ 744,591	\$ 702,796	\$ 753,058	\$ 753,058	Major Streets	\$ 742,631	\$ 742,631	\$ 742,631
<u>\$ 744,591</u>	<u>\$ 702,796</u>	<u>\$ 753,058</u>	<u>\$ 753,058</u>	Total Revenues	<u>\$ 742,631</u>	<u>\$ 742,631</u>	<u>\$ 742,631</u>
				<u>EXPENDITURES:</u> Debt Service Payments:			
				Principal:			
\$ 620,830	\$ 644,565	\$ 644,565	\$ 644,565	Major Streets	\$ 650,342	\$ 650,342	\$ 650,342
123,340	57,811	107,568	107,568	Interest: Major Streets	91,364	91,364	91,364
421	420	925	925	Agent Fees: Major Streets	925	925	925
<u>\$ 744,591</u>	<u>\$ 702,796</u>	<u>\$ 753,058</u>	<u>\$ 753,058</u>	Total Expenditures	<u>742,631</u>	<u>\$ 742,631</u>	<u>\$ 742,631</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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	2013A (Refinanced 2006 Issue) CAPITAL IMPROVEMENT BONDS DEBT SERVICE FUND REVENUES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ 513,356	\$ 498,013	\$ 530,565	\$ 530,565	Major Streets	\$ 528,783	\$ 528,783	\$ 528,783
<u>\$ 513,356</u>	<u>\$ 498,013</u>	<u>\$ 530,565</u>	<u>\$ 530,565</u>	Total Revenues	<u>\$ 528,783</u>	<u>\$ 528,783</u>	<u>\$ 528,783</u>
				EXPENDITURES:			
				Debt Service Payments:			
				Principal:			
\$ 431,020	\$ 459,755	\$ 459,755	\$ 459,755	Major Streets	\$ 470,531	\$ 470,531	\$ 470,531
82,336	38,258	70,310	70,310	Interest: Major Streets	57,752	57,752	57,752
-	-	500	500	Agent Fees: Major Streets	500	500	500
<u>\$ 513,356</u>	<u>\$ 498,013</u>	<u>\$ 530,565</u>	<u>\$ 530,565</u>	Total Expenditures	<u>\$ 528,783</u>	<u>\$ 528,783</u>	<u>\$ 528,783</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

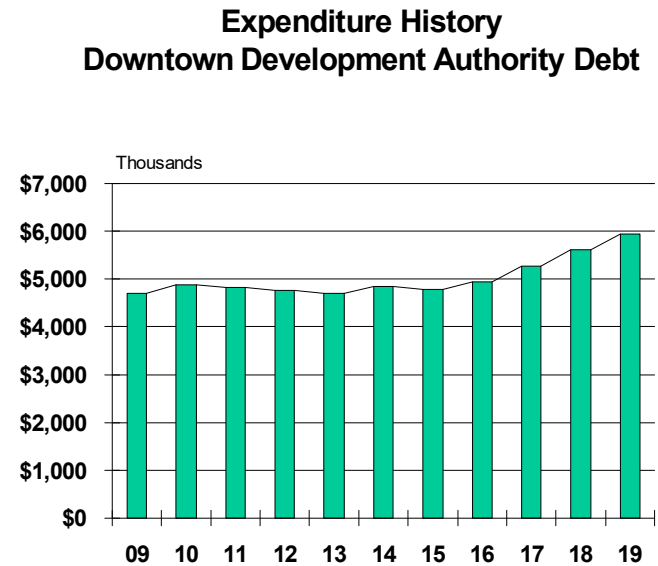
FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>2015 (Refinanced 2008 Issue) CAPITAL IMPROVEMENT BONDS DEBT SERVICE FUND REVENUES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ 231,235	\$ 204,783	\$ 222,493	\$ 222,493	Major Streets	\$ 213,848	\$ 213,848	\$ 213,848
<u>\$ 231,235</u>	<u>\$ 204,783</u>	<u>\$ 222,493</u>	<u>\$ 222,493</u>	Total Revenues	<u>\$ 213,848</u>	<u>\$ 213,848</u>	<u>\$ 213,848</u>
				<u>EXPENDITURES:</u>			
				Debt Service Payments:			
				Principal:			
\$ 189,810	\$ 184,810	\$ 184,810	\$ 184,810	Major Streets	\$ 179,811	\$ 179,811	\$ 179,811
41,004	19,553	37,258	37,258	Interest: Major Streets	33,612	33,612	33,612
421	420	425	425	Agent Fees: Major Streets	425	425	425
<u>\$ 231,235</u>	<u>\$ 204,783</u>	<u>\$ 222,493</u>	<u>\$ 222,493</u>	Total Expenditures	<u>\$ 213,848</u>	<u>\$ 213,848</u>	<u>\$ 213,848</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>

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>
2021	5,310,000	1,187,657	6,497,657
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>\$39,915,000</u>	<u>\$4,815,973</u>	<u>\$44,730,973</u>



DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>SUMMARY</u> <u>DOWNTOWN DEVELOPMENT AUTHORITY</u> <u>DEBT SERVICE FUNDS</u> <u>REVENUES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 5,947,782	\$ 5,857,016	\$ 6,492,782	\$ 6,492,782		\$ 6,498,907	\$ 6,498,907	\$ 6,498,907
<u>\$ 5,947,782</u>	<u>\$ 5,857,016</u>	<u>\$ 6,492,782</u>	<u>\$ 6,492,782</u>	Total Revenues	<u>\$ 6,498,907</u>	<u>\$ 6,498,907</u>	<u>\$ 6,498,907</u>
				<u>EXPENDITURES:</u>			
				Debt Service Payments:			
\$ 4,485,000	\$ 5,155,000	\$ 5,155,000	\$ 5,155,000	Principal	\$ 5,310,000	\$ 5,310,000	\$ 5,310,000
1,461,532	701,766	1,336,532	1,336,532	Interest	1,187,657	1,187,657	1,187,657
1,250	250	1,250	1,250	Agent Fees	1,250	1,250	1,250
<u>\$ 5,947,782</u>	<u>\$ 5,857,016</u>	<u>\$ 6,492,782</u>	<u>\$ 6,492,782</u>	Total Expenditures	<u>6,498,907</u>	<u>\$ 6,498,907</u>	<u>\$ 6,498,907</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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	2013 (Refinanced 2002 Issue) DOWNTOWN DEVELOPMENT AUTHORITY DEBT SERVICE FUND REVENUES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 1,760,432	\$ 1,754,691	\$ 1,933,232	\$ 1,933,232		\$ 1,832,232	\$ 1,832,232	\$ 1,832,232
<u>\$ 1,760,432</u>	<u>\$ 1,754,691</u>	<u>\$ 1,933,232</u>	<u>\$ 1,933,232</u>	Total Revenues	<u>\$ 1,832,232</u>	<u>\$ 1,832,232</u>	<u>\$ 1,832,232</u>
				EXPENDITURES: Debt Service Payments:			
				Principal	\$ 1,505,000	\$ 1,505,000	\$ 1,505,000
\$ 1,315,000	\$ 1,545,000	\$ 1,545,000	\$ 1,545,000	Interest	326,982	326,982	326,982
445,182	209,441	387,982	387,982	Agent Fees	250	250	250
250	250	250	250				
<u>\$ 1,760,432</u>	<u>\$ 1,754,691</u>	<u>\$ 1,933,232</u>	<u>\$ 1,933,232</u>	Total Expenditures	<u>\$ 1,832,232</u>	<u>\$ 1,832,232</u>	<u>\$ 1,832,232</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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	2014 (Refinanced 2003 and 2004 Issues) DOWNTOWN DEVELOPMENT AUTHORITY DEBT SERVICE FUND REVENUES:	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 3,288,750	\$ 2,873,750	\$ 3,192,700	\$ 3,192,700		\$ 3,341,225	\$ 3,341,225	\$ 3,341,225
<u>\$ 3,288,750</u>	<u>\$ 2,873,750</u>	<u>\$ 3,192,700</u>	<u>\$ 3,192,700</u>	Total Revenues	<u>\$ 3,341,225</u>	<u>\$ 3,341,225</u>	<u>\$ 3,341,225</u>
				EXPENDITURES:			
				Debt Service Payments:			
\$ 2,575,000	\$ 2,530,000	\$ 2,530,000	\$ 2,530,000	Principal	\$ 2,745,000	\$ 2,745,000	\$ 2,745,000
713,250	343,750	662,200	662,200	Interest	595,725	595,725	595,725
500	-	500	500	Agent Fees	500	500	500
<u>\$ 3,288,750</u>	<u>\$ 2,873,750</u>	<u>\$ 3,192,700</u>	<u>\$ 3,192,700</u>	Total Expenditures	<u>\$ 3,341,225</u>	<u>\$ 3,341,225</u>	<u>\$ 3,341,225</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 2019 Actual Year	FY 2020 Actual to December 31	FY 2020 Estimated To June 30	FY 2020 Amended Budget December 31	<u>2015 (Refinanced 2005 Issue)</u> <u>DOWNTOWN DEVELOPMENT AUTHORITY</u> <u>DEBT SERVICE FUND</u> <u>REVENUES:</u>	FY 2021 Departmental Request	FY 2021 Recommended By Mayor	FY 2021 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 898,600	\$ 1,228,575	\$ 1,366,850	\$ 1,366,850		\$ 1,325,450	\$ 1,325,450	\$ 1,325,450
<u>\$ 898,600</u>	<u>\$ 1,228,575</u>	<u>\$ 1,366,850</u>	<u>\$ 1,366,850</u>	Total Revenues	<u>\$ 1,325,450</u>	<u>\$ 1,325,450</u>	<u>\$ 1,325,450</u>
				<u>EXPENDITURES:</u>			
				Debt Service Payments:			
\$ 595,000	\$ 1,080,000	\$ 1,080,000	\$ 1,080,000	Principal	\$ 1,060,000	\$ 1,060,000	\$ 1,060,000
303,100	148,575	286,350	286,350	Interest	264,950	264,950	264,950
500	-	500	500	Agent Fees	500	500	500
<u>\$ 898,600</u>	<u>\$ 1,228,575</u>	<u>\$ 1,366,850</u>	<u>\$ 1,366,850</u>	Total Expenditures	<u>\$ 1,325,450</u>	<u>\$ 1,325,450</u>	<u>\$ 1,325,450</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 2021 capital outlays for the General Fund, Special Revenue Funds and the Water and Sewer System Enterprise Fund.

GENERAL FUND
CAPITAL OUTLAYS
FISCAL YEAR 2021

<u>Department/Item</u>	<u>Qty</u>	<u>Departmental Request Amount</u>	<u>Qty</u>	<u>Recommended By Mayor Amount</u>	<u>Qty</u>	<u>Adopted By Council Amount</u>	<u>New or Replacement Item</u>
<u>Clerk</u>							
Digital Tabulator	1	\$ 36,416	1	\$ 36,416	1	\$ 36,416	Replacement
<u>Information Systems</u>							
Computer Equipment	1	\$ 5,000	1	\$ 5,000	1	\$ 5,000	Replacement
<u>Assessing</u>							
GMC Terrain or Chevy Equinox	1	\$ 30,000	-	\$ -	-	\$ -	New
<u>Property Maintenance</u>							
Enclosed Trailer & Plow Blade - Blight	1	\$ 15,000	1	\$ 9,000	1	\$ 9,000	New
<u>DPW - 1442</u>							
Post Lifts	4	\$ 60,000	4	\$ 60,000	4	\$ 60,000	New
Hot Water Power Washer	1	10,000	1	10,000	1	10,000	New
Komatsu Front End Loader	1	188,000	-	-	-	-	New
Zone Plow/Dump Truck	1	225,000	-	-	-	-	New
Pelican Sweeper	1	200,000	-	-	-	-	New
Chipper Truck	1	175,000	-	-	-	-	New
Sterling Vactor Truck	1	500,000	-	-	-	-	New
Plow/Dump/Salt Truck	2	764,000					New
Storm Drain Relief Sewer		700,000	-	700,000	-	700,000	New
		<u>\$ 2,822,000</u>		<u>\$ 770,000</u>		<u>\$ 770,000</u>	
<u>Police</u>							
Elevator Repair	2	\$ 200,000	-	\$ -	-	\$ -	Replacement
Air Duct Cleaning	1	75,000	1	75,000	1	75,000	New
Exterior Brick Facia Repair	1	470,000	-	270,000	-	270,000	Replacement
ETU Lab Rebuild/Renovation	1	107,000	-	-	-	-	New
Rikon Printer/Scanner/Fax - Records	2	10,116	2	10,116	2	10,116	Replacement
Laser Jet Printers	5	5,384	5	5,384	5	5,384	Replacement
IDEMIA Fingerprint Machine	2	42,000	2	42,000	2	42,000	Replacement
911 Equipment		25,000		25,000		25,000	Replacement
Scout Car/Motorcycle Equipment		32,533		32,533		32,533	Replacement
MDC - Traffic	15	52,000	-	-	-	-	Replacement
MDC - Patrol	16	55,467	-	-	-	-	Replacement
		<u>\$ 1,074,500</u>		<u>\$ 460,033</u>		<u>\$ 460,033</u>	

(Continued)

GENERAL FUND
CAPITAL OUTLAYS
FISCAL YEAR 2021

<u>Department/Item</u>	<u>Qty</u>	<u>Departmental Request Amount</u>	<u>Qty</u>	<u>Recommended By Mayor Amount</u>	<u>Qty</u>	<u>Adopted By Council Amount</u>	<u>New or Replacement Item</u>
<u>Fire</u>							
Station Renovations including Admin		\$ 1,500,000	-	\$ -	-	\$ -	Replacement
Vehicles	8	400,000	-	-	-	-	New
Fire Engines	2	1,400,000	-	-	-	-	New
Firefighting Training Container/Bldg		130,000	-	-	-	-	New
Emergency Vehicle Radios	5	25,000	5	25,000	5	25,000	Replacement
LifePak15 Monitor Defibrulators	3	75,000	3	75,000	3	75,000	Replacement
Power Pro Cot	3	60,000	1	20,000	1	20,000	Replacement
Air Fill O2 Station		50,000		50,000		50,000	Replacement
PPE Experss Dryers	6	50,000	6	50,000	6	50,000	Replacement
Turn-Out Coats & Bunker Pants		110,000		110,000		110,000	Replacement
Consumable Materials/Fire Fighting Foam		11,500		11,500		11,500	Replacement
Tech Rescue Equipment & Generator		17,000		17,000		17,000	Replacement
Cold Water Rescue Suits	6	12,000	6	12,000	6	12,000	New
Helmets/Gloves/Suspenders	25	20,250		20,250		20,250	Replacement
SCBA Masks	20	25,000		25,000		25,000	New
Mask Fit Machine/Calibrations		4,000		4,000		4,000	New
Generators - Fatality Management Trailers	2	10,000	2	10,000	2	10,000	New
Electric Dolly	6	3,000	6	3,000	6	3,000	New
		<u>\$ 3,902,750</u>		<u>\$ 432,750</u>		<u>\$ 432,750</u>	
<u>Engineering</u>							
Desktop Workstations	4	10,000	4	10,000	4	10,000	New
Office Redesign	1	14,500	1	14,500	1	14,500	New
Laptop	2	2,400	2	2,400	2	2,400	New
Vehicles	2	65,000	1	33,000	1	33,000	New
Survey Equipment	1	15,000	1	15,000	1	15,000	New
		<u>\$ 106,900</u>		<u>\$ 74,900</u>		<u>\$ 74,900</u>	
<u>Building</u>							
Surface Pros & accessories	30	\$ 46,500	30	\$ 46,500	30	\$ 46,500	New

(Continued)

GENERAL FUND
CAPITAL OUTLAYS
FISCAL YEAR 2021

<u>Department/Item</u>	<u>Qty</u>	<u>Departmental Request Amount</u>	<u>Qty</u>	<u>Recommended By Mayor Amount</u>	<u>Qty</u>	<u>Adopted By Council Amount</u>	<u>New or Replacement Item</u>
<u>Building Maintenance</u>							
Electric Man Lift	1	\$ 13,000	1	\$ -	1	\$ -	New
<u>Historical Commission</u>							
Interpretive Signs	2	\$ 7,000	2	\$ 7,000	2	\$ 7,000	New
<u>Village Historical Commission</u>							
Street Lighting Project	1	\$ 10,000	1	\$ 10,000	1	\$ 10,000	New
 Total Capital Outlay (General Fund)		<u>\$ 8,069,066</u>		<u>\$ 1,851,599</u>		<u>\$ 1,851,599</u>	

SPECIAL REVENUE FUNDS
CAPITAL OUTLAYS
FISCAL YEAR 2021

<u>Department/Item</u>	<u>Qty</u>	<u>Departmental Request Amount</u>	<u>Qty</u>	<u>Recommended By Mayor Amount</u>	<u>Qty</u>	<u>Adopted By Council Amount</u>	<u>New or Replacement Item</u>
<u>Communications</u>							
Network Storage		\$ 50,000		\$ 60,000		\$ 60,000	New
Fiber Optic Network Cable Install		25,000	-	-	-	-	New
Eng Cameras	2	25,000	-	-	-	-	New
Share of Community Ctr WIFI		60,000	-	-	-	-	New
		<u>\$ 160,000</u>		<u>\$ 60,000</u>		<u>\$ 60,000</u>	
<u>Sanitation</u>							
Self contained container	1	\$ 20,000	1	\$ 20,000	1	\$ 20,000	New
Recycling Truck	1	350,000	1	350,000	1	350,000	New
Trash carts		46,962		46,962		46,962	New
		<u>\$ 416,962</u>		<u>\$ 416,962</u>		<u>\$ 416,962</u>	
<u>Library</u>							
Books		\$ 362,000		\$ 300,000		\$ 300,000	Replacement
Civic Cener South Shelving		5,000		5,000		5,000	New
Remove ballasts from shelving cc		20,000		20,000		20,000	Replacement
LED Lights - Miller		40,000		40,000		40,000	Replacement
Reupholster Furniture Civic Center		7,000		7,000		7,000	Replacement
Electronic Marquee - Miller		25,000	-	-	-	-	New
Television Monitors Civic Center		5,000		5,000		5,000	Replacement
Television Monitors Civic Center South		5,000		5,000		5,000	New
Dell Computers - Miller & Civic Center	66	79,200	-	-	-	-	Replacement
Laptop Computer - Miller		1,500		1,500		1,500	Replacement
Replacement Chairs - Civic Center	33	33,000	-	-	-	-	Replacement
		<u>\$ 582,700</u>		<u>\$ 383,500</u>		<u>\$ 383,500</u>	
<u>Parks & Recreation</u>							
Recreation Equipment	8	\$ 50,000	8	\$ 50,000	8	\$ 50,000	Replacement
New Vehicle - Pick up	1	45,000	-	-	-	45,000	Replacement
Rubber flooring - fitness center	1	15,000	-	-	-	15,000	Replacement
Lap Pool River pumps	1	40,000	-	-	-	40,000	Replacement
		<u>\$ 150,000</u>		<u>\$ 50,000</u>		<u>\$ 150,000</u>	

(Continued)

SPECIAL REVENUE FUNDS
CAPITAL OUTLAYS
FISCAL YEAR 2021

<u>Department/Item</u>	<u>Qty</u>	<u>Departmental Request Amount</u>	<u>Qty</u>	<u>Recommended By Mayor Amount</u>	<u>Qty</u>	<u>Adopted By Council Amount</u>	<u>New or Replacement Item</u>
<u>Court Renovation</u>							
Computers	10	\$ 10,000	10	\$ 10,000	10	\$ 10,000	Replacement
Chairs (courtrooms, lobby, jury)	32	6,400	32	6,400	32	6,400	Replacement
Security - Locks and Doors	3	15,000	3	15,000	3	15,000	Replacement
Security - Cameras (new/repairs)	5	10,000	5	10,000	5	10,000	Replacement
Access Control Doors	20	40,000	20	40,000	20	40,000	Replacement
		<u>\$ 65,000</u>		<u>\$ 65,000</u>		<u>\$ 65,000</u>	
<u>Downtown Development Authority</u>							
Elevator Repair - Police	2	\$ 200,000	2	\$ 200,000	2	\$ 200,000	Replacement
Exterior Brick Facia Repair - Police	1	200,000	1	200,000	1	-	Replacement
ETU Lab Rebuild/Renovation - Police	1	107,000	1	107,000	1	107,000	Replacement
MDC - Traffic - Police	15	52,000	15	52,000	-	52,000	Replacement
MDC - Patrol - Police	16	55,467	16	55,467	-	55,467	Replacement
Admin Office Furniture - Fire		50,000		50,000		-	Replacement
New DDA District Fire Station		3,000,000		3,000,000	-	-	New
Vehicles - Fire	8	400,000	8	400,000	-	-	Replacement
Fire Engines - Fire	2	1,400,000	2	1,400,000	-	-	New
Firefighting Training Container/Bldg		130,000		130,000		-	New
Network Storage - Communications		50,000		50,000		-	New
Fiber Optic Network Cable Install - Communications		25,000		25,000		-	New
Eng Cameras - Communications	2	25,000	2	25,000	-	-	New
Share of Community Ctr WIFI - Communications		60,000		60,000		-	New
Dell Computers - Miller & Civic Center Libraries	66	79,200	66	79,200	-	-	Replacement
Replacement Chairs - Civic Center Library	33	33,000	33	33,000	-	-	Replacement
New Vehicle - Pick up - Parks & Rec	1	45,000	1	45,000	-	-	New
Rubber flooring - fitness center - Parks & Rec	1	15,000	1	15,000	-	-	Replacement
Lap Pool River pumps - Parks & Rec	1	40,000	1	40,000	-	-	Replacement
Computer Upgrades/Equipment as needed		433,333		433,333	-	-	Replacement
		<u>\$ 6,400,000</u>		<u>\$ 6,400,000</u>		<u>\$ 414,467</u>	
Total Capital Outlay (Special Revenue Funds)		<u>\$ 7,774,662</u>		<u>\$ 7,375,462</u>		<u>\$ 1,489,929</u>	

ENTERPRISE FUNDS
CAPITAL OUTLAYS
FISCAL YEAR 2021

<u>Department/Item</u>	<u>Departmental</u> <u>Request</u>	<u>Recommended</u> <u>By Mayor</u>	<u>Adopted</u> <u>By Council</u>	<u>New or</u> <u>Replacement</u>
	<u>Qty</u> <u>Amount</u>	<u>Qty</u> <u>Amount</u>	<u>Qty</u> <u>Amount</u>	<u>Item</u>
<u>Stilwell</u>				
Courtyard Renovations	\$ 375,000	\$ 375,000	\$ 375,000	Replacement
Appliances	9,450	9,450	9,450	Replacement
	<u>\$ 384,450</u>	<u>\$ 384,450</u>	<u>\$ 384,450</u>	
<u>Jos Coach Manor</u>				
Parking Lot - resurfacing/stripping Phase II	\$ 300,000	\$ 300,000	\$ 300,000	Replacement
Building Repairs - tuck pointing/brick repairs	40,000	40,000	40,000	Replacement
Concrete Repairs	50,000	50,000	50,000	Replacement
Appliances	44,125	44,125	44,125	Replacement
	<u>\$ 434,125</u>	<u>\$ 434,125</u>	<u>\$ 434,125</u>	
<u>Water and Sewer System</u>				
<i>Water Maintenance Equipment:</i>				
Dump Truck with Front Plow	\$ 100,000	\$ 100,000	\$ 100,000	New
Crew Van	55,000	55,000	55,000	New
Meter/Utility Vans	35,000	35,000	35,000	New
Admin/Supervisor Inspection Vehicle	40,000	40,000	40,000	New
Utility Vehicle, 4x4/w Front Plow	48,000	48,000	48,000	Replacement
Utility/Safety Zone Vehicle	55,000	55,000	55,000	Replacement
Portable Air Compressor	55,000	55,000	55,000	Replacement
Standby Power Generator	200,000	200,000	200,000	New
Computer/Ipads	15,000	15,000	15,000	Replacement
Windows/Bay Doors/Locker Rooms	50,000	50,000	50,000	Replacement
Parking Lot Maintenance	30,000	30,000	30,000	Replacement
	<u>\$ 683,000</u>	<u>\$ 683,000</u>	<u>\$ 683,000</u>	

(Continued)

ENTERPRISE FUNDS
CAPITAL OUTLAYS
FISCAL YEAR 2021

<u>Department/Item</u>	Departmental Request	Recommended By Mayor	Adopted By Council	New or Replacement Item
	<u>Qty</u> <u>Amount</u>	<u>Qty</u> <u>Amount</u>	<u>Qty</u> <u>Amount</u>	
<i>Waste Water Treatment Equipment:</i>				
Motivity Tech Network Improvements	\$ 45,000	\$ 45,000	\$ 45,000	Replacement
PLC SCADA Migration	910,000	910,000	910,000	Replacement
Work Station Replacements	30,000	30,000	30,000	Replacement
Camera Storage System	15,000	15,000	15,000	Replacement
Tech Connect	30,000	30,000	30,000	Replacement
Volgesang Pump Parts	40,000	40,000	40,000	Replacement
Replacement GBT	100,000	100,000	100,000	Replacement
Ras Impellars	35,000	35,000	35,000	Replacement
Primary Clarifier Weirs	150,000	150,000	150,000	Replacement
New Helecoid	70,000	70,000	70,000	Replacement
Grit Pumps Replacement	55,000	55,000	55,000	Replacement
Ferric Pumps	35,000	35,000	35,000	Replacement
Analytical Balance	10,000	10,000	10,000	Replacement
Lab Furnace	10,000	10,000	10,000	Replacement
Electric Rising Stem Actuator	10,000	10,000	10,000	Replacement
Vactoring of Storage Tanks	20,000	20,000	20,000	Replacement
Blower Valves	30,000	30,000	30,000	Replacement
Scrubber Screens	85,000	85,000	85,000	Replacement
UV Wipers	63,860	63,860	63,860	Replacement
UV Ballast	69,216	69,216	69,216	Replacement
Bray Valves	10,600	10,600	10,600	Replacement
UV Bulbs	51,000	51,000	51,000	Replacement
Raw Sewage Pump Refurbishment	150,000	150,000	150,000	Replacement
Sand Filter Actuators	30,900	30,900	30,900	Replacement
On-Site Road Repairs	200,000	200,000	200,000	Replacement
Security Fence	25,000	25,000	25,000	Replacement
Odor Control	20,000	20,000	20,000	Replacement
Roof Replacement	75,000	75,000	75,000	Replacement
	<u>\$ 2,375,576</u>	<u>\$ 2,375,576</u>	<u>\$ 2,375,576</u>	

(Continued)

ENTERPRISE FUNDS
CAPITAL OUTLAYS
FISCAL YEAR 2021

<u>Department/Item</u>	<u>Qty</u>	<u>Departmental Request Amount</u>	<u>Qty</u>	<u>Recommended By Mayor Amount</u>	<u>Qty</u>	<u>Adopted By Council Amount</u>	<u>New or Replacement Item</u>
<u>Infrastructure</u>							
<i>Detention Basin Construction (Bond Proceeds)</i>		\$ 28,000,000		\$ 28,000,000		\$ 28,000,000	New
<i>Watermain Replacements (Proposed Bond):</i>							
Lafevere (8 Mile to Hayden)		110,000		110,000		110,000	Replacement
Eureka (Stephens to 10 Mile)		528,000		528,000		528,000	Replacement
11 Mile (Dequindre to I-696)		450,000		450,000		450,000	Replacement
<i>WWTP Refurbishment (Proposed Bond):</i>							
Final Tanks (5-8)		7,300,000		7,300,000		7,300,000	Replacement
<i>Watermain Replacements (Reserve):</i>							
10 Mile Road (Dequindre and Ryan)		1,700,000		1,700,000		1,700,000	Replacement
<i>Sewer Repairs and Lining (Funded with Rate):</i>							
Various Locations		1,000,000		1,000,000		1,000,000	Replacement
<i>Ongoing Approved Projects (Funded with Bonds)</i>							
		<u>15,000</u>		<u>15,000</u>		<u>15,000</u>	Replacement
		<u>\$ 39,103,000</u>		<u>\$ 39,103,000</u>		<u>\$ 39,103,000</u>	
 Total Water & Sewer System		 <u>\$ 42,161,576</u>		 <u>\$ 42,161,576</u>		 <u>\$ 42,161,576</u>	
 Total Capital Outlay (Enterprise Funds)		 <u>\$ 42,980,151</u>		 <u>\$ 42,980,151</u>		 <u>\$ 42,980,151</u>	

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

Fiscal Year	2012	2013 (1)	2014	2015 (2)	2016	2017	2018 (3)	2019
Governmental Activities:								
Invested in capital assets, net of related debt	110,327,564	110,679,720	109,841,350	115,090,168	117,332,131	123,302,796	113,821,101	137,591,150
Restricted	28,243,279	41,217,523	44,730,230	41,673,841	44,077,625	45,423,260	62,562,871	51,381,660
Unrestricted	<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>	<u>(152,409,503)</u>	<u>(353,060,453)</u>	<u>(331,784,055)</u>
Total governmental activities net assets	<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>	<u>\$ 16,316,553</u>	<u>\$(176,676,481)</u>	<u>\$ (142,811,245)</u>
Business-type activities:								
Invested in capital assets, net of related debt	59,757,545	60,698,300	61,917,558	66,690,180	73,329,416	74,111,047	78,416,923	88,586,233
Restricted	9,800,098	10,511,646	11,418,448	11,195,095	12,215,367	9,907,889	10,604,481	11,758,477
Unrestricted	<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>	<u>831,598</u>	<u>(4,522,150)</u>	<u>(13,653,738)</u>
Total business-type activities net assets	<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>	<u>\$ 84,850,534</u>	<u>\$ 84,499,254</u>	<u>\$ 86,690,972</u>
Primary government:								
Invested in capital assets, net of related debt	170,085,109	171,378,020	171,758,908	181,780,348	190,661,547	197,413,843	192,238,024	226,177,383
Restricted	38,043,377	51,729,169	56,148,678	52,868,936	56,292,992	55,331,149	73,167,352	63,140,137
Unrestricted	<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>	<u>(151,577,905)</u>	<u>(357,582,603)</u>	<u>(345,437,793)</u>
Total primary government net assets	<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>	<u>\$ 101,167,087</u>	<u>\$ (92,177,227)</u>	<u>\$ (56,120,273)</u>

(1) 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.

(2) Reflects retroactive implementation of GASB Statement Number 68, Accounting and Financial Reporting for Pensions.

(3) Reflects retroactive implementation of GASB Statement Number 75, Accounting and Financial Reporting for Post Retirement Benefits Other than Pensions.

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

Expenses	2012	2013	2014	2015 (1)	2016	2017	2018	2019
Governmental activities:								
General government	\$ 10,805,443	\$ 11,005,229	\$ 12,963,834	\$ 25,310,012	\$ 24,104,939	\$ 11,213,283	\$ 16,097,711	\$ 13,009,185
District Court	6,308,210	5,939,804	6,501,550	7,138,274	7,289,471	7,044,306	6,464,165	7,840,727
Public safety	56,710,270	59,683,364	63,792,208	66,512,308	82,746,267	82,752,844	62,391,916	60,857,353
Public works	24,619,847	24,338,956	27,934,896	31,261,848	29,080,210	36,116,970	26,695,024	34,995,669
Recreation and culture	12,584,351	12,111,420	11,815,426	11,749,078	11,812,918	13,945,510	11,398,091	9,492,031
Community and economic development	4,851,249	4,254,706	4,331,962	3,750,923	4,292,710	3,588,945	3,966,082	7,438,567
Interest on long-term debt	1,172,012	1,085,956	937,659	645,177	472,567	386,248	359,449	541,808
Total governmental activities expenses	<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>	<u>155,048,106</u>	<u>127,372,438</u>	<u>134,175,340</u>
Business-type activities:								
Water and Sewer System	33,119,786	34,191,241	35,174,833	58,331,386	40,773,173	39,590,168	31,872,979	52,185,596
Senior citizen housing	2,130,362	2,025,103	2,121,185	2,083,881	2,094,997	2,069,939	1,797,443	2,126,731
Total business-type activities expenses	<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>	<u>41,660,107</u>	<u>33,670,422</u>	<u>54,312,327</u>
Total primary government expenses	<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>	<u>\$ 196,708,213</u>	<u>\$ 161,042,860</u>	<u>\$ 188,487,667</u>
Program Revenues								
Governmental activities:								
Charges for services	\$ 14,646,243	\$ 14,573,858	\$ 16,511,721	\$ 16,317,219	\$ 23,645,696	\$ 22,409,974	\$ 21,808,137	\$ 23,004,408
Operating grants and contributions	15,689,801	15,882,698	16,769,695	17,431,409	17,390,917	15,536,736	19,154,256	20,534,246
Capital grants and contributions	837,793	700,760	821,463	504,251	844,295	2,190,092	326,759	193,543
Total governmental activities program revenues	<u>31,173,837</u>	<u>31,157,316</u>	<u>34,102,879</u>	<u>34,252,879</u>	<u>41,880,908</u>	<u>40,136,802</u>	<u>41,289,152</u>	<u>43,732,197</u>
Business-type activities:								
Water and Sewer System	38,427,954	40,839,611	38,541,038	55,669,322	40,682,519	44,240,520	47,890,812	52,340,914
Senior citizen housing	2,168,354	2,157,649	2,219,578	2,359,466	2,371,020	2,380,731	2,379,554	2,482,676
Total business-type activities program revenues	<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>	<u>46,621,251</u>	<u>50,270,366</u>	<u>54,823,590</u>
Total primary government program revenues	<u>\$ 71,770,145</u>	<u>\$ 74,154,576</u>	<u>\$ 74,863,495</u>	<u>\$ 92,281,667</u>	<u>\$ 84,934,447</u>	<u>\$ 86,758,053</u>	<u>\$ 91,559,518</u>	<u>\$ 98,555,787</u>
Net (expense) revenue								
Governmental activities	\$ (85,877,545)	\$ (87,262,119)	\$ (94,174,656)	\$ (112,114,741)	\$ (117,918,174)	\$ (114,911,304)	\$ (86,083,286)	\$ (90,443,143)
Business-type activities	5,346,160	6,780,916	3,464,598	(2,386,479)	185,369	4,961,144	16,599,944	511,263
Total primary government net (expense) revenue	<u>\$ (80,531,385)</u>	<u>\$ (80,481,203)</u>	<u>\$ (90,710,058)</u>	<u>\$ (114,501,220)</u>	<u>\$ (117,732,805)</u>	<u>\$ (109,950,160)</u>	<u>\$ (69,483,342)</u>	<u>\$ (89,931,880)</u>
General Revenues and Other Changes in Net Assets								
Governmental activities:								
Property taxes	73,206,799	90,992,186	89,157,917	89,085,885	90,658,051	87,521,449	88,206,104	90,212,955
Sales and use taxes	11,895,230	12,256,586	12,604,122	15,470,027	12,830,042	28,184,436	18,394,692	26,158,925
Franchise fees	1,841,166	1,935,470	2,009,117	2,209,191	2,263,382	2,266,273	2,175,819	2,095,219
Investment earnings	177,108	169,068	151,370	214,871	318,427	427,405	870,709	2,371,630
Gain (loss) on sale of capital assets	30,051	26,204	19,489	-	-	-	-	-
Other revenue	3,147,656	2,656,638	3,177,189	8,240,399	-	-	37,982	3,469,650
Transfers	-	(90,000)	-	-	-	-	-	-
Total governmental activities	<u>90,298,010</u>	<u>107,946,152</u>	<u>107,119,204</u>	<u>115,220,373</u>	<u>106,069,902</u>	<u>118,399,563</u>	<u>109,685,306</u>	<u>124,308,379</u>
Business-type activities:								
Investment earnings	26,887	48,181	65,970	187,828	108,047	101,116	636,200	1,760,106
Gain (loss) on sale of capital assets	90,904	140,108	37,339	14,466	-	-	-	(79,651)
Other general revenue	178,457	289,164	188,364	-	-	-	-	-
Total business-type activities	<u>296,248</u>	<u>477,453</u>	<u>291,673</u>	<u>202,294</u>	<u>108,047</u>	<u>101,116</u>	<u>636,200</u>	<u>1,680,455</u>
Total primary government	<u>\$ 90,594,258</u>	<u>\$ 108,423,605</u>	<u>\$ 107,410,877</u>	<u>\$ 115,422,667</u>	<u>\$ 106,177,949</u>	<u>\$ 118,500,679</u>	<u>\$ 110,321,506</u>	<u>\$ 125,988,834</u>
Changes in Net Assets								
Governmental activities	\$ 4,420,465	\$ 20,684,033	\$ 12,944,548	\$ 3,105,632	\$ (11,848,272)	\$ 3,488,259	\$ 23,602,020	\$ 33,865,236
Business-type activities	5,642,408	7,258,369	3,756,271	(2,184,185)	293,416	5,062,260	17,236,144	2,191,718
Total primary government	<u>\$ 10,062,873</u>	<u>\$ 27,942,402</u>	<u>\$ 16,700,819</u>	<u>\$ 921,447</u>	<u>\$ (11,554,856)</u>	<u>\$ 8,550,519</u>	<u>\$ 40,838,164</u>	<u>\$ 36,056,954</u>

(1) 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	2010	2011(a)(1)	2012	2013	2014	2015	2016	2017	2018	2019
General Fund:										
Reserved	\$ 1,296,151	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nonspendable	-	192,969	308,659	368,087	184,408	363,734	579,045	488,137	1,018,208	978,208
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	54,304,851	30,694,045	40,972,321
Unassigned	-	14,850,205	13,103,677	24,348,477	32,659,940	19,010,250	17,896,751	16,620,736	17,504,161	17,408,258
Unreserved	<u>42,206,177</u>	-	-	-	-	-	-	-	-	-
Total general fund	<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>	<u>\$ 71,413,724</u>	<u>\$ 49,216,414</u>	<u>\$ 59,358,787</u>
All Other Governmental Funds:										
Reserved	\$ 4,514,260	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nonspendable	-	28,278	24,182	54,358	53,178	36,258	38,165	29,679	51,057	55,249
Restricted	-	21,638,636	26,601,915	32,306,941	35,495,128	32,997,440	35,138,179	35,541,188	53,037,480	51,084,443
Committed	-	883,721	970,471	1,038,648	1,053,463	1,285,591	1,243,997	1,272,625	1,326,799	1,444,972
Assigned	-	5,518,448	5,971,715	6,157,192	6,223,114	6,453,982	7,072,981	7,458,170	8,054,317	8,849,088
Unreserved, reported in:		526,689	(69,318)	-	-	-	-	-	-	-
Special revenue funds	25,648,764	-	-	-	-	-	-	-	-	-
Capital projects funds	12,239,796	-	-	-	-	-	-	-	-	-
Debt service funds	<u>1,230,346</u>	-	-	-	-	-	-	-	-	-
Total all other governmental funds	<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>	<u>\$ 44,301,662</u>	<u>\$ 62,469,653</u>	<u>\$ 61,433,752</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)

	2010	2011 (1)	2012	2013	2014	2015	2016	2017	2018	2019
Revenues:										
Property taxes	\$ 84,841,410	\$ 71,241,497	\$ 71,507,381	\$ 90,938,534	\$ 89,360,407	\$ 89,168,842	\$ 90,615,975	\$ 87,521,449	\$ 88,206,104	\$ 90,212,955
Special assessments	1,061,672	953,569	844,775	706,457	642,545	542,016	268,564	320,742	337,461	216,085
Licenses and permits	1,567,892	1,765,856	2,368,083	2,691,555	2,700,351	3,253,426	4,265,251	4,018,513	3,841,077	7,054,475
Intergovernmental:										
Federal revenue	4,022,414	6,629,367	5,761,605	5,330,345	5,986,783	5,611,462	3,681,679	3,913,933	3,577,958	3,210,255
State revenue	22,503,036	22,627,501	22,263,849	22,714,684	24,793,129	26,163,042	27,103,065	41,747,464	34,921,047	45,333,707
Charges for services	3,546,149	6,571,928	6,127,204	5,474,068	6,046,079	5,652,636	6,213,357	6,503,468	6,807,317	6,794,015
Fines and fees	7,982,727	6,014,963	5,958,718	6,411,051	7,229,026	6,909,278	7,326,390	6,392,742	6,706,617	7,016,632
Interest	125,984	154,001	170,130	163,641	131,813	177,106	269,262	402,702	860,007	2,452,406
Other	7,752,382	4,269,622	4,214,605	3,983,816	4,461,539	9,750,547	6,927,801	6,392,356	5,564,304	6,008,780
Total revenues	133,403,666	120,228,304	119,216,350	138,414,151	141,351,672	147,228,355	146,671,344	157,213,369	150,821,892	168,299,310
Expenditures:										
General government	25,094,958	12,354,513	11,857,239	10,303,758	11,858,091	16,275,040	16,524,940	16,785,509	24,627,533	14,048,925
District court	-	6,614,802	6,308,210	6,104,152	6,756,822	7,128,439	7,423,740	7,514,872	7,802,982	7,522,817
Public safety	63,543,704	62,123,437	57,004,462	59,701,143	59,763,179	64,014,960	68,062,083	69,691,662	84,110,962	71,718,485
Public works	25,989,907	23,242,704	23,689,400	26,170,932	28,397,991	36,843,249	33,294,649	35,771,364	33,345,393	51,698,511
Recreation and culture	11,240,440	11,122,496	11,236,664	10,563,328	10,757,141	11,439,118	11,136,185	12,841,100	11,500,198	11,877,714
Community and economic development	5,318,074	6,195,074	4,698,321	4,164,219	4,334,700	3,711,712	4,342,649	3,522,057	4,019,759	7,458,288
Debt service	10,287,674	4,474,959	4,503,846	4,324,516	4,322,800	4,187,092	3,212,040	2,683,149	2,681,104	2,738,987
Total expenditures	141,474,757	126,127,985	119,298,142	121,332,048	126,190,724	143,599,610	143,996,286	148,809,713	168,087,931	167,063,727
Excess of revenues over (under) expenditures	(8,071,091)	(5,899,681)	(81,792)	17,082,103	15,160,948	3,628,745	2,675,058	8,403,656	(17,266,039)	1,235,583
Other Financing Sources (Uses):										
Transfers in	-	4,095,093	3,992,886	3,839,724	3,833,755	4,116,088	3,067,228	4,387,854	-	-
Transfers to fiduciary funds	-	-	-	-	-	-	-	-	-	-
Transfers to Water and Sewer System	(160,868)	(3,935,417)	(3,992,886)	(3,929,724)	(3,833,755)	(4,116,088)	(3,067,228)	(4,387,854)	-	-
Proceeds from sale of property	49,283	247,852	2,859	-	763	-	-	-	13,236,720	7,870,889
Proceeds from issuance of debt	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)	18,984	-	-	-	-	11,199	-	-	-	-
Settlement agreement	(5,975,000)	-	-	-	-	-	-	-	-	-
Total other financing sources (uses)	(6,027,601)	407,528	2,859	1,634,856	113,865	1,215,771	-	-	13,236,720	7,870,889
Net changes in fund balances	\$ (14,098,692)	\$ (5,492,153)	\$ (78,933)	\$ 18,716,959	\$ 15,274,813	\$ 4,844,516	\$ 2,675,058	\$ 8,403,656	\$ (4,029,319)	\$ 9,106,472

(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
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
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
2015	2017	574,574,110	479,762,650	578,180,810	541,688,250	2,222,026,347	1,764,665,377
2016	2018	605,853,780	499,783,830	602,680,980	550,371,070	2,377,073,450	1,818,118,720
2017	2019	635,317,540	533,676,070	640,338,020	576,625,900	2,473,597,023	1,892,319,973

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	
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
405,829,168	405,147,626	146,087,053	144,171,073	3,926,697,488	3,335,434,976	27.7703
362,220,969	362,101,897	117,775,742	117,178,112	4,065,604,921	3,347,553,629	27.7659
346,038,987	345,920,597	121,223,562	119,672,957	4,216,515,132	3,468,215,497	27.6539

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

	Year Ended June 30, 2019			Year Ended June 30, 2009		
	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	\$ 328,210,691	1	9.15%	\$ 642,812,937	1	12.27%
DTE Electric Co	51,238,352	2	1.43%	32,060,579	3	0.61%
Chrysler - FCA US LLC	39,810,449	3	1.11%	315,491,369	2	6.02%
International Transmission Co	31,848,232	4	0.89%	26,718,833	5	0.51%
Consumers Energy	28,993,002	5	0.81%	10,089,585	10	0.19%
LCN AVF Warren LLC	18,169,050	6	0.51%			
Lex Warren LP	18,788,030	8	0.52%			
Noble 12B LLC	13,179,470	7	0.37%			
Hoover Eleven Holding LLC	8,561,880	9	0.24%			
VJL Real Estate LLC / Lipari Foods	7,414,150	10	0.21%	11,009,480	8	0.21%
Art Van Furniture				27,410,986	4	0.52%
Iroquois Industries				16,191,291	6	0.31%
Wico Metal Products				14,651,080	7	0.28%
Meijer, Inc				10,518,066	9	0.20%
Ten largest taxpayers	546,213,306		15.23%	1,106,954,206		21.13%
Other taxpayers	3,040,812,723		84.77%	4,131,775,759		78.87%
Total taxable value	<u><u>\$ 3,587,026,029</u></u>		<u><u>100.00%</u></u>	<u><u>\$ 5,238,729,965</u></u>		<u><u>100.00%</u></u>

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

	Fiscal Year				
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Assessed value	\$ 5,342,889,105	\$ 4,561,685,622	\$ 4,081,046,497	\$ 3,630,847,280	\$ 3,537,933,048
Debt limit (10% of assessed value)	\$ 534,288,911	\$ 456,168,562	\$ 408,104,650	\$ 363,084,728	\$ 353,793,305
Total debt applicable to debt limit	-	-	-	-	-
Legal debt margin	<u>\$ 534,288,911</u>	<u>\$ 456,168,562</u>	<u>\$ 408,104,650</u>	<u>\$ 363,084,728</u>	<u>\$ 353,793,305</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>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Assessed value	<u>\$ 3,689,472,137</u>	<u>\$ 4,006,975,440</u>	<u>\$ 3,926,697,488</u>	<u>\$ 4,065,604,921</u>	<u>\$ 4,216,515,132</u>
Debt limit (10% of assessed value)	\$ 368,947,214	\$ 400,697,544	\$ 392,669,749	\$ 406,560,492	\$ 421,651,513
Total debt applicable to debt limit	-	-	-	-	-
Legal debt margin	<u>\$ 368,947,214</u>	<u>\$ 400,697,544</u>	<u>\$ 392,669,749</u>	<u>\$ 406,560,492</u>	<u>\$ 421,651,513</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
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%
2017	135,121	52,164	19,376	2,618,104,496	4.30%	3.60%	4.00%
2018	135,031	53,543	19,376	2,616,360,656	4.90%	4.10%	4.30%
2019	136,168	53,747	19,376	2,638,391,168	5.30%	4.40%	4.40%

Sources:

- (1) Southeast Michigan Council of Governments est population through July 2018
- (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.