



**FY 2013  
Proposed Budget**

**John Hieftje  
Mayor**

**Council Members**

**Sandi Smith  
Tony Derezinski  
Christopher Taylor  
Margie Teall  
Mike Anglin**

**Sabra Briere  
Jane Lumm  
Stephen Kunselman  
Marcia Higgins  
Carsten Hohnke**

**Steve Powers  
City Administrator**



Office of City Administrator

April 16, 2012

To Mayor Hieftje and Members of City Council:

As the country continues to recover from the Great Recession, the City of Ann Arbor is starting to see economic improvements take traction in its local economy. The local area unemployment rate has declined to 5.4% as of February 2012, receipts from sales taxes are increasing modestly, and residential property values are increasing in some neighborhoods. In addition, the City has settled all of its labor contracts and is achieving significant reductions in the cost to provide services to the community. Retiree health care costs are substantially lower than previously planned, employees are contributing more towards their benefits, and wage levels, excluding step increases, have remained flat over the past several years. Despite these beneficial factors, the funding mechanisms in place to support local governments have not been addressed at the State level. As the City looks ahead, its costs are projected to increase at a modest 2%-3% per year but revenues are only projected to increase 1% per year. Until the system for funding local governments is fixed or the City experiences a more substantial economic rebound, the near-term budget stability remains uncertain. It is within this context the second year of this two-year fiscal plan was developed.

This recommended budget seeks to respond to community concerns and link to City Council priorities. Fundamental to a fiscally responsible budget is balancing the amount of recurring revenues with recurring expenditures. This budget continues to meet this standard with a combination of reductions in recurring expenditures and the recognition of increased recurring revenues. FY2013 recurring expenses are projected to decrease by \$500k while recurring revenues are projected to increase \$1.2 mil. With a modest surplus expected in the short-term, this budget eliminated the proposed reductions in police and fire staffing and adds a police recruit program to supplement and address public safety questions in the downtown area. It also increases the frequency of maintenance in the parks system. In addition this budget includes a record amount of spending on the street maintenance program. These significant investments in city infrastructure and the organization are being done without compromising the City's financial policies. City Council provided the discipline to manage through a very difficult economic environment. The same fiscal discipline and will serve the community well in FY2013.

## **FINANCIAL CONDITIONS**

The City's General Fund relies heavily on property taxes to pay for services like Police, Fire, Courts and Parks & Recreation. Property tax receipts are expected to increase approximately 0.8% in FY2013. State law in Michigan limits the amount of property tax revenues which can be collected. Whenever the real estate market improves, State law limits the increase in property taxes a community can receive. As revenues fall communities need to make permanent reductions in how they spend their monies. As revenues increase, communities are limited to the lower of 5% or the rate of inflation.

The other major source of revenue in the City's General Fund is State shared revenues, which are based on the State's collection of sales taxes. The City's receipts of these revenues are expected to be same in FY2013 as they were in FY2011. The State changed the method of allocation of these funds by creating an Economic Vitality Incentive Program (EVIP). This program requires the city to perform three groups of actions in order to obtain the previously available funds. The three areas include transparency, collaboration, and employee benefits. The FY2013 Budget assumes the City will qualify for all three components of EVIP.

The City's costs for retiree health care are projected to decline significantly reflecting extraordinary investment returns in the VEBA, lower healthcare claims, and increased employee healthcare contributions for future retirees. The VEBA is only 34% funded and has a \$9-\$12 million liability related to the city's settlement with the IRS which is increasing at 7% per year. This budget recommends to actually start paying down the liability instead of just paying the interest on it. Paying down this liability will reduce future cost increases and may provide stability in the FY2014 & FY2015 budget.

Over the past decade every service area of the City has been restructured and re-organized. The goals of restructuring were to reduce costs and maintain services. Staffing levels (one of the largest expense items necessary for the City to deliver services) have been reduced from 1,005 in FY2001 to a proposed 685 FTEs in FY 2013. Employee wages and benefits were adjusted to help balance the budget. Core services were maintained.

The magnitude of the organizational restructuring changes leaves limited opportunities for future expense reductions without impacting services should another economic downturn arise. Consequently, non-recurring surpluses are recommended to increase in the General Fund. Increasing unassigned reserves to the 15-20% of expenditures range is recommended to give the organization and community some buffer if the economy weakens again.

## **FY2013**

The FY2013 budget seeks to balance the budget through selected cost reductions and revenue increases. As the second year of the two-year plan, this budget includes the changes versus what was planned for the General Fund:

### Community Services

- Restore funding to non-profits that provide Human Services (-\$39k)
- Increase funding to county for Human Services (-\$10k)
- Reduce staff expense for work now supported by Washtenaw Urban County (+\$18k)
- Reduce 1.0 FTE in Community Development (+\$86k)
- Revenue increases due to increased efficiency in rental housing inspections (+\$50k)

### Public Services

- Increased street lighting expense - rate increases and DTE streetlight audit (-\$335k)

### Financial Services

- Revise tax revenue estimates (+\$557k)
- Revise State-shared revenue projection (+\$733k)
- Decrease bond user fee projections (-\$155k)

### Safety Services

- Avoid planned reduction of 9 Police officers plus add 1 new officer (-\$1,038,167)
- Establish Police recruit program to supplement patrol (-\$150k)
- Contract with County for dispatch services – 911 revenue reduction (-\$612k)
- Contract with County for dispatch services – expenditure savings due to elimination of 19.0 dispatch FTEs (+\$1,238,297)
- AAPOA/COAM labor contract settlement savings (+\$477k)
- Avoid planned reduction of 5 firefighter FTEs (-\$584k)
- Increase Fire revenues (primarily inspections) to fund 5 FTEs and administrative assistant temp (+\$657)
- IAFF (Fire) contract settlement cost (-\$229k)
- Increase Fire excess comp time budget to reflect actual expenses (-\$66k)

### City Attorney

- Increase revenue from the Water Fund recognizing cost of legal services (+\$32k)
- Miscellaneous expense adjustments (-\$32k)

### District Court

- Reduce 1.0 FTE (transfer authorization but not funding to IT) (+\$66k)
- Additional temp costs and personnel adjustments (-\$66k)

A numeric summary of the Budget is on the following page:

<u>General Fund Expenditures</u>	<u>2013</u>
<i>Recurring Items:</i>	
Mayor & Council	\$ 375,710
City Attorney	1,884,968
City Administration - Administrator, Clerk, Human Resources	2,850,801
Planning & Development	2,282,293
Community Development	1,785,341
Parks & Recreation	3,637,332
Finance	3,353,179
Public Services: Parks Forestry & Operations	2,256,299
Public Services: Public Services All Other	4,302,228
Fire	13,913,103
Police	24,401,485
Fifteenth District Court	3,992,372
AATA	9,317,684
Debt Service/Transfers/Other	<u>3,467,954</u>
<i>Subtotal Recurring Expenditures</i>	\$ 77,820,749
<i>Non-recurring Expenditures:</i>	
Golf Operations Subsidy	\$ 272,220
Building Settlement Funding	100,000
Housing Commission Subsidy	154,000
Court Facilities Fund Transfer	65,000
Police Recruit Program	150,000
High Speed intercity Rail Grant Match	307,781
<i>Subtotal Non-Recurring Expenditures</i>	<u>\$ 1,049,001</u>
 Total General Fund Expenditures	 \$ 78,869,750
<u>General Fund Revenues</u>	
Taxes	\$ 49,431,784
State-shared Revenue	9,265,416
Charges for Services	5,722,493
Fines & Forfeitures	4,501,601
Other	<u>10,271,818</u>
 Total General Fund Revenues	 \$ 79,193,112
 Memo: Unassigned Fund Balance as of 06/30/2011	 \$ 10,525,445

The extraordinary work of City employees, the management leadership team, and City Council over the past decade has built a solid financial foundation. This foundation has been essential to the City providing the services expected by Ann Arbor's residents, education & non-profit organizations, and businesses. Ann Arbor has continued to be an award-winning organization and community during a weak and volatile economy. While Ann Arbor's financial foundation is solid, economic and legislative conditions may worsen in FY2014 and FY2015. Continued spending restraint and prudent use of reserves is recommended in FY2013.

I thank all the members of the staff and City Council for their hard work in preparation and consideration of this budget.

Respectfully yours,

Steven D. Powers  
City Administrator

MEMORANDUM

TO: Mayor and Council  
FROM: Steve Powers, City Administrator  
DATE: May 21, 2012  
SUBJECT: Resolution to Adopt Ann Arbor City Budget and Related Property Tax Millage Rates for fiscal year 2013

Attached for your review and action is the proposed fiscal year FY 2013 City Budget that totals \$405 million and is in compliance with the City Charter. This budget resolution reflects the recommended budget delivered to you on April 9, 2012.

**General Fund Activities**

This budget proposal holds expenditure levels in line with the projected revenue levels.

	<u>FY 2013</u>
Recurring Revenues	\$ 79,193,112
Recurring Expenditures	\$ 77,820,749
Non-recurring Expenditures	<u>1,049,001</u>
Total Expenditures	\$ 78,869,750

General Fund recurring expenditures decreased by \$(500,266) (-0.64%) compared to FY 2012, and recurring revenues increase by \$1,205,255 (+1.5%). Below is a summary of non-recurring expenditures:

<u>General Fund Non-recurring Expenditures</u>	<u>FY 2013</u>
Golf Operations Subsidy	\$ 272,220
Building Settlement Funding	100,000
Housing Commission Subsidy	154,000
Court Facilities Fund transfer	65,000
Police Recruit Program	150,000
High Speed Intercity Rail Grant Match	<u>307,781</u>
Total General Fund Non-recurring Expenditures	<b>\$ 1,049,001</b>

**FTEs**

The City's FTEs are proposed to decrease from 706 to 685 in FY 2013:

- 18 FTE decrease in Police Services
- No FTE change in Fire Services
- 1 FTE decrease in Public Services
- 2 FTE decrease in Community Services
- 3 FTE decrease in Fifteenth District Court
- 0.5 FTE decrease in Attorney
- 1 FTE increase in City Administrator
- 3 FTE increase in Financial and Administrative Services

**Millage Rates**

The following millages are the maximum allowable levy after the Headlee rollback multiplier is applied (for FY 2013 the Headlee rollback multiplier is anticipated to be 1.00):

	<b>PROPOSED</b>	<b>ACTUAL</b>	<b>DIFFERENCE</b>
	<b>FY 2013</b>	<b>FY 2012</b>	
GENERAL OPERATING	6.1682	6.1682	0.0000
EMPLOYEE BENEFITS	2.0560	2.0560	0.0000
REFUSE COLLECTION	2.4670	2.4670	0.0000
AATA	2.0560	2.0560	0.0000
STREET RECONSTRUCTION	2.1250	1.9944	0.1306
PARK MAINTENANCE & CAPITAL IMPROVEMENTS	1.0969	1.0969	0.0000
OPEN SPACE & PARKLAND PRESERVATION	0.4779	0.4779	0.0000
DEBT SERVICE	<u>0.1250</u>	<u>0.1496</u>	<u>(0.0246)</u>
TOTAL	16.5720	16.4660	0.1060

Prepared by: Tom Crawford, Chief Financial Officer

Approved by: Steve Powers, City Administrator



RESOLUTION TO ADOPT ANN ARBOR CITY BUDGET  
AND RELATED PROPERTY TAX MILLAGE RATES  
FOR FISCAL YEAR 2013

Whereas, City Council has reviewed the City Administrator's proposed budget for FY 2013 for the City of Ann Arbor; and

Whereas, A public hearing and various public meetings have been held to obtain citizen input on the proposed budget; and

Whereas, City Council, with the adoption of the FY2009 budget, Council directed staff to implement a five-year plan that provides supplemental funding from the General Fund fund balance to subsidize the golf courses in Fund 0047 while significant operational and capital investments are made to improve operations;

Whereas, Housing Commission has requested additional funding for FY 2012 and 2013 in the amount of \$154,000 for hiring additional staff to develop and implement a property maintenance program;

Whereas, The High Speed Intercity Rail project (in funds 00CP and 00MG) anticipates receipt of up to \$307,781 by June 30, 2012 but may conclude the fiscal year with a fund deficit if the funds are not received, and the City has included sufficient funding in the FY2013 budget to remedy the deficit should it materialize;

RESOLVED, That if the High Speed Intercity Rail project ends fiscal year 2012 with a deficit, the City's approved deficit elimination plan (under MCL 141.921) would be the transfer of up to \$307,781 from the General Fund as provided for in the FY2013 budget;

RESOLVED, That Council adopts the General Fund Allocations as listed in the FY 2013 Consolidated Plan, to be funded out of the Community Development Budget;

RESOLVED, That the unexpended grant entitlement for the Community Development Block Grant and the HOME Funds be re-appropriated at the end of the fiscal year until such time as all grant funds have been expended;

RESOLVED, That any Community Development Program Income be appropriated upon receipt of the funds for the purpose of Community Development Project Activities;

RESOLVED, That any contributions to the Special Assistance Fund and the Housing Trust fund in excess of the budgeted amount, shall be appropriated at the time of receipt and for the purpose of the Ann Arbor Assistance Fund and the Housing Trust Fund, respectively;

RESOLVED, That the proposed list of Capital Improvement projects in the amount of \$347,033,962 are approved; and that \$103,797,909 be appropriated in FY 2013 for these or similar projects, within the respective funds, as determined by the Service Area, and may be carried forward without regard to fiscal year;

RESOLVED, That Art in Public Places Fund budget be appropriated without regard to fiscal year;

RESOLVED, That the Technology Improvement projects in the amount of \$870,000 be appropriated without regard to fiscal year;

RESOLVED, That a total 685 full-time equivalent positions be adopted in the FY 2013 budget;

RESOLVED, That the City Administrator be authorized to transfer funds between service units within the designated service areas within the same fund;

RESOLVED, That any funds contributed to the Parks Memorials and Contributions fund in excess of the budgeted amount shall be appropriated at the time of receipt for the purpose of that fund without regard to fiscal year;

RESOLVED, That the City Council approve the proposed FY 2013 Ann Arbor-Ypsilanti SmartZone LDFA budget, as a component unit of the City of Ann Arbor in Fiscal Year 2013 in a dedicated Fund containing \$1,658,749 in revenues and \$1,658,749 in expenditures;

RESOLVED, That the City Council continue one more year of providing a General fund subsidy to the Golf Courses in FY2013 to fulfill the original five year commitment discussed in 2009;

RESOLVED, That the City Council include the additional Housing Commission funding in the amount of \$154,000 for FY2013 with the expectation that the Housing Commission will procure separate funding by FY2014;

RESOLVED, That the following appropriations constitute the General Fund budget for FY 2013;

**REVENUES**

CITY ATTORNEY	\$ 150,000
CITY ADMINISTRATOR	
Clerk Services	176,900
COMMUNITY SERVICES	
Planning & Development Services	1,125,950
Planning	198,250
Office of Community Development	220,471
Parks and Recreation Services	2,471,912
FINANCIAL SERVICES	
Financial and Budget Planning	14,639,918
Treasury	40,448,611
PUBLIC SERVICES	
Field Operations	388,449
Customer Service	60,000
Water Treatment	325,000
SAFETY SERVICES	
Police	3,542,776
Fire	743,976
DISTRICT COURT	2,218,978
NON-DEPARTMENTAL	12,481,921
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$79,193,112</b>

**EXPENDITURES**

MAYOR AND CITY COUNCIL	\$375,710
CITY ATTORNEY	1,884,968
CITY ADMINISTRATOR	
City Administrator	477,240
Human Resources	1,345,748
Clerk Services	1,027,813
COMMUNITY SERVICES	
Planning & Development Services	1,433,737
Planning	948,556
Office of Community Development	1,785,341
Parks and Recreation	3,637,332
FINANCIAL SERVICES	
Accounting	770,270
Assessor	975,512
Financial and Budget Planning	869,924
Procurement	122,954
Treasury	614,519
PUBLIC SERVICES	
Customer Services	249,305
Field Operations	4,190,801
Fleet & Facilities	1,728,846
Public Services Administration	104,490
Systems Planning	105,773
Water Treatment Services	179,312
SAFETY SERVICES	
Police	24,551,485
Fire	13,913,103
DISTRICT COURT	3,992,372
NON-DEPARTMENTAL	13,584,639
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$78,869,750</b>

RESOLVED, That the following other funds revenue and expenditure appropriations are adopted for FY 2013 budget; and

### REVENUES

Fund #	Fund Name	Amount
0001	DDA/HOUSING FUND	802,000
0002	ENERGY PROJECTS	202,286
0003	DOWNTOWN DEVELOPMENT AUTHORITY SMART ZONE LOCAL DEVELOPMENT FINANCING	4,614,727
0009	AUTHORITY	1,658,749
0010	GENERAL	79,193,112
0011	CENTRAL STORES	1,572,902
0012	FLEET SERVICES	7,244,905
0014	INFORMATION TECHNOLOGY	6,597,508
0016	COMMUNITY TELEVISION NETWORK	1,805,068
0021	MAJOR STREET	6,801,850
0022	LOCAL STREET	1,726,877
0023	COURT FACILITIES	225,000
0024	OPEN SPACE & PARKLAND PRESERVATION	2,305,023
0025	BANDEMER PROPERTY	4,258
0026	CONSTRUCTION CODE FUND	2,512,228
0027	DRUG ENFORCEMENT	146,000
0028	FEDERAL EQUITABLE SHARING	151,000
0033	DDA PARKING MAINTENANCE	2,026,350
0034	PARKS MEMORIALS & CONTRIBUTIONS	39,776
0035	GENERAL DEBT SERVICE	9,027,018
0036	METRO EXPANSION	347,993
0038	ANN ARBOR ASSISTANCE	8,000
0042	WATER SUPPLY SYSTEM	23,892,574
0043	SEWAGE DISPOSAL SYSTEM	22,769,671
0046	MARKET	179,035
0047	GOLF ENTERPRISE	1,590,714
0048	AIRPORT	849,595
0049	PROJECT MANAGEMENT	4,247,060
0052	VEBA TRUST	2,110,818
0053	POLICE AND FIRE RELIEF	10,000
0054	CEMETERY PERPETUAL CARE	1,200
0055	ELIZABETH R DEAN TRUST	79,817
0056	ART IN PUBLIC PLACES	333,549
0057	RISK FUND	27,819,736
0058	WHEELER CENTER	515,391
0059	EMPLOYEES RETIREMENT SYSTEM	44,432,212
0060	GENERAL DEBT /SPECIAL ASSESSMENTS	182,893
0061	ALTERNATIVE TRANSPORTATION	448,265

0062	STREET RECONSTRUCTION MILLAGE	16,298,302
0063	DDA PARKING SYSTEM	18,108,214
0064	MICHIGAN JUSTICE TRAINING	71,000
0069	STORMWATER SEWER SYSTEM	5,999,435
0070	AFFORDABLE HOUSING	46,641
0071	PARK MAINTENANCE & CAPITAL IMPROVEMENTS	5,482,430
0072	SOLID WASTE FUND	13,909,549
0073	LOCAL FORFEITURE	300
0082	STORMWATER BOND	3,345,000
0083	SENIOR CENTER ENDOWMENT	37,500
0088	SEWER BOND	75,645,000
0089	WATER BOND	7,174,000
00CP	GENERAL CAPITAL FUND	264,472
00MG	MAJOR GRANT PROGRAMS FUND	43,309
		<hr/> <b>\$404,900,312</b> <hr/>

**EXPENDITURES**

<b>Fund #</b>	<b>Fund Name</b>	<b>Amount</b>
0001	DDA/HOUSING FUND	802,000
0002	ENERGY PROJECTS	202,286
0003	DOWNTOWN DEVELOPMENT AUTHORITY SMART ZONE LOCAL DEVELOPMENT FINANCING	4,614,727
0009	AUTHORITY	1,658,749
0010	GENERAL	78,869,750
0011	CENTRAL STORES	1,572,902
0012	FLEET SERVICES	7,244,905
0014	INFORMATION TECHNOLOGY	6,597,508
0016	COMMUNITY TELEVISION NETWORK	1,805,068
0021	MAJOR STREET	6,801,850
0022	LOCAL STREET	1,726,877
0023	COURT FACILITIES	225,000
0024	OPEN SPACE & PARKLAND PRESERVATION	2,305,023
0025	BANDEMER PROPERTY	4,258
0026	CONSTRUCTION CODE FUND	2,371,572
0027	DRUG ENFORCEMENT	146,000
0028	FEDERAL EQUITABLE SHARING	151,000
0033	DDA PARKING MAINTENANCE	2,026,350
0034	PARKS MEMORIALS & CONTRIBUTIONS	34,298
0035	GENERAL DEBT SERVICE	9,027,018
0036	METRO EXPANSION	347,993
0038	ANN ARBOR ASSISTANCE	8,000
0042	WATER SUPPLY SYSTEM	20,031,646
0043	SEWAGE DISPOSAL SYSTEM	19,423,975
0046	MARKET	179,035
0047	GOLF ENTERPRISE	1,590,714
0048	AIRPORT	795,594
0049	PROJECT MANAGEMENT	4,247,060
0052	VEBA TRUST	423,158
0055	ELIZABETH R DEAN TRUST	79,817
0056	ART IN PUBLIC PLACES	320,837
0057	RISK FUND	27,819,736
0058	WHEELER CENTER	515,391
0059	EMPLOYEES RETIREMENT SYSTEM	32,758,275
0060	GENERAL DEBT/SPECIAL ASSESSMENTS	182,893
0061	ALTERNATIVE TRANSPORTATION	448,265
0062	STREET RECONSTRUCTION MILLAGE	16,298,302
0063	DDA PARKING SYSTEM	17,158,615
0064	MICHIGAN JUSTICE TRAINING	70,000
0069	STORMWATER SEWER SYSTEM	5,940,877
0070	AFFORDABLE HOUSING	46,641
0071	PARK MAINTENANCE & CAPITAL IMPROVEMENTS	5,461,220

0072	SOLID WASTE FUND	13,592,309
0073	LOCAL FORFEITURE	300
0082	STORMWATER BOND	3,345,000
0083	SENIOR CENTER ENDOWMENT	37,500
0088	SEWER BOND	75,645,000
0089	WATER BOND	7,174,000
00MG	MAJOR GRANT PROGRAMS FUND	43,309
		<u><b>\$382,172,603</b></u>

RESOLVED, That the following millages shall be levied for the City of Ann Arbor for FY 2013:

	<b>PROPOSED</b>
GENERAL OPERATING	6.1682
EMPLOYEE BENEFITS	2.0560
REFUSE COLLECTION	2.4670
AATA	2.0560
STREET RECONSTRUCTION	2.1250
PARKS MAINTENANCE & CAPITAL IMPROVEMENTS	1.0969
OPEN SPACE & PARKLAND PRESERVATION	0.4779
DEBT SERVICE	0.1250
TOTAL	<u><b>16.5720</b></u>



# Budget Summaries

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## **CITY GUIDING PRINCIPLES, GOALS & OBJECTIVES**

The goals and objectives outlined in the City budget are used to track the progress of various programs and services, as well as a basis for future resource allocation. While drafting the FY 2013 Service Area goals and objectives, which are published in the Service Area sections of the budget, the following overall City Guiding Principles and Goals were used as a guide:

### **City Guiding Principles**

- Open and honest communication
- Integrity
- Partnership with community
- Trust
- Community and employee engagement
- Accountability
- Employee growth and enjoyment
- Teamwork
- Employee development opportunity

### **City Goals**

1. Ensure the long-term financial health and stability of the City.
2. Deliver exemplary customer service.
3. Deliver and maintain a safe and reliable City-wide infrastructure.
4. Promote and implement environmentally sustainable practices which demonstrate the City's commitment to preservation and conservation of natural resources.
5. Deliver Organizational development programs to ensure progressive, reliable and high quality services to our community.
6. Work collaboratively to deliver affordable housing opportunities and access to supportive services.

### **Citywide Budget Communications**

During the FY 2013 financial planning process, each area developed a proposal to achieve the objective at the lowest cost. The proposals were presented to Council in February and March, 2012. Feedback was received as the City Administrator developed his final proposal presented to the Council on April 16, 2012.

# Budget Summaries

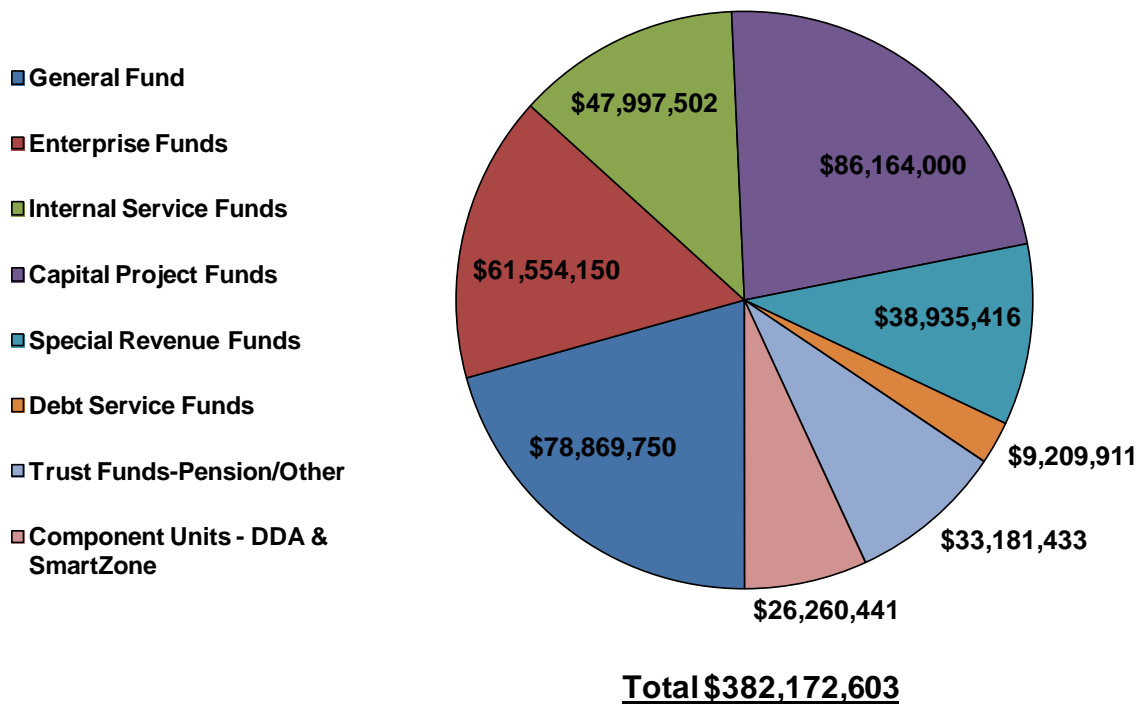
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## OVERVIEW OF CITY BUDGET

The City offers many services and utilizes separate funds for large areas or specialized purposes. The funds fall into three broad categories: General Fund, Enterprise Funds, and other funds dedicated for various purposes. For fiscal year 2013, the City's total expenditure budget is \$382 million. The following chart illustrates how this budget is divided by fund type. A complete summary of funds is included in the "Revenues" and "Expenditures" tabs of the proposed budget.

### **FY 2013 BUDGETED EXPENDITURES BY FUND TYPE**

Although General Fund money may be used to supplement the needs of other funds, the reverse is usually not true. For example, money collected for park acquisition and green space may not be used for recreation programs or to pave streets. Even when money is available in other funds, it typically cannot be used for General Fund services or programs.



# Budget Summaries

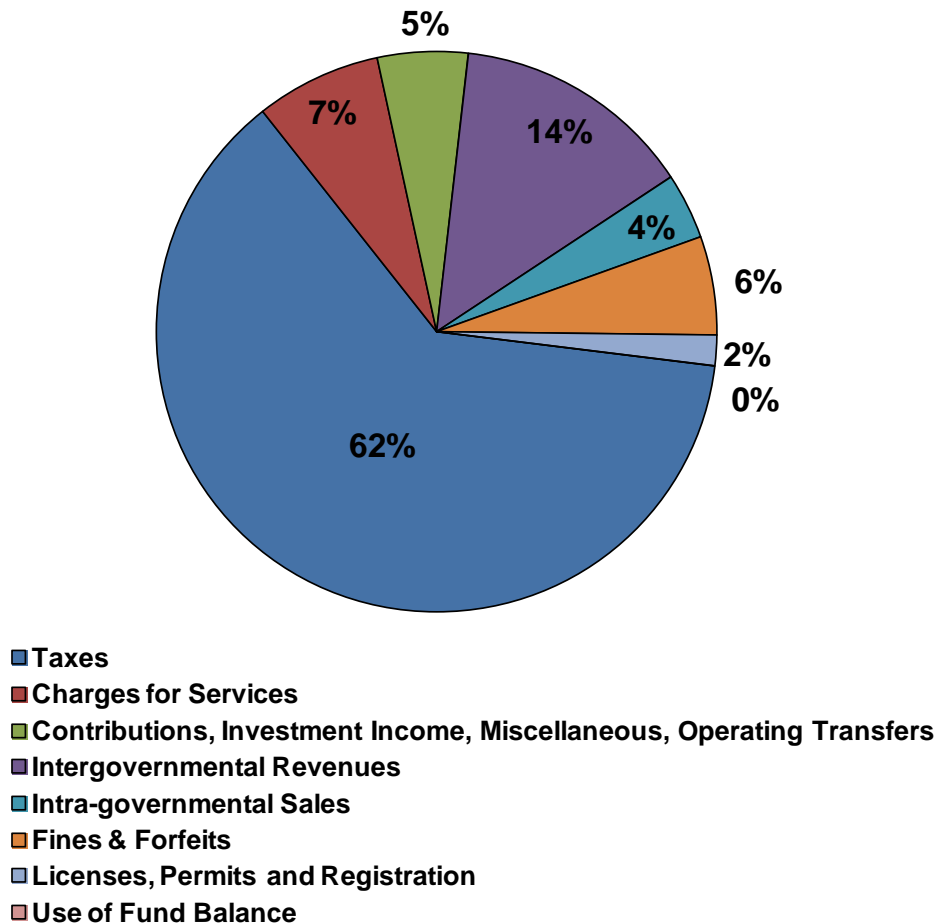
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## **GENERAL FUND OVERVIEW**

The City has been concentrating their efforts on financial planning to resolve projected revenue shortfalls in the upcoming fiscal years. As the budget is reviewed, it is important to note that the shortfall the City has been addressing is in the City's General Fund.

The City's General Fund is the largest and most visible of the City's 53 budgeted funds established for the financial administration of the City. Monies going into the General Fund come from a variety of sources such as the City's share of the property tax, intergovernmental revenues (primarily revenues from the State of Michigan), charges for services, and various other sources as indicated in the chart below:

### **FY 2013 GENERAL FUND REVENUES**

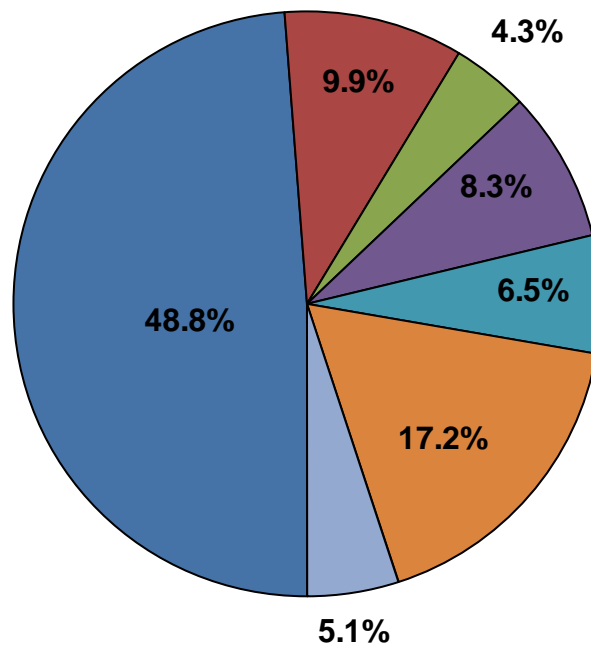


## Budget Summaries

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Expenditures from the General Fund go to services such as public safety (police, fire, and emergency management); recreation programs; development and planning; community development services; the City's legal and general government administration; housing and human services programs; Fifteenth District Court; and a variety of other services and programs provided by the four main Service Areas.

### FY 2013 GENERAL FUND EXPENDITURES



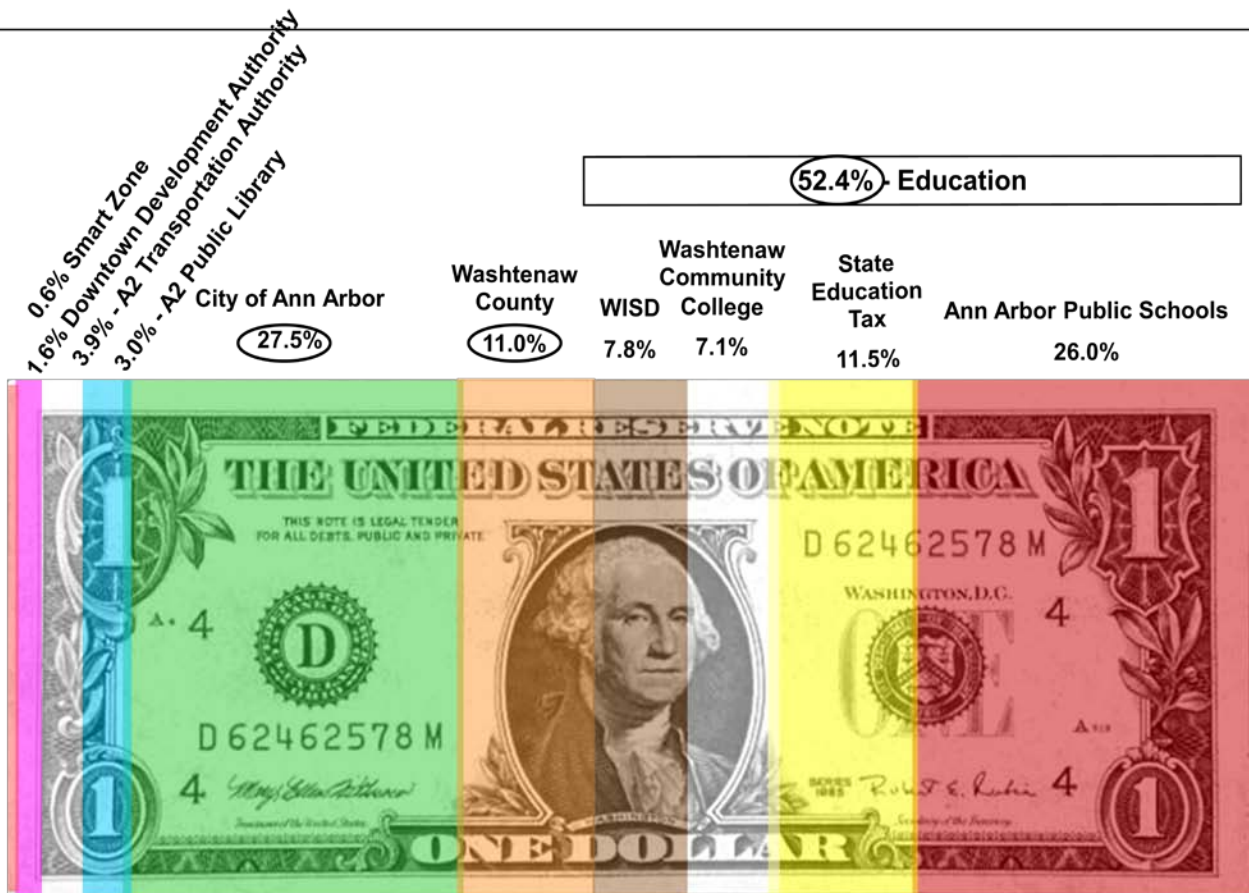
- Safety Services
- Community Services
- Financial & Administrative Services
- Public Services
- City Administrator, City Attorney and Mayor & City Council
- Debt Service, AATA and other transfers
- Fifteenth District Court

# Budget Summaries

## PROPERTY TAXES

The largest share of our General Fund revenues comes from the property taxes. Many Ann Arbor taxpayers are surprised to learn that only about \$ 0.28 of every dollar paid in property taxes goes to the City of Ann Arbor to fund vital services such as public safety. Most of the receipts from property taxes are distributed to various education agencies including the Ann Arbor Public Schools, Washtenaw Intermediate Schools, the State of Michigan, and Washtenaw Community College – about \$ 0.52 of every dollar paid. The following chart shows where the City’s property tax dollars go:

### WHERE PROPERTY TAX DOLLARS GO

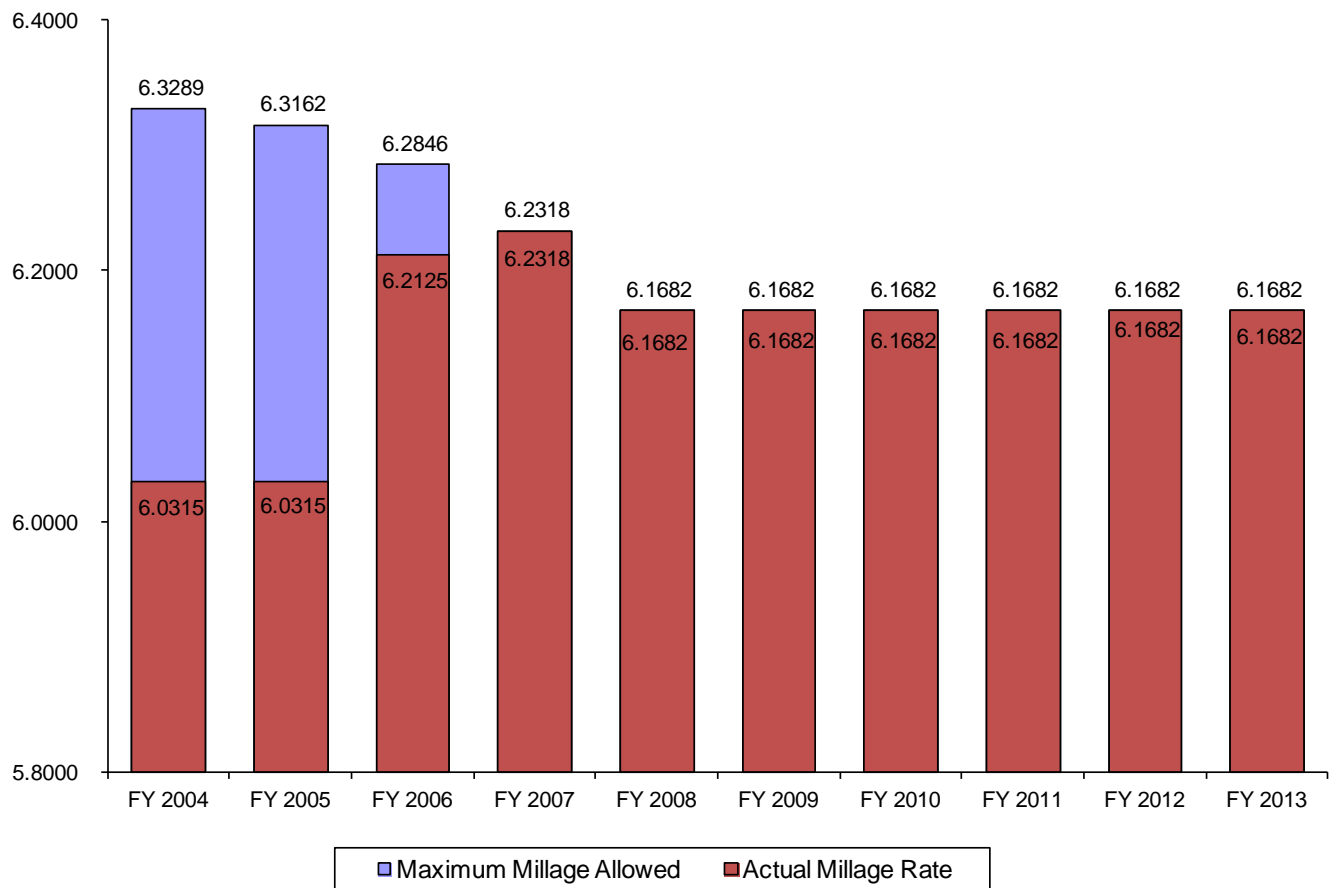


# Budget Summaries

## TAX REVENUES

Property taxes are a critical source of revenue for the City of Ann Arbor, as well as neighboring communities. Over the last 34 years, there have been two State of Michigan constitutional amendments – the Headlee Amendment of 1978 and Public Act 415 of 1994 (commonly known as Proposal A) – and other related statutory changes that have impacted property tax revenue for local governments. During the fiscal year 2006, the Headlee rollback started reducing the levy. The following charts and tables give a historical view of the General Levy, as well as City millage trends.

### **CITY MILLAGE HISTORY MAXIMUM MILLAGE ALLOWED - ACTUAL MILLAGE RATE**



## Budget Summaries

In addition to the General Operating millage, the City's General Fund collects money from the Employee Benefits and Ann Arbor Transportation Authority (AATA) millage. The remaining millages are assessed for dedicated purposes and are used to finance the activities of other funds. The chart below showing declining millages over the past seven years demonstrates the impact of Headlee/Proposal A on the City's property tax millages.

### CITY MILLAGE TRENDS

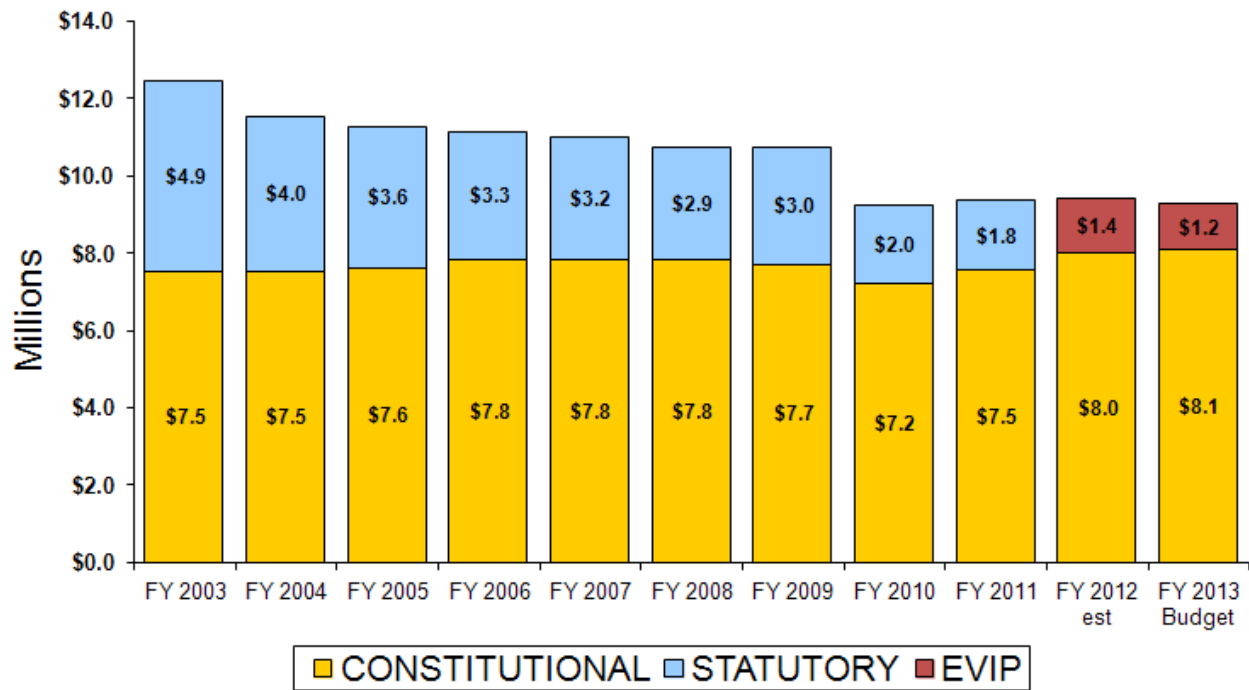
Type	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	Change from Previous Year
<b>General Operating-Actual</b>	6.2318	6.1682	6.1682	6.1682	6.1682	6.1682	6.1682	<b>0.0000</b>
<b>Employee Benefits</b>	2.0772	2.0560	2.0560	2.0560	2.0560	2.0560	2.0560	<b>0.0000</b>
<b>AATA</b>	2.0772	2.0560	2.0560	2.0560	2.0560	2.0560	2.0560	<b>0.0000</b>
<b>Total General Fund</b>	<b>10.3862</b>	<b>10.2802</b>	<b>10.2802</b>	<b>10.2802</b>	<b>10.2802</b>	<b>10.2802</b>	<b>10.2802</b>	<b>0.0000</b>
<b>Street Reconstruction</b>	1.9527	1.9944	1.9944	1.9944	1.9944	1.9944	2.1250	<b>0.1306</b>
<b>Refuse Collection</b>	2.4925	2.4670	2.4670	2.4670	2.4670	2.4670	2.4670	<b>0.0000</b>
<b>Parks (combined)</b>	1.4042	1.5748	1.5748	1.5748	1.5748	1.5748	1.5748	<b>0.0000</b>
<b>Debt Service</b>	0.5800	0.4661	0.4643	0.4806	0.5000	0.1496	0.1250	<b>(0.0246)</b>
<b>Total City Millage</b>	<b>16.8156</b>	<b>16.7825</b>	<b>16.7807</b>	<b>16.7970</b>	<b>16.8164</b>	<b>16.4660</b>	<b>16.5720</b>	<b>0.1060</b>

# Budget Summaries

## STATE SHARED REVENUE

Another major source of revenue for the City's General Fund is State-Shared revenue. This revenue sharing arrangement was created when the aforementioned Headlee Amendment removed the ability of municipalities to institute certain taxes on its residents (i.e. sales tax). To compensate communities for this loss in ability to tax, State-Shared revenue was established, which is generated from a State sales tax and apportioned to communities. The chart shows the City's recent experience with State-Shared revenue.

### STATE-SHARED REVENUE HISTORY AND PROJECTIONS



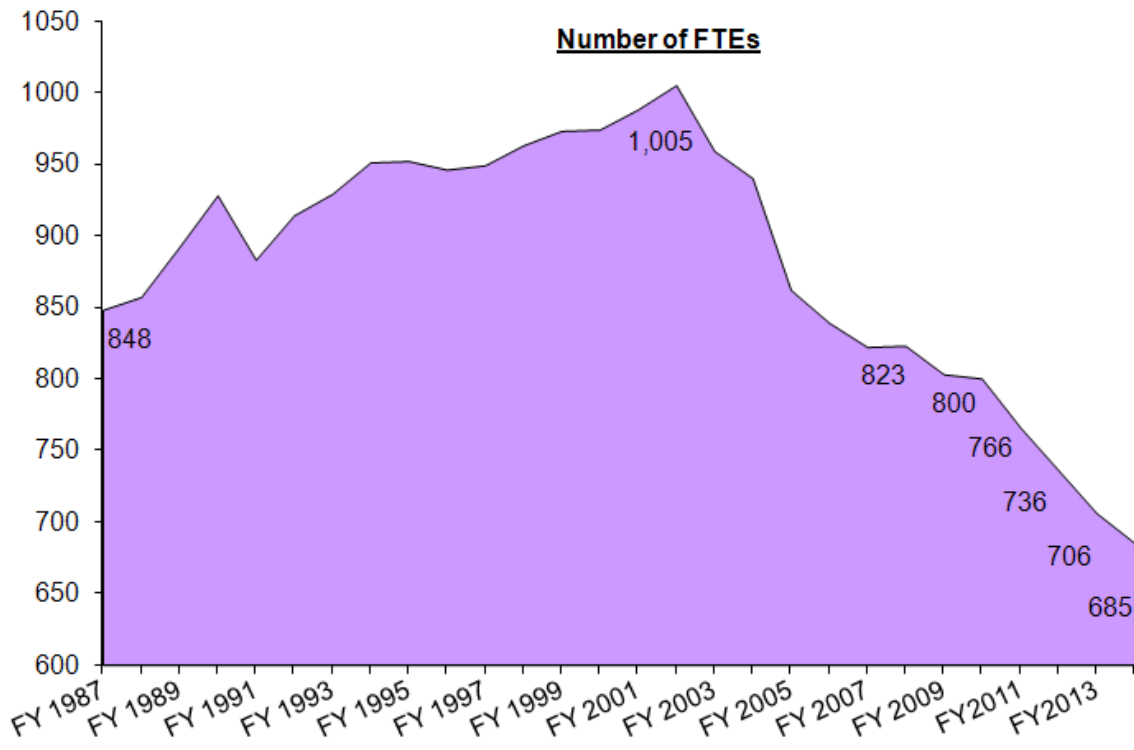


# Budget Summaries

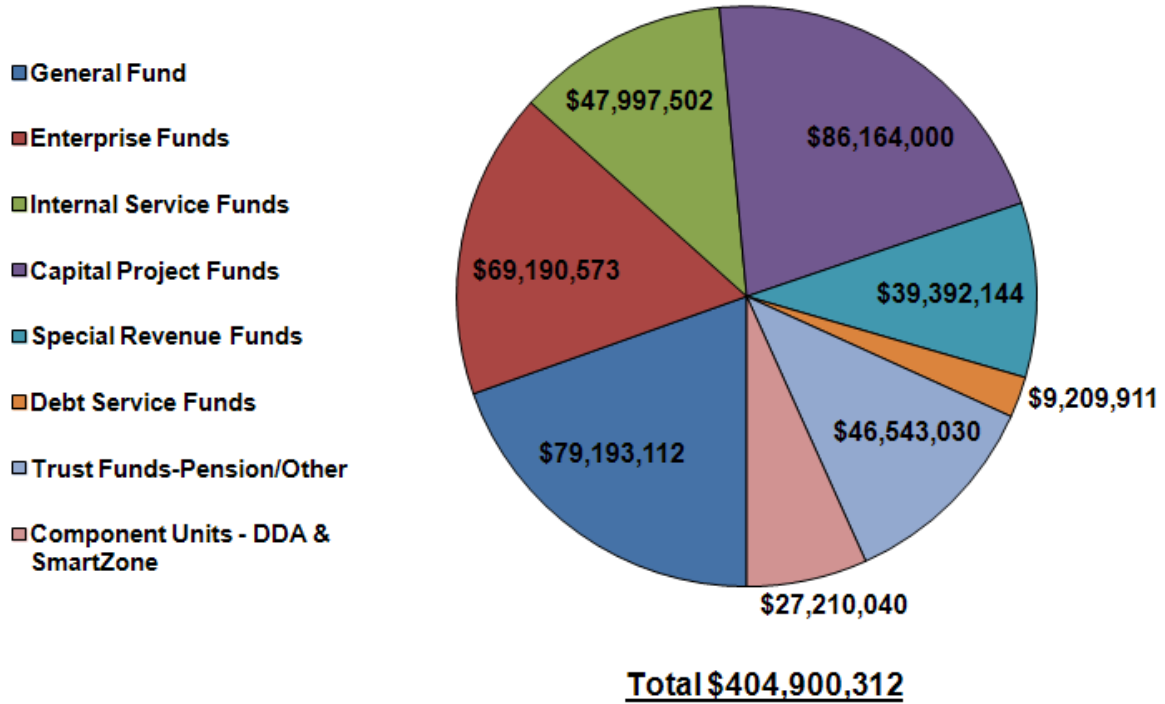
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## EMPLOYEE SUMMARY

Since employees and related expenditures represent the majority of the General Fund's expenditures, the City began taking steps in fiscal year 2001 to reduce its full-time equivalent (FTE) employee staffing. Without significantly impacting the level of service provided, the City has been able to achieve the reductions; through a combination of not filling vacancies, strategically deploying existing personnel, early retirement programs offered in fiscal years 2001, 2002 and 2009, and lay-offs. As the graph below illustrates, the City staffing is down to its lowest level in 25 years.



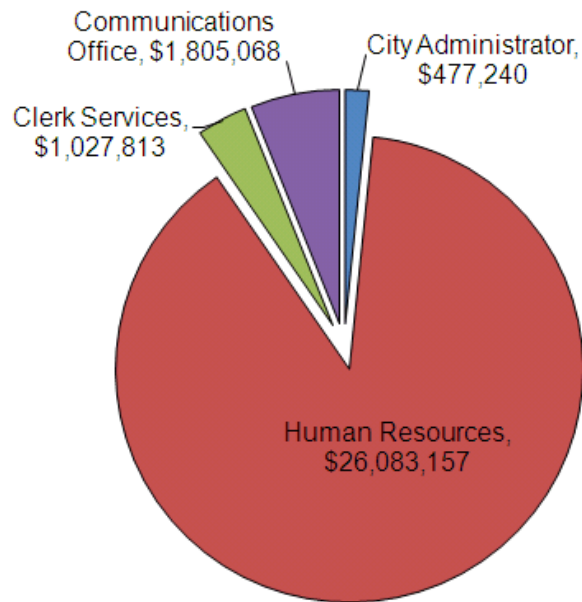
## FY 2013 Budgeted Revenues by Fund Type



## FY 2013 Expenditures – All Funds

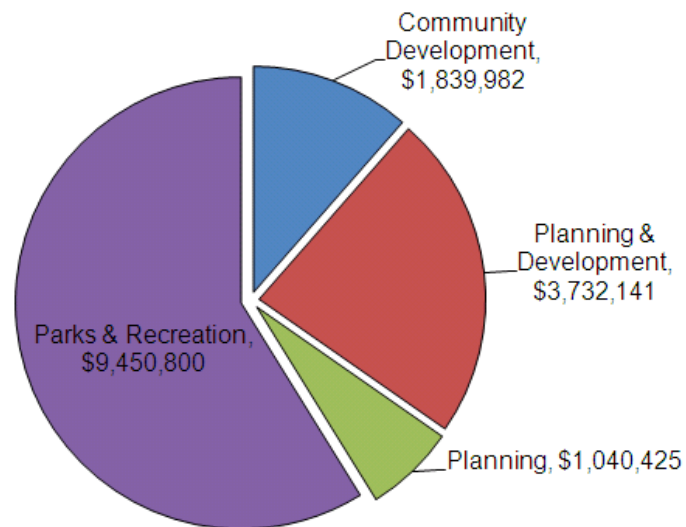
### FY 2013 City Administrator Expenditures

**Total \$29,393,278**



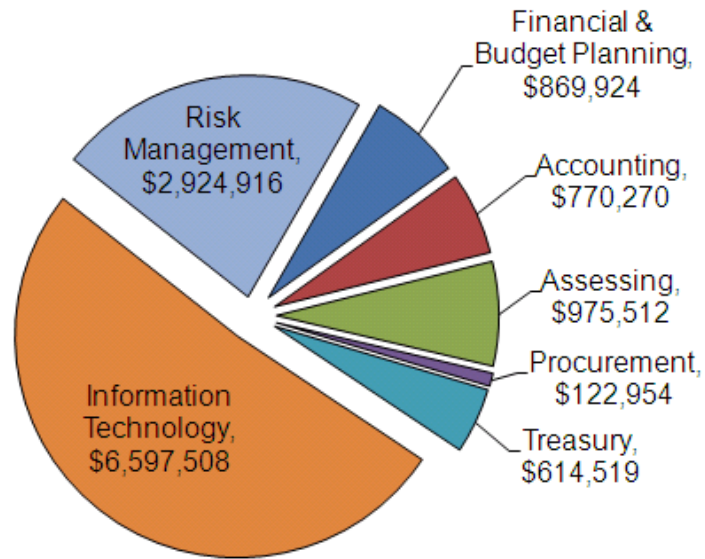
### FY 2013 Community Services Expenditures

**Total \$16,063,348**



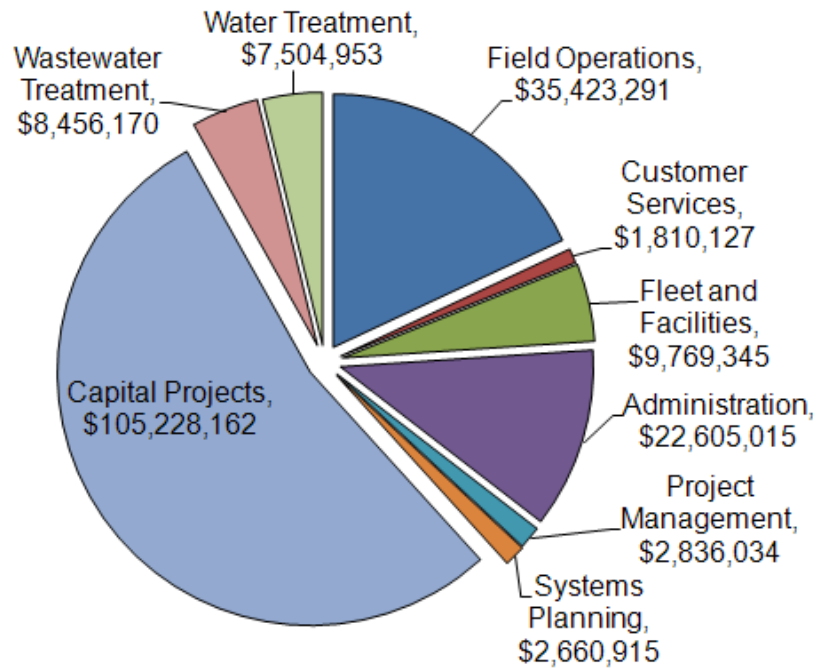
**FY 2013 Financial & Administrative Services Expenditures**

**Total \$12,875,603**



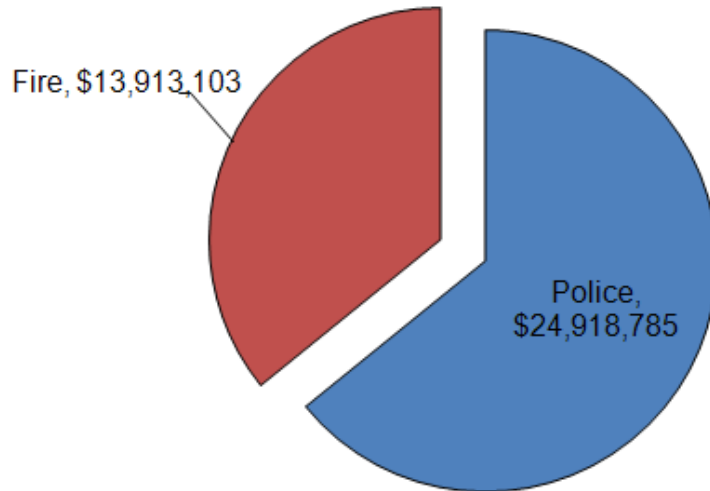
**FY 2013 Public Services Expenditures**

**Total \$196,294,012**



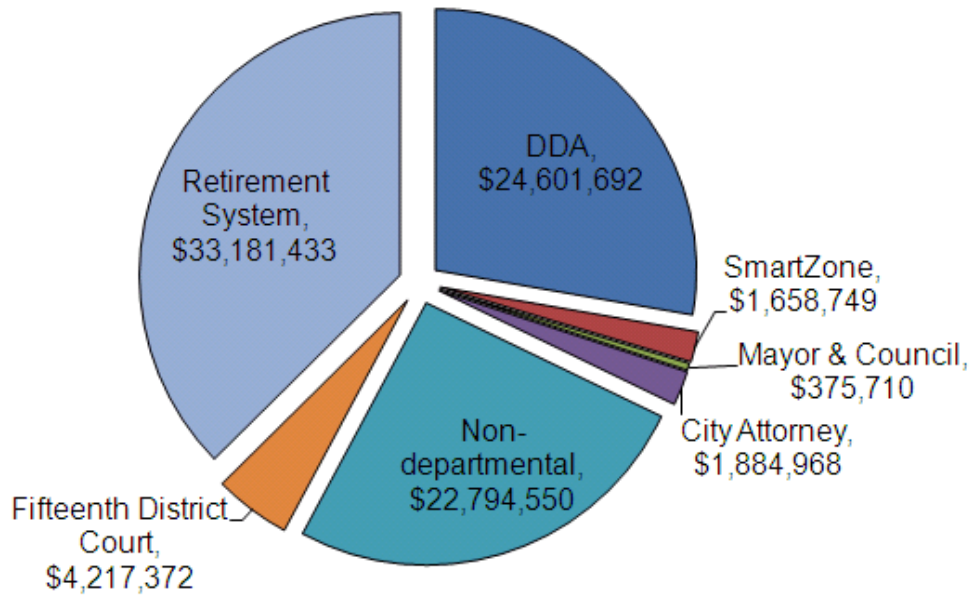
**FY 2013 Safety Services Expenditures**

**Total \$38,831,888**



**FY 2013 Other Services Expenditures**

**Total \$88,714,474**



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**FY 2013 All Funds Revenue Analysis by Service Area**

	<b>Total Revenues</b>	<b>Mayor &amp; Council</b>	<b>City Attorney</b>	<b>City Administrator</b>	<b>Community Services</b>	<b>Financial Services</b>	<b>Public Services</b>	<b>Safety Services</b>	<b>15th District Court</b>	<b>Non-departmental</b>	<b>Other</b>
0001 DDA/HOUSING FUND	802,000										802,000
0002 ENERGY PROJECTS	202,286						202,286				
0003 DOWNTOWN DEVELOPMENT AUTHORITY	4,614,727										4,614,727
0009 SMART ZONE LOCAL DEVELOPMENT FINANCING AUTHORITY	1,658,749										1,658,749
0010 GENERAL	79,193,112		\$150,000	\$176,900	\$4,016,583	\$55,088,529	\$773,449	\$4,286,752	\$2,218,978	\$12,481,921	
0011 CENTRAL STORES	1,572,902						1,572,902				
0012 FLEET SERVICES	7,244,905						7,244,905				
0014 INFORMATION TECHNOLOGY	6,597,508					6,597,508					
0016 COMMUNITY TELEVISION NETWORK	1,805,068			1,805,068							
0021 MAJOR STREET	6,801,850						6,801,850				
0022 LOCAL STREET	1,726,877						1,726,877				
0023 COURT FACILITIES	225,000							225,000			
0024 OPEN SPACE & PARKLAND PRESERVATION	2,305,023				2,305,023						
0025 BANDEMER PROPERTY	4,258				4,258						
0026 CONSTRUCTION CODE FUND	2,512,228				2,512,228						
0027 DRUG ENFORCEMENT	146,000							146,000			
0028 FEDERAL EQUITABLE SHARING	151,000							151,000			
0033 DDA PARKING MAINTENANCE	2,026,350										2,026,350
0034 PARKS MEMORIALS & CONTRIBUTIONS	39,776				39,776						
0035 GENERAL DEBT SERVICE	9,027,018					1,000				9,026,018	
0036 METRO EXPANSION	347,993						347,993				
0038 ANN ARBOR ASSISTANCE	8,000				8,000						
0042 WATER SUPPLY SYSTEM	23,892,574						23,892,574				
0043 SEWAGE DISPOSAL SYSTEM	22,769,671						22,769,671				
0046 MARKET	179,035				179,035						
0047 GOLF ENTERPRISE	1,590,714				1,590,714						
0048 AIRPORT	849,595						849,595				
0049 PROJECT MANAGEMENT	4,247,060						4,247,060				
0052 VEBA TRUST	2,110,818										2,110,818
0053 POLICE AND FIRE RELIEF	10,000							10,000			
0054 CEMETERY PERPETUAL CARE	1,200						1,200				
0055 ELIZABETH R DEAN TRUST	79,817						79,817				
0056 ART IN PUBLIC PLACES	333,549				12,660		320,889				
0057 RISK FUND	27,819,736					27,819,736					
0058 WHEELER CENTER	515,391						515,391				
0059 EMPLOYEES RETIREMENT SYSTEM	44,432,212										44,432,212
0060 GENERAL DEBT /SPECIAL ASSESSMENTS	182,893					19,000				163,893	
0061 ALTERNATIVE TRANSPORTATION	448,265						448,265				
0062 STREET REPAIR MILLAGE	16,298,302						16,298,302				
0063 DDA PARKING SYSTEM	18,108,214										18,108,214
0064 MICHIGAN JUSTICE TRAINING	71,000							71,000			
0069 STORMWATER SEWER SYSTEM	5,999,435						5,999,435				

**FY 2013 All Funds Revenue Analysis by Service Area**

	<b>Total Revenues</b>	<b>Mayor &amp; Council</b>	<b>City Attorney</b>	<b>City Administrator</b>	<b>Community Services</b>	<b>Financial Services</b>	<b>Public Services</b>	<b>Safety Services</b>	<b>15th District Court</b>	<b>Non-departmental</b>	<b>Other</b>
0070 AFFORDABLE HOUSING	46,641				46,641						
0071 PARK MAINTENANCE & CAPITAL IMPROVEMENTS	5,482,430				1,672,203		3,810,227				
0072 SOLID WASTE FUND	13,909,549						13,909,549				
<b>0073 LOCAL FORFEITURE</b>	<b>300</b>							<b>300</b>			
0082 STORMWATER BOND	3,345,000						3,345,000				
0083 SENIOR CENTER ENDOWMENT	37,500				37,500						
0088 SEWER BOND	75,645,000						75,645,000				
0089 WATER BOND	7,174,000						7,174,000				
<b>00CP GENERAL CAPITAL FUND</b>	<b>264,472</b>						<b>264,472</b>				
00MG MAJOR GRANT PROGRAMS FUND	43,309						43,309				
	<b>\$ 404,900,312</b>		<b>\$150,000</b>	<b>\$1,981,968</b>	<b>\$12,424,621</b>	<b>\$89,525,773</b>	<b>\$198,284,018</b>	<b>\$4,665,052</b>	<b>\$2,443,978</b>	<b>\$21,671,832</b>	<b>\$73,753,070</b>



## **Resolution to Approve Fiscal Year 2013 Fee Adjustments for Public Services Area – Project Management, Field Operations, Fleet and Facilities, Customer Service, and Systems Planning**

Mayor and Council, attached for your consideration and approval is the resolution approving fee adjustments for Public Services Area-Service Units for the 2013 fiscal year. The anticipated increase in revenue resulting from the fee adjustments is crucial to balancing expenditures and revenues in the proposed fiscal year 2013 budget.

Each year in conjunction with the preparation of the budget, Service Area/Service Units are requested to review license and fee revenues to determine if the cost of the services rendered are covered by the charges. When determining these costs, Service Units take into account increases or decreases in expenses such as: labor, material and supplies, equipment, and overhead cost. The increases are generally in the range of 1% to 5% and are intended as inflationary adjustments. In some cases where fees are proposed to be higher than the nominal, explanations are provided to give a rationale for the increase. Decreases are in the range of 5-40% and vary more widely due to efficiency improvements and equipment pricing fluctuations. The majority of the fluctuation is located in the Customer Service Fee Schedule and is as a result of equipment pricing fluctuations due to new industry standards.

The Public Services Area is recommending approval of increases for activities in the Service Units in order to recover fully burdened costs for ancillary services provided to the customers. These fully burdened costs were based upon estimated time spent providing the service, vehicle expenses, IT costs, materials & supplies, and the municipal service charge.

The following Service Units have requested fee adjustments:

- Project Management
  - Right-of-Way
- Field Operations
  - Solid Waste
  - Traffic sign & signals
- Fleet and Facilities
  - Hangar Rental Rates
- Customer Service Center Unit
  - Meter operations and maintenance
- Systems Planning
  - Grading Inspection Fees

Service Units have provided supplemental information for the recommendations attached to the fee resolution. Staff requests your approval of the proposed fee adjustments.

Prepared by: Marti Praschan, Financial Manager  
Reviewed by: Craig Hupy, Interim Public Services Administrator  
Approved by: Steven D. Powers, City Administrator

RESOLUTION TO APPROVE FISCAL YEAR 2013 FEE ADJUSTMENTS  
FOR PUBLIC SERVICES AREA-  
PROJECT MANAGEMENT,  
FIELD OPERATIONS, FLEET AND FACILITIES,  
CUSTOMER SERVICE, AND SYSTEMS PLANNING

Whereas, All Service Areas of the city government review their fees each year as part of the budget process;

Whereas, The Public Services Area Service Units have reviewed all of their fees as part of the FY 2013 budget submittal;

Whereas, Fees in several areas were found not recovering fully burdened costs to provide these services; and

Whereas, Various fees have been newly created to reimburse costs for services provided;

RESOLVED, The fees in the Public Services Service Units be adjusted according to the attached schedules;

RESOLVED, That the attached fee schedules become effective July 1, 2012; and

RESOLVED, That City Council authorizes the City Administrator to take necessary administrative actions to implement this resolution.

Submitted by: Public Services  
Date: May 21, 2012

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## Project Management Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>Right-of-Way Permit and Inspection Fees:</b>							
Annual R.O.W. Permit	\$1,000	\$1,000	\$1,000 each	0%	\$5,000	07/01/12	07/01/08
Explanation: Alignment of fee with service unit providing the service.							

## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>Refuse Cart Collection:</b>							
Upgrade 1 <sup>st</sup> cart to 96 gallons (Residential)	\$39/cart/yr	\$38/cart/yr	\$39/cart/yr	2.5%	\$69,849	07/01/12	07/01/10
Additional carts beyond 1 cart/unit (Residential 1Xwk collection)	\$132/cart/yr	\$110/cart/yr	\$113/cart/yr	3.0%	\$109,045	07/01/12	07/01/11
Business refuse cart collection (1X/wk)	\$180/cart/yr	NEW	\$180/cart/yr	NEW	\$18,900	01/01/13	NEW
Business refuse cart collection (3X/wk)	\$45/cart/month	\$46/cart/month	\$46/cart/month	2.0%	\$62,376	07/01/12	07/01/11
Business refuse cart collection (5X/wk)	\$77/cart/month	NEW	\$77/cart/month	NEW	\$5,544	07/01/12	NEW
Solid Waste cleanup fee	\$200 (up to 2 hours)	NEW	\$200 (up to 2 hours)	NEW	\$1,000	07/01/12	NEW
Solid Waste Franchise Fee (Exempt Non-Franchise Dumpsters)*	\$12	NEW	\$12/dumpster/yr	NEW	\$480	07/01/12	NEW
Explanation: Increases are associated with full cost recovery for services rendered *Fee for non-franchise dumpsters serviced by private haulers within Ann Arbor city limits.							

## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
*Customer Service Fee (all shared and roll-off customers)	\$12/quarter	NEW	\$12/quarter	NEW	\$2,352	07/01/12	NEW
2 CY Dumpster 1 Lift/Wk	\$68/month	\$66/month	\$68/month	2.5%	\$36,720	07/01/12	07/01/11
2 CY Dumpster 2Lifts/Wk	\$127/month	\$124/month	\$127/month	2.5%	\$28,956	07/01/12	07/01/11
2 CY Dumpster 3 Lifts/Wk	\$188/month	\$183/month	\$188/month	2.5%	\$11,280	07/01/12	07/01/11
2 CY Dumpster 4Lifts/Wk	\$249/month	\$243/month	\$249/month	2.5%	\$0	07/01/12	07/01/11
2 CY Dumpster 5Lifts/Wk	\$310/month	\$302/month	\$310/month	2.5%	\$0	07/01/12	07/01/11
2 CY Dumpster 6Lifts/Wk	\$372/month	\$363/month	\$372/month	2.5%	\$0	07/01/12	07/01/11
2 CY Dumpsters 7 Lifts/Wk**	\$467/month	NEW	\$467/MONTH	NEW	\$0	07/01/12	NEW
Total 2CY Dumpster Revenue:					\$79,308		
Explanation: Increases associated with Commercial Franchise contract increases/ *Propose to bill \$12/quarter Customer Service fee separately. **Sunday service only available if sufficient number of customers registers for service.							

## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
4 CY Dumpster 1 Lift/Wk	\$81/month	\$79/month	\$81/month	2.5%	\$104,976	07/01/12	07/01/11
4 CY Dumpster 2Lifts/Wk	\$155/month	\$151/month	\$155/month	2.5%	\$27,900	07/01/12	07/01/11
4 CY Dumpster 3 Lifts/Wk	\$226/month	\$220/month	\$226/month	2.5%	\$75,936	07/01/12	07/01/11
4 CY Dumpster 4Lifts/Wk	\$299/month	\$292/month	\$299/month	2.5%	\$3,588	07/01/12	07/01/11
4 CY Dumpster 5Lifts/Wk	\$373/month	\$364/month	\$373/month	2.5%	\$13,428	07/01/12	07/01/11
4 CY Dumpster 6Lifts/Wk	\$446/month	\$435/month	\$446/month	2.5%	\$21,408	07/01/12	07/01/11
4 CY Dumpster 7Lifts/Wk*	\$541/month	NEW	\$541/month	2.5%	\$0	07/01/12	07/01/11
Total 4CY Dumpster Revenue:					\$247,236		

Explanation: Increases associated with Commercial Franchise contract increases.

\*Sunday service available if sufficient number of customers registers for service.



## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
6 CY Dumpster 1 Lift/Wk	\$96/month	\$94/month	\$96/month	2.5%	\$419,328	07/01/12	07/01/11
6 CY Dumpster 2Lifts/Wk	\$181/month	\$177/month	\$181/month	2.5%	\$175,932	07/01/12	07/01/11
6 CY Dumpster 3 Lifts/Wk	\$265/month	\$259/month	\$265/month	2.5%	\$57,240	07/01/12	07/01/11
6 CY Dumpster 4Lifts/Wk	\$350/month	\$341/month	\$350/month	2.5%	\$21,000	07/01/12	07/01/11
6 CY Dumpster 5Lifts/Wk	\$435/month	\$424/month	\$435/month	2.5%	\$26,100	07/01/12	07/01/11
6 CY Dumpster 6Lifts/Wk	\$521/month	\$508/month	\$521/month	2.5%	\$37,512	07/01/12	07/01/11
6 CY Dumpster 7Lifts/Wk*	\$616/month	NEW	\$616/month	2.5%	\$0	07/01/12	07/01/11
Total 6CY Dumpster Revenue:					\$737,112		
Explanation: Increases associated with Commercial Franchise contract increases. * Sunday service available if sufficient number of customers registers for service.							

## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
8 CY Dumpster 1 Lift/Wk	\$110/month	\$107/month	\$110/month	2.5%	\$92,400	07/01/12	07/01/11
8 CY Dumpster 2Lifts/Wk	\$208/month	\$203/month	\$208/month	2.5%	\$114,816	07/01/12	07/01/11
8 CY Dumpster 3 Lifts/Wk	\$304/month	\$297/month	\$304/month	2.5%	\$72,960	07/01/12	07/01/11
8 CY Dumpster 4Lifts/Wk	\$400/month	\$390/month	\$400/month	2.5%	\$33,600	07/01/12	07/01/11
8 CY Dumpster 5Lifts/Wk	\$497/month	\$485/month	\$497/month	2.5%	\$23,856	07/01/12	07/01/11
8 CY Dumpster 6Lifts/Wk	\$595/month	\$580/month	\$595/month	2.5%	\$57,120	07/01/12	07/01/11
8 CY Dumpster 7Lifts/Wk*	\$705/month	NEW	\$705/month	NEW	\$0	07/01/12	NEW
Extra dumpster rental**	\$20.73/month	NEW	\$21/month	NEW	\$756	07/01/12	NEW
Total 8CY Dumpster Revenue					\$395,508		
Explanation: Increases associated with Commercial Franchise contract increases. * Sunday service available if sufficient number of customers registers for service. **Up-charge on spare dumpster							

## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
2 CY Vert-I-Pack 1 Lift/Wk	\$225/month	NEW	\$225/month	NEW	\$5,400	07/01/12	NEW
2 CY Vert-I-Pack 2Lifts/Wk	\$383/month	NEW	\$383/month	NEW	\$0	07/01/12	NEW
2 CY Vert-I-Pack 3 Lifts/Wk	\$540/month	NEW	\$540/month	NEW	\$0	07/01/12	NEW
2 CY Vert-I-Pack 4Lifts/Wk	\$675/month	NEW	\$675/month	NEW	\$0	07/01/12	NEW
2 CY Vert-I-Pack 5Lifts/Wk	\$833/month	NEW	\$833/month	NEW	\$0	07/01/12	NEW
2 CY Vert-I-Pack 6Lifts/Wk	\$990/month	NEW	\$990/month	NEW	\$0	07/01/12	NEW
2 CY Vert-I-Pack 7Lifts/Wk*	\$1,200/month	NEW	\$1,200/month	NEW	\$0	07/01/12	NEW
Total 2 CY Vert-I Pack Dumpster Revenue					\$5,400		

Explanation: Commercial Franchise contract pricing.

\*Sunday service only available if sufficient number of customers register for service

## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
4 CY Vert-I-Pack 1 Lift/Wk	\$264/month	NEW	\$264/month	NEW	\$3,168	07/01/12	
4 CY Vert-I-Pack 2Lifts/Wk	\$449/month	NEW	\$449/month	NEW	\$0	07/01/12	
4 CY Vert-I-Pack 3 Lifts/Wk	\$634/month	NEW	\$634/month	NEW	\$0	07/01/12	
4 CY Vert-I-Pack 4Lifts/Wk	\$792/month	NEW	\$792/month	NEW	\$0	07/01/12	
4 CY Vert-I-Pack 5Lifts/Wk	\$977/month	NEW	\$977/month	NEW	\$0	07/01/12	
4 CY Vert-I-Pack 6Lifts/Wk	\$1162/month	NEW	\$1162/month	NEW	\$0	07/01/12	
4 CY Vert-I-Pack 7Lifts/Wk*	\$1372/month	NEW	\$1372/month	NEW	\$0	07/01/12	
Total 4 CY Vert-I Pack Dumpster Revenue					\$3,168		
Explanation: Commercial Franchise contract pricing. *Sunday service only available if sufficient number of customers register for service							

## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
6 CY Vert-I-Pack 1 Lift/Wk	\$308/month	\$300/month	\$308/month	2.5%	\$3,696	07/01/12	07/01/11
6 CY Vert-I-Pack 2Lifts/Wk	\$511/month	\$499/month	\$511/month	2.5%	\$0	07/01/12	07/01/11
6 CY Vert-I-Pack 3 Lifts/Wk	\$705/month	\$688/month	\$705/month	2.5%	\$16,920	07/01/12	07/01/11
6 CY Vert-I-Pack 4Lifts/Wk	\$909/month	\$887/month	\$909/month	2.5%	\$0	07/01/12	07/01/11
6 CY Vert-I-Pack 5Lifts/Wk	\$1,109/month	\$1,082/month	\$1,109/month	2.5%	\$26,616	07/01/12	07/01/11
6 CY Vert-I-Pack 6Lifts/Wk	\$1,311/month	\$1,279/month	\$1,311/month	2.5%	\$47,196	07/01/12	07/01/11
6 CY Vert-I-Pack 7Lifts/Wk*	\$1,521/month	NEW	\$1,521/month	NEW	\$0	07/01/12	NEW
Vert-I pack dumpster rental	\$25.91/month	NEW	\$26/month	NEW	\$312	07/01/12	NEW
Total 6CY Vert-I-Pack Revenue:					\$94,740		
Explanation: Increases associated with Commercial Franchise contract increases. *Sunday service only available if sufficient number of customers register for service							

## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
8 CY Vert-I-Pack 1 Lift/Wk	\$371/month	\$362/month	\$371/month	2.5%	\$8,904	07/01/12	07/01/11
8 CY Vert-I-Pack 2Lifts/Wk	\$608/month	\$593/month	\$608/month	2.5%	\$43,776	07/01/12	07/01/11
8 CY Vert-I-Pack 3 Lifts/Wk	\$851/month	\$810/month	\$830/month	2.5%	\$30,636	07/01/12	07/01/11
8 CY Vert-I-Pack 4Lifts/Wk	\$1,091/month	\$1,038/month	\$1,064/month	2.5%	\$13,092	07/01/12	07/01/11
8 CY Vert-I-Pack 5Lifts/Wk	\$1,331/month	\$1,267/month	\$1,299/month	2.5%	\$0	07/01/12	07/01/11
8 CY Vert-I-Pack 6Lifts/Wk	\$1,576/month	\$1,500/month	\$1,538/month	2.5%	\$18,812	07/01/12	07/01/11
8 CY Vert-I-Pack 7Lifts/Wk*	\$1,826/month	NEW	\$1,826/month	NEW	\$0	07/01/12	07/01/11
Total 8CY Vert-I-Pack Revenue:					\$115,220		
Explanation: Increases associated with Commercial Franchise contract increases. *Sunday service only available if sufficient number of customers register for service							

## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>Commercial Roll-Off Service:</b>							
10 CY Roll-Off	\$281/lift	\$274/lift	\$281/lift	2.5%	\$0	07/01/12	07/01/11
20 CY Roll-Off	\$316/lift	\$308/lift	\$316/lift	2.5%	\$0	07/01/12	07/01/11
30 CY Roll-Off	\$367/lift	\$358/lift	\$367/lift	2.5%	\$28,626	07/01/12	07/01/11
40 CY Roll-Off	\$410/lift	\$400/lift	\$410/lift	2.5%	\$8,610	07/01/12	07/01/11
30 CY Compactor	\$477/lift	\$504/lift	\$477/lift	-5.3%	\$0	07/01/12	07/01/11
30-35 CY Flat Compactor	\$477/lift	\$473/lift	\$477/lift	.85%	\$70,664	07/01/12	07/01/11
40-42 CY Flat Compactor	\$534/lift	\$504/lift	\$534/lift	6.0%	\$29,456	07/01/12	07/01/11
42 CY Compactor Rental	\$350/month	NEW	\$350/month	NEW	\$4,440	07/01/12	NEW
Dumpster Removal & Delivery Fee*	\$100	\$79	\$100	26%	\$5,200	07/01/12	07/01/11

Explanation: Increase associated with Commercial Franchise contract increases.

\*Increases are associated with full cost recovery for services rendered.

## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>Special Event Dumpster Service:</b>							
One to Five 6 CY Dumpsters	\$83	\$81	\$83	2.5%	\$0	07/01/12	07/01/11
Six or More 6 CY Dumpsters	\$58	\$57	\$58	2.5%	\$0	07/01/12	07/01/11
*Sunday Collection Service	\$76/Lift	\$74/Lift	\$76/Lift	2.5%	\$0	07/01/12	07/01/11
Monday – Saturday Collection Service	\$15.50/Lift	\$15/Lift	\$15.50/Lift	3.3%	\$0	07/01/12	07/01/11
Explanation: *Minimum of 15 containers, Maximum of 50 containers Increases are associated with full cost recovery for services rendered.							



## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>Commercial Dumpster Service Receiving City Subsidy:</b>							
*4 CY Dumpster	\$81/Month	\$52/month	**	**	**	07/01/12	07/01/11
*6 CY Dumpster	\$96/Month	\$78/month	**	**	**	07/01/12	07/01/11
*8 CY Dumpster	\$110/Month	\$104/month	**	**	**	07/01/12	07/01/11
Explanation: *Elimination of subsidy on commercial dumpsters that previously received city service. **Reference CY Dumpster Fee Schedule based on size and number of lifts requested.							

## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
Temporary Permission to Reserve Parking Lane for < 72 Hours for Work Related Purposes	\$210	\$105	\$115	10%	\$6,900	07/01/12	07/01/11
Temporary Permission to Reserve Parking Lane for Work-Related Purposes Permit for 72 hours or more, or multiple addresses	\$420	\$325	\$350	7.7%	\$8,750	07/01/12	07/01/11
Traffic Sign Inventory Request	\$48 per ½ hr	\$42 per ½ hr	\$48 per ½ hr	14%	\$480	07/01/12	07/01/11
Traffic Signal Timing/Phasing Request	\$53 per ½ hr	\$50 per ½ hr	\$ 53 per ½ hr	6%	\$1,060	07/01/12	07/01/11
Street Lighting Inspections – Pole Plan Review	\$106	\$74	\$80	8%	\$9,600	07/01/11	07/01/12
Street Lighting Inspections- Pole Inspections	\$296	\$215	\$225	5%	\$3,375	07/01/11	07/01/12
Explanation: Increases are associated with full cost recovery for services rendered.							

## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>Road Section Closures/Barricading:</b>							
1-2 Road Section Closures/Barricading without Pedestrian Barricades	\$601	\$596	\$600	.67%	\$1,200	07/01/11	07/01/12
3-4 Road Section Closures/Barricading without Pedestrian Barricades	\$601	\$596	\$600	.67%	\$0	07/01/11	07/01/12
5-6 Road Section Closures/Barricading without Pedestrian Barricades	\$1,202	\$1,191	\$1,200	.75%	\$2,400	07/01/11	07/01/12
7-8 Road Section Closures/Barricading without Pedestrian Barricades	\$1,202	\$1,191	\$1,200	.75%	\$1,200	07/01/11	07/01/12
9-10 Road Section Closures/Barricading without Pedestrian Barricades	\$1,805	\$1,787	\$1,805	1.0%	\$0	07/01/11	07/01/12
Explanation: Increases are associated with full cost recovery for services rendered.							

## Field Operations Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>Road Section Closures/Barricading:</b>							
1-2 Road Section Closures/Barricading with Pedestrian Barricades	\$701	\$695	\$700	.72%	\$3,500	07/01/12	07/01/11
3-4 Road Section Closures/Barricading with Pedestrian Barricades	\$1,403	\$1,390	\$1,403	.94%	\$1,403	07/01/12	07/01/11
5-6 Road Section Closures/Barricading with Pedestrian Barricades	\$2,104	\$2,085	\$2,105	.96%	\$2,105	07/01/12	07/01/11
7-8 Road Section Closures/Barricading with Pedestrian Barricades	\$2,806	\$2,780	\$2,806	.94%	\$0	07/01/12	07/01/11
9-10 Road Section Closures/Barricading with Pedestrian Barricades	\$3,507	\$3,475	\$3,507	.92%	\$0	07/01/12	07/01/11
Explanation: Increases are associated with full cost recovery for services rendered.							

## Fleet & Facility Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>Airport Hangars:</b>							
Internationals & Row C	\$230/mo.	\$224/mo.	\$230/mo.	3%	\$1,440	07/01/12	07/01/07
Rows A & B	\$252/mo.	\$245/mo.	\$252/mo.	3%	\$1,680	07/01/12	07/01/07
Rows D, K, L, M, N, O	\$268/mo.	\$260/mo.	\$268/mo.	3%	\$7,680	07/01/12	07/01/07
Row E	\$375/mo.	\$410/mo.	\$375/mo.	-8.5%	-\$4,200	07/01/12	07/01/07
Rows P & Q	\$311/mo.	\$302/mo.	\$311/mo.	3%	\$2,160	07/01/12	07/01/07
<b>Airport Hangar End Rooms:</b>							
Rows A & B	\$44/mo.	\$42/mo.	\$44/mo.	5%	\$96	07/01/12	07/01/07
Rows D, K, L, M, N, O	\$49/mo.	\$47/mo.	\$49/mo.	5%	\$192	07/01/12	07/01/07
Row C	\$60/mo.	\$57/mo.	\$60/mo.	5%	\$72	07/01/12	07/01/07
Row E	\$218/mo.	\$208/mo.	\$218/mo.	5%	\$120	07/01/12	07/01/07
Rows P & Q	\$104/mo.	\$99/mo.	\$104/mo.	5%	\$180	07/01/12	07/01/07
Explanation: Fees are determined/set as a result of a completed Market Analysis of other local airport hangar fees.							

## Customer Service Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
Hourly Charge for Serviceperson (Business Hours)	\$93	\$88	\$93	6%	\$744	07/01/12	07/01/11
Hourly After Hours Callout (2 Hour Min.)	\$126	\$120	\$125	4%	\$0	07/01/12	07/01/11
Frozen Meter – After Hours (Install Fee Only; Meter Separate)	\$227	\$215	\$227	5.6%	\$0	07/01/12	07/01/11
Turn On/Off-Working Hours	\$55	\$50	\$55	10%	\$25,795	07/01/12	07/01/10
Turn On/Off After Hours (Continuous Duty/No Call Out)*	\$40	\$55	\$40	-27%	\$225	07/01/12	07/01/10
Turn On/Off After Hours (Call Out Required – 2 Hour Min.)	\$126	\$120	\$125	4.1%	\$7,750	07/01/12	07/01/10
Winterization On-Off when Contractor has Pulled Meter*	\$54	\$63	\$55	-12.7%	\$0	07/01/12	07/01/11
Inspection/Real Estate Requests for On-Off (Multiple Requests)	\$88	\$85	\$88	3.5%	\$90	07/01/12	07/01/11
Install Hand Hold Box	\$1,393	\$1,370	\$1,393	1.7%	\$0	07/01/12	07/01/11
*Replace Damaged Pulse MTU or at Customer Request**	\$190	\$240	\$190	-20.8%	\$1,365	07/01/12	07/01/11
Explanation: Increases are associated with full cost recovery for services rendered. *Decrease attributable to achieved labor efficiencies. **Decrease attributable to decreased equipment costs.							

## Customer Service Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
Replace Damaged Encoder MTU or at Customer Request**	\$190	\$240	\$190	-20.8%	\$0	07/01/12	07/01/11
Replace Damaged Ext Range Pulse MTU or at Customer Request **	\$218	\$265	\$218	-17%	\$0	07/01/12	07/01/11
Replace Damaged Ext Range Encoder MTU or at Customer Request**	\$218	\$265	\$218	-17%	\$0	07/01/12	07/01/11
Replace Damaged Mag Meter Head	\$1,129	\$1,124	\$1,135	1%	\$3,405	07/01/12	07/0/11
Suspected MTU Tampering Site Visit	\$54	\$52	\$54	3.8%	\$0	07/01/12	07/01/11
Install Small Ball Valve Bypass Lockout	\$243	\$240	\$243	1.3%	\$0	07/01/12	07/01/10
Hydrant Meter Installation	\$186	\$175	\$185	5.7%	\$6,290	07/01/12	07/01/09
Collections – Customer Pays Serviceperson	\$41	\$35	\$40	14%	\$6,031	07/01/12	07/01/11
Repeats for No-Shows on Scheduled Work Orders	\$51	\$40	\$45	12.5%	\$675	07/01/12	07/01/11
Explanation: Increases are associated with full cost recovery for services rendered. **Decrease attributable to decreased equipment costs							

## Customer Service Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
Tag for NSF	\$42	\$40	\$42	5%	\$798	07/01/12	07/01/08
Replace #2 (small) meter horn when contractor loses first*	\$96	\$75	\$95	26.7%	\$665	07/01/12	07/01/08
Replace #4 (large) meter horn when contractor loses first*	\$149	\$115	\$145	26%	\$290	07/01/12	07/01/10
Consumer Deposit Administration	\$22	\$21	\$22	4.8%	\$88	07/01/12	07/01/09
Backflow Prevention Inspection (Commercial Only)	\$107	\$105	\$107	1.9%	\$4,815	07/01/12	07/01/11
Install ¾" PRV at Customer Request (psi within acceptable range)	\$460	NEW	\$460	NEW	\$0	07/01/12	NEW
Install 1" PRV at Customer Request (psi within acceptable range)	\$60	NEW	\$60	NEW	\$0	07/01/12	NEW
Explanation: Increases are associated with full cost recovery for services rendered. *Increase attributable to equipment cost increases.							



## Customer Service Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
Install 1.25" PRV at Customer Request (psi within acceptable range)	\$1,227	NEW	\$1,227	NEW	\$0	07/01/12	NEW
Install 1.5" PRV at Customer Request (psi within acceptable range)	\$1,370	NEW	\$1,370	NEW	\$0	07/01/12	NEW
Install 2" PRV at Customer Request (psi with acceptable range)	\$1,907	NEW	\$1,910	NEW	\$0	07/01/12	NEW
New PD Meter Sets – ¾" short Pulse- Includes small horn	\$471	\$375	\$450	20%	\$15,300	07/01/12	07/01/10
New PD Meter Sets – ¾" x ¾" Pulse- Includes large horn	\$525	\$415	\$500	20%	\$500	07/01/12	07/01/10
New PD Meter Sets – 1" Pulse – includes large horn	\$588	\$460	\$570	24%	\$5,700	07/01/12	07/01/10
New PD Meter Sets – 1.5" Pulse – includes flanges	\$810	\$625	\$810	30%	\$5,670	07/01/12	07/01/10
Explanation: Increase attributable to equipment cost increases.							

## Customer Service Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
New PD Meter Sets – 2” Pulse – includes flanges	\$990	\$730	\$990	35%	\$3,960	07/01/12	07/01/10
Up charge for Extended Range Pulse or Encoder MTU*	\$30	\$50	\$30	-40%	\$0	07/01/12	07/01/09
New PD Meter Sets – ¾” short Encoder Includes small horn	\$491	NEW	\$490	NEW	\$15,300	07/01/12	NEW
New PD Meter Sets – ¾” X ¾” Encoder Includes large horn	\$545	NEW	\$545	NEW	\$0	07/01/12	NEW
New PD Meter Sets 1” Encoder – includes large horn	\$608	NEW	\$608	NEW	\$0	07/01/12	NEW
New PD Meter Sets 1.5” Encoder – includes flanges	\$830	NEW	\$830	NEW	\$0	07/01/12	NEW
New PD Meter Sets 2” Encoder – includes flanges	\$1,009	NEW	\$1,009	NEW	\$0	07/01/12	NEW
Explanation: Increase attributable to equipment cost increases. *Decrease attributable to decreased equipment costs							

## Customer Service Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
New MAG Sets – 5/8" closed coupled; sngl port MTU; AC power*	\$3,135	\$3,590	\$3,135	-12.7%	\$0	07/01/12	07/01/10
New MAG Sets – 3/4" closed coupled; sngl port MTU; AC power*	\$3,135	\$3,590	\$3,135	-12.7%	\$0	07/01/12	07/01/10
New MAG Sets – 1" closed coupled; sngl port MTU; AC power*	\$3,135	\$3,632	\$3,135	-13.7%	\$0	07/01/12	07/01/10
New MAG Sets – 1.5" closed coupled; sngl port MTU; AC power*	\$3,367	\$3,395	\$3,365	-.9%	\$0	07/01/12	07/01/10
New MAG Sets – 2" closed coupled; sngl port MTU; AC power	\$3,509	\$1,884	\$3,500	85%	\$0	07/01/12	07/01/10
New MAG Sets – 3" closed coupled; sngl port MTU; AC power	\$3,580	\$1,870	\$3,580	91%	\$0	07/01/12	07/01/10
New MAG Sets – 4" closed coupled; sngl port MTU; AC power	\$4,205	\$2,495	\$4,205	68%	\$0	07/01/12	07/01/10
New MAG Sets – 6" closed coupled; sngl port MTU; AC power	\$4,489	\$4,197	\$4,489	7%	\$0	07/01/12	07/01/10
New MAG Sets – 8" closed coupled; sngl port MTU; AC power*	\$5,471	\$7,460	\$5,471	-26%	\$0	07/01/12	07/01/10
Explanation: Increases attributable to equipment cost increases. *Decreases attributable to decreased equipment costs.							

## Customer Service Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
PD Meter Only Change outs – ¾” short – No MTU/horn	\$235	\$148	\$234	58%	\$3,400	07/01/12	07/01/10
PD Meter Only Change outs – ¾” x ¾” Pulse – No MTU/horn	\$235	\$148	\$234	58%	\$2,800	07/01/12	07/01/10
PD Meter Only Change outs – 1” Pulse – No MTU/horn	\$298	\$190	\$298	56%	\$550	07/01/12	07/01/10
PD Meter Only Change outs – 1.5”Pulse – No MTU/flange	\$611	\$420	\$611	45%	\$0	07/01/12	07/01/10
PD Meter Only Change outs – 2” Pulse – No MTU/flange	\$754	\$520	\$754	45%	\$0	07/01/12	07/01/10
PD Meter Only Change outs – ¾” short Encoder – No MTU/horn	\$255	NEW	\$255	NEW	\$0	07/01/12	NEW
PD Meter Only Change outs – ¾” X ¾” Encoder – No MTU/horn	\$255	NEW	\$255	NEW	\$0	07/01/12	NEW
Explanation: Increases attributable to equipment cost increases.							

## Customer Service Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
PD Meter Only Change outs – 1” Encoder – No MTU/horn	\$318	NEW	\$318	NEW	\$0	07/01/12	NEW
PD Meter Only Change outs – 1.5” Encoder – No MTU/horn	\$632	NEW	\$632	NEW	\$0	07/01/12	NEW
PD Meter Only Change outs – 2” Encoder – No MTU/horn	\$774	NEW	\$774	NEW	\$0	07/01/12	NEW
Mag Mtr Change out – 5/8” closed coupled; no MTU; cust request	\$2,957	\$3,590	\$2,957	NEW	\$0	07/01/12	NEW
Mag Mtr Change out – 3/4” closed coupled; no MTU; cust request	\$2,957	\$3,590	\$2,957	NEW	\$0	07/01/12	NEW
Mag Mtr Change out – 1” closed coupled; no MTU; cust request	\$2,957	\$3,632	\$2,957	NEW	\$0	07/01/12	NEW
Mag Mtr Change out – 1.5” closed coupled; no MTU; cust request	\$3,189	\$3,395	\$3,189	NEW	\$0	07/01/12	NEW
Mag Mtr Change out – 2” closed coupled; no MTU; cust request	\$3,548	\$2,143	\$3,548	NEW	\$0	07/01/12	NEW
Explanation: Fees are associated with full cost recovery for services rendered.							

## Customer Service Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
Mag Mtr Change out – 3” closed coupled; no MTU; cust request	\$3,619	\$2,131	\$3,619	NEW	\$0	07/01/12	NEW
Mag Mtr Change out – 4” closed coupled; no MTU; cust request	\$4,052	\$2,590	\$4,052	NEW	\$0	07/01/12	NEW
Mag Mtr Change out – 6” closed coupled; no MTU; cust request	\$4,335	\$4,290	\$4,335	NEW	\$0	07/01/12	NEW
Mag Mtr Change out – 8” closed coupled; no MTU; cust request	\$5,318	\$7,550	\$4,335	NEW	\$0	07/01/12	NEW
Replacement Battery for Mag Meter – Excessive Wear or Use	\$94.96	NEW	\$94	NEW	\$0	07/01/11	NEW
Explanation: Fees are associated with full cost recovery for services rendered.							

## System Planning Unit Proposed Fees 2013 Budget

ACTIVITY	Cost per Unit	Current Fee	Proposed Fee	Percent Increase	Total Revenue Impact	Proposed Eff. Date	Last Fee Increase
<b>SOIL EROSION &amp; SEDIMENTATION CONTROL</b>							
Residential Grading Permit (includes plan review, one site evaluation inspection, one pre-footing inspection and one final inspection)	\$214	\$70	\$80	14%	\$32,109	07/01/12	07/01/11
Additional Residential Inspection Fee	\$97	\$35	\$40	14%	\$4,865	07/01/12	07/01/11
Non-Residential Grading Permit Site Compliance Fee (Final Inspection) Per acre or fraction thereof *	\$324	\$165	\$200	21%	\$1,946	07/01/12	07/01/11
Compliance Response Fee (including Site Visit and Notice)	\$214	\$165	\$200	21%	\$32,109	07/01/12	07/01/11
Explanation: Increases are associated with full cost recovery for services rendered. Program will require an ongoing subsidy. *Existing fee is a flat fee and are not on a "per acreage" basis							

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**FY 2013 All Funds Expenditure Analysis by Service Area**

	Total Expenditures	Mayor & Council	City Attorney	City Administrator	Community Services	Financial Services	Public Services	Safety Services	15th District Court	Non-departmental	Other
0001 DDA/HOUSING FUND	802,000										802,000
0002 ENERGY PROJECTS	202,286						202,286				
0003 DOWNTOWN DEVELOPMENT AUTHORITY	4,614,727										4,614,727
0009 SMART ZONE LOCAL DEVELOPMENT FINANCING AUTHORITY	1,658,749										1,658,749
0010 GENERAL	78,869,750	375,710	1,884,968	2,850,801	7,804,966	3,353,179	6,558,527	38,464,588	3,992,372	13,584,639	
0011 CENTRAL STORES	1,572,902						1,572,902				
0012 FLEET SERVICES	7,244,905						7,244,905				
0014 INFORMATION TECHNOLOGY	6,597,508					6,597,508					
0016 COMMUNITY TELEVISION NETWORK	1,805,068			1,805,068							
0021 MAJOR STREET	6,801,850						6,801,850				
0022 LOCAL STREET	1,726,877						1,726,877				
0023 COURT FACILITIES	225,000								225,000		
0024 OPEN SPACE & PARKLAND PRESERVATION	2,305,023				2,305,023						
0025 BANDEMER PROPERTY	4,258					4,258					
0026 CONSTRUCTION CODE FUND	2,371,572				2,371,572						
0027 DRUG ENFORCEMENT	146,000							146,000			
0028 FEDERAL EQUITABLE SHARING	151,000							151,000			
0033 DDA PARKING MAINTENANCE	2,026,350										2,026,350
0034 PARKS MEMORIALS & CONTRIBUTIONS	34,298				34,298						
0035 GENERAL DEBT SERVICE	9,027,018									9,027,018	
0036 METRO EXPANSION	347,993						347,993				
0038 ANN ARBOR ASSISTANCE	8,000				8,000						
0042 WATER SUPPLY SYSTEM	20,031,646						20,031,646				
0043 SEWAGE DISPOSAL SYSTEM	19,423,975						19,423,975				
0046 MARKET	179,035				179,035						
0047 GOLF ENTERPRISE	1,590,714				1,590,714						
0048 AIRPORT	795,594						795,594				
0049 PROJECT MANAGEMENT	4,247,060						4,247,060				
0052 VEBA TRUST	423,158										423,158
0053 POLICE AND FIRE RELIEF											
0054 CEMETERY PERPETUAL CARE											
0055 ELIZABETH R DEAN TRUST	79,817						79,817				
0056 ART IN PUBLIC PLACES	320,837				11,647		309,190				
0057 RISK FUND	27,819,736			24,737,409		2,924,916	157,411				
0058 WHEELER CENTER	515,391						515,391				
0059 EMPLOYEES RETIREMENT SYSTEM	32,758,275										32,758,275
0060 GENERAL DEBT/SPECIAL ASSESSMENTS	182,893									182,893	
0061 ALTERNATIVE TRANSPORTATION	448,265				18,701		429,564				
0062 STREET REPAIR MILLAGE	16,298,302						16,298,302				
0063 DDA PARKING SYSTEM	17,158,615										17,158,615
0064 MICHIGAN JUSTICE TRAINING	70,000							70,000			

**FY 2013 All Funds Expenditure Analysis by Service Area**

	<b>Total Expenditures</b>	<b>Mayor &amp; Council</b>	<b>City Attorney</b>	<b>City Administrator</b>	<b>Community Services</b>	<b>Financial Services</b>	<b>Public Services</b>	<b>Safety Services</b>	<b>15th District Court</b>	<b>Non-departmental</b>	<b>Other</b>
0069 STORMWATER SEWER SYSTEM	5,940,877						5,940,877				
0070 AFFORDABLE HOUSING	46,641				46,641						
0071 PARK MAINTENANCE & CAPITAL IMPROVEMENTS	5,461,220				1,650,993		3,810,227				
0072 SOLID WASTE FUND	13,592,309						13,592,309				
<b>0073 LOCAL FORFEITURE</b>	<b>300</b>							<b>300</b>			
0082 STORMWATER BOND	3,345,000						3,345,000				
0083 SENIOR CENTER ENDOWMENT	37,500				37,500						
0088 SEWER BOND	75,645,000						75,645,000				
0089 WATER BOND	7,174,000						7,174,000				
<b>00CP GENERAL CAPITAL FUND</b>											
00MG MAJOR GRANT PROGRAMS FUND	43,309						43,309				
	<b>\$382,172,603</b>	<b>\$375,710</b>	<b>\$1,884,968</b>	<b>\$29,393,278</b>	<b>\$16,063,348</b>	<b>\$12,875,603</b>	<b>\$196,294,012</b>	<b>\$38,831,888</b>	<b>\$4,217,372</b>	<b>\$22,794,550</b>	<b>\$59,441,874</b>

## FTE Count by Service Area/Unit

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
MAYOR & CITY COUNCIL	0.75	0.75	0.75	0.75	0.75
Total Mayor & City Council	0.75	0.75	0.75	0.75	0.75
CITY ATTORNEY	14.00	14.00	13.00	12.60	12.20
Total City Attorney	14.00	14.00	13.00	12.60	12.20
CITY ADMINISTRATOR	2.50	2.50	2.50	2.50	2.50
HUMAN RESOURCES	12.50	11.50	11.50	11.00	11.75
CLERK SERVICES	5.13	5.50	5.42	5.42	5.50
COMMUNICATIONS OFFICE	11.50	11.50	11.50	11.50	11.50
Total City Administrator Service Area	31.63	31.00	30.92	30.42	31.25
COMMUNITY SERVICES ADMINISTRATION		1.00	0.17		
PLANNING & DEVELOPMENT	34.58	33.99	27.98	22.44	21.59
PLANNING				7.05	7.00
NON-DEPARTMENTAL - A2D2			0.40		
OFFICE OF COMMUNITY DEVELOPMENT	5.89	4.18	4.17	3.89	2.79
PARKS & RECREATION	21.78	19.54	19.92	20.25	20.17
Total Community Services Area	62.25	58.71	52.64	53.63	51.55
ACCOUNTING	8.10	7.60	7.10	6.90	6.75
ASSESSOR	8.00	8.00	8.00	8.00	8.00
FINANCIAL & BUDGET PLANNING	4.50	4.50	3.50	3.50	3.50
INFORMATION TECHNOLOGY	22.75	22.62	22.94	20.45	23.45
RISK MANAGEMENT	0.65	0.75	0.80	0.80	0.80
PROCUREMENT	1.15	1.15	1.15	1.10	1.00
TREASURY	5.35	4.75	4.70	4.70	4.70
Total Financial Services Area	50.50	49.37	48.19	45.45	48.20
CAPITAL PROJECTS	13.26	17.17	16.00	17.89	17.64
CUSTOMER SERVICE CENTER	13.75	13.00	12.35	12.10	11.60
FIELD OPERATIONS	132.30	135.18	128.60	125.96	123.96
FLEET & FACILITIES	26.15	23.93	23.67	21.05	21.20
PROJECT MANAGEMENT	17.69	15.31	15.26	12.85	12.85
PUBLIC SERVICES ADMINISTRATION	12.00	11.00	10.00	9.35	9.35
SYSTEMS PLANNING	13.40	13.64	13.69	13.65	14.65
WASTEWATER TREATMENT	35.48	34.98	34.85	35.05	35.17
WATER TREATMENT	26.22	26.12	26.00	25.51	25.63
Total Public Services Area	290.25	290.33	280.42	273.41	272.05
FIRE	94.00	94.00	89.00	82.00	82.00
POLICE	209.00	182.00	177.00	164.00	146.00
Total Safety Services Area	303.00	276.00	266.00	246.00	228.00
FIFTEENTH DISTRICT COURT	41.00	39.00	37.00	36.00	33.00
Total Fifteenth District Court	41.00	39.00	37.00	36.00	33.00
RETIREMENT SYSTEM	3.75	3.75	3.75	3.75	3.75
Total Retirement System	3.75	3.75	3.75	3.75	3.75
DOWNTOWN DEVELOPMENT AUTHORITY	3.00	3.00	3.00	4.00	4.00
Total Downtown Development Authority	3.00	3.00	3.00	4.00	4.00
Grand Total of City FTEs	800.13	765.91	735.67	706.01	684.75

Note: The City's FTEs peaked in FY 2001 at 1,005

**General Fund  
Expenditures by Agency - Category**

<b>Agency - Category</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
<b>Mayor &amp; Council</b>	<b>339,129</b>	<b>348,469</b>	<b>362,496</b>	<b>360,596</b>	<b>375,710</b>
<b>010 Mayor</b>	<b>339,129</b>	<b>348,469</b>	<b>362,496</b>	<b>360,596</b>	<b>375,710</b>
Personnel Services	238,595	237,996	34,210	235,766	34,210
Personnel Services-Other	(396)	(571)	201,556	-	219,502
Payroll Fringes	34,034	33,669	40,907	40,907	29,091
Other Services	483	(379)	2,500	1,000	9,000
Materials & Supplies	405	737	900	500	900
Other Charges	66,007	77,016	82,423	82,423	83,007
<b>City Attorney</b>	<b>2,040,668</b>	<b>1,758,335</b>	<b>1,864,303</b>	<b>1,795,232</b>	<b>1,884,968</b>
<b>014 Attorney</b>	<b>2,040,668</b>	<b>1,758,335</b>	<b>1,864,303</b>	<b>1,795,232</b>	<b>1,884,968</b>
Personnel Services	1,049,419	949,593	993,048	950,000	998,837
Personnel Services-Other	86,260	43,905	-	10,340	-
Payroll Fringes	488,062	455,769	511,715	476,361	595,175
Employee Allowances	-	-	9,864	6,000	11,772
Other Services	130,807	35,554	21,000	27,920	21,000
Materials & Supplies	33,370	39,279	30,723	30,587	24,520
Other Charges	252,750	234,235	292,453	294,024	233,007
Capital Outlay	-	-	5,500	-	657
<b>City Administrator Service Area</b>	<b>2,552,729</b>	<b>2,783,670</b>	<b>2,728,371</b>	<b>2,785,310</b>	<b>2,850,801</b>
<b>011 City Administrator</b>	<b>514,548</b>	<b>540,325</b>	<b>536,037</b>	<b>536,037</b>	<b>477,240</b>
Personnel Services	261,529	229,568	250,404	218,783	250,850
Personnel Services-Other	33	59,470	-	31,621	-
Payroll Fringes	102,190	103,195	124,274	124,274	98,697
Employee Allowances	-	-	6,432	6,432	3,084
Other Services	72,811	66,001	77,000	77,000	63,500
Materials & Supplies	1,302	1,052	1,500	1,500	1,000
Other Charges	76,683	81,038	76,427	76,427	60,109

**General Fund  
Expenditures by Agency - Category**

<b>Agency - Category</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
<b>012 Human Resources</b>	<b>1,287,046</b>	<b>1,285,549</b>	<b>1,295,999</b>	<b>1,352,938</b>	<b>1,345,748</b>
Personnel Services	680,256	679,082	642,096	652,220	662,873
Personnel Services-Other	7,152	12,920	6,656	32,223	7,844
Payroll Fringes	315,788	332,670	345,036	366,284	427,597
Employee Allowances	-	-	1,352	1,352	4,056
Other Services	48,898	42,157	49,856	49,856	58,056
Materials & Supplies	18,336	8,014	19,998	19,998	24,500
Other Charges	216,617	210,706	231,005	231,005	160,822
<b>015 City Clerk</b>	<b>751,136</b>	<b>957,796</b>	<b>896,335</b>	<b>896,335</b>	<b>1,027,813</b>
Personnel Services	314,093	308,518	301,623	301,623	323,165
Personnel Services-Other	13,693	218,496	119,293	119,293	237,608
Payroll Fringes	157,317	185,395	200,282	200,282	239,940
Employee Allowances	-	-	-	-	1,320
Other Services	94,259	65,982	80,824	80,824	76,381
Materials & Supplies	19,542	14,837	21,500	21,500	24,000
Other Charges	152,232	164,568	172,813	172,813	125,399
<b>Community Services Area</b>	<b>8,436,200</b>	<b>8,033,734</b>	<b>8,084,882</b>	<b>7,990,447</b>	<b>7,804,966</b>
<b>002 Community Development</b>	<b>2,244,805</b>	<b>2,014,708</b>	<b>2,038,654</b>	<b>1,944,219</b>	<b>1,785,341</b>
Personnel Services	202,633	254,852	241,439	193,683	181,607
Personnel Services-Other	25,309	9,881	-	-	-
Payroll Fringes	129,515	144,126	148,679	129,050	128,509
Employee Allowances	-	-	2,765	2,492	2,765
Other Services	393,083	154,869	217,389	215,612	157,505
Materials & Supplies	90	-	-	-	-
Other Charges	178,356	162,936	158,753	158,753	117,225
CDBG Recipients	1,315,819	1,288,044	1,269,629	1,244,629	1,197,730

**General Fund  
Expenditures by Agency - Category**

<b>Agency - Category</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
<b>033 Building</b>	<b>2,041,537</b>	<b>1,799,454</b>	<b>1,536,513</b>	<b>1,536,513</b>	<b>1,433,737</b>
Personnel Services	743,632	636,676	596,776	596,776	535,108
Personnel Services-Other	91,424	92,649	10,000	10,000	10,000
Payroll Fringes	341,668	358,740	353,291	353,291	369,671
Employee Allowances	-	-	4,636	4,636	2,480
Other Services	316,856	60,039	130,104	130,104	133,542
Materials & Supplies	16,413	35,573	17,400	17,400	18,000
Other Charges	414,882	515,782	324,306	324,306	264,936
Pass Throughs	116,662	99,996	100,000	100,000	100,000
<b>050 Planning</b>	<b>661,761</b>	<b>667,338</b>	<b>919,413</b>	<b>919,413</b>	<b>948,556</b>
Personnel Services	418,515	420,306	438,284	438,284	442,029
Personnel Services-Other	1,949	16,021	7,100	7,100	7,100
Payroll Fringes	200,085	214,302	253,249	253,249	300,733
Employee Allowances	-	-	1,304	1,304	1,254
Other Services	36,180	10,669	30,450	30,450	46,930
Materials & Supplies	1,088	3,118	4,250	4,250	4,250
Other Charges	3,943	2,921	184,776	184,776	146,260
<b>060 Parks &amp; Recreation</b>	<b>3,488,097</b>	<b>3,552,234</b>	<b>3,590,302</b>	<b>3,590,302</b>	<b>3,637,332</b>
Personnel Services	775,509	793,060	807,905	807,905	807,236
Personnel Services-Other	722,855	743,129	719,438	719,438	798,091
Payroll Fringes	456,959	502,439	541,839	541,839	572,774
Employee Allowances	-	-	11,767	11,767	11,313
Other Services	811,393	856,432	831,450	831,450	843,033
Materials & Supplies	169,204	209,604	165,843	165,843	189,490
Other Charges	522,554	414,789	505,860	505,860	409,195
Pass Throughs	3,624	-	-	-	-
Capital Outlay	22,109	24,998	-	-	-
Vehicle Operating Costs	3,889	7,784	6,200	6,200	6,200

**General Fund  
Expenditures by Agency - Category**

<b>Agency - Category</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
<b>Financial &amp; Administrative Services Area</b>	<b>3,896,309</b>	<b>3,575,973</b>	<b>3,422,768</b>	<b>3,315,732</b>	<b>3,353,179</b>
<b>018 Finance</b>	<b>3,896,309</b>	<b>3,575,973</b>	<b>3,422,768</b>	<b>3,315,732</b>	<b>3,353,179</b>
Personnel Services	1,707,775	1,599,487	1,656,311	1,521,442	1,610,031
Personnel Services-Other	19,224	141,801	29,798	63,417	6,998
Payroll Fringes	822,689	812,344	895,220	862,720	1,053,070
Employee Allowances	-	-	19,476	19,476	19,476
Other Services	432,769	157,434	115,065	139,178	118,627
Materials & Supplies	185,226	147,615	47,258	49,704	48,008
Other Charges	728,626	717,292	659,640	659,795	496,969
<b>Public Services Area</b>	<b>6,979,200</b>	<b>7,567,852</b>	<b>7,039,471</b>	<b>7,019,873</b>	<b>6,558,527</b>
<b>029 Environmental Coordination Ser</b>	<b>113,013</b>	<b>112,836</b>	<b>110,349</b>	<b>90,651</b>	<b>105,773</b>
Personnel Services	35,646	28,851	31,972	20,000	31,964
Personnel Services-Other	5,598	19,607	14,238	14,238	14,622
Payroll Fringes	17,222	17,035	19,617	14,950	22,996
Employee Allowances	-	-	659	400	131
Other Services	8,013	8,668	2,900	400	1,400
Materials & Supplies	107	1,255	450	550	250
Other Charges	46,428	37,420	40,513	40,113	34,410
<b>040 Public Services</b>	<b>7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Other Services	7	-	-	-	-

**General Fund  
Expenditures by Agency - Category**

<b>Agency - Category</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
<b>061 Field Operations</b>	<b>4,971,202</b>	<b>4,795,247</b>	<b>4,128,390</b>	<b>4,128,390</b>	<b>4,190,801</b>
Personnel Services	784,093	589,692	494,036	494,036	411,550
Personnel Services-Other	97,658	118,054	32,585	32,585	30,907
Payroll Fringes	477,283	421,968	328,335	328,335	324,374
Employee Allowances	-	-	1,163	1,163	2,526
Other Services	2,238,602	2,457,081	2,020,297	2,020,136	2,439,852
Materials & Supplies	133,480	89,951	70,743	70,904	51,146
Other Charges	694,975	751,286	839,330	839,330	587,515
Pass Throughs	358,384	351,669	333,901	333,901	335,431
Capital Outlay	162,949	-	-	-	5,500
Vehicle Operating Costs	23,779	15,546	8,000	8,000	2,000
<b>070 Public Services Administration</b>	<b>330,883</b>	<b>446,359</b>	<b>296,811</b>	<b>296,911</b>	<b>104,490</b>
Personnel Services	4,301	-	-	-	-
Payroll Fringes	200	-	-	-	-
Other Services	19,338	132,607	3,055	3,055	-
Other Charges	307,044	313,752	293,756	293,856	104,490
<b>074 Utilities-Water Treatment</b>	<b>248,716</b>	<b>510,325</b>	<b>537,639</b>	<b>537,639</b>	<b>179,312</b>
Personnel Services	41,456	87,523	38,792	38,792	39,105
Personnel Services-Other	4,387	2,660	4,273	4,273	4,338
Payroll Fringes	30,416	36,748	23,058	23,058	27,968
Employee Allowances	-	-	132	132	132
Other Services	77,384	93,005	55,790	55,790	57,395
Materials & Supplies	43,709	29,212	18,750	18,750	18,750
Other Charges	21,852	21,996	30,594	30,594	31,624
Pass Throughs	-	210,000	366,250	366,250	-
Capital Outlay	29,511	29,181	-	-	-



**General Fund  
Expenditures by Agency - Category**

<b>Agency - Category</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
<b>078 Customer Service</b>	<b>201,397</b>	<b>257,649</b>	<b>265,206</b>	<b>265,206</b>	<b>249,305</b>
Personnel Services	125,978	137,651	131,531	131,531	109,538
Personnel Services-Other	-	-	-	-	-
Payroll Fringes	74,593	85,872	94,343	94,343	101,377
Other Services	-	250	-	-	-
Materials & Supplies	-	-	732	732	57
Other Charges	576	33,876	38,600	38,600	38,333
Vehicle Operating Costs	250	-	-	-	-
<b>091 Fleet &amp; Facility Services</b>	<b>1,113,982</b>	<b>1,445,435</b>	<b>1,701,076</b>	<b>1,701,076</b>	<b>1,728,846</b>
Personnel Services	271,850	253,608	297,154	297,154	307,422
Personnel Services-Other	21,050	27,986	9,950	9,950	11,075
Payroll Fringes	159,982	166,998	197,345	197,345	239,414
Employee Allowances	-	-	6,514	6,514	7,414
Other Services	491,126	638,341	816,488	816,488	839,095
Materials & Supplies	51,886	54,565	43,000	43,000	50,180
Other Charges	103,536	108,822	136,855	136,855	95,063
Pass Throughs	14,552	12,792	13,770	13,770	14,183
Capital Outlay	-	182,324	180,000	180,000	165,000
<b>Safety Services</b>	<b>38,537,466</b>	<b>39,554,210</b>	<b>38,973,916</b>	<b>38,737,935</b>	<b>38,464,588</b>
<b>031 Police</b>	<b>24,761,356</b>	<b>25,715,057</b>	<b>25,592,784</b>	<b>25,386,772</b>	<b>24,551,485</b>
Personnel Services	12,111,490	12,170,278	11,666,418	10,765,828	10,386,113
Personnel Services-Other	1,424,987	1,544,325	1,072,821	1,756,549	1,211,836
Payroll Fringes	6,105,079	6,637,469	7,001,685	6,781,289	7,461,840
Employee Allowances	200,750	200,004	225,020	225,020	211,016
Other Services	1,269,650	1,097,202	1,403,812	1,670,574	2,134,120
Materials & Supplies	135,283	114,769	134,977	102,567	84,202
Other Charges	3,470,101	3,924,523	4,063,051	4,061,454	3,037,358
Vehicle Operating Costs	44,017	26,486	25,000	23,491	25,000

**General Fund  
Expenditures by Agency - Category**

<b>Agency - Category</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
<b>032 Fire</b>	<b>13,776,110</b>	<b>13,839,153</b>	<b>13,381,132</b>	<b>13,351,163</b>	<b>13,913,103</b>
Personnel Services	6,557,434	6,158,586	5,858,884	5,858,884	6,081,782
Personnel Services-Other	761,012	967,312	395,703	488,505	627,510
Payroll Fringes	3,193,104	3,374,430	3,506,570	3,469,578	4,395,327
Employee Allowances	172,290	168,508	191,244	190,871	149,758
Other Services	847,087	937,317	996,495	903,606	995,559
Materials & Supplies	159,082	136,731	146,879	145,701	146,279
Other Charges	2,048,003	2,090,073	2,205,957	2,205,495	1,439,353
Pass Throughs	18,829	60	600	600	600
Capital Outlay	15,849	5,982	78,380	87,130	76,515
Vehicle Operating Costs	3,419	155	420	793	420
<b>District Court</b>	<b>4,093,516</b>	<b>3,925,064</b>	<b>3,799,926</b>	<b>3,799,926</b>	<b>3,992,372</b>
<b>021 District Court</b>	<b>4,093,516</b>	<b>3,925,064</b>	<b>3,799,926</b>	<b>3,799,926</b>	<b>3,992,372</b>
Personnel Services	1,722,868	1,618,829	1,691,490	1,691,490	1,664,943
Personnel Services-Other	25,524	52,129	23,704	23,704	47,000
Payroll Fringes	852,300	839,119	973,731	973,731	1,251,334
Employee Allowances	-	-	6,588	6,588	5,316
Other Services	770,229	620,030	386,765	386,765	432,146
Materials & Supplies	54,951	200,262	51,000	51,000	51,000
Other Charges	563,395	594,695	666,648	666,648	540,633
Pass Throughs	104,250	-	-	-	-

**General Fund  
Expenditures by Agency - Category**

<b>Agency - Category</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
<b>Other</b>	<b>12,285,549</b>	<b>13,390,819</b>	<b>13,297,892</b>	<b>12,903,414</b>	<b>13,584,639</b>
<b>019 Non-Departmental</b>	<b>12,285,549</b>	<b>13,390,819</b>	<b>13,297,892</b>	<b>12,903,414</b>	<b>13,584,639</b>
Personnel Services	11,648	26,439	-	-	-
Personnel Services-Other	22,122	95	613,326	613,326	782,231
Payroll Fringes	513,770	14,670	-	-	-
Other Services	423,980	611,514	163,234	163,233	192,291
Materials & Supplies	108	35,507	117,000	117,000	114,075
Other Charges	744,370	981,994	1,570,717	1,241,241	1,617,346
Pass Throughs	10,569,551	10,478,182	10,833,615	10,768,614	10,878,696
Capital Outlay	-	1,242,418	-	-	-
<b>Grand Total</b>	<b>\$ 79,160,767</b>	<b>\$ 80,938,126</b>	<b>\$ 79,574,025</b>	<b>\$ 78,708,465</b>	<b>\$ 78,869,750</b>

**General Fund  
Expenditures by Agency - Activity**

<b>Agency - Activity</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
<b>Mayor &amp; Council</b>	<b>339,129</b>	<b>348,469</b>	<b>362,496</b>	<b>360,596</b>	<b>375,710</b>
<b>010 Mayor</b>	<b>339,129</b>	<b>348,469</b>	<b>362,496</b>	<b>360,596</b>	<b>375,710</b>
1000 Administration	316	375	-	-	-
1010 Mayor & Council	338,099	347,974	362,357	360,457	375,564
1031 Travel: Mayor - Hieftje	450	-	-	-	-
1100 Fringe Benefits	264	120	139	139	146
<b>City Attorney</b>	<b>2,040,668</b>	<b>1,758,335</b>	<b>1,864,303</b>	<b>1,795,232</b>	<b>1,884,968</b>
<b>014 Attorney</b>	<b>2,040,668</b>	<b>1,758,335</b>	<b>1,864,303</b>	<b>1,795,232</b>	<b>1,884,968</b>
1000 Administration	1,956,032	1,670,687	1,731,081	1,662,010	1,811,261
1100 Fringe Benefits	84,636	87,648	133,222	133,222	73,707
<b>City Administrator Service Area</b>	<b>2,552,729</b>	<b>2,783,670</b>	<b>2,728,371</b>	<b>2,785,310</b>	<b>2,850,801</b>
<b>011 City Administrator</b>	<b>514,548</b>	<b>540,325</b>	<b>536,037</b>	<b>536,037</b>	<b>477,240</b>
1000 Administration	514,548	540,325	536,037	536,037	477,240
<b>012 Human Resources</b>	<b>1,287,046</b>	<b>1,285,549</b>	<b>1,295,999</b>	<b>1,352,938</b>	<b>1,345,748</b>
1000 Administration	1,189,281	1,178,560	1,239,060	1,239,060	1,234,275
1217 Union Business	97,764	106,990	56,939	113,878	111,473
<b>015 City Clerk</b>	<b>751,136</b>	<b>957,796</b>	<b>896,335</b>	<b>896,335</b>	<b>1,027,813</b>
1000 Administration	750,580	955,381	896,335	896,335	1,027,813
1522 Elections-Special	555	2,415	-	-	-
<b>Community Services Area</b>	<b>8,436,200</b>	<b>8,033,734</b>	<b>8,084,882</b>	<b>7,990,447</b>	<b>7,804,966</b>
<b>002 Community Development</b>	<b>2,244,805</b>	<b>2,014,708</b>	<b>2,038,654</b>	<b>1,944,219</b>	<b>1,785,341</b>
1000 Administration	332,940	282,933	323,819	289,040	206,505
1001 Service Area Overhead/Admin	137,572	128,105	99,034	69,740	88,490
1950 Special Projects	53,437	54,481	70,001	70,001	-
2034 Housing Commission Support	-	60,000	60,000	60,000	60,000
2280 Rehab Service Delivery	127,111	201,144	216,171	210,809	232,616
2300 Integrated Funding	217,921	-	-	-	-
2310 Human Serv/Homeless Prevnt	1,375,825	1,288,044	1,269,629	1,244,629	1,197,730
<b>033 Building</b>	<b>2,041,537</b>	<b>1,799,454</b>	<b>1,536,513</b>	<b>1,536,513</b>	<b>1,433,737</b>
1000 Administration	472,982	302,096	212,105	212,105	209,707

**General Fund  
Expenditures by Agency - Activity**

<b>Agency - Activity</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
1001 Service Area Overhead/Admin	264,147	189,508	252,917	252,917	196,008
1100 Fringe Benefits	166,140	218,352	165,638	165,638	105,792
2034 Housing Commission Support	187,348	94,620	-	-	-
3310 Nuisance Properties	46,947	-	-	-	-
3340 Housing Bureau	873,270	936,139	890,610	890,610	905,701
3361 Master Plan Update	1,884	24,742	-	-	-
3362 Corridor Design Standards	-	13,706	-	-	-
3363 Zoning Code Revision	-	7,515	-	-	-
3370 Building - Appeals	28,820	12,776	15,243	15,243	16,529
<b>050 Planning</b>	<b>661,761</b>	<b>667,338</b>	<b>919,413</b>	<b>919,413</b>	<b>948,556</b>
3320 Historic Preservation	52,919	65,657	65,050	65,050	70,423
3360 Planning	597,958	601,680	853,663	854,363	878,133
3370 Building - Appeals	-	-	700	-	-
3380 Plan Review	10,884	-	-	-	-
<b>060 Parks &amp; Recreation</b>	<b>3,488,097</b>	<b>3,552,234</b>	<b>3,590,302</b>	<b>3,590,302</b>	<b>3,637,332</b>
1000 Administration	543,840	541,819	384,475	384,475	452,655
1001 Service Area Overhead/Admin	190,247	210,133	245,422	245,422	193,942
1100 Fringe Benefits	213,588	208,848	280,302	280,302	188,288
1646 Farmer's Market	-	-	-	-	-
6100 Facility Rentals	310,809	316,692	337,369	337,369	358,362
6121 Leslie Science Center	29,213	-	-	-	-
6190 Cobblestone Farm	250	-	-	-	-
6231 Buhr Pool	218,017	228,352	233,468	233,468	242,122
6232 Buhr Rink	106,151	158,280	171,401	171,401	178,829
6234 Veteran's Pool	223,954	283,505	233,776	233,776	240,976
6235 Veteran's Ice Arena	495,871	453,415	485,645	485,645	504,775
6236 Fuller Pool	229,908	220,497	252,658	252,658	210,045
6237 Mack Pool	202,593	202,230	204,635	204,635	259,618
6238 Veteran's Fitness Center	1,903	3,687	4,605	4,605	2,828
6242 Argo Livery	194,555	205,773	218,935	218,935	224,021

**General Fund  
Expenditures by Agency - Activity**

<b>Agency - Activity</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
6244 Gallup Livery	172,366	187,662	224,050	224,050	259,633
6315 Senior Center Operations	200,853	213,600	197,930	197,930	205,254
6403 Community Outreach Services	153,978	117,741	115,631	115,631	115,984
<b>Financial &amp; Administrative Services Area</b>	<b>3,896,309</b>	<b>3,575,973</b>	<b>3,422,768</b>	<b>3,315,732</b>	<b>3,353,179</b>
<b>018 Finance</b>	<b>3,896,309</b>	<b>3,575,973</b>	<b>3,422,768</b>	<b>3,315,732</b>	<b>3,353,179</b>
1000 Administration	645,336	537,040	581,871	564,413	620,364
1100 Fringe Benefits	418,464	411,240	412,206	412,206	249,560
1371 Purchasing	499,724	289,132	119,391	91,771	122,954
1372 Revolving Supply	20	42	-	-	-
1820 Accounting	804,275	775,401	798,089	784,842	770,270
1830 Assessing	928,781	954,709	923,567	873,699	975,512
1850 Treasury/Violations Bureau	417,258	432,405	390,725	390,957	408,642
1860 Parking Referees	182,451	176,004	196,919	197,844	205,877
<b>Public Services Area</b>	<b>6,979,200</b>	<b>7,567,852</b>	<b>7,039,471</b>	<b>7,019,873</b>	<b>6,558,527</b>
<b>029 Environmental Coordination Ser</b>	<b>113,013</b>	<b>112,836</b>	<b>110,349</b>	<b>90,651</b>	<b>105,773</b>
1000 Administration	113,013	112,836	110,349	90,651	105,773
<b>040 Public Services</b>	<b>7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
1000 Administration	7	-	-	-	-
<b>061 Field Operations</b>	<b>4,971,202</b>	<b>4,795,247</b>	<b>4,128,390</b>	<b>4,128,390</b>	<b>4,190,801</b>
1000 Administration	867,300	850,451	873,197	873,197	623,189
1130 Fairview Cementery	28,109	26,319	34,835	34,835	35,198
4100 DDA Street Lighting	29,068	65,036	59,884	59,884	61,431
4101 Street Lighting	1,598,170	1,593,912	1,503,898	1,503,898	1,873,071
4103 Loading Zone Maintenance	6,956	-	-	-	-
4120 Parking Meters	41,616	14,893	161	-	-
4146 Football/Special Events	2,028	13,480	6,640	6,640	6,092
4149 Major Traffic Signs	11,100	13,708	1,000	1,000	-
6209 Parks - Mowing	915,785	585,944	919,466	919,466	880,616
6210 Operations	205,276	221,545	184,910	184,910	180,360
6222 Snow & Ice Control	225,315	247,937	194,887	194,887	186,203

**General Fund  
Expenditures by Agency - Activity**

<b>Agency - Activity</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
6225 Graffiti/Private Property	1,205	264	4,771	4,771	5,069
6301 Mowing - Non Parks	51,020	38,420	-	-	-
6307 Field Investigations	16,913	7,043	-	-	-
6309 General Care - Parks/Forestry	3,079	14,648	-	-	-
6317 Post Plant Care	2,496	907	-	-	-
6320 Trimming	203,850	217,748	-	-	-
6324 Storm Damage	60,146	110,503	-	-	-
6325 Stump Removal	44,253	9,217	-	-	-
6327 Tree Planting	48,792	51,320	-	-	-
6328 ROW Maintenance	4,163	30,335	10,059	10,059	10,231
6329 Tree Removals	292,888	380,509	-	-	-
6335 Athletic Fields/Game Courts	14,927	4,531	15,751	15,751	15,751
6340 Adopt-A-Park/Garden	-	-	21,710	21,871	15,939
7061 South Industrial Site	1,029	-	-	-	-
9500 Debt Service	295,718	296,577	297,221	297,221	297,651
<b>070 Public Services Administration</b>	<b>330,883</b>	<b>446,359</b>	<b>296,811</b>	<b>296,911</b>	<b>104,490</b>
1000 Administration	19,338	132,607	3,055	3,055	-
1100 Fringe Benefits	311,545	313,752	293,756	293,856	104,490
<b>074 Utilities-Water Treatment</b>	<b>248,716</b>	<b>510,325</b>	<b>537,639</b>	<b>537,639</b>	<b>179,312</b>
1000 Administration	29,713	32,324	36,701	36,701	38,506
7048 City Services	59	-	-	-	-
7091 Maintenance - Hydropower	218,944	478,001	500,938	500,938	140,806
<b>078 Customer Service</b>	<b>201,397</b>	<b>257,649</b>	<b>265,206</b>	<b>265,206</b>	<b>249,305</b>
1000 Administration	-	-	-	-	-
7011 Call Center	201,397	257,649	265,206	265,206	249,305
<b>091 Fleet &amp; Facility Services</b>	<b>1,113,982</b>	<b>1,445,435</b>	<b>1,701,076</b>	<b>1,701,076</b>	<b>1,728,846</b>
1000 Administration	204,175	208,320	248,106	248,106	235,310
1381 Municipal Center	785,464	1,030,179	1,412,473	1,412,473	1,451,855
1383 Community Dental Center	8,825	7,869	7,500	7,500	7,600
1385 City Center Building	62,675	57,152	-	-	-

**General Fund  
Expenditures by Agency - Activity**

<b>Agency - Activity</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
1950 Special Projects	-	43,635	-	-	-
3231 Fire Station #1	42,980	94,141	32,997	32,997	34,081
7048 City Services	9,864	4,139	-	-	-
<b>Safety Services</b>	<b>38,537,466</b>	<b>39,554,210</b>	<b>38,973,916</b>	<b>38,737,935</b>	<b>38,464,588</b>
<b>031 Police</b>	<b>24,761,356</b>	<b>25,715,057</b>	<b>25,592,784</b>	<b>25,386,772</b>	<b>24,551,485</b>
1000 Administration	829,760	751,932	810,435	-	837,305
1100 Fringe Benefits	2,273,100	2,633,628	2,718,418	2,718,418	1,696,946
1221 Recruiting & Hiring	127,234	133,344	128,476	-	134,824
3111 Professional Standards	134,895	138,287	151,284	-	156,761
3114 AATA	96,281	139,070	120,147	-	253,596
3115 DEA Officer	129,145	133,512	164,835	-	174,224
3120 Grants Coordination	-	150	-	-	-
3121 Adminstrative Services	268,405	284,361	300,573	-	310,452
3122 Budget & Payroll	84,744	85,867	93,038	-	3,700
3123 Communications	2,231,653	2,345,346	2,287,750	204,655	968,403
3124 Data Processing	60,284	-	-	-	-
3125 Management Info Syst	1,181,238	1,280,628	1,325,933	-	1,322,112
3126 Property	217,968	230,380	236,776	-	253,080
3127 Records	256,444	328,193	265,907	-	293,904
3128 Alarm Enforcement	70,939	23,378	-	-	-
3130 Charity Golf Outing	7,831	17,735	-	-	-
3131 Adopt-A-Family	29,597	1,375	-	-	-
3135 Hostage Negotiations	2,053	1,779	1,000	-	1,000
3141 Crime Prevention	282	1,540	-	-	-
3142 School Liaison	414,568	406,607	438,699	-	465,698
3143 Crime Strategy	7,787	5,281	-	-	-
3144 District Detectives	2,466,783	2,925,841	3,001,719	-	2,764,525
3145 Special Victims Unit	353,443	49,379	-	-	-
3146 Firearms	15,037	32,251	47,900	-	39,900
3147 L.A.W.N.E.T.	242,005	247,562	142,010	-	150,836



**General Fund  
Expenditures by Agency - Activity**

<b>Agency - Activity</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
3148 Special Investigations Unit	178,306	9,809	-	-	-
3149 Special Tactics	17,196	16,986	43,627	-	38,603
3150 Patrol	10,219,894	10,984,166	10,897,303	22,451,132	12,066,827
3151 Downtown Patrol	24,614	-	-	-	-
3152 Special Services	1,188,703	999,633	755,552	-	787,789
3154 Dedicated Neighborhood Patrol	197,815	92,541	-	-	-
3155 Community Affairs	41,574	1,007	-	-	-
3156 Crossing Guards	113,708	112,014	112,068	-	112,068
3157 Fingerprinting	58	23	-	-	-
3158 Mountain Bikes	468	716	-	-	-
3159 K-9	264,560	281,424	312,380	-	327,817
3160 Motorcycle Unit	242	2,594	14,612	-	14,847
3162 Community Standards	864,278	961,827	1,092,811	12,567	1,223,607
3172 Animal Control	96	92	-	-	-
3235 Emergency Management	148,370	54,798	129,531	-	152,661
<b>032 Fire</b>	<b>13,776,110</b>	<b>13,839,153</b>	<b>13,381,132</b>	<b>13,351,163</b>	<b>13,913,103</b>
1000 Administration	1,041,412	940,812	994,586	327,880	1,362,822
1100 Fringe Benefits	1,728,612	1,788,036	1,874,677	1,874,677	1,106,261
3221 Fire Inspections	267,231	272,032	248,911	-	398,773
3230 Fire Operations	945,978	619,194	937,589	-	1,093,721
3231 Fire Station #1	5,274,813	5,680,028	4,912,966	11,148,606	4,803,239
3233 Fire Station #3	818,528	753,316	703,736	-	1,433,592
3234 Fire Station #4	1,035,898	1,061,235	1,050,551	-	1,032,018
3236 Fire Station #6	1,176,140	1,175,390	1,179,073	-	1,229,143
3237 Fire Station #5	1,182,880	1,204,505	1,318,853	-	1,283,750
3240 Repairs & Maintenance	138,043	299,171	123,485	-	133,079
3250 Fire Training	166,576	45,434	36,705	-	36,705
<b>District Court</b>	<b>4,093,516</b>	<b>3,925,064</b>	<b>3,799,926</b>	<b>3,799,926</b>	<b>3,992,372</b>
<b>021 District Court</b>	<b>4,093,516</b>	<b>3,925,064</b>	<b>3,799,926</b>	<b>3,799,926</b>	<b>3,992,372</b>
1000 Administration	1,335,533	1,391,027	1,084,813	1,084,813	1,068,660

**General Fund  
Expenditures by Agency - Activity**

<b>Agency - Activity</b>	<b>Actual FY2010</b>	<b>Actual FY2011</b>	<b>Budget FY2012</b>	<b>Forecasted FY2012</b>	<b>Request FY2013</b>
5120 Judicial & Direct Support	1,045,636	1,009,525	1,141,432	1,141,432	1,177,065
5140 Case Processing	1,072,625	987,123	1,034,767	1,034,767	1,037,961
5160 Probation/Post Judgmt Sup	639,722	537,389	538,914	538,914	708,686
<b>Other</b>	<b>12,285,549</b>	<b>13,390,819</b>	<b>13,297,892</b>	<b>12,903,414</b>	<b>13,584,639</b>
<b>019 Non-Departmental</b>	<b>12,285,549</b>	<b>13,390,819</b>	<b>13,297,892</b>	<b>12,903,414</b>	<b>13,584,639</b>
1000 Administration	1,109,258	1,028,470	1,794,229	1,407,146	2,305,112
1023 Community Events	46,781	47,133	49,000	49,000	49,000
1047 Hospitality Committee	4,196	150	1,000	1,000	1,000
1120 Administrator Discretion Fund	39,603	102,159	-	-	-
1810 Tax Refunds	249,459	582,393	507,395	500,000	500,000
1920 City Wide Memberships	128,745	124,972	127,135	127,135	127,135
1959 Pension Contribution	-	-	196,932	196,932	-
2034 Housing Commission Support	24	-	154,000	154,000	154,000
2070 Hous/Human Serv Conting	210,132	128,904	121,780	121,780	121,521
2410 Economic Development	-	217,677	-	-	-
9000 Capital Outlay	162,799	1,091,211	-	-	-
9500 Debt Service	422,075	605,839	1,011,387	1,011,387	1,009,187
9541 Bad Debts	121,462	-	-	-	-
9573 City Share Special Assess	108,218	99,200	95,625	95,625	-
9800 Pass Throughs	9,682,798	9,362,712	9,239,409	9,239,409	9,317,684
<b>Grand Total</b>	<b>\$ 79,160,767</b>	<b>\$ 80,938,126</b>	<b>\$ 79,574,025</b>	<b>\$ 78,708,465</b>	<b>\$ 78,869,750</b>



## ***MAYOR & CITY COUNCIL***

Composed of the Mayor and ten Council members, two from each of five wards, the City Council is the governing body for the City of Ann Arbor. The role of City Council is to determine policy for the City. The Mayor and City Council address the needs of all citizens by providing information and general assistance.

## MAYOR & COUNCIL

### Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	3,763	1,432	-	-	-
Total	\$3,763	\$1,432	-	-	-

### Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	3,763	1,432	-	-	-
Total	\$3,763	\$1,432	-	-	-

## MAYOR & COUNCIL

### Expenses by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	238,199	237,425	235,766	235,766	253,712
PAYROLL FRINGES	34,034	33,669	40,907	40,907	29,091
OTHER SERVICES	168	(754)	2,500	1,000	9,000
MATERIALS & SUPPLIES	405	737	900	500	900
OTHER CHARGES	65,557	77,016	82,423	82,423	83,007
<b>Total</b>	<b>\$338,363</b>	<b>\$348,093</b>	<b>\$362,496</b>	<b>\$360,596</b>	<b>\$375,710</b>

### Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	338,363	348,094	362,496	360,596	375,710
<b>Total</b>	<b>\$338,363</b>	<b>\$348,094</b>	<b>\$362,496</b>	<b>\$360,596</b>	<b>\$375,710</b>

### FTE Count

Category	FY 2010	FY 2011	FY 2012	FY 2013
MAYOR & COUNCIL	0.75	0.75	0.75	0.75
<b>Total</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>

## MAYOR AND CITY COUNCIL

### **EXPENSES**

**Personnel Services** – The employee share of Social Security and Medicare for temporary employees, including City Council members, is now included in the Personnel Services classification, rather than Payroll Fringes.

**Payroll Fringes** - The employee share of Social Security and Medicare for temporary employees, including City Council members, is now included in the Personnel Services classification, rather than Payroll Fringes.

**Other Services** – This is an increase in Conferences, Training and Travel.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Mayor and City Council would be charged \$275,195 in FY 2013.

MAYOR & COUNCIL

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
EXECUTIVE ASST TO MAYOR	401490	0.75
Total		0.75

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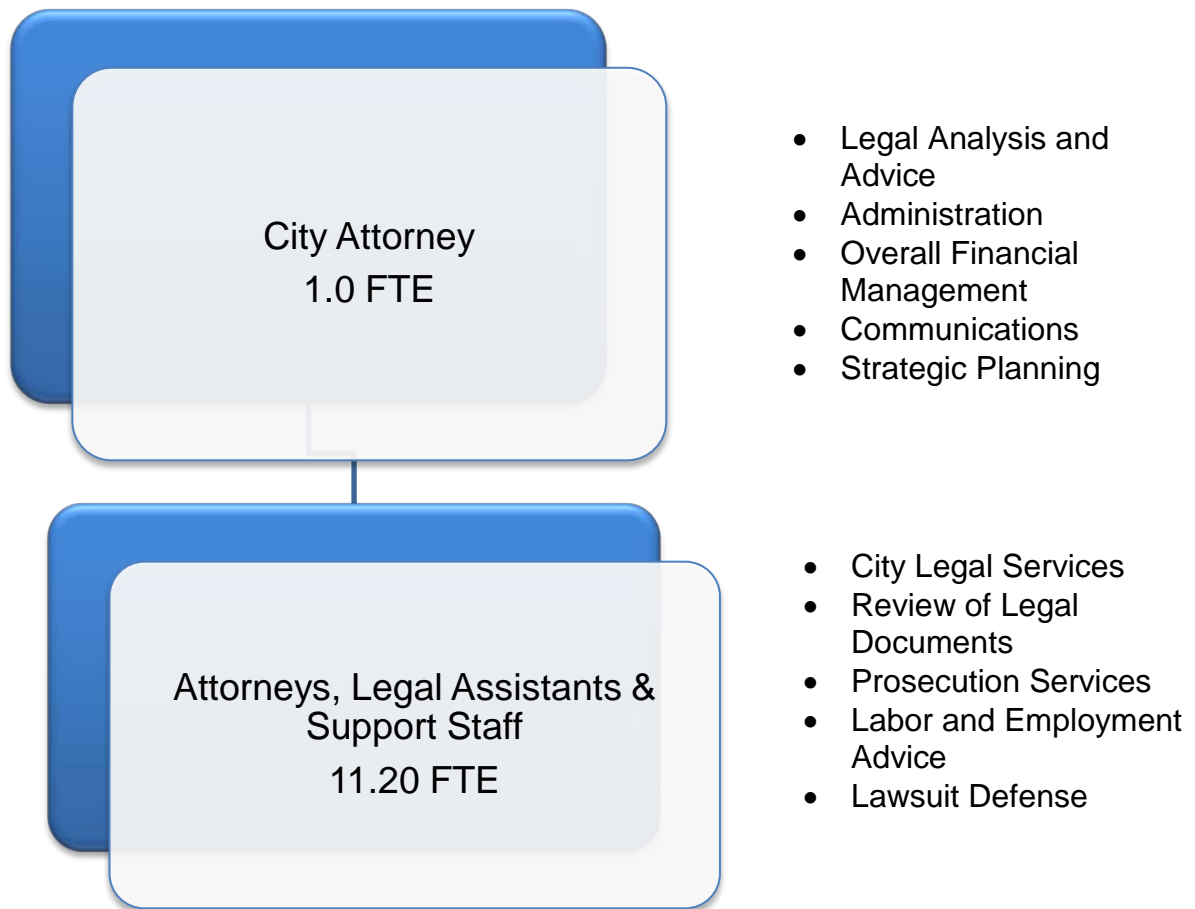




## ***CITY ATTORNEY***

The City Attorney's Office performs legal services for the City, including legal advice to City Council, the City Administrator and other City officials, preparation and review of legal documents, prosecution of persons accused of violating City ordinances, and representation of the City and City officials in litigation and labor matters.

## City Attorney's Area Organization Chart



The City Attorney is appointed by and responsible to the City Council. The City Attorney is the City's Chief Legal Officer. The City Attorney's Area provides the organization with a broad array of services such as: preparation of a wide range of legal advice to City Council, City Administrator, and Service Area Administrators, preparation and review of legal documents, drafting and review of ordinances, prosecution of persons accused of violating City ordinances, participation in labor negotiations, and representation of the City in lawsuits.

## CITY ATTORNEY

### Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
MISCELLANEOUS REVENUE	-	272	-	-	-
OPERATING TRANSFERS IN	137,674	117,996	118,000	118,000	150,000
<b>Total</b>	<b>\$137,674</b>	<b>\$118,268</b>	<b>\$118,000</b>	<b>\$118,000</b>	<b>\$150,000</b>

### Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	137,674	118,268	118,000	118,000	150,000
<b>Total</b>	<b>\$137,674</b>	<b>\$118,268</b>	<b>\$118,000</b>	<b>\$118,000</b>	<b>\$150,000</b>

## CITY ATTORNEY

### Expenses by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	1,135,679	993,498	993,048	960,340	998,837
PAYROLL FRINGES	488,062	455,769	511,715	476,361	595,175
OTHER SERVICES	130,807	35,554	21,000	27,920	21,000
MATERIALS & SUPPLIES	33,370	39,279	30,723	30,587	24,520
OTHER CHARGES	252,750	234,235	292,453	294,024	233,007
CAPITAL OUTLAY	-	-	5,500	-	657
EMPLOYEE ALLOWANCES	-	-	9,864	6,000	11,772
<b>Total</b>	<b>\$2,040,668</b>	<b>\$1,758,335</b>	<b>\$1,864,303</b>	<b>\$1,795,232</b>	<b>\$1,884,968</b>

### Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	2,040,668	1,758,335	1,864,303	1,795,232	1,884,968
<b>Total</b>	<b>\$2,040,668</b>	<b>\$1,758,335</b>	<b>\$1,864,303</b>	<b>\$1,795,232</b>	<b>\$1,884,968</b>

### FTE Count

Category	FY 2010	FY 2011	FY 2012	FY 2013
CITY ATTORNEY	14.00	13.00	12.60	12.20
<b>Total</b>	<b>14.00</b>	<b>13.00</b>	<b>12.60</b>	<b>12.20</b>

## CITY ATTORNEY

### **EXPENSES**

**Payroll Fringes** – The increase in costs is associated with an increase in pension funding and medical insurance.

**Other Charges** – The FY 2013 decrease is due to a methodology change in how funding for retiree medical insurance is allocated to City service units.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the City Attorney would be charged \$142,157 in FY 2013.

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	City Attorney	<b>Area Administrator:</b>	Stephen Postema
<b>Service Unit:</b>	City Attorney	<b>Manager:</b>	

Service Unit Goals	City Goals:
<b>A.</b> Complete trial run of new contract management software, OnBase, and help implement system City-wide if proven effective.	<b>2</b>
<b>B.</b> Continue to protect City from liability and risk through proactive attorney services, legal advice, and defense of lawsuits.	<b>3</b>
<b>C.</b> Continue efforts to electronically store documents and other information in CityLaw and to use CityLaw as a tool for recording assignment status.	<b>5</b>
<b>D.</b> Continue to work to reimburse legal and other costs incurred by the City in connection with new developments.	<b>1</b>
<b>E.</b> Assist in revisions of areas of the City Ordinance, specifically the zoning and pension ordinances.	<b>2</b>
<b>F.</b> Continue to cross-train in relevant areas to anticipate succession planning.	<b>2</b>

Service Unit Measures	Status

**See Budget Summaries Section, Page 1 for list of City Goals**

## CITY ATTORNEY

### Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ASSISTANT CITY ATTORNEY	403210	1.00
CHIEF ASST CITY ATTORNEY	403750	1.00
CITY ATTORNEY	403280	1.00
LEGAL ASSISTANT PARALEGAL	000920	2.20
LEGAL SUPPORT SPECIALIST	000210	1.00
OFFICE MANAGER LEGAL DEPT	402010	1.00
SENIOR ASST CITY ATTORNEY	403300	5.00
Total		12.20

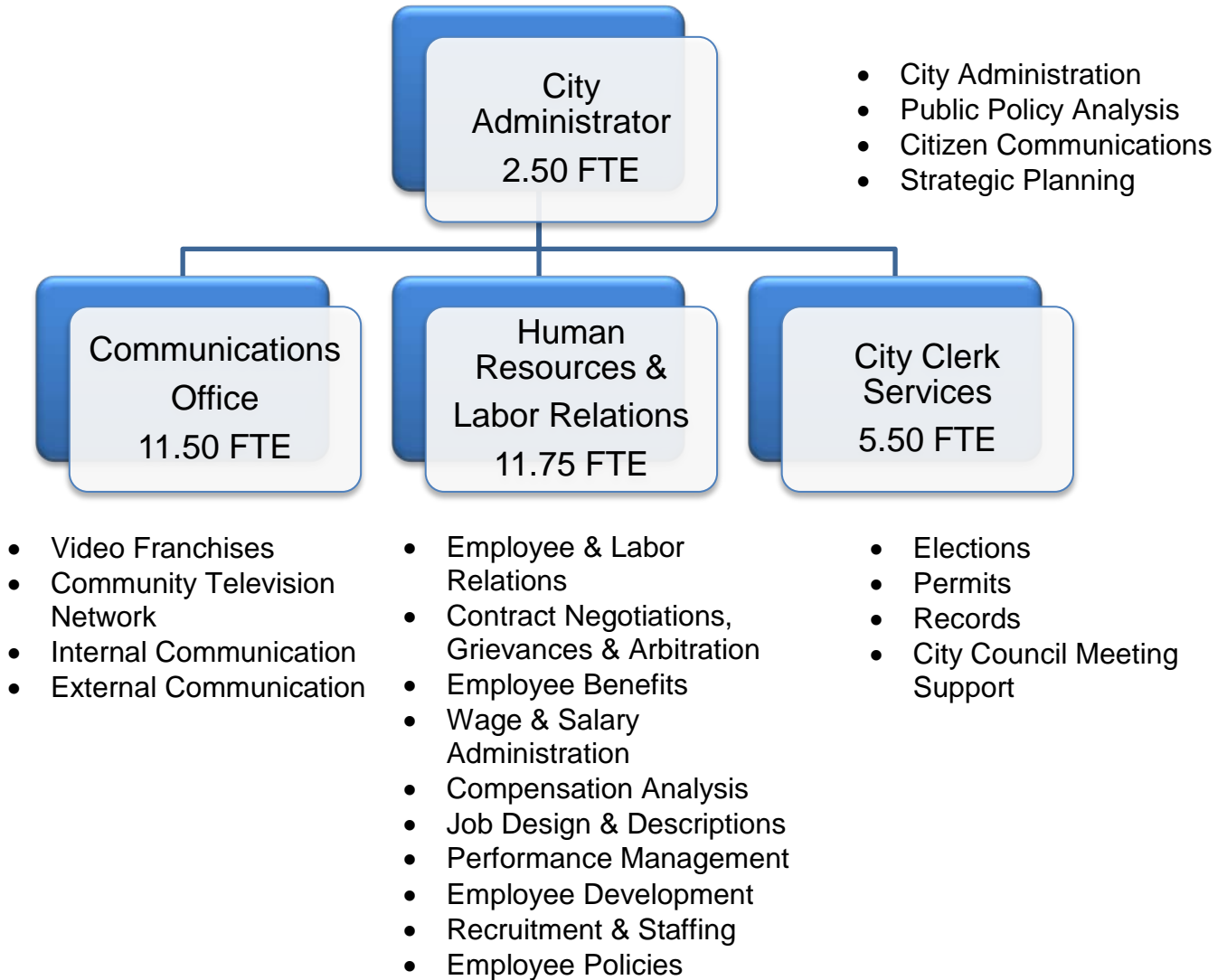
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*CITY ADMINISTRATOR SERVICE AREA*

## City Administrator Service Area Organization Chart



The City Administrator is appointed by the City Council and is the Chief Administrative Officer for the City. The City Administrator provides management and direction to nearly all City functions. The City Administrator's Service Area is comprised of four service functions: Administration, Communications, City Clerk Services and Human Resources. The City Administrator's Area provides the organization with a broad array of services such as: employee policies, benefits, employee development, labor relations, public policy analysis, citizen communications and general City administration.

## CITY ADMINISTRATOR SERVICE AREA

### Revenues by Service Unit

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CLERK SERVICES	174,531	231,098	169,400	188,726	176,900
COMMUNICATIONS OFFICE	1,840,502	1,978,212	1,863,345	1,745,685	1,805,068
<b>Total</b>	<b>\$2,015,033</b>	<b>\$2,209,310</b>	<b>\$2,032,745</b>	<b>\$1,934,411</b>	<b>\$1,981,968</b>

### Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	174,531	231,098	156,900	176,226	176,900
COMMUNITY TELEVISION NETWORK (0016)	1,840,502	1,978,212	1,863,345	1,745,685	1,805,068
MAJOR GRANTS PROGRAMS (00MG)	-	-	12,500	12,500	-
<b>Total</b>	<b>\$2,015,033</b>	<b>\$2,209,310</b>	<b>\$2,032,745</b>	<b>\$1,934,411</b>	<b>\$1,981,968</b>

## CITY ADMINISTRATOR SERVICE AREA

### Expenses by Service Unit

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CITY ADMINISTRATOR	514,548	540,325	536,037	536,037	477,240
CLERK SERVICES	751,136	957,796	908,835	908,835	1,027,813
COMMUNICATIONS OFFICE	1,488,221	1,487,570	1,863,345	1,863,345	1,805,068
HUMAN RESOURCES	24,243,461	25,097,079	25,878,142	24,472,765	26,083,157
<b>Total</b>	<b>\$26,997,366</b>	<b>\$28,082,770</b>	<b>\$29,186,359</b>	<b>\$27,780,982</b>	<b>\$29,393,278</b>

### Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	2,552,729	2,783,670	2,728,371	2,785,310	2,850,801
COMMUNITY TELEVISION NETWORK (0016)	1,488,221	1,487,570	1,863,345	1,863,345	1,805,068
INSURANCE FUND (0057)	22,956,416	23,811,530	24,582,143	23,119,827	24,737,409
MAJOR GRANTS PROGRAMS (00MG)	-	-	12,500	12,500	-
<b>Total</b>	<b>\$26,997,366</b>	<b>\$28,082,770</b>	<b>\$29,186,359</b>	<b>\$27,780,982</b>	<b>\$29,393,278</b>

### FTE Count

Category	FY 2010	FY 2011	FY 2012	FY 2013
CITY ADMINISTRATOR	2.50	2.50	2.50	2.50
HUMAN RESOURCES	11.50	11.50	11.00	11.75
CLERK SERVICES	5.50	5.42	5.42	5.50
COMMUNICATIONS	11.50	11.50	11.50	11.50
<b>Total</b>	<b>31.00</b>	<b>30.92</b>	<b>30.42</b>	<b>31.25</b>



## *CITY ADMINISTRATOR SERVICE AREA*

### **CITY ADMINISTRATOR**

The City Administrator is the Chief Executive Officer of the City and is appointed by the Mayor and the City Council. The City Administrator's office is responsible for directing and supervising the daily operations of the City. Other responsibilities include organizational development, community relations, intergovernmental relations, public policy analysis, strategic planning, and communications.

CITY ADMINISTRATOR SERVICE AREA  
CITY ADMINISTRATOR

Expenses by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	261,562	289,038	250,404	250,404	250,850
PAYROLL FRINGES	102,190	103,195	124,274	124,274	98,697
OTHER SERVICES	72,811	66,001	77,000	77,000	63,500
MATERIALS & SUPPLIES	1,302	1,052	1,500	1,500	1,000
OTHER CHARGES	76,683	81,038	76,427	76,427	60,109
EMPLOYEE ALLOWANCES	-	-	6,432	6,432	3,084
<b>Total</b>	<b>\$514,548</b>	<b>\$540,324</b>	<b>\$536,037</b>	<b>\$536,037</b>	<b>\$477,240</b>

Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	514,548	540,325	536,037	536,037	477,240
<b>Total</b>	<b>\$514,548</b>	<b>\$540,325</b>	<b>\$536,037</b>	<b>\$536,037</b>	<b>\$477,240</b>

FTE Count

Category	FY 2010	FY 2011	FY 2012	FY 2013
CITY ADMINISTRATOR	2.50	2.50	2.50	2.50
<b>Total</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>

## CITY ADMINISTRATOR

### **EXPENSES**

**Payroll Fringes** – The decrease is a reduction in pension funding, due to the City Administrator not participating in the City's retirement system.

**Other Charges** – The FY 2013 decrease is due to a methodology change in how funding for retiree medical insurance is allocated to City service units.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the City Administrator would be charged \$54,308 in FY 2013.

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	City Administrator	<b>Area Administrator:</b>	Steven D. Powers
<b>Service Unit:</b>	Administrator's Office	<b>Manager:</b>	

Service Unit Goals	City Goals:
<b>A.</b> Successful continuation of implementation of high impact two year (FY2012 & 2013) budget.	<b>1</b>
<b>B.</b> Assist Council and staff on citizen engagement over service strategies.	<b>2</b>
<b>C.</b> Increase effectiveness of communication and service delivery.	<b>2</b>
<b>D.</b> Increase effectiveness of dialogue with the community about the status of the City and the challenges it faces.	<b>2</b>

Service Unit Measures	Status

**See Budget Summaries Section, Page 1 for list of City Goals**



CITY ADMINISTRATOR SERVICE AREA  
CITY ADMINISTRATOR

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
CITY ADMIN OFFICE SUPR	402020	1.00
CITY ADMINISTRATOR	403120	1.00
COMMUNICATIONS UNIT MGR	403530	0.50
Total		2.50

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*CITY ADMINISTRATOR SERVICE AREA*

**HUMAN RESOURCES**

Human Resources is responsible for employee/labor relations, contract negotiations, employee benefits, compensation, performance management, staffing and training/development, and human resources policies and procedures.

**CITY ADMINISTRATOR SERVICE AREA  
HUMAN RESOURCES**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	820,296	787,195	747,786	783,477	769,751
PAYROLL FRINGES	388,027	396,982	408,967	430,215	514,758
OTHER SERVICES	49,069	365,624	54,356	55,718	62,556
MATERIALS & SUPPLIES	18,561	9,025	25,998	25,998	30,500
OTHER CHARGES	17,313,024	18,451,590	19,889,915	18,426,237	20,905,836
PASS THROUGHS	5,654,484	5,086,663	4,749,768	4,749,768	3,795,700
EMPLOYEE ALLOWANCES	-	-	1,352	1,352	4,056
<b>Total</b>	<b>\$24,243,461</b>	<b>\$25,097,079</b>	<b>\$25,878,142</b>	<b>\$24,472,765</b>	<b>\$26,083,157</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	1,287,046	1,285,549	1,295,999	1,352,938	1,345,748
INSURANCE FUND (0057)	22,956,416	23,811,530	24,582,143	23,119,827	24,737,409
<b>Total</b>	<b>\$24,243,462</b>	<b>\$25,097,079</b>	<b>\$25,878,142</b>	<b>\$24,472,765</b>	<b>\$26,083,157</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
HUMAN RESOURCES	11.50	11.50	11.00	11.75
<b>Total</b>	<b>11.50</b>	<b>11.50</b>	<b>11.00</b>	<b>11.75</b>

**CITY ADMINISTRATOR SERVICES AREA  
HUMAN RESOURCES SERVICES UNIT**

**EXPENSES**

**Personnel Services-** The increase is because the planned reduction of .5 FTE in FY 2012 did not occur.

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding, VEBA and medical insurance, and the increase in FTE's.

**Other Charges & Pass Throughs** – The increase is due to increased insurance costs for both employee and retiree health care.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Human Resources Services Unit would be charged \$272,341 in FY 2013.

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	City Administrator	<b>Area Administrator:</b>	Steve Powers
<b>Service Unit:</b>	Human Resources	<b>Manager:</b>	Robyn Wilkerson

Service Unit Goals	City Goals:
<b>A.</b> Complete a thorough assessment of current HRIS product, participate in development of business case and RFP, if required.	1, 2, 3, 5
<b>B.</b> Participate in complete revision of Retiree Healthcare City Ordinance and successful implementation with labor groups.	1, 3
<b>C.</b> Develop comprehensive short and long term labor strategy as basis for future labor negotiations.	1, 3
<b>D.</b> Analyze current healthcare plan performance against state hard cap limits per PA152. Make any necessary plan design changes to ensure ongoing compliance.	1, 3
<b>E.</b> Develop and implement a plan to migrate City employees to a calendar year health care plan year; run short plan year from July-December and hold additional open enrollment for CY '13.	1, 3
<b>F.</b> Successfully negotiate with DC, Police Professionals and Teamster Civilian Supervisors.	1, 3
<b>G.</b> Develop and rollout updated Harassment training to all City employees.	1, 2, 3, 5
Service Unit Measures	Status
<b>A</b> - Completion of business case by project team; fully informed and supported decision on vendor by October 2012.	
<b>B</b> - Revision of Retiree Healthcare Ordinance; Union presentations and legal review completed by January 2013.	
<b>C</b> - Presentation of labor strategy options to Labor Committee by July 2012.	
<b>D</b> - Complete annual healthcare plan review; compare illustrative rates to state hard cap mandates and develop plan design changes to ensure ongoing compliance by November 2012.	
<b>E</b> – Hold open enrollment for short plan year by May 2012; hold open enrollment for new plan year of January 1, 2013 to December 31, 2013 by November 2012.	
<b>F</b> - Implement short and long term labor strategy elements in negotiations with DC, Police Professionals and Teamster Civilian Supervisors. Complete negotiations by July 2012.	
<b>G1</b> – Complete revisions to City Harassment policy by July 2012.	
<b>G2</b> – Pilot Harassment training module by September 2012.	
<b>G3</b> - Complete Harassment training for all city employees by July 2013.	

**See Budget Summaries Section, Page 1 for list of City Goals**

CITY ADMINISTRATOR SERVICE AREA  
HUMAN RESOURCES

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ADMIN COORD HR & LR	401350	0.00
AFSCME PRESIDENT	110500	1.00
EMP. BENEFITS SUPERVISOR	401550	1.00
EMPLOYEE BENEFITS COORD	401540	1.00
HR & LABOR RELATIONS DIR	403890	1.00
HR SERVICES PARTNER	403110	4.00
HR TECHNOLOGY SPECIALIST	401110	0.75
HUMAN RESOURCES ANALYST	401460	1.00
HUMAN RESOURCES ASSISTANT	000260	1.00
HUMAN RESOURCES COORD	000250	1.00
<b>Total</b>		<b>11.75</b>

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## *CITY ADMINISTRATOR SERVICE AREA*

### **CLERK SERVICES**

The City Clerk is the Clerk of Council and is responsible for keeping a public record of all proceedings of the Council, including the certification of all ordinances and resolutions. The City Clerk is the official custodian of the City Seal and other documents and records pertaining to the City. The City Clerk's Office is responsible for the administration of City elections, with the City Clerk serving as Chief Elections Officer of the City. This unit also issues a number of permits and licenses, including dog licenses, backyard chicken permits, domestic partnerships, and banner permits.

CITY ADMINISTRATOR SERVICE AREA  
CLERK SERVICES

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	-	2,152	2,000	2,000	2,000
INTERGOVERNMENTAL REVENUES	90,536	101,820	92,500	118,826	100,000
LICENSES, PERMITS & REGISTRATIONS	80,159	73,606	65,200	65,200	65,200
MISCELLANEOUS REVENUE	3,836	53,520	2,700	2,700	9,700
<b>Total</b>	<b>\$174,531</b>	<b>\$231,098</b>	<b>\$162,400</b>	<b>\$188,726</b>	<b>\$176,900</b>

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	174,531	231,098	156,900	176,226	176,900
MAJOR GRANTS PROGRAMS (00MG)	-	-	12,500	12,500	-
<b>Total</b>	<b>\$174,531</b>	<b>\$231,098</b>	<b>\$169,400</b>	<b>\$188,726</b>	<b>\$176,900</b>

**CITY ADMINISTRATOR SERVICE AREA  
CLERK SERVICES**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	327,786	527,014	420,916	420,916	560,773
PAYROLL FRINGES	157,317	185,395	200,282	200,282	239,940
OTHER SERVICES	94,259	65,982	93,324	93,324	76,381
MATERIALS & SUPPLIES	19,542	14,837	21,500	21,500	24,000
OTHER CHARGES	152,232	164,568	172,813	172,813	125,399
EMPLOYEE ALLOWANCES	-	-	-	-	1,320
<b>Total</b>	<b>\$751,136</b>	<b>\$957,796</b>	<b>\$908,835</b>	<b>\$908,835</b>	<b>\$1,027,813</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	751,136	957,796	896,335	896,335	1,027,813
MAJOR GRANTS PROGRAMS (00MG)	-	-	12,500	12,500	-
<b>Total</b>	<b>\$751,136</b>	<b>\$957,796</b>	<b>\$908,835</b>	<b>\$908,835</b>	<b>\$1,027,813</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
CLERK SERVICES	5.50	5.42	5.42	5.50
<b>Total</b>	<b>5.50</b>	<b>5.42</b>	<b>5.42</b>	<b>5.50</b>

**CITY ADMINISTRATOR SERVICES AREA  
CITY CLERK SERVICES UNIT**

**REVENUES**

**Intergovernmental Revenues** – The increase reflects additional liquor license renewal fees passed through from the State of Michigan.

**EXPENSES**

**Personnel Services-** The increase in FY 2013 is due to the additional election expenses for the Presidential election.

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding, VEBA and medical insurance.

**Other Charges** – The FY 2013 decrease is due to a methodology change in how funding for retiree medical insurance is allocated to City service units.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, City Clerk Services Unit would be charged \$171,568 in FY 2013.

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	City Administration	<b>Area Administrator:</b>	Steven D. Powers
<b>Service Unit:</b>	City Clerk	<b>Manager:</b>	Jacqueline Beaudry

Service Unit Goals	City Goals:
<b>A.</b> Finalize ADA compliant improvements to City polling places, using federal HAVA grant funds, to ensure accessibility for all City voters.	1, 2, 3
<b>B.</b> Secure long-term polling place agreements with the Ann Arbor Public Schools, University of Michigan and all other entities providing city polling locations, per the Michigan Bureau of Elections.	2
<b>C.</b> Implement electronic pollbooks for use at all City polling places by November 2012.	1, 2
<b>D.</b> Scan and index paper annexation records into OnBase Records Management system.	2
<b>E.</b> Process all Freedom of Information Act requests in accordance with the provisions of the Michigan Freedom of Information Act.	2

Service Unit Measures	Status
<b>A1</b> – Award from the Michigan Bureau of Elections for HAVA grant funds.	
<b>A2</b> – Completion of ADA improvements at Northwood Family Housing (2-1) and Ann Arbor Community Center (1-4).	
<b>B1</b> – 100% signed agreements for long-term polling place use.	
<b>C1</b> – Percentage of precincts using electronic pollbook.	
<b>C2</b> – Percentage of electronic pollbook precincts that are recountable.	
<b>D1</b> – Number of files converted to electronic system.	
<b>E1</b> – 100% of responses meet FOIA timelines.	

**See Budget Summaries Section, Page 1 for list of City Goals**

CITY ADMINISTRATOR SERVICE AREA  
CLERK SERVICES

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ADMIN ASSISTANT LVL 4	110044	1.00
ADMIN ASSISTANT LVL 5	110054	1.00
ADMIN ASSISTANT LVL III	110034	1.00
CITY CLERK SERVICES MGR	404020	1.00
DEPUTY CLERK	404010	1.00
ELECTION COORDINATOR	404010	0.00
ELECTION WORKER-RECRUITER	001270	0.50
<b>Total</b>		<b>5.50</b>



## *CITY ADMINISTRATOR SERVICE AREA*

### **COMMUNICATIONS**

The Communications Office coordinates communication across the City organization as well as public information to citizens of Ann Arbor through a variety of mediums. The office provides internal communications to City employees and communicates to the public about City issues. This office also supports the Michigan Uniform Video Service Local Franchise agreements, operates Community Television Network, supports the Cable Commission and coordinates City film inquiries and activities.

CITY ADMINISTRATOR SERVICE AREA  
COMMUNICATIONS

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
INVESTMENT INCOME	40,967	65,492	47,023	47,023	37,518
LICENSES, PERMITS & REGISTRATIONS	1,798,026	1,910,877	1,697,662	1,697,662	1,766,550
MISCELLANEOUS REVENUE	1,509	1,843	1,000	1,000	1,000
<b>Total</b>	<b>\$1,840,502</b>	<b>\$1,978,212</b>	<b>\$1,745,685</b>	<b>\$1,745,685</b>	<b>\$1,805,068</b>

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
COMMUNITY TELEVISION NETWORK (0016)	1,840,502	1,978,212	1,863,345	1,745,685	1,805,068
<b>Total</b>	<b>\$1,840,502</b>	<b>\$1,978,212</b>	<b>\$1,863,345</b>	<b>\$1,745,685</b>	<b>\$1,805,068</b>



**CITY ADMINISTRATOR SERVICE AREA  
COMMUNICATIONS**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	641,349	592,906	637,723	637,723	627,324
PAYROLL FRINGES	314,701	329,910	382,703	382,703	483,590
OTHER SERVICES	216,651	254,579	257,624	257,624	263,202
MATERIALS & SUPPLIES	61,260	85,697	40,500	40,500	41,002
OTHER CHARGES	202,461	178,637	196,318	196,318	191,379
CAPITAL OUTLAY	51,799	45,842	346,845	346,845	197,755
EMPLOYEE ALLOWANCES	-	-	1,632	1,632	816
<b>Total</b>	<b>\$1,488,221</b>	<b>\$1,487,571</b>	<b>\$1,863,345</b>	<b>\$1,863,345</b>	<b>\$1,805,068</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
COMMUNITY TELEVISION NETWORK (0016)	1,488,221	1,487,570	1,863,345	1,863,345	1,805,068
<b>Total</b>	<b>\$1,488,221</b>	<b>\$1,487,570</b>	<b>\$1,863,345</b>	<b>\$1,863,345</b>	<b>\$1,805,068</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
COMMUNICATIONS	11.50	11.50	11.50	11.50
<b>Total</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>

**CITY ADMINISTRATOR SERVICES AREA  
COMMUNICATIONS OFFICE UNIT**

**REVENUE**

**Licenses, permits & registrations** - Reflects an increase of franchise fees and PEG revenue based on analysis of previous years' actual revenue received.

**EXPENSES**

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding, VEBA and medical insurance.

**Capital Outlay** – The decrease is due to additional costs in FY 2012 to convert equipment to digital format.

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
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<b>Service Area:</b>	Administration	<b>Area Administrator:</b>	Steve Powers
<b>Service Unit:</b>	Communication Office	<b>Manager:</b>	Lisa Wondrash

<b>Service Unit Goals</b>	<b>City Goals:</b>
<b>A.</b> Increase by 15 percent information distributed to internal and external audiences about Ann Arbor municipal news, innovative programs, awards and services from July 1, 2012 to June 30, 2013.	<b>2</b>
<b>B.</b> Develop and assist in the implementation of new technology resources, such as social media usage, to improve communications to citizens and employees and enhance understanding of city services and initiatives from July 1, 2012 to June 30, 2013.	<b>2</b>

<b>Service Unit Measures</b>	<b>Status</b>
<b>A</b> - Track the number of information pieces distributed monthly as well as social media followers via the Communication Office Matrix (information pieces include print/online newsletter, news releases, events, public information meetings, Gov Delivery notifications, CTN programs, social media tools, website page updates/development) by June 30, 2013.	
<b>B</b> - Track status of technology resource project implementations each month. These new resources include A2 Central focus group improvements, integration of new media to promote City information and CTN services, applications to monitor effectiveness of communication messages/vehicles (Google Analytics, GovDelivery subscribers and click throughs, Survey Monkey, VOD views) by June 30, 2013.	
<b>C</b> - Track the number of training participants, clients, and PEG programs (detailed information to include specific training classes, participants, clients using media services in-house as well as checking out equipment, specific government clients served and topics covered in programs each month) via the CTN monthly report and develop a baseline for future growth and development analysis by June 30, 2013.	

**See Budget Summaries Section, Page1 for list of City Goals**

CITY ADMINISTRATOR SERVICE AREA  
COMMUNICATIONS

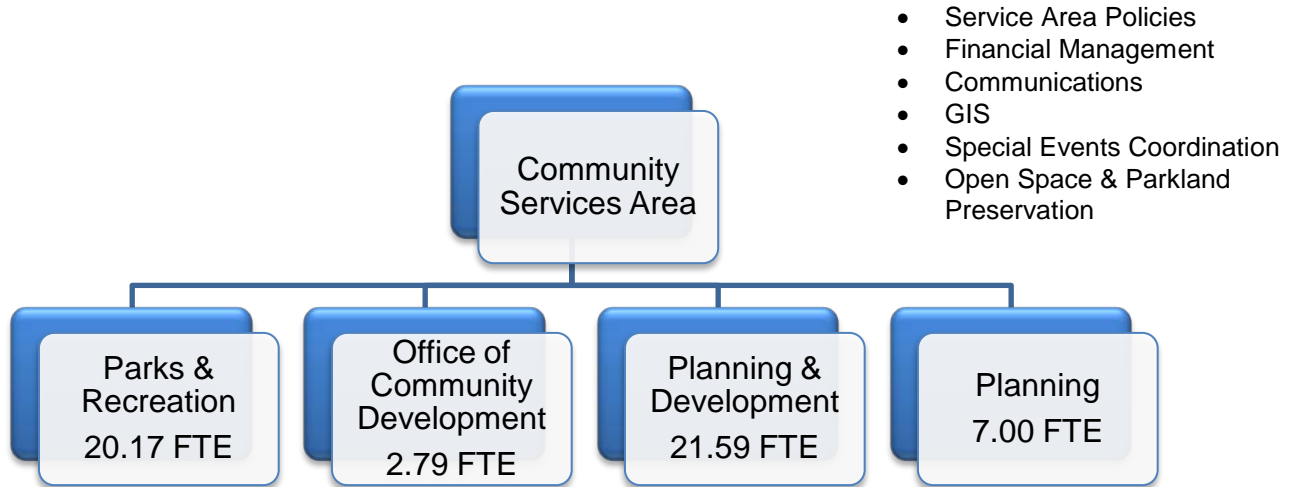
Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ASST MGR CITY PRODUCTIONS	402050	1.00
ASST MGR PUBLIC & EDUC AC	402060	1.00
CITY COMMUNICATIONS MGR	402040	1.00
COMMUNICATIONS UNIT MGR	403530	0.50
CTN MANAGER	402030	1.00
PRODUCER	110520	3.00
PROGRAMMER	110510	2.00
TRAINING & FACILITY COORD	110530	2.00
<b>Total</b>		<b>11.50</b>



*COMMUNITY SERVICES AREA*

# Community Services Area Organization Chart



- Park Planning
- Golf Courses
- Swimming Pools
- Canoe Liveries
- Leslie Science & Nature Center
- Cobblestone Farm
- Public Market
- Ice Arenas
- Senior Center
- Bryant/Northside Community Centers
- Parks & Recreation Boards & Commissions

- Homeless Services
- Project Planning for Grants
- Public Facilities & Improvements
- Housing Services
- Public/Human Services
- Urban County Executive Committee
- Housing & Human Services Advisory Board

- Rental Housing Inspections
- Building Plan Review
- Construction Inspections
- Appeal Boards Support

- Historic Preservation
- Master Planning
- Support to Planning Commission
- Zoning Coordination

The Community Services Area is comprised of four Service Area Units: Planning & Development, the Office of Community Development, Planning, and Parks & Recreation. These Service Units provide the organization with a broad array of services such as: Parks Planning, Recreation Programs, Open Space & Parkland Preservation, Master Planning, Zoning, Rental Housing and Building Inspections, Construction Permitting, and Low-Income Housing and Human Services Support.

## COMMUNITY SERVICES AREA

### Revenues by Service Unit

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
COMMUNITY DEVELOPMENT	1,118,529	1,344,257	1,167,290	812,730	275,112
PARKS & RECREATION	9,505,489	11,851,437	10,355,361	8,049,071	8,313,081
PLANNING	144,593	199,594	167,250	181,294	198,250
PLANNING & DEVELOPMENT SERVICES	3,178,456	4,093,536	3,316,303	3,580,212	3,638,178
<b>Total</b>	<b>\$13,947,067</b>	<b>\$17,488,824</b>	<b>\$15,006,204</b>	<b>\$12,623,307</b>	<b>\$12,424,621</b>

### Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	3,382,824	3,877,852	4,026,637	3,898,729	4,016,583
PARKS REHAB & DEVELOP MILLAGE (0018)	(24,297)	20,362	576,358	23,336	-
OPEN SPACE & PARK ACQ MILLAGE (0024)	4,540,116	6,523,319	2,336,586	2,336,586	2,305,023
BANDEMER PROPERTY (0025)	9,288	8,583	5,511	5,511	4,258
CONSTRUCTION CODE FUND (0026)	2,155,622	2,942,696	2,240,353	2,443,939	2,512,228
PARKS MEMORIALS & CONTRIBUTIONS (0034)	38,537	142,361	401,284	148,686	39,776
SPECIAL ASSISTANCE (0038)	5,394	4,955	8,049	8,049	8,000
OPEN SPACE ENDOWMENT (0041)	2,310	5,437	1,541	1,541	-
MARKET FUND (0046)	161,262	158,543	167,732	167,732	179,035
GOLF COURSES FUND (0047)	1,595,121	1,656,781	1,689,220	1,757,087	1,590,714
ART IN PUBLIC PLACES (0056)	7,286	7,428	12,733	12,733	12,660
AFFORDABLE HOUSING (0070)	83,764	73,575	213,617	40,300	46,641
PARK MAINT & CAPITAL IMP MILLAGE (0071)	1,038,429	993,801	2,739,056	1,228,993	1,672,203
COMMUNITY DEV BLOCK GRANT (0078)	743,304	753,073	547,717	547,717	-
SENIOR CENTER ENDOWMENT (0083)	3,282	1,651	37,500	700	37,500
HOME PROGRAM FUND (0090)	204,826	318,408	2,310	1,668	-
<b>Total</b>	<b>\$13,947,068</b>	<b>\$17,488,825</b>	<b>\$15,006,204</b>	<b>\$12,623,307</b>	<b>\$12,424,621</b>

## COMMUNITY SERVICES AREA

### Expenses by Service Unit

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
COMMUNITY DEVELOPMENT	2,776,696	2,785,873	2,852,700	2,757,623	1,839,982
FIELD OPERATIONS	1,436	3,862	-	-	-
PARKS & RECREATION	11,529,871	17,052,735	10,655,412	11,759,046	9,450,800
PLANNING	737,273	738,998	1,003,895	987,017	1,040,425
PLANNING & DEVELOPMENT SERVICES	4,057,478	3,668,478	3,709,262	3,717,262	3,732,141
<b>Total</b>	<b>\$19,102,754</b>	<b>\$24,249,946</b>	<b>\$18,221,269</b>	<b>\$19,220,948</b>	<b>\$16,063,348</b>

### Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PARKS REPAIR & RESTOR MILLAGE (0006)	1,436	3,862	-	-	-
GENERAL (0010)	7,872,590	7,815,858	8,084,182	7,990,447	7,804,966
PARKS REHAB & DEVELOP MILLAGE (0018)	694,253	407,056	162,953	558,400	-
OPEN SPACE & PARK ACQ MILLAGE (0024)	5,093,358	10,695,587	2,330,461	2,330,461	2,305,023
BANDEMER PROPERTY (0025)	2,472	2,532	4,200	4,200	4,258
CONSTRUCTION CODE FUND (0026)	2,322,718	2,065,250	2,240,353	2,248,353	2,371,572
PARKS MEMORIALS & CONTRIBUTIONS (0034)	59,073	17,897	386,284	401,284	34,298
SPECIAL ASSISTANCE (0038)	13,613	5,065	8,000	8,000	8,000
MARKET FUND (0046)	155,993	156,058	165,118	165,118	179,035
GOLF COURSES FUND (0047)	1,630,394	1,645,962	1,580,317	1,540,015	1,590,714
ART IN PUBLIC PLACES (0056)	9,804	5,664	22,654	11,714	11,647
ALTERNATIVE TRANSPORTATION (0061)	15,798	16,016	17,578	-	18,701
AFFORDABLE HOUSING (0070)	159,756	225,961	255,607	255,607	46,641
PARK MAINT & CAPITAL IMP MILLAGE (0071)	428,800	549,538	2,375,623	3,120,052	1,650,993
COMMUNITY DEV BLOCK GRANT (0078)	598,674	513,897	548,129	548,129	-
SENIOR CENTER ENDOWMENT (0083)	6,250	37,500	37,500	37,500	37,500
HOME PROGRAM FUND (0090)	37,774	86,242	2,310	1,668	-
<b>Total</b>	<b>\$19,102,756</b>	<b>\$24,249,945</b>	<b>\$18,221,269</b>	<b>\$19,220,948</b>	<b>\$16,063,348</b>

### FTE Count

Category	FY 2010	FY 2011	FY 2012	FY 2013
PLANNING & DEVELOPMENT SERVICES	33.99	27.98	22.44	21.59
PLANNING	-	-	7.05	7.00
COMMUNITY DEVELOPMENT	4.18	4.17	3.89	2.79
PARKS & RECREATION	19.54	19.92	20.25	20.17
<b>Total</b>	<b>57.71</b>	<b>52.07</b>	<b>53.63</b>	<b>51.55</b>





## *COMMUNITY SERVICES AREA*

### **PLANNING & DEVELOPMENT SERVICES**

The Planning and Development Services Unit is one of four service units in the Community Services Area. It handles rental housing inspections, construction inspections and permits. It provides enforcement for building, housing and sign codes. It handles the Building and Housing Boards of Appeal.

**COMMUNITY SERVICES AREA  
PLANNING & DEVELOPMENT SERVICES**

**Revenues by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
INVESTMENT INCOME	(3,990)	25,833	4,000	38,908	4,000
LICENSES, PERMITS & REGISTRATIONS	3,062,519	3,924,042	2,954,200	3,428,929	3,064,200
MISCELLANEOUS REVENUE	3,260	43,665	550	12,375	550
OPERATING TRANSFERS IN	116,662	99,996	100,000	100,000	100,000
PRIOR YEAR SURPLUS	5	-	257,553	-	469,428
<b>Total</b>	<b>\$3,178,456</b>	<b>\$4,093,536</b>	<b>\$3,316,303</b>	<b>\$3,580,212</b>	<b>\$3,638,178</b>

**Revenues by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	1,025,222	1,150,633	1,075,950	1,136,273	1,125,950
CONSTRUCTION CODE FUND (0026)	2,153,234	2,942,904	2,240,353	2,443,939	2,512,228
<b>Total</b>	<b>\$3,178,456</b>	<b>\$4,093,537</b>	<b>\$3,316,303</b>	<b>\$3,580,212</b>	<b>\$3,638,178</b>

**COMMUNITY SERVICES AREA  
PLANNING & DEVELOPMENT SERVICES**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	1,744,045	1,503,549	1,563,056	1,571,056	1,473,599
PAYROLL FRINGES	821,172	763,961	879,476	879,476	967,754
OTHER SERVICES	180,595	148,195	226,168	226,168	423,589
MATERIALS & SUPPLIES	18,860	47,087	33,900	33,900	34,500
OTHER CHARGES	1,129,483	1,064,093	888,888	888,888	719,711
PASS THROUGHS	163,324	139,992	100,000	100,000	100,000
VEHICLE OPERATING COSTS	-	1,601	3,000	3,000	3,000
EMPLOYEE ALLOWANCES	-	-	14,774	14,774	9,988
<b>Total</b>	<b>\$4,057,479</b>	<b>\$3,668,478</b>	<b>\$3,709,262</b>	<b>\$3,717,262</b>	<b>\$3,732,141</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	1,805,359	1,658,871	1,536,513	1,536,513	1,433,737
CONSTRUCTION CODE FUND (0026)	2,252,120	2,009,606	2,172,749	2,180,749	2,298,404
<b>Total</b>	<b>\$4,057,479</b>	<b>\$3,668,477</b>	<b>\$3,709,262</b>	<b>\$3,717,262</b>	<b>\$3,732,141</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
PLANNING & DEVELOPMENT SERVICES	33.99	27.98	22.44	21.59
<b>Total</b>	<b>33.99</b>	<b>27.98</b>	<b>22.44</b>	<b>21.59</b>

**COMMUNITY SERVICES AREA  
PLANNING AND DEVELOPMENT SERVICES**

**EXPENSES**

**Payroll Fringes** - The increases are from higher pension, VEBA and medical insurance costs.

**Other Services** – The FY 2013 increase is attributable to a planned expenditure for software in the Construction Code Fund.

**Other Charges** – The FY 2013 decrease is due to a methodology change in how funding for retiree medical insurance is allocated to City service units.

**Employee Allowances** – This is the employee cell phone stipend, which was previously included as part of other services.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Planning and Development Services Unit would be charged \$878,876 in FY 2013.

**COMMUNITY SERVICES AREA  
PLANNING & DEVELOPMENT SERVICES**

**Expenses by Activity (0010 GENERAL)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	472,982	302,096	212,105	212,105	209,707
1001 SERVICE AREA OVERHEAD/ADMIN	264,147	189,508	252,917	252,917	196,008
1100 FRINGE BENEFITS	166,140	218,352	165,638	165,638	105,792
3340 HOUSING BUREAU	873,270	936,139	890,610	890,610	905,701
3370 BUILDING - APPEALS	28,820	12,776	15,243	15,243	16,529
<b>Total</b>	<b>\$1,805,359</b>	<b>\$1,658,871</b>	<b>\$1,536,513</b>	<b>\$1,536,513</b>	<b>\$1,433,737</b>

**Expenses by Activity (0026 CONSTRUCTION CODE FUND)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	857,523	680,188	565,269	565,269	454,275
1001 SERVICE AREA OVERHEAD/ADMIN	107,267	114,687	139,410	139,410	143,254
3330 BUILDING - CONSTRUCTION	1,230,605	1,205,746	1,457,076	1,465,076	1,689,023
3370 BUILDING - APPEALS	56,725	8,985	10,994	10,994	11,852
<b>Total</b>	<b>\$2,252,120</b>	<b>\$2,009,606</b>	<b>\$2,172,749</b>	<b>\$2,180,749</b>	<b>\$2,298,404</b>

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Community Services	<b>Area Administrator:</b>	Sumedh Bahl
<b>Service Unit:</b>	Planning & Development	<b>Manager:</b>	Ralph Welton/Lisha Turner-Tolbert

Service Unit Goals	City Goals:
<b>A.</b> Equip inspectors with mobile technologies.	2,3,4
<b>B.</b> Establish an administrative hearings bureau.	3,5
<b>C.</b> Institute digital plan reviews.	2,3,4,5
<b>D.</b> Update Housing Code by December 31, 2012.	3,5
<b>E.</b> Enhance internet, TrakIt and eTrakIt services for rental housing program.	1,2,5
<b>F.</b> Digitize archived records for buildings, housing and planning.	4
<b>G.</b> Electronic/paperless intake of construction permit applications.	4,5

Service Unit Measures	Status
<b>A</b> – All inspectors equipped with appropriate mobile technology by June 30, 2013.	
<b>B</b> – Administrative hearing bureau in place by June 30, 2013.	
<b>C</b> – Allow customers the ability to submit plans electronically and staff’s ability for digital review by June 30, 2013.	
<b>D1</b> – Develop alignment with Building Code on articles that cross both residential and construction areas.	
<b>D2</b> – Incorporate point of sale inspection standards.	
<b>D3</b> – Incorporate energy efficiency items to promote Michigan’s energy efficiency goals.	
<b>E1</b> – Revise inspection procedures to have inspectors schedule reinspections on site in conjunction with property manager.	
<b>E2</b> – Explore opportunities for interactive registration services online.	
<b>E3</b> – Explore online bill pay options.	
<b>F</b> – Complete digitizing all records by March 31, 2013.	
<b>G</b> – Complete feasibility study by June 30, 2013.	

**See Budget Summaries Section, Page 1 for list of City Goals**

COMMUNITY SERVICES AREA  
PLANNING & DEVELOPMENT SERVICES

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ADMIN ASSISTANT LVL 3	110034	2.00
ADMIN ASSISTANT LVL 4	110044	0.00
ADMIN ASSISTANT LVL 5	110054	3.00
CHIEF DEVELOPMENT OFFICER	403250	1.00
CITY COMMUNICATION LIAISO	401180	0.06
COMM SERVICES AREA ADMIN	403630	0.40
DEVELOPMENT SRVS INSP IV	110544	2.00
DEVELOPMENT SRVS INSP IV	110554	1.00
DEVELOPMENT SRVS INSP V	110554	7.00
DEVELOPMENT SRVS INSP V	110555	3.00
FINANCIAL MGR - COMM SERV	401500	0.50
MANAGEMENT ASSISTANT	000200	0.40
P&D PROGRAMS/PROJECT MGR.	403240	1.00
SENIOR APPLICATION SPEC	401050	0.23
<b>Total</b>		<b>21.59</b>

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## *COMMUNITY SERVICES AREA*

### **PLANNING**

The Planning Services Unit is one of four service units in the Community Services Area. It handles historic preservation, zoning coordination, enforcement for land use and sign codes. It handles master planning, site plan review, and provides support for the Planning Commission, Historic District Commission, and the Sign and Zoning Boards of Appeal.

COMMUNITY SERVICES AREA  
PLANNING

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	-	1,580	-	500	-
LICENSES, PERMITS & REGISTRATIONS	144,593	198,014	167,250	180,794	198,250
<b>Total</b>	<b>\$144,593</b>	<b>\$199,594</b>	<b>\$167,250</b>	<b>\$181,294</b>	<b>\$198,250</b>

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	142,205	199,802	167,250	181,294	198,250
CONSTRUCTION CODE FUND (0026)	2,388	(208)	-	-	-
<b>Total</b>	<b>\$144,593</b>	<b>\$199,594</b>	<b>\$167,250</b>	<b>\$181,294</b>	<b>\$198,250</b>

**COMMUNITY SERVICES AREA  
PLANNING**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	470,700	482,532	498,787	487,769	503,395
PAYROLL FRINGES	225,385	239,691	283,887	277,327	337,195
OTHER SERVICES	36,157	10,735	30,825	31,525	48,005
MATERIALS & SUPPLIES	1,088	3,118	4,250	4,250	4,250
OTHER CHARGES	3,943	2,921	184,776	184,776	146,260
EMPLOYEE ALLOWANCES	-	-	1,370	1,370	1,320
<b>Total</b>	<b>\$737,273</b>	<b>\$738,997</b>	<b>\$1,003,895</b>	<b>\$987,017</b>	<b>\$1,040,425</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	650,877	667,338	918,713	919,413	948,556
CONSTRUCTION CODE FUND (0026)	70,598	55,644	67,604	67,604	73,168
ALTERNATIVE TRANSPORTATION (0061)	15,798	16,016	17,578	-	18,701
<b>Total</b>	<b>\$737,273</b>	<b>\$738,998</b>	<b>\$1,003,895</b>	<b>\$987,017</b>	<b>\$1,040,425</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
PLANNING	-	-	7.05	7.00
<b>Total</b>	<b>-</b>	<b>-</b>	<b>7.05</b>	<b>7.00</b>

## COMMUNITY SERVICES AREA PLANNING SERVICES

### REVENUES

**Licenses, Permits, & Registration** - This reflects an increase in development activities that require planning services.

### EXPENSES

**Payroll Fringes** - The increases are from higher pension, VEBA and medical insurance costs.

**Other Charges** – The FY 2013 decrease is due to a methodology change in how funding for retiree medical insurance is allocated to City service units.

**Employee Allowances** - This is the employee cell phone stipend, which was previously included as part of other services.

COMMUNITY SERVICES AREA  
PLANNING

Expenses by Activity (0010 GENERAL)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
3320 HISTORIC PRESERVATION	52,919	65,657	65,050	65,050	70,423
3360 PLANNING	597,958	601,680	853,663	854,363	878,133
<b>Total</b>	<b>\$650,877</b>	<b>\$667,337</b>	<b>\$918,713</b>	<b>\$919,413</b>	<b>\$948,556</b>

Expenses by Activity (0026 CONSTRUCTION CODE FUND)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
3360 PLANNING	70,598	55,644	67,604	67,604	73,168
<b>Total</b>	<b>\$70,598</b>	<b>\$55,644</b>	<b>\$67,604</b>	<b>\$67,604</b>	<b>\$73,168</b>

Expenses by Activity (0061 ALTERNATIVE TRANSPORTATION)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
3360 PLANNING	15,798	16,016	17,578	-	18,701
<b>Total</b>	<b>\$15,798</b>	<b>\$16,016</b>	<b>\$17,578</b>	<b>-</b>	<b>\$18,701</b>

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
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<b>Service Area:</b>	Community Services Area	<b>Area Administrator:</b>	Sumedh Bahl
<b>Service Unit:</b>	Planning	<b>Manager:</b>	Wendy Rampson

Service Unit Goals	City Goals:
<b>A.</b> Amend the master plan to incorporate land use, transportation, and design recommendations for the Washtenaw Avenue corridor.	<b>1,2,4,6</b>

Service Unit Measures	Status
<b>A1</b> - Complete study of existing conditions within the Washtenaw corridor.	
<b>A2</b> - Engage citizens in visioning process for Washtenaw corridor.	
<b>A3</b> - Create consistent land use and zoning approaches for the Washtenaw corridor with adjoining jurisdictions.	
<b>A4</b> - Amend the Master Plan to incorporate Washtenaw corridor recommendations.	

**See Budget Summaries Section, Page 1 for list of City Goals**

COMMUNITY SERVICES AREA  
PLANNING

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ADMIN ASSISTANT LVL 5	110054	1.00
CITY PLANNER 4	110444	2.00
CITY PLANNER 5	110454	3.00
DEVELOPMENT SRVS INSP V	110554	0.00
PLANNING MANAGER	404110	1.00
Total		7.00

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## *COMMUNITY SERVICES AREA*

### **COMMUNITY DEVELOPMENT**

The Office of Community Development is one of four service units in the Community Services Area. The office has been merged with its Washtenaw County counterpart, to provide streamlined service delivery within the City of Ann Arbor/Washtenaw County region. It provides housing and human services support for low-income residents. This unit also provides housing rehabilitation for low-income residents and serves as support for the Housing and Human Services Advisory Board.

**COMMUNITY SERVICES AREA  
COMMUNITY DEVELOPMENT**

**Revenues by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CONTRIBUTIONS	33,077	59,204	38,000	38,000	38,000
INTERGOVERNMENTAL REVENUES	1,029,372	1,246,342	765,023	764,381	220,471
INVESTMENT INCOME	22,797	11,039	2,049	2,049	2,000
MISCELLANEOUS REVENUE	8,287	27,672	8,300	8,300	8,300
OPERATING TRANSFERS IN PRIOR YEAR SURPLUS	24,996 -	- -	- 353,918	- -	- 6,341
<b>Total</b>	<b>\$1,118,529</b>	<b>\$1,344,257</b>	<b>\$1,167,290</b>	<b>\$812,730</b>	<b>\$275,112</b>

**Revenues by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	81,242	194,246	395,597	214,996	220,471
SPECIAL ASSISTANCE (0038)	5,394	4,955	8,049	8,049	8,000
AFFORDABLE HOUSING (0070)	83,764	73,575	213,617	40,300	46,641
COMMUNITY DEV BLOCK GRANT (0078)	743,304	753,073	547,717	547,717	-
HOME PROGRAM FUND (0090)	204,826	318,408	2,310	1,668	-
<b>Total</b>	<b>\$1,118,530</b>	<b>\$1,344,257</b>	<b>\$1,167,290</b>	<b>\$812,730</b>	<b>\$275,112</b>

**COMMUNITY SERVICES AREA  
COMMUNITY DEVELOPMENT**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CDBG RECIPIENTS	1,933,106	1,869,697	1,993,924	1,968,282	1,244,371
PERSONNEL SERVICES	278,123	265,545	241,439	193,683	181,607
PAYROLL FRINGES	131,245	144,220	148,679	129,050	128,509
OTHER SERVICES	315,775	402,055	307,140	305,363	165,505
MATERIALS & SUPPLIES	90	-	-	-	-
OTHER CHARGES	118,356	102,936	158,753	158,753	117,225
PASS THROUGHGS	-	1,420	-	-	-
EMPLOYEE ALLOWANCES	-	-	2,765	2,492	2,765
<b>Total</b>	<b>\$2,776,695</b>	<b>\$2,785,873</b>	<b>\$2,852,700</b>	<b>\$2,757,623</b>	<b>\$1,839,982</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	1,966,878	1,954,708	2,038,654	1,944,219	1,785,341
SPECIAL ASSISTANCE (0038)	13,613	5,065	8,000	8,000	8,000
AFFORDABLE HOUSING (0070)	159,756	225,961	255,607	255,607	46,641
COMMUNITY DEV BLOCK GRANT (0078)	598,674	513,897	548,129	548,129	-
HOME PROGRAM FUND (0090)	37,774	86,242	2,310	1,668	-
<b>Total</b>	<b>\$2,776,695</b>	<b>\$2,785,873</b>	<b>\$2,852,700</b>	<b>\$2,757,623</b>	<b>\$1,839,982</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
COMMUNITY DEVELOPMENT	4.18	4.17	3.89	2.79
<b>Total</b>	<b>4.18</b>	<b>4.17</b>	<b>3.89</b>	<b>2.79</b>

**COMMUNITY SERVICES AREA  
OFFICE OF COMMUNITY DEVELOPMENT**

**REVENUES**

**Intergovernmental Revenues** – This decrease is due to the Community Development Block Grant and HOME Program Funds flowing directly through Washtenaw County.

**EXPENSES**

**Other Services** – This decrease is a result of the Community Development Block Grant and HOME Program Funds flowing directly through Washtenaw County.

**Other Charges** – This decrease is a result of the Community Development Block Grant and HOME Program Funds flowing directly through Washtenaw County.

**Community Development Recipients** – This decrease is a result of the Community Development Block Grant and HOME Program Funds flowing directly through Washtenaw County.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Community Development Services Unit would be charged \$657,580 in FY 2013.

**COMMUNITY SERVICES AREA  
COMMUNITY DEVELOPMENT**

**Expenses by Activity (0010 GENERAL)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	332,940	282,933	323,819	289,040	206,505
1001 SERVICE AREA OVERHEAD/ADMIN	137,572	128,105	99,034	69,740	88,490
1950 SPECIAL PROJECTS	53,437	54,481	70,001	70,001	-
2034 HOUSING COMMISSION SUPPORT	-	-	60,000	60,000	60,000
2280 REHAB SERVICE DELIVERY	127,111	201,144	216,171	210,809	232,616
2310 HUMAN SERV/HOMELESS PREVNT	1,315,819	1,288,044	1,269,629	1,244,629	1,197,730
<b>Total</b>	<b>\$1,966,879</b>	<b>\$1,954,707</b>	<b>\$2,038,654</b>	<b>\$1,944,219</b>	<b>\$1,785,341</b>

**Expenses by Activity (0038 SPECIAL ASSISTANCE)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
2290 ASSISTANCE TO PROGRAMS	13,613	5,065	8,000	8,000	8,000
<b>Total</b>	<b>\$13,613</b>	<b>\$5,065</b>	<b>\$8,000</b>	<b>\$8,000</b>	<b>\$8,000</b>

**Expenses by Activity (0070 AFFORDABLE HOUSING)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1950 SPECIAL PROJECTS	55,000	147,534	41,990	41,990	-
2130 TECHNICAL ASSISTANCE	25,388	8,250	-	-	-
2210 SINGLE FAMILY REHABILITATION	14,868	5,676	164,863	164,863	-
2220 HOUSING ACQUISITION	64,500	64,500	48,754	48,754	46,641
<b>Total</b>	<b>\$159,756</b>	<b>\$225,960</b>	<b>\$255,607</b>	<b>\$255,607</b>	<b>\$46,641</b>

**Expenses by Activity (0078 COMMUNITY DEV BLOCK GRANT )**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	31,197	81,986	4,698	4,898	-
2201 HOME BUYER EDUCATION	450	700	650	650	-
2202 HOME BUYER PURCHASE REHAB	145,000	51,524	43,476	43,476	-
2203 DEMOLITION	152	25,135	40,081	39,881	-
2210 SINGLE FAMILY REHABILITATION	169,662	169,172	29,095	29,095	-
2220 HOUSING ACQUISITION	-	111,602	11,220	11,220	-
2230 HOUSING SUBGRANT & CHDO	198,250	25,000	-	-	-
2245 RENTAL REHABILITATION	-	48,778	325,600	325,600	-
2280 REHAB SERVICE DELIVERY	53,964	-	93,309	93,309	-
<b>Total</b>	<b>\$598,675</b>	<b>\$513,897</b>	<b>\$548,129</b>	<b>\$548,129</b>	<b>-</b>

**Expenses by Activity (0090 HOME PROGRAM FUND)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
2210 SINGLE FAMILY REHABILITATION	37,774	86,242	2,310	1,668	-
<b>Total</b>	<b>\$37,774</b>	<b>\$86,242</b>	<b>\$2,310</b>	<b>\$1,668</b>	<b>-</b>

**FY 2013  
GOALS AND PERFORMANCE MEASURES**

<b>Service Area:</b>	Community Services	<b>Area Administrator:</b>	Sumedh Bahl
<b>Service Unit:</b>	Community & Economic Development	<b>Manager:</b>	Mary Jo Callan

<b>Service Unit Goals</b>	<b>City Goals:</b>
<b>A.</b> Improve housing safety, energy efficiency, and overall affordability for low-income homeowners by building on a streamlined intake process toward full consolidation of the Single Family Rehabilitation Program and the Weatherization Program.	<b>2,4,6</b>
<b>B.</b> Use outcomes data to measuring the impact of Coordinated Funding on basic human services needs in our community.	<b>2,6</b>
<b>Service Unit Measures</b>	<b>Status</b>
<p><b>A.</b> This is a continuation goal from FY2012. Single Family Rehab and Weatherization both focus on providing area homeowners with funding and project management to make improvements to their homes. These improvements range from addressing serious health and safety concerns, code violations, and various energy improvements to increase the local stock of decent, affordable housing. Historically, Single Family Rehab and Weatherization were two separate programs, delivered by two separate departments within the City and Washtenaw County, resulting in a fragmented and less effective service to the community. Beginning in July 2011, staff commenced work to consolidate these programs to make access easier for residents in need. Regulatory barriers have made the full consolidation of these programs very difficult, and staff continues to work to overcome or eliminate these barriers, where possible.</p> <p><b>Key Milestone:</b></p> <ol style="list-style-type: none"> <li>1. Beginning July 1, 2012, based on examination of regulatory requirements for use of funds associated with each program, gain approval from State and Federal regulators to braid funding and/or advocate with policy-makers to allow full consolidation of these programs.</li> <li>2. Adopt shared management information system for Single Family and Weatherization projects by November 1, 2012.</li> <li>3. Ensure that Single Family Rehab and Weatherization staff receives necessary cross-training and applicable certification by December 1, 2012.</li> <li>4. Eligible low-income homeowners begin to receive streamlined access by January 1, 2013 to the full range of improvements needed to make their homes safe, energy efficient, and affordable.</li> </ol>	
<p><b>B.</b> In order to continue to improve our understanding of the community impacts that result from City investments in human services (specifically through the Public-Private <i>Coordinated Funding</i> process), analyze outcome data to measure impact from baseline in the following priority areas: Housing/homelessness; Aging; School-aged Youth; Pre-school Children; and Safety Net Health.</p> <p><b>Key Milestones:</b></p> <ol style="list-style-type: none"> <li>1. Prepare a baseline data report for City Council and other local policy-makers at the beginning of FY13.</li> <li>2. Continue to collect reporting data on outcomes from funded nonprofits at six</li> </ol>	

<p>and twelve months after 2<sup>nd</sup> year of funding commences – January 2013 &amp; June 2013.</p> <p>3. Report out to City Council and other local policy-makers with an analysis of impact in six human service needs priority areas. This report will compare 2<sup>nd</sup> year of shared outcome data to baseline data established in FY12.</p>	
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**See Budget Summaries Section, Page 1, for list of City Goals**

COMMUNITY SERVICES AREA  
COMMUNITY DEVELOPMENT

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ADMIN ASSISTANT LVL 4	110044	0.15
CITY COMMUNICATION LIAISO	401180	0.05
COMM SERVICES AREA ADMIN	403630	0.20
FINANCIAL MGR - COMM SERV	401500	0.15
HOUSING REHAB SPEC I	114051	1.00
HOUSING REHAB SPEC II	114060	1.00
MANAGEMENT ASSISTANT	000200	0.20
SENIOR APPLICATION SPEC	401050	0.04
<b>Total</b>		<b>2.79</b>





## *COMMUNITY SERVICES AREA*

### **PARKS & RECREATION**

Parks and Recreation Services is one of four service units in the Community Services Area. It handles the functions of the parks administration and recreation facilities. Parks and Recreation administration is responsible for the policy development, park planning and improvements, parks and park shelter reservations and the Parks and Recreation Boards and Commissions. Recreation facilities include two golf courses, four pools, two ice rinks, two community centers, two canoe liveries, a senior center, a customer service office and rental facility, a public market, a science and nature education center and a historic farm site. The Leslie Science & Nature Center is operated by a 501(c)(3) organization.

**COMMUNITY SERVICES AREA  
PARKS & RECREATION**

**Revenues by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	3,244,660	3,462,370	3,634,810	3,567,716	3,753,106
CONTRIBUTIONS	27,610	131,567	145,833	145,833	37,500
INTERGOVERNMENTAL REVENUES	1,049,294	2,800,887	2,000	2,000	2,000
INVESTMENT INCOME	155,462	258,084	243,163	242,266	157,513
MISCELLANEOUS REVENUE	35,693	50,883	18,200	18,200	18,200
OPERATING TRANSFERS IN PRIOR YEAR SURPLUS	3,958,829	1,978,419	594,857	711,918	470,516
TAXES	1,033,942	3,169,227	3,361,138	3,361,138	3,384,109
<b>Total</b>	<b>\$9,505,490</b>	<b>\$11,851,437</b>	<b>\$10,355,361</b>	<b>\$8,049,071</b>	<b>\$8,313,081</b>

**Revenues by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	2,134,155	2,333,172	2,387,840	2,366,166	2,471,912
PARKS REHAB & DEVELOP MILLAGE (0018)	(24,297)	20,362	576,358	23,336	-
OPEN SPACE & PARK ACQ MILLAGE (0024)	4,540,116	6,523,319	2,336,586	2,336,586	2,305,023
BANDEMER PROPERTY (0025)	9,288	8,583	5,511	5,511	4,258
PARKS MEMORIALS & CONTRIBUTIONS (0034)	38,537	142,361	401,284	148,686	39,776
OPEN SPACE ENDOWMENT (0041)	2,310	5,437	1,541	1,541	-
MARKET FUND (0046)	161,262	158,543	167,732	167,732	179,035
GOLF COURSES FUND (0047)	1,595,121	1,656,781	1,689,220	1,757,087	1,590,714
ART IN PUBLIC PLACES (0056)	7,286	7,428	12,733	12,733	12,660
PARK MAINT & CAPITAL IMP MILLAGE (0071)	1,038,429	993,801	2,739,056	1,228,993	1,672,203
SENIOR CENTER ENDOWMENT (0083)	3,282	1,651	37,500	700	37,500
<b>Total</b>	<b>\$9,505,489</b>	<b>\$11,851,438</b>	<b>\$10,355,361</b>	<b>\$8,049,071</b>	<b>\$8,313,081</b>

**COMMUNITY SERVICES AREA  
PARKS & RECREATION**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	2,267,342	2,369,718	2,437,340	2,431,938	2,509,816
PAYROLL FRINGES	687,259	788,381	871,510	871,510	940,073
OTHER SERVICES	1,287,690	1,256,076	1,559,796	1,527,597	1,260,873
MATERIALS & SUPPLIES	436,641	464,116	386,793	388,093	415,440
OTHER CHARGES	1,102,691	998,340	1,377,949	2,158,647	873,944
PASS THROUGHS	1,255,707	1,573,950	1,318,108	1,303,108	1,305,034
CAPITAL OUTLAY	4,445,814	9,527,217	2,629,605	3,003,842	2,073,045
VEHICLE OPERATING COSTS	46,726	74,938	55,485	55,485	56,485
EMPLOYEE ALLOWANCES	-	-	18,826	18,826	16,090
<b>Total</b>	<b>\$11,529,870</b>	<b>\$17,052,736</b>	<b>\$10,655,412</b>	<b>\$11,759,046</b>	<b>\$9,450,800</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	3,449,476	3,534,941	3,590,302	3,590,302	3,637,332
PARKS REHAB & DEVELOP MILLAGE (0018)	694,253	407,056	162,953	558,400	-
OPEN SPACE & PARK ACQ MILLAGE (0024)	5,093,358	10,695,587	2,330,461	2,330,461	2,305,023
BANDEMER PROPERTY (0025)	2,472	2,532	4,200	4,200	4,258
PARKS MEMORIALS & CONTRIBUTIONS (0034)	59,073	17,897	386,284	401,284	34,298
MARKET FUND (0046)	155,993	156,058	165,118	165,118	179,035
GOLF COURSES FUND (0047)	1,630,394	1,645,962	1,580,317	1,540,015	1,590,714
ART IN PUBLIC PLACES (0056)	9,804	5,664	22,654	11,714	11,647
PARK MAINT & CAPITAL IMP MILLAGE (0071)	428,800	549,538	2,375,623	3,120,052	1,650,993
SENIOR CENTER ENDOWMENT (0083)	6,250	37,500	37,500	37,500	37,500
<b>Total</b>	<b>\$11,529,873</b>	<b>\$17,052,735</b>	<b>\$10,655,412</b>	<b>\$11,759,046</b>	<b>\$9,450,800</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
PARKS & RECREATION	19.54	19.92	20.25	20.17
<b>Total</b>	<b>19.54</b>	<b>19.92</b>	<b>20.25</b>	<b>20.17</b>

## **COMMUNITY SERVICES AREA PARKS AND RECREATION SERVICES**

### **REVENUES**

**Charges for Services** – The increase is due to a combination of higher participation, new programs, and increases in revenue resulting from fee increases adopted in FY 2011. Increased revenue is projected for FY 2013 because of the Argo Millrace Reconstruction which will allow for new programs and greater accessibility, resulting in higher participation. Daily fees at the swimming pools are also proposed for an increase in FY 2013, resulting in increased revenue.

**Contributions** – The FY 2013 decrease is due to a lower forecast for developer contributions.

**Intergovernmental Revenues** – In FY 2011 Federal Farm and Ranch Land Protection funding was appropriated by City Council upon receipt of grant funds for specific properties in the Open Space and Parkland Preservation Program.

**Operating Transfer In** - In FY 2010 & 2011, transfers were made from the Open Space and Parkland Acquisition Bond fund to the Millage fund. The Bond has now been spent down so transfers are complete. Remaining transfers are primarily for the Golf Fund.

**Prior Year Surplus** – The amount is the use of the Parks Maintenance and Capital Improvements Millage fund balance for Capital Projects.

### **EXPENSES**

**Payroll Fringes** - The increase is a result of higher expenses for medical insurance, pension and VEBA funding.

**Other Services** – The decrease is due to a reduction in contracted services related to capital projects.

**Other Charges** – The decrease is due to expenses for capital projects being budgeted here in FY 2012, rather than Capital Outlay as in FY 2013.

**Capital Outlay** – The decrease is attributable to a policy change whereas monies appropriated for land acquisitions are appropriated at the time of Council approval. As purchases of property and development rights are approved by Council funding will be appropriated as necessary. Also, there is a decrease in use of the Park Maintenance & Capital Improvement Millage Fund monies for capital projects.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City’s administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Parks and Recreation Services Unit would be charged \$1,514,295 in FY 2013.

**COMMUNITY SERVICES AREA  
PARKS & RECREATION**

**Revenues by Activity (0010 GENERAL)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	168,410	150,235	159,171	159,171	159,117
6100 FACILITY RENTALS	309,782	309,338	322,000	322,000	322,000
6231 BUHR POOL	150,794	171,068	157,700	157,700	170,100
6232 BUHR RINK	76,491	139,248	133,100	133,100	133,750
6234 VETERAN'S POOL	112,607	137,076	119,400	119,400	131,500
6235 VETERAN'S ICE ARENA	465,495	452,093	488,900	488,900	489,400
6236 FULLER POOL	226,709	254,410	246,095	246,095	264,295
6237 MACK POOL	109,778	115,674	133,000	133,000	135,500
6238 VETERAN'S FITNESS CENTER	4,962	3,812	5,500	5,500	5,500
6242 ARGO LIVERY	213,968	219,489	212,900	195,000	258,750
6244 GALLUP LIVERY	223,145	253,526	280,700	280,700	289,400
6315 SENIOR CENTER OPERATIONS	72,017	127,201	129,374	125,600	112,600
<b>Total</b>	<b>\$2,134,158</b>	<b>\$2,333,170</b>	<b>\$2,387,840</b>	<b>\$2,366,166</b>	<b>\$2,471,912</b>

**Revenues by Activity (0018 PARKS REHAB & DEVELOP MILLAGE)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
0000 REVENUE	(24,297)	20,310	23,336	23,336	-
9018 PARK REHAB & DEVELOP MIL 95	-	51	553,022	-	-
<b>Total</b>	<b>-</b>	<b>\$20,361</b>	<b>\$576,358</b>	<b>\$23,336</b>	<b>-</b>

**Revenues by Activity (0024 OPEN SPACE & PARK ACQ MILLAGE)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
0000 REVENUE	174,167	234,190	204,441	204,441	139,205
9024 PARK LAND ACQUISITION	4,365,949	6,289,128	2,132,145	2,132,145	2,165,818
<b>Total</b>	<b>\$4,540,116</b>	<b>\$6,523,318</b>	<b>\$2,336,586</b>	<b>\$2,336,586</b>	<b>\$2,305,023</b>

**Revenues by Activity (0025 BANDEMER PROPERTY)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
0000 REVENUE	2,313	1,683	1,311	1,311	58
1000 ADMINISTRATION	6,975	6,900	4,200	4,200	4,200
<b>Total</b>	<b>\$9,288</b>	<b>\$8,583</b>	<b>\$5,511</b>	<b>\$5,511</b>	<b>\$4,258</b>

**Revenues by Activity (0034 PARKS MEMORIALS & CONTRIBUTIONS)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
0000 REVENUE	5,500	4,610	2,853	2,853	2,276
1000 ADMINISTRATION	33,037	137,750	290,098	37,500	37,500
6915 PARK PLAN - MEMORIALS	-	-	108,333	108,333	-
<b>Total</b>	<b>\$38,537</b>	<b>\$142,360</b>	<b>\$401,284</b>	<b>\$148,686</b>	<b>\$39,776</b>

Revenues by Activity (0041 OPEN SPACE ENDOWMENT)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
0000 REVENUE	2,310	5,437	1,541	1,541	-
<b>Total</b>	<b>\$2,310</b>	<b>\$5,437</b>	<b>\$1,541</b>	<b>\$1,541</b>	<b>-</b>

Revenues by Activity (0046 MARKET FUND)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
0000 REVENUE	16,671	9,857	8,084	8,084	14,699
1646 FARMER'S MARKET	144,591	148,686	159,648	159,648	164,336
<b>Total</b>	<b>\$161,262</b>	<b>\$158,543</b>	<b>\$167,732</b>	<b>\$167,732</b>	<b>\$179,035</b>

Revenues by Activity (0047 GOLF COURSES FUND)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
0000 REVENUE	(7,743)	(2,867)	-	-	-
6503 HURON GOLF COURSE	762,386	833,854	767,901	886,587	668,270
6504 LESLIE GOLF COURSE	840,478	825,794	921,319	870,500	922,444
<b>Total</b>	<b>\$1,595,121</b>	<b>\$1,656,781</b>	<b>\$1,689,220</b>	<b>\$1,757,087</b>	<b>\$1,590,714</b>

Revenues by Activity (0056 ART IN PUBLIC PLACES)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	7,286	7,428	12,733	12,733	12,660
<b>Total</b>	<b>\$7,286</b>	<b>\$7,428</b>	<b>\$12,733</b>	<b>\$12,733</b>	<b>\$12,660</b>

Revenues by Activity (0071 PARK MAINT & CAPITAL IMP MILLAGE)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	15	-	1,124,229	-	62,015
9000 CAPITAL OUTLAY	1,038,414	993,801	1,614,827	1,228,993	1,610,188
<b>Total</b>	<b>\$1,038,429</b>	<b>\$993,801</b>	<b>\$2,739,056</b>	<b>\$1,228,993</b>	<b>\$1,672,203</b>

Revenues by Activity (0083 SENIOR CENTER ENDOWMENT)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
0000 REVENUE	3,282	1,651	1,597	700	1,275
6315 SENIOR CENTER OPERATIONS	-	-	35,903	-	36,225
<b>Total</b>	<b>\$3,282</b>	<b>\$1,651</b>	<b>\$37,500</b>	<b>\$700</b>	<b>\$37,500</b>

**COMMUNITY SERVICES AREA  
PARKS & RECREATION**

**Expenses by Activity (0006 PARKS REPAIR & RESTOR MILLAGE)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1810 TAX REFUNDS	1,436	3,862	-	-	-
<b>Total</b>	<b>\$1,436</b>	<b>\$3,862</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Expenses by Activity (0010 GENERAL)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	543,840	541,819	384,475	384,475	452,655
1001 SERVICE AREA OVERHEAD/ADMIN	190,247	210,133	245,422	245,422	193,942
1100 FRINGE BENEFITS	213,588	208,848	280,302	280,302	188,288
6100 FACILITY RENTALS	310,809	316,692	337,369	337,369	358,362
6231 BUHR POOL	218,017	228,352	233,468	233,468	242,122
6232 BUHR RINK	104,728	158,280	171,401	171,401	178,829
6234 VETERAN'S POOL	223,631	283,505	233,776	233,776	240,976
6235 VETERAN'S ICE ARENA	491,285	453,415	485,645	485,645	504,775
6236 FULLER POOL	229,908	220,497	252,658	252,658	210,045
6237 MACK POOL	200,178	185,129	204,635	204,635	259,618
6238 VETERAN'S FITNESS CENTER	1,903	3,687	4,605	4,605	2,828
6242 ARGO LIVERY	194,555	205,773	218,935	218,935	224,021
6244 GALLUP LIVERY	172,366	187,662	224,050	224,050	259,633
6315 SENIOR CENTER OPERATIONS	200,443	213,408	197,930	197,930	205,254
6403 COMMUNITY OUTREACH SERVICES	153,978	117,741	115,631	115,631	115,984
<b>Total</b>	<b>\$3,449,476</b>	<b>\$3,534,941</b>	<b>\$3,590,302</b>	<b>\$3,590,302</b>	<b>\$3,637,332</b>

**Expenses by Activity (0018 PARKS REHAB & DEVELOP MILLAGE)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	18,212	21,776	27,010	27,010	-
1810 TAX REFUNDS	1,412	3,799	-	-	-
6920 PARK PLAN - NEIGHBORHOOD PARKS	7,732	204,333	67,651	266,813	-
6930 PARK PLAN - REC FAC RENOVATIONS	166,260	111,852	-	186,136	-
9000 CAPITAL OUTLAY	-	-	40,000	40,000	-
9018 PARK REHAB & DEVELOP MIL 95	500,637	65,294	28,292	38,441	-
<b>Total</b>	<b>\$694,253</b>	<b>\$407,054</b>	<b>\$162,953</b>	<b>\$558,400</b>	<b>-</b>

**Expenses by Activity (0024 OPEN SPACE & PARK ACQ MILLAGE)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1001 SERVICE AREA OVERHEAD/ADMIN	32,721	26,921	7,597	7,597	-
1810 TAX REFUNDS	11,087	26,762	-	-	-
9024 PARK LAND ACQUISITION	3,851,599	9,429,754	1,097,489	1,097,489	1,077,648
9500 DEBT SERVICE	1,197,950	1,212,150	1,225,375	1,225,375	1,227,375
<b>Total</b>	<b>\$5,093,357</b>	<b>\$10,695,587</b>	<b>\$2,330,461</b>	<b>\$2,330,461</b>	<b>\$2,305,023</b>



**Expenses by Activity (0025 BANDEMER PROPERTY)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
9018 PARK REHAB & DEVELOP MIL 95	2,472	2,532	4,200	4,200	4,258
<b>Total</b>	<b>\$2,472</b>	<b>\$2,532</b>	<b>\$4,200</b>	<b>\$4,200</b>	<b>\$4,258</b>

**Expenses by Activity (0034 PARKS MEMORIALS & CONTRIBUTIONS)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	14,860	-	27,500	27,500	27,500
6315 SENIOR CENTER OPERATIONS	-	-	15,000	30,000	-
6402 SCHOLARSHIPS	10,606	17,297	6,361	6,361	6,798
6915 PARK PLAN - MEMORIALS	-	-	108,333	108,333	-
6920 PARK PLAN - NEIGHBORHOOD PARKS	27,498	600	133,199	133,199	-
6930 PARK PLAN - REC FAC RENOVATIONS	6,109	-	33,891	33,891	-
9000 CAPITAL OUTLAY	-	-	50,000	50,000	-
9024 PARK LAND ACQUISITION	-	-	12,000	12,000	-
<b>Total</b>	<b>\$59,073</b>	<b>\$17,897</b>	<b>\$386,284</b>	<b>\$401,284</b>	<b>\$34,298</b>

**Expenses by Activity (0046 MARKET FUND)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	345	1,792	-	-	-
1001 SERVICE AREA OVERHEAD/ADMIN	2,004	3,631	7,048	7,048	7,836
1646 FARMER'S MARKET	153,644	150,636	158,070	158,070	171,199
<b>Total</b>	<b>\$155,993</b>	<b>\$156,059</b>	<b>\$165,118</b>	<b>\$165,118</b>	<b>\$179,035</b>

**Expenses by Activity (0047 GOLF COURSES FUND)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	23,638	10,981	-	-	-
1001 SERVICE AREA OVERHEAD/ADMIN	7,307	9,566	12,157	12,157	13,664
6503 HURON GOLF COURSE	558,084	559,775	548,580	536,978	556,301
6504 LESLIE GOLF COURSE	1,041,364	1,065,640	1,019,580	990,880	1,020,749
<b>Total</b>	<b>\$1,630,393</b>	<b>\$1,645,962</b>	<b>\$1,580,317</b>	<b>\$1,540,015</b>	<b>\$1,590,714</b>

**Expenses by Activity (0056 ART IN PUBLIC PLACES)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	-	-	19,655	11,714	11,647
4600 WEST PARK	9,804	5,664	(1)	-	-
4601 ALLMENDINGER PARK MURAL	-	-	3,000	-	-
<b>Total</b>	<b>\$9,804</b>	<b>\$5,664</b>	<b>\$22,654</b>	<b>\$11,714</b>	<b>\$11,647</b>

Expenses by Activity (0071 PARK MAINT & CAPITAL IMP MILLAGE)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	128,068	217,996	328,252	328,252	370,425
1001 SERVICE AREA OVERHEAD/ADMIN	6,804	9,304	13,213	13,213	14,610
6126 ISLAND PARK	-	-	150,000	150,000	-
6141 BECKLEY PLAYGROUND IMPROVEMENTS	-	-	78,000	78,000	-
6142 WINEWOOD THALER PLAYGROUND IMPR	-	-	98,000	98,000	-
6143 WEST PARK TENNIS COURTS	-	-	200,000	200,000	-
6144 FAIRVIEW NON-MOTORIZED PATH	-	-	11,500	11,500	-
6145 LSNC RAPTOR PATH	-	-	56,000	56,000	-
6146 PLACID WAY PARK	-	-	100,000	100,000	-
6147 ARGO PEDESTRIAN BRIDGE	-	-	8,000	-	-
6190 COBBLESTONE FARM	-	-	25,000	25,000	-
6341 SENIOR CENTER RESTROOMS	-	-	32,000	-	-
6920 PARK PLAN - NEIGHBORHOOD PARKS	9,202	52,128	148,885	473,362	175,000
6925 PARK PLAN - BIKE FACIL/GREENWAYS	13,504	139,430	69,044	77,044	415,958
6930 PARK PLAN - REC FAC RENOVATIONS	29,064	22,553	762,164	964,116	175,000
6960 PARK PLAN - MAJOR DEV/RENOVATION	232,657	99,704	128,565	378,565	-
6970 PARK PLAN - ACTIVE RECREATION	8,215	995	-	-	500,000
9000 CAPITAL OUTLAY	1,286	7,428	167,000	167,000	-
<b>Total</b>	<b>\$428,800</b>	<b>\$549,538</b>	<b>\$2,375,623</b>	<b>\$3,120,052</b>	<b>\$1,650,993</b>

Expenses by Activity (0083 SENIOR CENTER ENDOWMENT)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
6315 SENIOR CENTER OPERATIONS	6,250	37,500	37,500	37,500	37,500
<b>Total</b>	<b>\$6,250</b>	<b>\$37,500</b>	<b>\$37,500</b>	<b>\$37,500</b>	<b>\$37,500</b>

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
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<b>Service Area:</b>	Community Services	<b>Area Administrator:</b>	Sumedh Bahl
<b>Service Unit:</b>	Parks & Recreation	<b>Manager:</b>	Colin Smith

Service Unit Goals	City Goals:
<b>A.</b> Expand GIVE365 Volunteer Program with the goal of 3,120 volunteer hours for FY2013.	1, 2, 3
<b>B.</b> Manage recreation facility budgets so that the budgeted net effect to the General Fund is achieved.	1, 2, 3
<b>C.</b> Continue to leverage social media sites such as Facebook, Twitter, and FourSquare to promote our services at minimal cost.	1, 2
<b>D.</b> Manage and coordinate Parks Millage renewal process.	1, 2, 3, 4
<b>E.</b> Program new Argo Cascades to maximize community benefit.	1, 2, 3
<b>F.</b> Implement Capital Projects scheduled for FY13.	3

Service Unit Measures	Status
<b>A.</b> Track total volunteer hours donated on a monthly basis.	
<b>B.</b> Monthly tracking of net cost of each recreation facility and explanations for variances.	
<b>C.</b> Track friends/fans/followers using HootSuite.	
<b>D.</b> Monthly progress updates delivered to CSA Administrator and November ballot result.	
<b>E.</b> Produce monthly activity reports for different programs..	
<b>F.</b> Meet the established schedule of individual projects.	

**See Budget Summaries Section, Page 1 for list of City Goals**

COMMUNITY SERVICES AREA  
PARKS & RECREATION

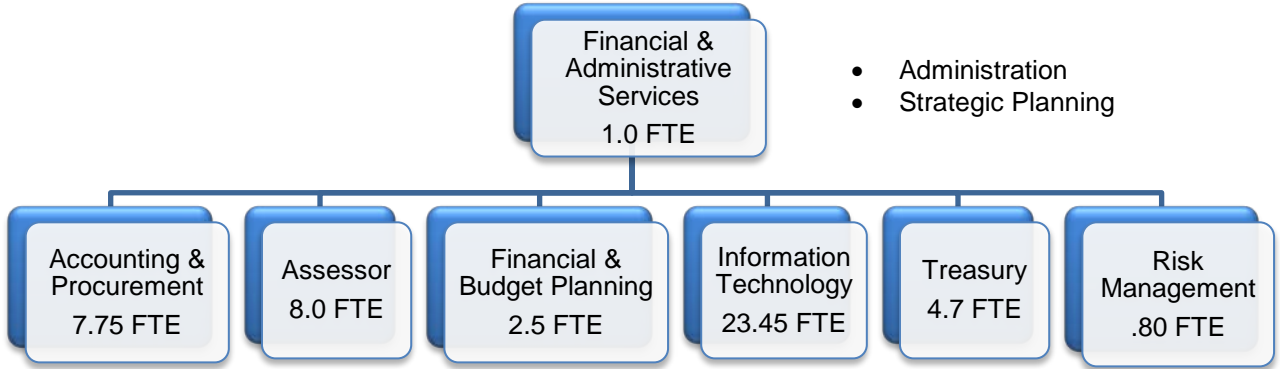
Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ADMIN ASSISTANT LVL 4	110044	0.85
ADMIN ASSISTANT LVL 5	110054	1.00
CITY COMMUNICATION LIAISO	401180	0.89
COMM SERVICES AREA ADMIN	403630	0.40
FINANCIAL MGR - COMM SERV	401500	0.35
GOLF MAINT & OPS SPEC	117200	2.00
LANDSCAPE ARCHITECT II	401360	1.00
MANAGEMENT ASSISTANT	000200	0.40
MARKET MANAGER	401430	1.00
PARKS & REC DIRECTOR GOLF	404120	1.00
PARKS & REC SERVICES MGR	403480	1.00
PARKS & REC SRV DEP MGR	401270	1.00
REC FACILITY SUP II	190124	5.00
REC FACILITY SUP III	190134	2.00
RECREATION FACILITY SUP I	190114	1.00
SENIOR APPLICATION SPEC	401050	0.28
VOLUNTEER & OUTREACH COOR	190110	1.00
<b>Total</b>		<b>20.17</b>



*FINANCIAL & ADMINISTRATIVE SERVICES AREA*

# Financial & Administrative Services Area Organization Chart



- |  |   |   |  |  |  |
|--|---|---|--|--|--|
| <ul style="list-style-type: none"> <li>• Payroll</li> <li>• Accounts Receivable</li> <li>• Accounts Payable</li> <li>• External Audit</li> <li>• Fixed Assets</li> <li>• Bank &amp; Investment Reconciliation</li> <li>• Primary Contact for Procurement for Internal Customers &amp; Vendors</li> <li>• Ensure compliance with City's Purchasing Policies.</li> </ul> | <ul style="list-style-type: none"> <li>• Property Tax Assessment Roll</li> <li>• Property Appraisal</li> <li>• Assessment Appeal Process</li> <li>• Property Tax Abatement</li> <li>• Maintain Property Records</li> <li>• Business Canvas for Personal Property</li> </ul> | <ul style="list-style-type: none"> <li>• Financial Planning</li> <li>• Budget</li> <li>• Internal Audit</li> <li>• Performance Measurement</li> <li>• Economic Development</li> <li>• Smartzone LDFA support</li> </ul> | <ul style="list-style-type: none"> <li>• Infrastructure Services and Support</li> <li>• Application Support</li> <li>• Project Management &amp; Delivery Services</li> <li>• Network Architecture and Security</li> <li>• Help Desk Services</li> <li>• Administration and Planning</li> </ul> | <ul style="list-style-type: none"> <li>• Tax Collection</li> <li>• Banking</li> <li>• Investment Management</li> <li>• Cash Flow</li> <li>• Bond Issuance</li> <li>• Parking Referees</li> </ul> | <ul style="list-style-type: none"> <li>• Liability Claims Management</li> <li>• Insurance Procurement</li> </ul> |
|--|---|---|--|--|--|

## FINANCIAL & ADMINISTRATIVE SERVICES AREA

### Revenues by Service Unit

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
ACCOUNTING SERVICES	(1,551)	(1,055)	-	-	-
ASSESSOR SERVICES	2,785	1,359	-	-	-
FINANCIAL & BUDGET PLANNING	15,004,401	15,931,601	14,514,068	14,891,165	14,659,918
INFORMATION TECHNOLOGY	6,589,737	6,420,002	6,503,546	6,503,546	6,597,508
PROCUREMENT	36,730	18,020	-	-	-
RISK MANAGEMENT	24,947,507	18,384,798	27,543,953	27,623,816	27,819,736
TREASURY SERVICES	41,741,479	40,525,948	40,109,329	40,109,329	40,448,611
<b>Total</b>	<b>\$88,321,088</b>	<b>\$81,280,673</b>	<b>\$88,670,896</b>	<b>\$89,127,856</b>	<b>\$89,525,773</b>

### Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	56,817,093	56,444,637	54,601,397	54,978,494	55,088,529
INFORMATION TECHNOLOGY (0014)	6,589,737	6,420,002	6,503,546	6,503,546	6,597,508
GENERAL DEBT SERVICE (0035)	(23,990)	4,430	1,000	1,000	1,000
INSURANCE FUND (0057)	24,947,507	18,384,798	27,543,953	27,623,816	27,819,736
GEN DEBT SERV-SPEC ASSESSMENTS (0060)	(9,258)	26,807	21,000	21,000	19,000
<b>Total</b>	<b>\$88,321,089</b>	<b>\$81,280,674</b>	<b>\$88,670,896</b>	<b>\$89,127,856</b>	<b>\$89,525,773</b>

## FINANCIAL & ADMINISTRATIVE SERVICES AREA

### Expenses by Service Unit

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
ACCOUNTING SERVICES	804,265	769,020	798,089	784,842	770,270
ASSESSOR SERVICES	928,781	954,709	923,567	873,699	975,512
FINANCIAL & BUDGET PLANNING	1,063,800	948,280	994,077	976,619	869,924
INFORMATION TECHNOLOGY	5,156,732	5,425,374	8,530,843	8,530,843	6,597,508
PROCUREMENT	499,724	289,132	119,391	91,771	122,954
RISK MANAGEMENT	3,051,250	3,949,630	2,812,812	2,640,897	2,924,916
TREASURY SERVICES	599,709	608,409	587,644	588,801	614,519
<b>Total</b>	<b>\$12,104,261</b>	<b>\$12,944,554</b>	<b>\$14,766,423</b>	<b>\$14,487,472</b>	<b>\$12,875,603</b>

### Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	3,896,279	3,569,550	3,422,768	3,315,732	3,353,179
INFORMATION TECHNOLOGY (0014)	5,156,732	5,425,374	8,530,843	8,530,843	6,597,508
INSURANCE FUND (0057)	3,051,250	3,949,630	2,812,812	2,640,897	2,924,916
<b>Total</b>	<b>\$12,104,261</b>	<b>\$12,944,554</b>	<b>\$14,766,423</b>	<b>\$14,487,472</b>	<b>\$12,875,603</b>

### FTE Count

Category	FY 2010	FY 2011	FY 2012	FY 2013
ACCOUNTING SERVICES	7.60	7.10	6.90	6.75
ASSESSOR SERVICES	8.00	8.00	8.00	8.00
FINANCIAL & BUDGET PLANNING	4.50	3.50	3.50	3.50
INFORMATION TECHNOLOGY	22.62	22.94	20.45	23.45
PROCUREMENT	1.15	1.15	1.10	1.00
RISK MANAGEMENT	0.75	0.80	0.80	0.80
TREASURY SERVICES	4.75	4.70	4.70	4.70
<b>Total</b>	<b>49.37</b>	<b>48.19</b>	<b>45.45</b>	<b>48.20</b>





## *FINANCIAL & ADMINISTRATIVE SERVICES AREA*

### **ACCOUNTING SERVICES**

The Accounting Service Unit is responsible for maintaining the accounting ledgers of all financial transactions for the City. This function includes disbursing accounts payable, billing accounts receivable, and preparing financial reporting for management and the public. Another important function is the preparation of payroll disbursements for all City employees.

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
ACCOUNTING SERVICES

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
INVESTMENT INCOME	(1,551)	(1,063)	-	-	-
MISCELLANEOUS REVENUE	-	9	-	-	-
<b>Total</b>	-	-	-	-	-

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	(1,551)	(1,055)	-	-	-
<b>Total</b>	-	-	-	-	-

**FINANCIAL & ADMINISTRATIVE SERVICES AREA**  
**ACCOUNTING SERVICES**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	477,369	465,588	479,942	464,777	429,081
PAYROLL FRINGES	205,242	195,020	224,278	216,507	246,099
OTHER SERVICES	27,258	10,565	4,205	13,220	5,205
MATERIALS & SUPPLIES	7,305	6,474	6,500	7,174	6,500
OTHER CHARGES	87,092	91,372	82,548	82,548	82,701
EMPLOYEE ALLOWANCES	-	-	616	616	684
<b>Total</b>	<b>\$804,266</b>	<b>\$769,019</b>	<b>\$798,089</b>	<b>\$784,842</b>	<b>\$770,270</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	804,265	769,020	798,089	784,842	770,270
<b>Total</b>	<b>\$804,265</b>	<b>\$769,020</b>	<b>\$798,089</b>	<b>\$784,842</b>	<b>\$770,270</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
ACCOUNTING SERVICES	7.60	7.10	6.90	6.75
<b>Total</b>	<b>7.60</b>	<b>7.10</b>	<b>6.90</b>	<b>6.75</b>

**FINANCIAL & ADMINISTRATIVE SERVICES  
ACCOUNTING SERVICES UNIT**

**EXPENSES**

**Personnel Costs** – The decrease represents a reduction in Accounting staff FTE's.

**Payroll Fringes** - The increase is from higher pension, VEBA and medical insurance costs.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Accounting Unit would be charged \$297,746 in FY 2013.

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
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<b>Service Area:</b>	Financial and Administrative Services	<b>Area Administrator:</b>	Tom Crawford
<b>Service Unit:</b>	Accounting & Payroll Service Unit	<b>Manager:</b>	Karen Lancaster

Service Unit Goals	City Goals:
<b>A.</b> Transition to new auditing firm and complete the annual audit by November 1 <sup>st</sup>	1
<b>B.</b> Lead the two-year budget cycle for FY14 and FY15 budget	1, 2, 3
<b>C.</b> Support Council strategy session	1, 2, 3
<b>D.</b> Lead financial policy benchmarking effort via GFOA best practices	1
<b>E.</b> Continue implementing additional features and integration with the City's financial system as they arise	1, 2, 3

Service Unit Measures	Status
<b>A1</b> -Complete work papers by September 15 <sup>th</sup>	
<b>A2</b> -Complete Fund Statements by September 30 <sup>th</sup>	
<b>A3</b> -Draft CAFR to Auditors by October 15 <sup>th</sup>	
<b>A4</b> -Publish CAFR by October 31 <sup>st</sup>	
<b>A5</b> -Deliver CAFR to City Council by mid-November	
<b>B1</b> – Kick-off and training by Oct. 31 <sup>st</sup>	
<b>B2</b> – Complete new MSC study by Nov. 30 <sup>th</sup>	
<b>B3</b> – Financial targets distributed by Dec. 31 <sup>st</sup>	
<b>B4</b> – Submit City Administrator's draft budget by April 1 <sup>st</sup>	
<b>C</b> - tbd	
<b>D1</b> - By July 1 determine team composition and set-up timeline for project completion	
<b>D2</b> – Complete preliminary results and recommendations by Sept. 30 <sup>th</sup>	
<b>E</b> - Completion of several individual projects by June 30 <sup>th</sup>	

**See Budget Summaries Section, Page 1 for list of City Goals**

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
ACCOUNTING SERVICES

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ACCOUNTANT II	401440	2.00
ACCOUNTING SERVICES MGR	401280	1.00
ADMIN ASSISTANT LVL 1	110014	1.00
ADMIN ASSISTANT LVL 5	110054	2.75
Total		6.75



## *FINANCIAL & ADMINISTRATIVE SERVICES AREA*

### **ASSESSOR SERVICES**

The Assessing Service Unit is responsible for tax assessing and property appraisals for all taxable property within the City. Other duties include granting of homesteads, processing of divisions of land, reviewing and processing exemption applications, calculating Payments in Lieu of Taxes, establishing special assessment districts and apportioning the special assessment within that special assessment district, defending Assessed and Taxable Values before the Michigan Tax Tribunal and assisting other service areas and service units within the City with valuation, real estate and property taxation issues.

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
ASSESSOR SERVICES

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
MISCELLANEOUS REVENUE	785	(2,239)	-	-	-
TAXES	2,000	3,598	-	-	-
<b>Total</b>	<b>\$2,785</b>	<b>\$1,359</b>	<b>-</b>	<b>-</b>	<b>-</b>

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	2,785	1,359	-	-	-
<b>Total</b>	<b>\$2,785</b>	<b>\$1,359</b>	<b>-</b>	<b>-</b>	<b>-</b>



**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
ASSESSOR SERVICES**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	536,304	536,288	515,326	475,078	509,062
PAYROLL FRINGES	265,807	288,742	310,614	292,862	369,098
OTHER SERVICES	27,049	27,694	12,200	18,560	12,200
MATERIALS & SUPPLIES	6,036	18,548	3,000	4,772	3,000
OTHER CHARGES	93,585	83,437	69,467	69,467	69,192
EMPLOYEE ALLOWANCES	-	-	12,960	12,960	12,960
<b>Total</b>	<b>\$928,781</b>	<b>\$954,709</b>	<b>\$923,567</b>	<b>\$873,699</b>	<b>\$975,512</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	928,781	954,709	923,567	873,699	975,512
<b>Total</b>	<b>\$928,781</b>	<b>\$954,709</b>	<b>\$923,567</b>	<b>\$873,699</b>	<b>\$975,512</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
ASSESSOR SERVICES	8.00	8.00	8.00	8.00
<b>Total</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>

**FINANCIAL & ADMINISTRATIVE SERVICES  
ASSESSOR SERVICES UNIT**

**EXPENSES**

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding, VEBA and medical insurance.

**Municipal Service Charge (MSC)** - A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Assessor Services Unit would be charged \$352,637 in FY 2013.

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
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<b>Service Area:</b>	Financial and Administrative Services	<b>Area Administrator:</b>	Tom Crawford
<b>Service Unit:</b>	Assessor	<b>Manager:</b>	David Petrak

Service Unit Goals	City Goals:
<b>A.</b> Inventory all property and value all taxable property by 1 <sup>st</sup> week in March	<b>1</b>
<b>B.</b> Update online property sketches and images by March 1 <sup>st</sup>	<b>2</b>
<b>C.</b> Pursue greater digital record storage	<b>1</b>

Service Unit Measures	Status
<b>A1</b> - ECF's set by December 1 <sup>st</sup>	
<b>A2</b> – Annexations processed by first week of December	
<b>A3</b> – Splits and combinations processed by first week of December	
<b>A4</b> – Conduct street survey by third week of December	
<b>A5</b> – Personal property statements mailed by December 31 <sup>st</sup>	
<b>A6</b> – Poverty applications mailed by January 15 <sup>th</sup>	
<b>A7</b> – New construction appraised by January 15 <sup>th</sup>	
<b>A8</b> – Name and address changes processed by third week of February	
<b>A9</b> – Principal resident affidavits processed by third week of February	
<b>A10</b> – Property transfer affidavits processed by third week of February	
<b>A11</b> – Personal property statements processed by third week of February	
<b>A12</b> – Perform audit checks by March 1 <sup>st</sup>	
<b>A13</b> – Assessment change notices mailed by March 5 <sup>th</sup>	
<b>B1</b> – Create online images and sketches export by third week of February	
<b>B2</b> – Send export to BS&A by third week of February	
<b>B3</b> – Verify website update by third week of February	

**See Budget Summaries Section, Page 1 for list of City Goals**

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
ASSESSOR SERVICES

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ADMIN ASSISTANT LVL 1	110014	1.00
ADMIN ASSISTANT LVL 3	110034	1.00
ASSESSOR SERVICES MANAGER	403220	1.00
DEPUTY ASSESSOR	403430	1.00
REAL PROPERTY APPRAISER I	119181	3.00
SENIOR APPRAISER	401260	1.00
Total		8.00



## *FINANCIAL & ADMINISTRATIVE SERVICES AREA*

### **FINANCIAL & BUDGET PLANNING**

The Financial & Budget Planning Service Unit is responsible for strategic financial planning, coordination of the annual budget process, internal audit, supporting economic development initiatives and acting as a resource for Citywide issues related to financial management.

**FINANCIAL & ADMINISTRATIVE SERVICES AREA**  
**FINANCIAL & BUDGET PLANNING**

**Revenues by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	1,068,089	922,832	1,436,652	1,085,088	956,739
FINES & FORFEITS	96	12	-	-	-
INTERGOVERNMENTAL REVENUES	10,376,786	10,534,573	9,782,252	10,510,913	10,365,416
INTRAGOVERNMENTAL SALES	3,180,132	3,259,716	2,923,821	2,923,821	2,967,920
INVESTMENT INCOME	(170,619)	708,203	356,343	356,343	354,843
MISCELLANEOUS REVENUE	65,079	500,806	15,000	15,000	15,000
TAXES	484,838	5,460	-	-	-
<b>Total</b>	<b>\$15,004,401</b>	<b>\$15,931,602</b>	<b>\$14,514,068</b>	<b>\$14,891,165</b>	<b>\$14,659,918</b>

**Revenues by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	15,037,650	15,900,365	14,492,068	14,869,165	14,639,918
GENERAL DEBT SERVICE (0035)	(23,990)	4,430	1,000	1,000	1,000
GEN DEBT SERV-SPEC ASSESSMENTS (0060)	(9,258)	26,807	21,000	21,000	19,000
<b>Total</b>	<b>\$15,004,402</b>	<b>\$15,931,602</b>	<b>\$14,514,068</b>	<b>\$14,891,165</b>	<b>\$14,659,918</b>

**FINANCIAL & ADMINISTRATIVE SERVICES AREA**  
**FINANCIAL & BUDGET PLANNING**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	315,860	287,473	314,764	297,264	314,764
PAYROLL FRINGES	157,976	130,999	151,609	147,732	191,090
OTHER SERVICES	122,973	72,843	73,810	77,729	72,963
MATERIALS & SUPPLIES	478	653	800	800	550
OTHER CHARGES	466,513	456,313	447,262	447,262	284,725
EMPLOYEE ALLOWANCES	-	-	5,832	5,832	5,832
<b>Total</b>	<b>\$1,063,800</b>	<b>\$948,281</b>	<b>\$994,077</b>	<b>\$976,619</b>	<b>\$869,924</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	1,063,800	948,280	994,077	976,619	869,924
<b>Total</b>	<b>\$1,063,800</b>	<b>\$948,280</b>	<b>\$994,077</b>	<b>\$976,619</b>	<b>\$869,924</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
FINANCIAL & BUDGET PLANNING	4.50	3.50	3.50	3.50
<b>Total</b>	<b>4.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>

**FINANCIAL & ADMINISTRATIVE SERVICES  
FINANCIAL & BUDGET PLANNING SERVICES UNIT**

**REVENUES**

**Charges for Services** – A reduction in bonds issued causes a reduction in bond user fees.

**Intergovernmental Revenues** – The increase is attributable to projected increases in the Constitutional portion of State Shared Revenue.

**EXPENSES**

**Payroll Fringes** - The increases are from higher pension, VEBA and medical insurance costs.

**Other Charges** – The FY 2013 decrease is due to a methodology change in how funding for retiree medical insurance is allocated to City service units.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Financial and Budget Planning Services Unit would be charged \$308,712 in FY 2013.



<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Financial & Admin. Services	<b>Area Administrator:</b>	Tom Crawford
<b>Service Unit:</b>	Finance & Budget	<b>Manager:</b>	Tom Crawford

Service Unit Goals	City Goals:
<b>A.</b> Perform five internal control reviews by June 2013.	<b>1</b>
<b>B.</b> Forecast fiscal year results within 1% of year-end actuals for the General Fund based on April's monthly close.	<b>1</b>
<b>C.</b> Prepare new two-year budget (FY2014 & FY2015) which meets the GFOA standards of excellence by June 30, 2013.	<b>1</b>
<b>D.</b> Champion cross-organizational effort to update VEBA ordinance	<b>1,3,4</b>
<b>E.</b> Collaborate with county to centralize public towing administration responsibility by January 2013.	<b>1</b>

Service Unit Measures	Status
<b>A</b> - Number of internal control reviews completed.	
<b>B</b> - 80% of managers report full year forecasted variances at monthly meetings.	
<b>C1</b> - 80% of timelines completed within 1 week of due date.	
<b>C2</b> - Receive the GFOA award.	
<b>D</b> - Have adopted ordinance by Council by July 2012.	
<b>E</b> - Have Council approved collaboration agreement with county in place by January 2013.	

**See Budget Summaries Section, Page 1 for list of City Goals**

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
FINANCIAL & BUDGET PLANNING

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
FINANCIAL & ADMIN AREA AD	403520	1.00
FINANCIAL MANAGER	401560	1.00
RISK SPEC/ASSTANT TO CFO	401100	0.50
SENIOR FIN SPEC-FORCAST	403870	1.00
Total		3.50



## *FINANCIAL & ADMINISTRATIVE SERVICES AREA*

### **INFORMATION TECHNOLOGY**

The Information Technology (IT) Services Unit is responsible for supporting the information technology needs of the City government including network, server and storage infrastructures, personal computing devices, telecommunications and printers. IT also has leadership roles in setting the future direction for information technology so that the City can achieve its strategic priorities, coaching service areas on business process improvements, delivering a clear business value and providing enterprise-level project management expertise, ensuring successful initiatives across the organization.

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
INFORMATION TECHNOLOGY

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	6,568,113	6,297,246	6,503,546	6,503,546	6,457,288
INVESTMENT INCOME	21,624	90,256	-	-	-
MISCELLANEOUS REVENUE	-	32,500	-	-	-
PRIOR YEAR SURPLUS	-	-	-	-	140,220
<b>Total</b>	<b>\$6,589,737</b>	<b>\$6,420,002</b>	<b>\$6,503,546</b>	<b>\$6,503,546</b>	<b>\$6,597,508</b>

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
INFORMATION TECHNOLOGY (0014)	6,589,737	6,420,002	6,503,546	6,503,546	6,597,508
<b>Total</b>	<b>\$6,589,737</b>	<b>\$6,420,002</b>	<b>\$6,503,546</b>	<b>\$6,503,546</b>	<b>\$6,597,508</b>

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
INFORMATION TECHNOLOGY**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	1,924,808	1,617,436	1,799,867	1,799,867	1,894,416
PAYROLL FRINGES	775,439	827,687	881,368	881,368	1,148,580
OTHER SERVICES	1,922,666	2,385,090	3,323,209	3,318,209	2,068,387
MATERIALS & SUPPLIES	124,156	304,108	556,201	561,201	190,000
OTHER CHARGES	1,093,858	1,048,978	1,610,853	1,610,853	1,085,607
PASS THROUGHES	9,702	8,316	-	-	-
CAPITAL OUTLAY	(693,896)	(766,240)	350,831	350,831	200,000
EMPLOYEE ALLOWANCES	-	-	8,514	8,514	10,518
<b>Total</b>	<b>\$5,156,733</b>	<b>\$5,425,375</b>	<b>\$8,530,843</b>	<b>\$8,530,843</b>	<b>\$6,597,508</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
INFORMATION TECHNOLOGY (0014)	5,156,732	5,425,374	8,530,843	8,530,843	6,597,508
<b>Total</b>	<b>\$5,156,732</b>	<b>\$5,425,374</b>	<b>\$8,530,843</b>	<b>\$8,530,843</b>	<b>\$6,597,508</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
INFORMATION TECHNOLOGY	22.62	22.94	20.45	23.45
<b>Total</b>	<b>22.62</b>	<b>22.94</b>	<b>20.45</b>	<b>23.45</b>

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
INFORMATION TECHNOLOGY SERVICES UNIT**

**EXPENSES**

**Personnel Services** - The increase in costs is associated with replacing contracted workers with employees.

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding, VEBA and medical insurance and an increase in FTE's.

**Other Services** – Contracted Services decreased due to replacing contracted workers with employees.

**Materials & Supplies** – Decreased budget for equipment purchases.

**Other Charges** – Decreased budget for system implementation projects.

**Capital Outlay** – Less money is included in the current budget request for capital replacements.

**FY 2013  
GOALS AND PERFORMANCE MEASURES**

<b>Service Area:</b>	Financial & Administrative	<b>Area Administrator:</b>	Tom Crawford
<b>Service Unit:</b>	Information Technology	<b>Manager:</b>	Dan Rainey

<b>Service Unit Goals</b>	<b>City Goals:</b>
<b>C. <u>Enterprise Storage Improvements</u></b> Implement the initial phase of the City/County Enterprise Disaster Recovery program.	<b>2,3</b>
<b>D. <u>Enterprise Network Enhancements</u></b> Expand network connectivity to include new sites required by Water System Critical Infrastructure Upgrade and US DOT/UMTRI Pilot Safety Project.	<b>2,3</b>
<b>E. <u>Enterprise Desktop Improvements</u></b> Implement Windows 7 desktop, Office 365, including hosted Exchange, and some form of virtual desktop technology.	<b>2,3</b>
<b>F. <u>Enterprise Web and Enterprise Content Management</u></b> Continue to expand the City's Enterprise Content Management platform by implementing one ECM integration project, five "backfile" scan and index projects, an uplift to the City's website information architecture and look-and-feel, and an upgrade to SharePoint 2010.	<b>2,3,4</b>
<b>G. <u>Enterprise GIS</u></b> Progress toward a common City-County GIS infrastructure by migrating the City and County to ESRI Version 10 and upgrading GeoCortex.	<b>2,3</b>
<b>H. <u>Enterprise Asset Management</u></b> <u>Expand the use of the City's Enterprise Asset Platform by implementing 3 additional subject areas.</u>	<b>2,3</b>
<b>I. <u>Think Green</u></b> Implement actions to promote energy conservation and minimize environmental impacts including attending the Mayor's Annual Green Fair.	<b>4</b>

<b>Service Unit Measures</b>	<b>Status</b>
<b>A1</b> – Develop enterprise disaster recovery plan and architecture requirements by December 31, 2012.	
<b>A2</b> – Replacement of EMC Centera by January 1, 2013.	
<b>A3</b> - Acquire secondary storage for use at disaster recovery site by March 30, 2013.	
<b>A4</b> - Execute tabletop disaster recovery exercise by June 30, 2013.	
<b>B1</b> – Install and configure 21 managed network switch locations in support of DOT/UMTRI's Safety Pilot Project by July 15, 2012.	
<b>B2</b> – Install and configure 12 new network switch locations in support of WTP Critical Infrastructure Upgrade project by July 15, 2012.	
<b>B2</b> – Install and configure 53 new surveillance cameras and 7 new Network Digital Video Recorders in support of WTP Critical Infrastructure Upgrade project by August 30, 2012.	

<b>C1</b> – Replace 65% of City computers by June 30, 2013.	
<b>C2</b> – Implement Windows 7 desktop as new standard on 75% of City computers by June 30, 2013.	
<b>C3</b> – Choose and implement a pilot for virtual desktop standard by September 30, 2012.	
<b>C4</b> – Implement Microsoft Office upgrade, including Exchange 2010 by October 30, 2012.	
<b>D1</b> – Implement Legistar/OnBase integration by December 30, 2012.	
<b>D2</b> – Implement five OnBase “backfile” projects by June 30, 2013.	
<b>D3</b> – Upgrade SharePoint from 2007 to 2010 by August 30, 2012.	
<b>E1</b> – Upgrade ESRI to version 10 by June 30, 2013.	
<b>F1</b> - Implementation 2 additional subject areas within CityWorks by June 30, 2013.	
<b>G1</b> – Attend the 2012 Mayor’s Annual Green Fair and develop promotional materials describing what the City and County IT departments are doing to promote technology “greening”.	

**See Budget Summaries Section, Page 1 for list of City Goals**



FINANCIAL & ADMINISTRATIVE SERVICES AREA  
INFORMATION TECHNOLOGY

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
APPLICATIONS DELIVERY MGR	403540	2.00
DATABASE ADMINISTRATOR	403510	1.00
GIS MANAGER	401240	1.00
INFRASTRUCTURE SUPPORT AD	401600	3.00
ITSD DIRECTOR	403700	1.00
PROJECT DELIVERY MANAGER	403570	1.00
SENIOR APP SPECIALIST	401050	1.00
SENIOR APPLICATION SPEC	401050	7.45
SENIOR INFRASTRUCTURE SPE	401130	4.00
SERVICE DELIVERY MANAGER	403550	2.00
<b>Total</b>		<b>23.45</b>

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## *FINANCIAL & ADMINISTRATIVE SERVICES AREA*

### **PROCUREMENT**

The Procurement Unit is responsible for ensuring the City's procurement policies and procedures are being followed. The Unit also provides general and administrative support in the preparation, reconciliation, and reporting of the City's procurement of goods and services.

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
PROCUREMENT

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
INTRAGOVERNMENTAL SALES	35,103	16,220	-	-	-
MISCELLANEOUS REVENUE	1,628	1,800	-	-	-
<b>Total</b>	<b>\$36,731</b>	<b>\$18,020</b>	<b>-</b>	<b>-</b>	<b>-</b>

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	36,730	18,020	-	-	-
<b>Total</b>	<b>\$36,730</b>	<b>\$18,020</b>	<b>-</b>	<b>-</b>	<b>-</b>

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
PROCUREMENT**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	76,877	110,558	68,460	40,123	65,125
PAYROLL FRINGES	36,253	42,159	28,646	24,621	35,614
OTHER SERVICES	230,561	30,125	4,000	8,587	4,000
MATERIALS & SUPPLIES	146,430	96,548	9,608	9,608	9,608
OTHER CHARGES	9,604	9,742	8,609	8,764	8,607
EMPLOYEE ALLOWANCES	-	-	68	68	-
<b>Total</b>	<b>\$499,725</b>	<b>\$289,132</b>	<b>\$119,391</b>	<b>\$91,771</b>	<b>\$122,954</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	499,724	289,132	119,391	91,771	122,954
<b>Total</b>	<b>\$499,724</b>	<b>\$289,132</b>	<b>\$119,391</b>	<b>\$91,771</b>	<b>\$122,954</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
PROCUREMENT	1.15	1.15	1.10	1.00
<b>Total</b>	<b>1.15</b>	<b>1.15</b>	<b>1.10</b>	<b>1.00</b>

**FINANCIAL & ADMINISTRATIVE SERVICES  
PROCUREMENT SERVICES UNIT**

**REVENUES**

**Intragovernmental Sales** – The decrease in FY 2012 reflects the central postage charges being moved to non-departmental.

**EXPENSES**

**Payroll Fringes** - The increase in costs is associated with an increase in medical insurance, pension and VEBA contributions.

**Other Services** – The decrease in FY 2012 reflects the allocation of telecommunications to the service units that incur the cost.

**Materials & Supplies** – The decrease in FY 2012 reflects the central postage charges being moved to non-departmental.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Procurement Unit would be charged \$25,609 in FY 2013.

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Financial and Administrative Services	<b>Area Administrator:</b>	Tom Crawford
<b>Service Unit:</b>	Procurement Unit	<b>Manager:</b>	Tom Crawford

Service Unit Goals	City Goals:
<b>A.</b> Implement online tool for vendors to directly download PO's to reduce city paper and postage expense.	1
<b>B.</b> Implement standard bid templates for Invitation To Bid (ITB) and Request for Proposal (RFP) as a procurement tools for city staff.	1, 2
<b>C.</b> Analyze and revise procurement policies and roll-out to city staff.	1, 2
<b>D.</b> Analyze citywide spending for combined spending opportunities to reduce costs.	1

Service Unit Measures	Status
<b>A1-</b> Implementation by 9/30/12.	
<b>B1</b> –Complete by 12/31/12.	
<b>C1</b> –Have draft revised polices by 9/30/12.	
<b>C2</b> –Complete roll-out to staff by 12/31/12.	
<b>D1</b> –Complete by 4/30/13.	

**See Budget Summaries Section, Page 1 for list of City Goals**

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
PROCUREMENT

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
PROCUREMENT OFFICIAL	404170	1.00
Total		1.00





## *FINANCIAL & ADMINISTRATIVE SERVICES AREA*

### **RISK MANAGEMENT**

The Risk Management Unit, in conjunction with the Insurance Board and the Treasury Unit, is responsible for management of the City's self-insurance program. This includes securing property, general liability and other insurance coverage, managing and investigating claims in conjunction with a third party administrator, identifying and working to mitigate potential risks, and management of the Risk Fund.

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
RISK MANAGEMENT**

**Revenues by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	24,886,966	17,068,376	27,543,953	27,543,953	27,819,736
INVESTMENT INCOME	60,541	116,936	-	79,863	-
MISCELLANEOUS REVENUE	-	1,199,486	-	-	-
<b>Total</b>	<b>\$24,947,507</b>	<b>\$18,384,798</b>	<b>\$27,543,953</b>	<b>\$27,623,816</b>	<b>\$27,819,736</b>

**Revenues by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
INSURANCE FUND (0057)	24,947,507	18,384,798	27,543,953	27,623,816	27,819,736
<b>Total</b>	<b>\$24,947,507</b>	<b>\$18,384,798</b>	<b>\$27,543,953</b>	<b>\$27,623,816</b>	<b>\$27,819,736</b>

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
RISK MANAGEMENT**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	43,879	56,444	56,239	56,239	56,603
PAYROLL FRINGES	17,935	13,653	31,705	31,705	39,537
OTHER SERVICES	605,814	718,919	649,050	649,050	660,616
MATERIALS & SUPPLIES	-	128	150	8,563	150
OTHER CHARGES	1,083,622	2,660,485	2,075,668	1,895,340	2,168,010
PASS THROUGH	1,300,000	500,000	-	-	-
<b>Total</b>	<b>\$3,051,250</b>	<b>\$3,949,629</b>	<b>\$2,812,812</b>	<b>\$2,640,897</b>	<b>\$2,924,916</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
INSURANCE FUND (0057)	3,051,250	3,949,630	2,812,812	2,640,897	2,924,916
<b>Total</b>	<b>\$3,051,250</b>	<b>\$3,949,630</b>	<b>\$2,812,812</b>	<b>\$2,640,897</b>	<b>\$2,924,916</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
RISK MANAGEMENT	0.75	0.80	0.80	0.80
<b>Total</b>	<b>0.75</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>

**FINANCIAL & ADMINISTRATIVE SERVICES  
RISK MANAGEMENT SERVICES UNIT**

**REVENUES**

**Charges for Services** – The increase represents the additional funding needed for projected increases in health insurance costs.

**EXPENSES**

**Other Services** – Reflects the increased cost of contractual services and claim services.

**Other Charges** – The FY 2013 increases reflect increases to insurance premiums and an increase to the municipal service charge.

**Pass Throughs** – The FY 2011 budget represents the final operating transfer for PD/Court facility funding.

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
RISK MANAGEMENT

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
RISK SPEC/ASSTANT TO CFO	401100	0.50
TREASURY SERVICES MANAGER	403310	0.30
Total		0.80

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## *FINANCIAL & ADMINISTRATIVE SERVICES AREA*

### **TREASURY SERVICES**

The Treasury Services Unit oversees the collection and distribution of City revenues, such as property taxes, parking citation revenues and special assessments. This unit is also responsible for investment portfolio management, cash flow management, bond issuance and adjudicating contested parking citations.

**FINANCIAL & ADMINISTRATIVE SERVICES AREA  
TREASURY SERVICES**

**Revenues by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	-	93,612	92,394	92,394	92,116
FINES & FORFEITS	215,420	221,882	228,539	228,539	235,395
MISCELLANEOUS REVENUE	20,349	2,499	7,000	7,000	7,000
TAXES	41,505,711	40,207,954	39,781,396	39,781,396	40,114,100
<b>Total</b>	<b>\$41,741,480</b>	<b>\$40,525,947</b>	<b>\$40,109,329</b>	<b>\$40,109,329</b>	<b>\$40,448,611</b>

**Revenues by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	41,741,479	40,525,948	40,109,329	40,109,329	40,448,611
<b>Total</b>	<b>\$41,741,479</b>	<b>\$40,525,948</b>	<b>\$40,109,329</b>	<b>\$40,109,329</b>	<b>\$40,448,611</b>



FINANCIAL & ADMINISTRATIVE SERVICES AREA  
TREASURY SERVICES

Expenses by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	320,590	341,381	307,617	307,617	298,997
PAYROLL FRINGES	157,411	155,424	180,073	180,998	211,169
OTHER SERVICES	24,929	11,840	20,850	21,082	24,259
MATERIALS & SUPPLIES	24,946	23,336	27,350	27,350	28,350
OTHER CHARGES	71,832	76,429	51,754	51,754	51,744
<b>Total</b>	<b>\$599,708</b>	<b>\$608,410</b>	<b>\$587,644</b>	<b>\$588,801</b>	<b>\$614,519</b>

Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	599,709	608,409	587,644	588,801	614,519
<b>Total</b>	<b>\$599,709</b>	<b>\$608,409</b>	<b>\$587,644</b>	<b>\$588,801</b>	<b>\$614,519</b>

FTE Count

Category	FY 2010	FY 2011	FY 2012	FY 2013
TREASURY SERVICES	4.75	4.70	4.70	4.70
<b>Total</b>	<b>4.75</b>	<b>4.70</b>	<b>4.70</b>	<b>4.70</b>

**FINANCIAL & ADMINISTRATIVE SERVICES  
TREASURY SERVICES UNIT**

**REVENUES**

**Taxes** – General Fund property taxes are projected to increase by 0.8% in FY 2013

**EXPENSES**

**Payroll Fringes** - The increase in costs is associated with an increase in medical insurance, pension and VEBA contributions.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Treasury Services Unit would be charged \$238,529 in FY 2013.

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Financial & Administrative Services	<b>Area Administrator:</b>	Tom Crawford
<b>Service Unit:</b>	Treasury Services	<b>Manager:</b>	Matthew Horning

Service Unit Goals	City Goals:
<b>A.</b> Collect & disburse taxes with 100% accuracy and according to state law.	<b>1,2,3</b>
<b>B.</b> Continue internal control audit function and report findings to managers and administrators.	<b>1,3</b>
<b>C.</b> Perform post-issuance compliance audit for all outstanding bond issues.	<b>1</b>
<b>D.</b> Support efforts of the Energy Office in administering a Property Assessed Clean Energy program.	<b>2,4</b>
<b>E.</b> Maintain parking appeal workload such that appeals are handled within one week of receipt.	<b>2</b>
<b>F.</b> Write, issue, and manage an RFP for parking citation management services.	<b>1</b>
<b>G.</b> Establish and monitor risk metrics, and report quarterly.	<b>1,3</b>
<b>H.</b> Manage policy renewal/marketing processes to achieve highest level of coverage and minimum cost.	<b>1,3</b>
<b>I.</b> Write, issue, and manage an RFP for third party administrator services.	<b>1,2</b>
<b>J.</b> Optimize Claim Zone risk management solution. Align business processes to leverage software functionality.	<b>1,2,4</b>

Service Unit Measures	Status
<b>A</b> – Adherence to tax procedure calendar/checklist	
<b>B</b> – Perform and report one audit per month at minimum	
<b>C</b> – Perform and report annual audit by 9/30/2012	
<b>D</b> – Establishment and operation of clean energy assessment program	
<b>E</b> – Monitor compliance on a weekly basis	
<b>F</b> – RFP issued by 7/1/2012, Council approval by 10/15/2012	
<b>G</b> - Generation of quarterly report	
<b>H</b> - TBD	
<b>I</b> - RFP issued by 2/1/2013, Council approval by 5/20/2013	
<b>J</b> - TBD	

**See Budget Summaries Section, Page 1 for list of City Goals**

FINANCIAL & ADMINISTRATIVE SERVICES AREA  
TREASURY SERVICES

Allocated Positions

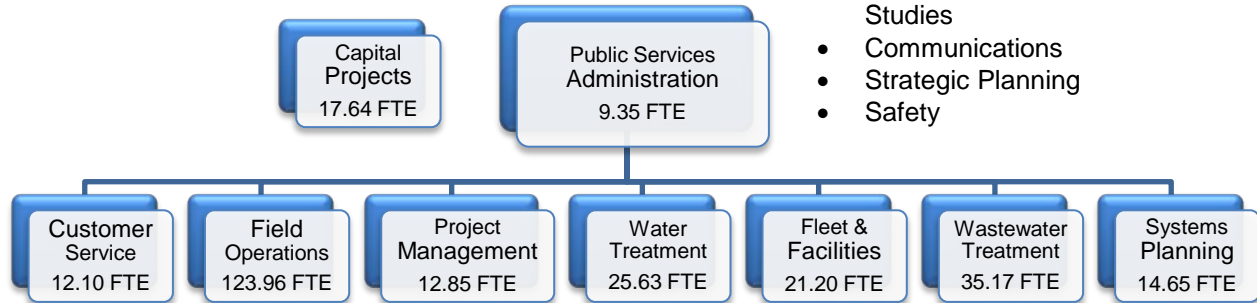
Job Description	Job Class	FY 2013 FTE's
ADMIN ASSISTANT LVL 5	110054	1.00
ASST TREASURY SRVS MGR	401090	1.00
PARKING REFEREE	401200	2.00
TREASURY SERVICES MANAGER	403310	0.70
Total		4.70



*PUBLIC SERVICES AREA*

# Public Services Area Organization Chart

- Administration
- Financial Management/Rate Studies
- Communications
- Strategic Planning
- Safety



- |   |  |   |   |   |   |   |
|---|--|---|---|---|---|---|
| <ul style="list-style-type: none"> <li>• Call Center</li> <li>• Account Management</li> <li>• Request Management</li> <li>• Utility, Airport and Solid Waste Billing</li> <li>• Payments: taxes, parking fines, utility bills, city invoices, PBT's, parking permits, airport hangars, carts</li> <li>• Walk-in Payment Assistance Center</li> <li>• Customer Advocate</li> <li>• Right-of-Way and Barricade Permits</li> </ul> | <ul style="list-style-type: none"> <li>• Water Utility Distribution &amp; Collection System Operations &amp; Maintenance</li> <li>• Traffic Signs &amp; Signals, Street Lighting</li> <li>• Communications &amp; Fiber Optic Data</li> <li>• Street Maintenance &amp; Snow Removal</li> <li>• Park Operations &amp; Recreational Facility Maintenance</li> <li>• Forestry Operations</li> <li>• Natural Area Preservation</li> <li>• Solid Waste, Recycling &amp; Yard Waste Collection</li> <li>• Meter Operations &amp; Management</li> <li>• Traffic Studies, Pavement Analysis, Inspections &amp; Repairs</li> </ul> | <ul style="list-style-type: none"> <li>• Street, Bridge and Utility Improvement Projects</li> <li>• Private Development and Construction Inspection</li> <li>• Traffic Engineering</li> <li>• Infrastructure Records and Drawings</li> <li>• Street Lane Closure and Parking Lane Permits</li> <li>• Traffic Calming</li> </ul> | <ul style="list-style-type: none"> <li>• Water Treatment</li> <li>• Plant Engineering</li> <li>• Water Distribution Monitoring</li> <li>• Dam &amp; Hydropower Operations &amp; Management</li> <li>• Environmental Laboratory Services (Water, Wastewater &amp; Storm Sewer)</li> <li>• Water Quality Complaints</li> <li>• After hours Call Center</li> </ul> | <ul style="list-style-type: none"> <li>• Vehicle Purchases &amp; Repairs</li> <li>• Fuel Management</li> <li>• Building Maintenance &amp; Repair</li> <li>• Leased Property Management</li> <li>• Airport Operations &amp; Maintenance</li> </ul> | <ul style="list-style-type: none"> <li>• Wastewater Treatment</li> <li>• Plant Engineering</li> <li>• Lift Station Operations &amp; Maintenance</li> <li>• Industrial Pre-treatment Program</li> <li>• Laboratory Services</li> </ul> | <ul style="list-style-type: none"> <li>• GIS/GPS Management</li> <li>• Systems Studies</li> <li>• Asset Management (CIP)</li> <li>• Development Review</li> <li>• Urban Forestry &amp; Natural Resources Planning</li> <li>• Systems (Natural and Constructed) Standards, Programs, Planning, and Policies</li> <li>• Utilities Systems Modeling</li> <li>• Alternative Transportation Programs</li> <li>• Energy Programs &amp; Planning</li> <li>• Environmental &amp; Sustainability Planning</li> </ul> |
|---|--|---|---|---|---|---|

The Public Services Area is comprised of eight Service Area Units: Administration, Customer Services, Fleet & Facilities, Project Management, Systems Planning, Field Operations, Water Treatment Services and Wastewater Treatment Services. These Service Units provide the organization with a broad array of services such as: Customer Service Center, City Fleet Vehicles, Solid Waste and Recycling, Material Recovery Facility, Water, Wastewater & Stormwater Services, Engineering, Project Inspection, Traffic Calming and Airport. \*Note: Capital Projects is not a Service Unit. It represents the partial FTE allocations to support the design and management of capital projects.

## PUBLIC SERVICES AREA

### Revenues by Service Unit

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
ADMINISTRATION	27,589,276	26,840,117	30,557,434	26,477,685	31,771,236
CAPITAL PROJECTS	54,504	104	18,925,784	18,184,784	88,949,617
CUSTOMER SERVICE	44,351,630	46,590,675	47,008,885	47,877,251	49,673,476
FIELD OPERATIONS	15,571,038	16,992,457	18,329,367	16,886,144	16,496,349
FLEET & FACILITY	7,834,232	7,908,165	11,032,280	11,130,419	8,091,245
PROJECT MANAGEMENT	2,815,121	3,165,766	2,396,569	2,378,507	2,302,344
SYSTEMS PLANNING	313,129	861,798	1,341,887	1,212,534	404,751
WASTEWATER TREATMENT	245,229	381	250,000	252,240	250,000
WATER TREATMENT	419,746	304,083	701,250	350,000	345,000
<b>Total</b>	<b>\$99,193,905</b>	<b>\$102,663,546</b>	<b>\$130,543,456</b>	<b>\$124,749,564</b>	<b>\$198,284,018</b>

### Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
ENERGY PROJECTS (0002)	63,910	45,134	158,462	40,609	202,286
PARKS REPAIR & RESTOR MILLAGE (0006)	7,527	1,933	-	600	-
GENERAL (0010)	692,224	771,935	1,234,929	774,820	773,449
CENTRAL STORES (0011)	1,075,172	1,324,298	1,571,428	1,564,296	1,572,902
FLEET SERVICES (0012)	7,053,066	7,060,438	10,205,740	10,303,879	7,244,905
MAJOR STREET (0021)	6,769,472	7,100,866	6,808,905	6,969,905	6,801,850
LOCAL STREET (0022)	1,664,698	1,722,901	1,710,662	1,710,662	1,726,877
METRO EXPANSION (0036)	385,173	340,430	360,422	335,422	347,993
WATER SUPPLY SYSTEM (0042)	24,000,843	23,979,373	22,315,038	23,146,542	23,892,574
SEWAGE DISPOSAL SYSTEM (0043)	19,608,675	20,629,232	22,378,591	21,875,045	22,769,671
AIRPORT (0048)	791,856	854,038	830,619	830,619	849,595
PROJECT MANAGEMENT (0049)	2,706,256	3,012,641	4,408,764	4,390,702	4,247,060
CEMETARY PERPETUAL CARE (0054)	2,056	2,408	1,200	1,200	1,200
ELIZABETH R. DEAN TRUST FUND (0055)	62,997	31,717	85,000	50,000	79,817
ART IN PUBLIC PLACES (0056)	507,110	467,512	321,927	321,927	320,889
WHEELER CENTER (0058)	474,091	518,127	510,460	502,960	515,391
ALTERNATIVE TRANSPORTATION (0061)	106,249	100,219	181,861	181,861	448,265
STREET MILLAGE FUND (0062)	9,638,050	9,628,134	14,914,060	9,414,772	16,298,302
STORMWATER SEWER SYSTEM FUND (0069)	5,895,645	5,570,276	5,803,497	6,889,667	5,999,435
PARK MAINT & CAPITAL IMP MILLAGE (0071)	4,195,002	4,086,635	4,440,071	3,771,737	3,810,227
SOLID WASTE (0072)	13,348,295	14,772,584	15,365,768	14,736,287	13,909,549
STORM SEWER REVENUE BONDS-2005 (0082)	-	-	1,925,000	1,925,000	3,345,000
SEWER BOND PENDING SERIES (0088)	-	-	9,733,000	9,733,000	75,645,000
WATER PENDING BOND SERIES (0089)	-	-	4,341,000	4,341,000	7,174,000
GENERAL CAPITAL FUND (00CP)	-	-	-	-	264,472
MAJOR GRANTS PROGRAMS (00MG)	145,537	642,716	937,052	937,052	43,309
<b>Total</b>	<b>\$99,193,904</b>	<b>\$102,663,547</b>	<b>\$130,543,456</b>	<b>\$124,749,564</b>	<b>\$198,284,018</b>

## PUBLIC SERVICES AREA

### Expenses by Service Unit

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
ADMINISTRATION	15,513,480	14,588,495	23,156,710	21,770,045	22,605,015
CAPITAL PROJECTS	608,423	878,176	35,421,987	34,087,351	105,228,162
CUSTOMER SERVICE	1,733,433	1,885,492	1,819,956	1,846,282	1,810,127
FIELD OPERATIONS	30,786,218	32,537,230	36,256,416	35,820,520	35,423,291
FLEET & FACILITY	7,409,708	9,395,579	12,731,122	12,822,855	9,769,345
PROJECT MANAGEMENT	2,463,477	2,880,164	2,944,731	2,900,424	2,836,034
SYSTEMS PLANNING	2,330,591	2,904,677	3,832,429	3,816,886	2,660,915
WASTEWATER TREATMENT	8,921,002	9,318,143	8,312,793	8,312,793	8,456,170
WATER TREATMENT	9,296,424	9,985,641	7,861,822	7,799,736	7,504,953
<b>Total</b>	<b>\$79,062,756</b>	<b>\$84,373,597</b>	<b>\$132,337,966</b>	<b>\$129,176,892</b>	<b>\$196,294,012</b>

### Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
ENERGY PROJECTS (0002)	88,609	180,643	158,462	158,462	202,286
PARKS REPAIR & RESTOR MILLAGE (0006)	1,436	77,008	-	-	-
GENERAL (0010)	6,153,069	6,603,534	7,039,471	7,019,873	6,558,527
CENTRAL STORES (0011)	1,005,396	1,232,903	1,571,428	1,563,815	1,572,902
FLEET SERVICES (0012)	5,697,050	7,230,809	10,205,730	10,303,879	7,244,905
MAJOR STREET (0021)	6,569,521	6,897,296	6,770,205	6,728,042	6,801,850
LOCAL STREET (0022)	1,567,422	1,844,192	1,710,662	1,710,662	1,726,877
METRO EXPANSION (0036)	121,163	255,469	360,422	335,422	347,993
WATER SUPPLY SYSTEM (0042)	18,047,526	17,960,957	19,524,948	19,534,986	20,031,646
SEWAGE DISPOSAL SYSTEM (0043)	15,837,221	16,032,497	20,199,691	18,896,176	19,423,975
AIRPORT (0048)	661,351	820,122	817,900	817,900	795,594
PROJECT MANAGEMENT (0049)	2,110,033	2,375,378	4,408,764	4,314,457	4,247,060
CEMETARY PERPETUAL CARE (0054)	-	599	-	-	-
ELIZABETH R. DEAN TRUST FUND (0055)	75,513	71,462	84,715	84,715	79,817
ART IN PUBLIC PLACES (0056)	35,395	338,594	1,587,064	322,946	309,190
INSURANCE FUND (0057)	136,208	180,257	148,998	148,998	157,411
WHEELER CENTER (0058)	436,183	459,184	503,344	502,960	515,391
ALTERNATIVE TRANSPORTATION (0061)	180,145	116,506	201,129	121,075	429,564
STREET MILLAGE FUND (0062)	414,661	539,166	14,914,060	14,914,060	16,298,302
STORMWATER SEWER SYSTEM FUND (0069)	3,433,396	4,021,177	5,659,428	5,536,623	5,940,877
PARK MAINT & CAPITAL IMP MILLAGE (0071)	3,596,141	3,496,667	3,810,544	3,700,342	3,810,227
SOLID WASTE (0072)	12,605,434	12,926,546	15,364,714	15,165,212	13,592,309
STORM SEWER REVENUE BONDS-2005 (0082)	-	-	1,925,000	1,925,000	3,345,000
SEWER BOND PENDING SERIES (0088)	-	-	9,733,000	9,733,000	75,645,000
WATER PENDING BOND SERIES (0089)	-	-	4,341,000	4,341,000	7,174,000
SIDEWALK IMPROVEMENT FUND (0091)	-	19,668	-	-	-
GENERAL CAPITAL FUND (00CP)	144,346	50,246	40,315	40,315	-
MAJOR GRANTS PROGRAMS (00MG)	145,537	642,716	1,256,972	1,256,972	43,309
<b>Total</b>	<b>\$79,062,756</b>	<b>\$84,373,596</b>	<b>\$132,337,966</b>	<b>\$129,176,892</b>	<b>\$196,294,012</b>



## FTE Count

Category	FY 2010	FY 2011	FY 2012	FY 2013
ADMINISTRATION	12.00	11.00	10.00	9.35
CAPITAL PROJECTS	17.17	16.00	17.89	17.64
CUSTOMER SERVICE	13.00	12.35	12.10	11.60
FIELD OPERATIONS	135.18	128.60	125.96	123.96
FLEET & FACILITY	23.93	23.67	21.05	21.20
PROJECT MANAGEMENT	15.31	15.26	12.85	12.85
SYSTEMS PLANNING	13.64	13.69	13.65	14.65
WASTEWATER TREATMENT	35.98	34.85	35.05	35.17
WATER TREATMENT	26.12	26.00	25.51	25.63
Total	292.33	281.42	274.06	272.05

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## *PUBLIC SERVICES AREA*

### **ADMINISTRATION**

Administration provides leadership, financial management, strategic planning, safety, programming, oversight and communications support. Administration also provides support for the design and management of capital projects.

**PUBLIC SERVICES AREA  
ADMINISTRATION**

**Revenues by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	428,172	1,279,244	721,000	1,248,000	756,405
CONTRIBUTIONS	2,124,737	-	-	-	-
INTERGOVERNMENTAL REVENUES	-	925,264	-	-	-
INVESTMENT INCOME	363,470	1,580,779	1,575,799	1,575,799	1,257,288
LICENSES, PERMITS & REGISTRATIONS	-	(1,716)	-	-	-
MISCELLANEOUS REVENUE	472,997	69,591	10,000	1,092,117	10,000
OPERATING TRANSFERS IN	3,076,751	2,782,807	2,483,993	2,483,993	2,562,438
PRIOR YEAR SURPLUS	-	-	5,862,161	-	7,093,359
TAXES	21,177,654	20,204,253	19,904,481	20,077,776	20,091,746
<b>Total</b>	<b>\$27,643,781</b>	<b>\$26,840,222</b>	<b>\$30,557,434</b>	<b>\$26,477,685</b>	<b>\$31,771,236</b>

**Revenues by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	76,203	33,194	3,055	-	-
CENTRAL STORES (0011)	(6,314)	24,309	17,534	17,534	13,990
MAJOR STREET (0021)	693,309	786,506	734,016	734,016	715,954
LOCAL STREET (0022)	193,314	227,286	224,158	224,158	215,232
METRO EXPANSION (0036)	38,519	21,471	15,422	15,422	12,305
WATER SUPPLY SYSTEM (0042)	4,191,523	2,926,131	1,735,522	1,691,612	1,766,636
SEWAGE DISPOSAL SYSTEM (0043)	(58,923)	296,964	758,000	665,220	628,881
AIRPORT (0048)	10,859	6,311	4,079	4,079	3,255
PROJECT MANAGEMENT (0049)	50,208	34,974	26,815	26,815	21,395
ART IN PUBLIC PLACES (0056)	378,906	337,864	176,523	176,523	198,389
WHEELER CENTER (0058)	2,169	2,535	1,209	1,209	965
ALTERNATIVE TRANSPORTATION (0061)	(8,079)	14,047	11,888	11,888	9,485
STREET MILLAGE FUND (0062)	9,638,050	9,628,134	14,914,060	9,414,772	16,298,302
STORMWATER SEWER SYSTEM FUND (0069)	453,589	86,503	74,663	1,140,181	71,812
SOLID WASTE (0072)	11,990,448	12,413,993	11,860,490	12,354,256	11,814,635
<b>Total</b>	<b>\$27,643,781</b>	<b>\$26,840,222</b>	<b>\$30,557,434</b>	<b>\$26,477,685</b>	<b>\$31,771,236</b>

**PUBLIC SERVICES AREA  
ADMINISTRATION**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	582,677	671,724	813,521	836,595	795,568
PAYROLL FRINGES	337,066	284,207	375,821	337,597	450,237
OTHER SERVICES	695,942	782,806	522,278	521,392	443,486
MATERIALS & SUPPLIES	102,988	90,880	71,602	68,150	62,602
OTHER CHARGES	9,334,129	8,889,993	17,609,931	16,197,158	16,892,178
PASS THROUGHS	4,669,565	4,183,650	3,753,093	3,798,639	3,949,160
CAPITAL OUTLAY	-	(203,452)	-	-	-
EMPLOYEE ALLOWANCES	-	-	10,464	10,514	11,784
<b>Total</b>	<b>\$15,722,367</b>	<b>\$14,699,808</b>	<b>\$23,156,710</b>	<b>\$21,770,045</b>	<b>\$22,605,015</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	330,883	446,359	296,811	296,911	104,490
MAJOR STREET (0021)	1,995,307	1,862,692	1,850,972	1,889,672	1,808,250
LOCAL STREET (0022)	139,709	108,012	101,305	101,305	103,001
WATER SUPPLY SYSTEM (0042)	4,863,186	4,553,065	7,344,748	7,391,354	7,530,597
SEWAGE DISPOSAL SYSTEM (0043)	4,723,539	4,226,456	8,710,550	7,352,305	8,414,417
PROJECT MANAGEMENT (0049)	-	-	50,000	-	50,000
ART IN PUBLIC PLACES (0056)	35,395	6,980	42,443	42,443	26,475
INSURANCE FUND (0057)	136,208	180,257	148,998	148,998	157,411
STREET MILLAGE FUND (0062)	208,887	111,314	-	-	-
STORMWATER SEWER SYSTEM FUND (0069)	658,295	871,862	1,802,307	1,740,481	1,769,291
SOLID WASTE (0072)	2,630,957	2,313,143	2,806,576	2,806,576	2,641,083
SIDEWALK IMPROVEMENT FUND (0091)	-	19,668	-	-	-
<b>Total</b>	<b>\$15,722,366</b>	<b>\$14,699,808</b>	<b>\$23,154,710</b>	<b>\$21,770,045</b>	<b>\$22,605,015</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
ADMINISTRATION	12.00	11.00	10.00	9.35
<b>Total</b>	<b>12.00</b>	<b>11.00</b>	<b>10.00</b>	<b>9.35</b>

**PUBLIC SERVICES AREA  
ADMINISTRATION**

**REVENUES**

**Charges for Services** – The FY 2012 Forecasted amount reflects an increase of Recycle Processing Revenue because of a favorable recycle market.

**Investment Income** – Decreases are due to lower projected market investment rates.

**Prior Year Surplus** – Reflects an increase in the use of the Street Millage accumulated fund balance associated with securing alternative funding for the E. Stadium Bridges project.

**EXPENSES**

**Payroll Fringes** - The increase is attributable to employee medical insurance, pension and VEBA funding.

**Other Services** – Reflects a decrease in contracted services and the removal of rental costs for Administrative space in FY 2012.

**Other Charges** – Reflects decreases on debt interest and the retiree medical insurance allocation.

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
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<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Administration/Safety	<b>Manager:</b>	Craig Hupy

Service Unit Goals	City Goals:
<b>A.</b> Increase by 15 percent information distributed to internal and external audiences about Ann Arbor municipal news, innovative programs, awards and services from July 1, 2012 to June 30, 2013	2
<b>B.</b> Develop and assist in the implementation of new technology resources to engage citizens and employees and enhance understanding of city services and initiatives from July 1, 2012 to June 30, 2013.	2
<b>C.</b> Assist with the development and implementation of strategies to support new and ongoing city and Public Service initiatives form July 1, 2012 to June 30, 2013.	2
<b>D.</b> Work with all Public service Units to continue writing Standard Operating Procedures for each operational task. (ongoing)	2,3,& 5
<b>E.</b> Continue annual testing in Larcom Building for Radon, Air Quality, Mold and Mildew.	1,3,& 5
<b>F.</b> Monitor and revise new electronic incident reporting program as needed for the first year.	1,3,& 5
<b>G.</b> Continue development of city Wide Safety Manual working in conjunction with City wide Safety Committee. (2/3 year process.)	1,2,3,4,& 5
<b>H.</b> Develop a Training matrix for required regulatory training for each Service area starting with Public Service.	1,2,3,4,&5

Service Unit Measures	Status
<b>A -</b> Write, edit and produce a variety of Public Services information pieces each month, including communications plans, quarterly WaterMatters newsletter, biannual WasteWatcher newsletter, program collateral materials, press release, etc., by June 30, 2013.	
<b>B -</b> With the Communications Office, track status of technology resource project implementations each month. These new resources include integration of new media, such as Podcasts and live web streaming of city meetings to promote City information, Webinar options to help support commercial recycling success and community education, applications to monitor effectiveness of communication messages/vehicles (Google Analytics, GovDelivery subscribers and click throughs, A2C report, Survey Monkey, VOD views) by June 30, 2013.	
<b>C-</b> Track number of communication plans and implementation steps for campaigns, including the citywide commercial recycling implementation,	

street and sidewalk millage public awareness, the Solid Waste Plan Update, water projects, PACE grants (with Communications Office), Sustainability efforts, LEED building signs, Recyclebank, city events, etc., by June 30, 2013.	
<b>D</b> - Develop a minimum of 5 each month.	
<b>E</b> - Have tests completed every six months by a qualified testing firm with results posted on the first floor.	
<b>F</b> – Complete by 03/31/2013	
<b>G</b> – Complete by 06/30/2014	
<b>H</b> – Complete by 06/30/2014	

**See Budget Summaries Section, Page 1 for list of City Goals**



PUBLIC SERVICES AREA  
ADMINISTRATION

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
SAFETY COMP SPECIALIST	401220	1.00
ADMIN ASSISTANT LVL 4	110044	1.30
ADMIN ASSISTANT LVL 5	110054	0.15
CITY COMMUNICATION LIAISO	401180	1.00
FINANCIAL MGR-PUBLIC SERV	401070	0.90
FINANCIAL OP & CONTROL AN	401250	1.00
MANAGEMENT ASSISTANT	000200	1.00
PRO & DOCU SPECIALIST	401080	1.00
PUBLIC SERVICES AREA ADMI	403410	1.00
SAFETY MANAGER	401290	1.00
<b>Total</b>		<b>9.35</b>

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*PUBLIC SERVICES AREA*

**CAPITAL PROJECTS**

Capital Projects includes capital improvements for roads, water, storm water and sewer infrastructure.

PUBLIC SERVICES AREA

CAPITAL PROJECTS

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	-	-	2,175,784	2,175,784	2,090,821
OPERATING TRANSFERS IN PRIOR YEAR SURPLUS	-	-	10,000	10,000	343,389
SALE OF BONDS	-	-	741,000	-	351,407
			15,999,000	15,999,000	86,164,000
<b>Total</b>	-	-	<b>\$18,925,784</b>	<b>\$18,184,784</b>	<b>\$88,949,617</b>

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PROJECT MANAGEMENT (0049)	-	-	2,175,784	2,175,784	2,090,821
ALTERNATIVE TRANSPORTATION (0061)	-	-	10,000	10,000	304,515
SOLID WASTE (0072)	-	-	741,000	-	82,500
STORM SEWER REVENUE BONDS-2005 (0082)	-	-	1,925,000	1,925,000	3,345,000
SEWER BOND PENDING SERIES (0088)	-	-	9,733,000	9,733,000	75,645,000
WATER PENDING BOND SERIES (0089)	-	-	4,341,000	4,341,000	7,174,000
GENERAL CAPITAL FUND (00CP)	-	-	-	-	264,472
MAJOR GRANTS PROGRAMS (00MG)	-	-	-	-	43,309
<b>Total</b>	-	-	<b>\$18,925,784</b>	<b>\$18,184,784</b>	<b>\$88,949,617</b>

**PUBLIC SERVICES AREA  
CAPITAL PROJECTS**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	26,133	19,492	1,750,681	1,750,681	1,545,492
PAYROLL FRINGES	303,477	298,328	763,006	763,006	817,006
OTHER SERVICES	918	337,244	-	-	-
MATERIALS & SUPPLIES	500	570	-	-	-
OTHER CHARGES	13,888	-	32,915,058	31,570,886	102,857,975
PASS THROUGHS	54,621	111,228	-	-	-
EMPLOYEE ALLOWANCES	-	-	2,778	2,778	7,689
<b>Total</b>	<b>\$399,537</b>	<b>\$766,862</b>	<b>\$35,431,523</b>	<b>\$34,087,351</b>	<b>\$105,228,162</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
ENERGY PROJECTS (0002)	-	-	-	-	30,000
WATER SUPPLY SYSTEM (0042)	24,036	24,888	96,122	96,122	102,375
SEWAGE DISPOSAL SYSTEM (0043)	30,648	78,416	244,559	244,559	176,991
PROJECT MANAGEMENT (0049)	242,436	242,434	2,175,784	2,175,784	2,090,821
ART IN PUBLIC PLACES (0056)	-	331,614	1,544,621	280,503	282,715
ALTERNATIVE TRANSPORTATION (0061)	102,389	24,946	90,054	10,000	314,000
STREET MILLAGE FUND (0062)	28	64,564	14,540,383	14,540,383	15,941,451
SOLID WASTE (0072)	-	-	741,000	741,000	82,500
STORM SEWER REVENUE BONDS-2005 (0082)	-	-	1,925,000	1,925,000	3,345,000
SEWER BOND PENDING SERIES (0088)	-	-	9,733,000	9,733,000	75,645,000
WATER PENDING BOND SERIES (0089)	-	-	4,341,000	4,341,000	7,174,000
MAJOR GRANTS PROGRAMS (00MG)	-	-	-	-	43,309
<b>Total</b>	<b>\$399,537</b>	<b>\$766,862</b>	<b>\$35,431,523</b>	<b>\$34,087,351</b>	<b>\$105,228,162</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
CAPITAL PROJECTS	17.17	16.00	17.89	17.64
<b>Total</b>	<b>17.17</b>	<b>16.00</b>	<b>17.89</b>	<b>17.64</b>

**PUBLIC SERVICES AREA  
CAPITAL PROJECTS**

The Water Supply System is requesting capital project funding in the amount of \$7,174,000. Funds will be supplied by Water Revenue bonds and fund balance.

The Sewage Disposal System is requesting capital project funding in the amount of \$75,645,000. Funds will be supplied by Sewage Disposal System bonds and fund balance.

The Stormwater Disposal System is requesting capital project funding in the amount of \$3,345,000. Funding will be provided by Stormwater bonds.

The Street Repair Millage Fund is requesting capital project funding in the amount of \$15,941,451. All funding will be supplied by the Street Repair Millage and fund balance.

The Alternative Transportation Fund is requesting capital project funding in the amount of \$314,000. Funding will be provided from fund balance.

The Solid Waste Enterprise Fund is requesting capital project funding in the amount of \$82,500. Use of fund balance will supply funding for the requested projects.

PUBLIC SERVICES AREA  
CAPITAL PROJECTS

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ASST WWTP MANAGER	401010	0.10
CIVIL ENGINEER III	403620	2.85
CIVIL ENGINEER IV	403840	0.75
CIVIL ENGINEER V	401330	1.75
CIVIL ENGINEERING SPEC 3	112014	4.30
CIVIL ENGINEERING SPEC 4	112024	3.05
CIVIL ENGINEERING SPEC 5	112034	0.80
CONTRACT/PROJECT MGR WWTP	401190	0.10
ENG PROJECT MANAGER II	403660	0.85
FIELD OPER TECH V - COMM	112744	0.25
FLEET & FACILITIES MGR	403200	0.00
LEGAL ASSISTANT PARALEGAL	000920	0.30
OPERATIONS SPECIALIST	112110	0.24
PROCESS CONTROL SYS SPEC	403190	0.05
SENIOR UTILITIES ENGINEER	404000	1.55
SUPERVISOR - CESS	192050	0.45
WWTP MANAGER	401300	0.25
<b>Total</b>		<b>17.64</b>

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## *PUBLIC SERVICES AREA*

### **CUSTOMER SERVICE**

Customer Service has primary responsibility for collecting and processing all payments due to the City such as taxes, parking tickets, water and solid waste payments, and miscellaneous invoices. Customer Service is also responsible for all utility (water, sewer, and storm water), airport and solid waste billing services. Within the unit, a call center application routes a variety of City and Public Service related calls to trained agents on a priority basis, to assure a timely response to customer inquiries, complaints and requests for service. These calls are associated with Project Management, Solid Waste, Street Maintenance, Traffic Control, Airport services, tax bill payment processing and questions, and Water Utilities. Customer Service also provides Backflow Prevention Inspection and Reporting services, all types of general information for walk-in customers, and support for service requests that are generated from the web via the CRS (Citizen Request System).

PUBLIC SERVICES AREA  
CUSTOMER SERVICE

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	44,347,214	46,574,861	46,995,885	47,864,251	49,660,476
MISCELLANEOUS REVENUE	4,416	11,714	13,000	13,000	13,000
TAXES	-	4,100	-	-	-
<b>Total</b>	<b>\$44,351,630</b>	<b>\$46,590,675</b>	<b>\$47,008,885</b>	<b>\$47,877,251</b>	<b>\$49,673,476</b>

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	-	53,061	60,000	60,000	60,000
WATER SUPPLY SYSTEM (0042)	19,752,339	20,813,306	20,557,716	21,408,430	22,091,438
SEWAGE DISPOSAL SYSTEM (0043)	19,175,948	20,310,622	20,782,585	20,782,585	21,715,790
STORMWATER SEWER SYSTEM FUND (0069)	5,423,343	5,413,686	5,608,584	5,626,236	5,806,248
<b>Total</b>	<b>\$44,351,630</b>	<b>\$46,590,675</b>	<b>\$47,008,885</b>	<b>\$47,877,251</b>	<b>\$49,673,476</b>

**PUBLIC SERVICES AREA  
CUSTOMER SERVICE**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	664,032	682,840	671,406	682,326	645,734
PAYROLL FRINGES	358,242	393,673	430,971	433,177	520,297
OTHER SERVICES	173,839	175,936	94,317	100,222	94,403
MATERIALS & SUPPLIES	48,385	86,024	63,233	70,528	75,058
OTHER CHARGES	488,685	547,020	549,601	549,601	464,207
PASS THROUGHES	-	-	10,428	10,428	10,428
VEHICLE OPERATING COSTS	250	-	-	-	-
<b>Total</b>	<b>\$1,733,433</b>	<b>\$1,885,493</b>	<b>\$1,819,956</b>	<b>\$1,846,282</b>	<b>\$1,810,127</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	201,397	257,649	265,206	265,206	249,305
MAJOR STREET (0021)	17,595	5,268	9,023	9,023	9,513
WATER SUPPLY SYSTEM (0042)	1,300,852	1,329,427	1,236,129	1,262,455	1,216,940
PROJECT MANAGEMENT (0049)	20,163	18,902	36,988	36,988	40,143
SOLID WASTE (0072)	193,427	274,246	272,610	272,610	294,226
<b>Total</b>	<b>\$1,733,434</b>	<b>\$1,885,492</b>	<b>\$1,819,956</b>	<b>\$1,846,282</b>	<b>\$1,810,127</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
CUSTOMER SERVICE	13.00	12.35	12.10	11.60
<b>Total</b>	<b>13.00</b>	<b>12.35</b>	<b>12.10</b>	<b>11.60</b>

**PUBLIC SERVICES AREA  
CUSTOMER SERVICE**

**REVENUES**

**Charges for Services** – Reflects increase metered service revenues due to proposed rate increases.

**EXPENSES**

**Payroll Fringes** - The increase is associated with higher medical insurance, pension and VEBA funding.

**Other Charges** – The decrease is due to a methodology change in how funding for retiree medical insurance is allocated to City service units.

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
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<b>Service Area:</b>	Customer Service	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Public Services	<b>Manager:</b>	Wendy Welser

<b>Service Unit Goals</b>	<b>City Goals:</b>
<b>A.</b> Maintain average rate of “Abandoned phone calls” at 4% or lower overall, as well as 4% or lower for each individual queue. Maintain “service level” for all calls in all queues at 80% overall (80% of the calls are answered in 20 seconds or less), as well as 80% or better for each individual queue.	<b>2</b>
<b>B.</b> Maintain and update as needed, call center software application (IQ) and associated phone trees.	<b>2 &amp; 5</b>
<b>C.</b> Continue project plan created in FY 2012 for Upgrading the Meter Reading Network (DCUs to DCU 2s); must be completed before 1/2014	<b>5</b>
<b>D.</b> Identifying potential cross-connections for existing businesses that are not currently in the database or being inspected.	<b>2 &amp; 3</b>
<b>E.</b> Implement “out-of-office hours” quarterly staff meetings.	<b>2</b>
<b>F.</b> Assume responsibility for Sidewalk Occupancy Permits	<b>2</b>
<b>G.</b> Evaluate and update current web links used between Customer Service and Planning and Development.	<b>2</b>
<b>H.</b> Cross-train agents to support Planning and Development during peak periods or during staffing shortages	<b>2</b>
<b>I.</b> Continue to work with AMR vendor, Aclara, to develop MDM functionality (Meter Data Mgt) for water consumption data to enhance analysis, assist in rate design, and provide additional benefits to stakeholders.	<b>1, 2 &amp; 5</b>
<b>J.</b> Develop strategic plan for phase-in/replacement of one-way transmitters with newer, two-way transmitters in the meter reading network.	<b>1, 2 &amp; 3</b>
<b>K.</b> Upgrade current version of the Cogsdale utility billing software which is no longer supported via patches, updates or enhancements, to Version 29	<b>1, 2 &amp; 5</b>
<b>L.</b> Upgrade billing platform for Cogsdale (Great Plains) to Version 11	<b>1, 2 &amp; 5</b>
<b>M.</b> Move to the current Cogsdale billing template (from template #8 to #24)	<b>2 &amp; 5</b>
<b>N.</b> Service Order Integration Adjustments between Cityworks & Cogsdale	<b>2 &amp; 5</b>
<b>O.</b> Implement “final bill” enhancement to billing application to accelerate the dunning process on final bills so landlords can make informed decisions when returning security deposits to tenants responsible for water bills	<b>2</b>
<b>P.</b> Add capability for landlords to be able to look at water bills for all of their rental properties at a glance	<b>2</b>

<b>Q.</b> Call Center Phone System Software Upgrade (Prairie Fyre)	<b>2 &amp; 5</b>
<b>R.</b> Add capability to send duplicate copies of bills to landlord/property owners	<b>2</b>
<b>S.</b> Review e-payment website for possible enhancements	<b>2</b>

<b>Service Unit Measures</b>	<b>Status</b>
<b>A</b> - Review phone system reports both real-time and monthly	
<b>B</b> - Use customer feedback and monitor programs for which we provide phone support; document and perform regular testing of phone trees	
<b>C</b> – Network upgrades completed by January 2014 (per Verizon all digital network upgrade schedule)	
<b>D</b> – Addition of missing backflow device information, o the database and inspect as documented by the Annual Report to the MDEQ due in March	
<b>E</b> – Improved communication, awareness and knowledge	
<b>F</b> – Processing of Sidewalk Occupancy Permits	
<b>G</b> – Less duplication and ease of use; customer feedback	
<b>H</b> – Decreased wait times at the counter and in the P & D phone queues	
<b>I</b> – Meetings, develop project plan, implementation of new capabilities	
<b>J</b> – Meetings, development of strategic plan and project timeline, installation of new MTUs to replace existing units	
<b>K</b> – Meetings, develop strategic plan and project timeline, agent training on new/revised features; software implementation	
<b>L</b> – Meetings, develop strategic plan and project timeline, install Great Plains 11; no noticeable impact to end users	
<b>M</b> – Complete coding in the system, install and put into use	
<b>N</b> – Meetings, project timeline, incremental progress until all changes are made	
<b>O</b> – Receive and test enhancement from Cogsdale, install; customer feedback	
<b>P</b> – Meetings, project timeline, test, install; customer feedback	
<b>Q</b> – Meetings, project timeline, review changes, train agents, upgrade software, monitor	
<b>R</b> – Meetings, project timeline, test, install, monitor	
<b>S</b> – Meetings, develop strategic plan and project timeline, installation of enhancements; customer feedback	

**See Budget Summaries Section, Page 1 for list of City Goals**

PUBLIC SERVICES AREA  
CUSTOMER SERVICE

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ADMIN ASSISTANT LVL 1	110014	0.50
ADMIN ASSISTANT LVL 2	110024	1.00
ADMIN ASSISTANT LVL 3	110034	1.75
ADMIN ASSISTANT LVL 4	110044	3.60
ADMIN ASSISTANT LVL 5	110054	2.00
CALL CENTER SUPERVISOR	194510	1.00
CUSTOMER SERV MANAGER	401390	1.00
DEVELOPMENT SRVS INSP V	110555	0.75
Total		11.60

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## *PUBLIC SERVICES AREA*

### **FIELD OPERATIONS**

Field Operations is the field oriented maintenance and operational unit for the City. This unit provides a wide range of essential services that enhance the quality of living in the urban setting. Field Operations is the largest civilian unit surpassed only by the Police Unit. Areas of responsibilities include: park maintenance, forestry, and natural area preservation; street lighting, traffic signals, street signs, radio/fiber optic communications, street maintenance, pavement analysis, sidewalk inspections and repairs, and traffic studies; solid waste, material recovery activities, and compost; all water, wastewater, and storm water distribution and collection. Consolidating these operational activities provides for intra-unit cross-training and work task opportunities, improved efficiencies and providing services at the highest possible levels.

**PUBLIC SERVICES AREA  
FIELD OPERATIONS**

**Revenues by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	2,225,465	2,640,776	2,694,451	2,896,076	2,806,367
INTERGOVERNMENTAL REVENUES	7,227,562	7,337,583	7,297,893	7,272,893	7,333,722
INTRAGOVERNMENTAL SALES	1,343,293	1,621,321	1,791,762	1,786,762	1,790,970
INVESTMENT INCOME	176,513	377,276	319,625	320,225	265,126
MISCELLANEOUS REVENUE	110,208	715,106	910,552	665,848	223,085
OPERATING TRANSFERS IN PRIOR YEAR SURPLUS	334,283	326,575	244,000	244,000	244,000
TAXES	-	-	1,370,744	-	79,817
	4,153,715	3,973,821	3,700,340	3,700,340	3,753,262
<b>Total</b>	<b>\$15,571,039</b>	<b>\$16,992,458</b>	<b>\$18,329,367</b>	<b>\$16,886,144</b>	<b>\$16,496,349</b>

**Revenues by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PARKS REPAIR & RESTOR MILLAGE (0006)	7,527	1,933	-	600	-
GENERAL (0010)	202,418	506,253	475,424	384,620	388,449
CENTRAL STORES (0011)	1,081,486	1,299,989	1,553,894	1,546,762	1,558,912
MAJOR STREET (0021)	6,050,778	6,246,873	6,028,389	6,189,389	6,040,896
LOCAL STREET (0022)	1,471,384	1,495,616	1,486,504	1,486,504	1,511,645
METRO EXPANSION (0036)	346,654	318,959	345,000	320,000	335,688
WATER SUPPLY SYSTEM (0042)	53,800	88,386	-	7,000	-
SEWAGE DISPOSAL SYSTEM (0043)	249,223	10,763	573,806	175,000	175,000
CEMETARY PERPETUAL CARE (0054)	2,056	2,408	1,200	1,200	1,200
ELIZABETH R. DEAN TRUST FUND (0055)	62,997	31,717	85,000	50,000	79,817
WHEELER CENTER (0058)	471,923	515,592	509,251	501,751	514,426
STORMWATER SEWER SYSTEM FUND (0069)	17,943	28,742	66,550	69,550	67,675
PARK MAINT & CAPITAL IMP MILLAGE (0071)	4,195,002	4,086,635	4,440,071	3,771,737	3,810,227
SOLID WASTE (0072)	1,357,847	2,358,591	2,764,278	2,382,031	2,012,414
<b>Total</b>	<b>\$15,571,038</b>	<b>\$16,992,457</b>	<b>\$18,329,367</b>	<b>\$16,886,144</b>	<b>\$16,496,349</b>

**PUBLIC SERVICES AREA  
FIELD OPERATIONS**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	7,823,466	8,114,008	8,451,983	8,385,845	7,976,046
PAYROLL FRINGES	3,969,633	4,207,404	4,798,358	4,715,535	5,456,137
OTHER SERVICES	12,185,969	13,405,248	14,865,239	14,820,291	15,348,063
MATERIALS & SUPPLIES	2,454,652	3,163,730	2,659,658	2,754,776	2,469,458
OTHER CHARGES	2,724,501	3,238,475	3,409,712	3,131,484	2,557,520
PASS THROUGH	1,111,479	529,830	524,245	505,070	507,330
CAPITAL OUTLAY	100,768	(528,919)	1,328,508	1,220,806	940,501
VEHICLE OPERATING COSTS	415,749	407,454	195,720	263,720	137,539
EMPLOYEE ALLOWANCES	-	-	22,993	22,993	30,697
<b>Total</b>	<b>\$30,786,217</b>	<b>\$32,537,230</b>	<b>\$36,256,416</b>	<b>\$35,820,520</b>	<b>\$35,423,291</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PARKS REPAIR & RESTOR MILLAGE (0006)	1,436	77,008	-	-	-
GENERAL (0010)	4,207,813	3,931,717	4,128,390	4,128,390	4,190,801
CENTRAL STORES (0011)	1,005,396	1,232,903	1,569,428	1,563,815	1,572,902
MAJOR STREET (0021)	4,059,473	4,530,060	4,399,760	4,318,897	4,478,921
LOCAL STREET (0022)	1,371,660	1,720,126	1,587,957	1,587,957	1,603,726
METRO EXPANSION (0036)	121,163	255,469	360,422	335,422	347,993
WATER SUPPLY SYSTEM (0042)	2,306,630	2,126,145	2,928,188	2,928,188	3,199,790
SEWAGE DISPOSAL SYSTEM (0043)	1,748,255	2,037,458	2,482,999	2,537,729	1,881,724
CEMETARY PERPETUAL CARE (0054)	-	599	-	-	-
ELIZABETH R. DEAN TRUST FUND (0055)	75,513	71,462	84,715	84,715	79,817
WHEELER CENTER (0058)	436,183	459,184	503,344	502,960	515,391
STORMWATER SEWER SYSTEM FUND (0069)	2,116,843	2,389,617	3,033,652	2,971,865	3,361,780
PARK MAINT & CAPITAL IMP MILLAGE (0071)	3,596,141	3,496,667	3,810,544	3,700,342	3,810,227
SOLID WASTE (0072)	9,595,367	10,158,569	11,326,702	11,119,925	10,380,219
GENERAL CAPITAL FUND (00CP)	144,346	50,246	40,315	40,315	-
<b>Total</b>	<b>\$30,786,219</b>	<b>\$32,537,230</b>	<b>\$36,256,416</b>	<b>\$35,820,520</b>	<b>\$35,423,291</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
FIELD OPERATIONS	135.18	128.60	125.96	123.96
<b>Total</b>	<b>135.18</b>	<b>128.60</b>	<b>125.96</b>	<b>123.96</b>

## PUBLIC SERVICES AREA FIELD OPERATIONS

### **REVENUES**

**Miscellaneous Revenue** – The FY2012 budget reflects a one-time revenue from the sale of Compost Center related equipment.

**Prior Year Surplus** – The budget reflects a decrease associated with the completion of multi-year projects.

### **EXPENSES**

**Personnel Services** – The budget reflects a decrease in the number of FTE's in the service unit.

**Payroll Fringes** – The increases are from higher pension, VEBA and medical insurance costs.

**Other Services** – The budget reflects an increase in electricity costs for street lighting.

**Vehicle Operating Costs** – The budget reflects the removal of Compost Center equipment costs.

**Other Charges** – The FY 2013 decrease is due to a methodology change in how funding for retiree medical insurance is allocated to City service units; and a reduction in budgeted contingency.

**PUBLIC SERVICES AREA  
FIELD OPERATIONS**

**Expenses by Activity (0006 PARKS REPAIR & RESTOR MILLAGE)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1810 TAX REFUNDS	1,436	3,862	-	-	-
6309 GENERAL CARE - PARKS/FORESTRY	-	73,146	-	-	-
<b>Total</b>	<b>\$1,436</b>	<b>\$77,008</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Expenses by Activity (0010 GENERAL)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	867,300	850,451	873,197	873,197	623,189
1130 FAIRVIEW CEMENTERY	28,109	26,319	34,835	34,835	35,198
4100 DDA STREET LIGHTING	29,068	65,036	59,884	59,884	61,431
4101 STREET LIGHTING	1,598,170	1,593,912	1,503,898	1,503,898	1,873,071
4120 PARKING METERS	41,616	14,893	161	-	-
4146 FOOTBALL/SPECIAL EVENTS	2,028	12,842	6,640	6,640	6,092
4149 MAJOR TRAFFIC SIGNS	11,100	13,708	1,000	1,000	-
6209 PARKS - MOWING	915,785	585,944	919,466	919,466	880,616
6210 OPERATIONS	173,309	188,967	184,910	184,910	180,360
6222 SNOW & ICE CONTROL	225,315	247,937	194,887	194,887	186,203
6225 GRAFFITI/PRIVATE PROPERTY	1,205	264	4,771	4,771	5,069
6328 ROW MAINTENANCE	4,163	30,335	10,059	10,059	10,231
6335 ATHLETIC FIELDS/GAME COURTS	14,927	4,531	15,751	15,751	15,751
6340 ADOPT-A-PARK/GARDEN	-	-	21,710	21,871	15,939
9500 DEBT SERVICE	295,718	296,577	297,221	297,221	297,651
<b>Total</b>	<b>\$4,207,813</b>	<b>\$3,931,716</b>	<b>\$4,128,390</b>	<b>\$4,128,390</b>	<b>\$4,190,801</b>

**Expenses by Activity (0011 CENTRAL STORES)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	265,310	278,548	294,495	280,321	287,006
4912 MATERIALS & SUPPLIES	487,823	693,729	932,000	932,000	932,000
4930 SYSTEMS MAINTENANCE	150,963	181,722	224,952	248,673	233,789
4931 INSTALLS AND REPAIRS	101,300	78,906	117,981	102,821	120,107
<b>Total</b>	<b>\$1,005,396</b>	<b>\$1,232,905</b>	<b>\$1,569,428</b>	<b>\$1,563,815</b>	<b>\$1,572,902</b>

**Expenses by Activity (0021 MAJOR STREET)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	1,286,202	1,166,018	1,311,188	1,264,668	1,334,824
4123 SIGNAL INSTALLAION/REBUILD	147,633	182,796	317,506	301,427	434,993
4124 TRAFFIC SIGNAL MAINTENANCE	122,831	215,998	254,815	250,620	221,767
4125 SIGNAL PREVENT MAINT	36,507	47,963	61,818	61,818	66,599
4126 SIGNAL EMERGENCY REPAIR	159,747	141,694	123,157	123,057	128,389
4127 SIGNAL SYSTEM CONTROL	185,192	195,832	254,362	196,852	197,592
4128 SIGNAL SHOP WORK	24,968	22,092	27,975	27,975	30,227
4129 GRID EXPANSION/MAINTENANCE	25,176	8,379	6,573	6,573	7,024
4135 SIGN SHOP WORK	12,455	11,067	14,961	14,961	16,469
4136 SIGN, WORK FOR OTHERS	52,084	57,854	27,120	27,120	28,425
4142 MAJOR SIGN MANUFACTURE	42,627	33,183	54,979	54,979	27,824
4146 FOOTBALL/SPECIAL EVENTS	81,248	47,816	31,582	31,582	31,802
4147 MAJOR ST PAVEMENT MARKING	220,372	272,604	112,667	112,667	122,640

4149 MAJOR TRAFFIC SIGNS	102,136	84,798	94,227	94,227	92,311
4183 TRUNKLINE CONSTRUCTION	1,686	10,192	10,156	10,156	10,526
4184 TRUNKLINE SIGNAL INSTALL	12,408	3,390	6,956	6,956	7,426
4185 TRUNKLINE PREV MAINT	19,218	15,609	7,956	7,956	8,426
4186 TRUCKLINE EMERG REPAIR	33,411	31,613	15,956	15,956	16,426
4187 TRUNKLINE SYSTEM CONTROL	2,060	5,715	6,806	6,806	7,275
4222 POTHOLE REPAIR	351,739	431,285	223,104	223,104	224,289
4227 PAVEMENT EVALUATION	32,446	16,920	13,925	13,955	14,360
4229 RIGHT-OF-WAY STUDIES/MAINT	110,769	86,860	121,482	121,482	128,666
4231 BR 23 SWEEPING	351	529	1,099	1,099	1,195
4232 BR 23 POTHOLE REPAIR	1,140	2,369	5,043	5,043	5,519
4235 BR 23 WINTER MAINTENANCE	8,326	16,426	12,879	12,879	10,968
4239 BR 23 TRAFFIC SIGNS	816	962	5,671	5,671	4,708
4240 MAJOR BASE REPAIR/OVERLAY	140,200	206,016	248,006	248,006	232,800
4245 MAJOR SALTING/PLOWING	400,061	604,507	519,280	562,791	507,863
4248 MAJOR SURFACE TREATMENT	2,205	1,767	86,575	86,575	120,336
4251 STREET SWEEPING	303,412	353,455	270,399	270,399	271,086
4252 BRIDGE MAINTENANCE & REPAIR	4,826	1,499	4,926	4,926	5,436
4253 SHOULDER MAINTENANCE	28,578	15,341	15,671	15,671	16,955
4254 MISC CONCRETE REPAIRS	32,809	19,902	38,425	38,425	25,427
4255 SIDEWALK RAMPS	-	47,977	33,291	33,291	58,291
4256 SHOP WORK	120	8,140	2,875	2,875	3,213
4258 WORK FOR OTHERS	1,583	35,168	4,575	4,575	4,833
4940 BR 94 BASE REPAIR	20,572	19,152	6,524	6,524	6,610
4941 BR 94 SWEEPING	3,359	1,273	1,025	1,025	1,111
4942 BR 94 BASE REPAIR	4,772	7,488	3,575	3,575	3,833
4943 BR 94 SHOULDER MAINTENANCE	8,455	48,852	9,000	9,000	9,000
4945 BR 94 WINTER MAINTENANCE	27,313	45,827	25,429	25,429	26,199
4949 BR 94 TRAFFIC SIGNS	7,659	3,730	6,221	6,221	5,258
<b>Total</b>	<b>\$4,059,472</b>	<b>\$4,530,058</b>	<b>\$4,399,760</b>	<b>\$4,318,897</b>	<b>\$4,478,921</b>

#### Expenses by Activity (0022 LOCAL STREET)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	5,944	6,629	6,884	6,884	6,970
4112 LOCAL SIGN MANUFACTURE	35,559	34,728	54,565	54,565	48,593
4117 LOCAL ST PAVEMENT MARKING	31,663	59,101	29,685	29,685	29,590
4119 LOCAL TRAFFIC SIGNS	80,844	73,132	86,248	86,248	78,716
4209 LOCAL GRADING	99,348	95,866	152,493	152,493	152,341
4210 LOCAL BASE REPAIR/OVERLAY	259,821	240,725	465,522	465,522	490,349
4211 LOCAL STREET SWEEPING	253,341	297,469	347,296	347,296	376,425
4212 LOCAL POTHOLE REPAIR	118,105	89,085	73,108	73,108	72,800
4215 LOCAL SALTING/PLOWING	350,957	621,603	230,521	230,521	209,880
4217 LOCAL PAVEMENT EVALUATION	13,142	14,249	10,702	10,702	11,569
4218 LOCAL SURFACE TREATMENT	5,867	894	16,017	16,017	11,452
4219 LOCAL ROW STUDY/MAINT	1,725	213	2,783	2,783	2,783
4253 SHOULDER MAINTENANCE	863	1,277	1,185	1,185	1,185
4254 MISC CONCRETE REPAIRS	28,573	98,999	9,052	9,052	9,052
4255 SIDEWALK RAMPS	-	-	15,552	15,552	15,552
9500 DEBT SERVICE	85,907	86,157	86,344	86,344	86,469
<b>Total</b>	<b>\$1,371,659</b>	<b>\$1,720,127</b>	<b>\$1,587,957</b>	<b>\$1,587,957</b>	<b>\$1,603,726</b>

#### Expenses by Activity (0036 METRO EXPANSION)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
4261 RIGHT-OF-WAY/MAINTENANCE & REP	121,163	255,469	155,685	256,144	111,501
6222 SNOW & ICE CONTROL	-	-	58,070	20,123	90,007
6328 ROW MAINTENANCE	-	-	146,667	59,155	146,485
<b>Total</b>	<b>\$121,163</b>	<b>\$255,469</b>	<b>\$360,422</b>	<b>\$335,422</b>	<b>\$347,993</b>

Expenses by Activity (0042 WATER SUPPLY SYSTEM)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	450,421	351,017	360,788	363,538	342,446
1100 FRINGE BENEFITS	118,668	124,200	137,810	137,810	189,696
1372 REVOLVING SUPPLY	155,254	30,349	115,000	115,000	115,000
4500 ENGINEERING - OTHERS	15,220	22,500	43,925	31,179	47,800
6210 OPERATIONS	-	130	271,931	128,345	293,119
7010 CUSTOMER SERVICE	177,560	312,801	273,320	305,238	294,495
7031 REVOLVING EQUIPMENT	(5,605)	(61,703)	92,443	17,442	95,729
7033 DCU MAINTENANCE	1,314	1,287	250	12,325	250
7060 OUTSTATIONS	193,041	135,184	-	-	-
7061 SOUTH INDUSTRIAL SITE	17,465	13,520	18,140	18,390	19,120
7064 MISS DIG	78,717	71,004	60,675	67,142	64,583
7067 MERCHANDISING & JOBBING	19,793	15,521	24,488	21,988	27,170
7092 MAINTENANCE - MAINS	713,318	843,406	649,198	554,007	688,348
7093 MAINTENANCE - HYDRANTS	121,101	71,910	119,498	133,498	138,922
7094 MAINTENANCE - SERVICE	139,082	138,377	112,203	135,760	128,164
9000 CAPITAL OUTLAY	11,533	32,550	203,000	203,000	142,000
9070 CAPITAL OUTLAY - SERVICE	-	-	2,000	27,490	2,000
9071 CAPITAL OUTLAY - VALVES	99,712	24,090	94,802	192,424	122,852
9072 CAPITAL OUTLAY - MAINS	-	-	152,792	238,952	240,364
9073 CAPITAL OUTLAY - HYDRANTS	-	-	163,295	163,295	212,797
9074 CAPITAL OUTLAY - CONTR DUG SER	-	-	11,015	15,870	12,168
9075 CAPITAL OUTLAY - 4 IN + SERVICE	-	-	650	650	650
9076 CAPITAL OUTLAY - RENEWAL SERVICE	-	-	20,965	44,845	22,117
9083 CAPTIAL OUTLAY - TAPS	36	-	-	-	-
<b>Total</b>	<b>\$2,306,630</b>	<b>\$2,126,143</b>	<b>\$2,928,188</b>	<b>\$2,928,188</b>	<b>\$3,199,790</b>

Expenses by Activity (0043 SEWAGE DISPOSAL SYSTEM)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	359,985	302,290	298,019	298,019	269,020
1100 FRINGE BENEFITS	118,668	124,200	137,810	137,810	36,480
1372 REVOLVING SUPPLY	5,924	(3,021)	5,000	5,000	5,000
4500 ENGINEERING - OTHERS	15,625	13,000	46,925	74,675	50,800
4917 MAINTENANCE - FACILITY	35,490	42,003	23,274	23,274	25,780
6210 OPERATIONS	-	130	225,250	216,356	249,718
7010 CUSTOMER SERVICE	106,709	204,087	118,100	130,700	147,618
7031 REVOLVING EQUIPMENT	(2,417)	(33,009)	26,167	(1,833)	26,767
7032 BILLING	82	-	-	-	-
7060 OUTSTATIONS	3,372	75,250	-	-	-
7061 SOUTH INDUSTRIAL SITE	1,935	924	5,093	5,093	5,000
7064 MISS DIG	54,930	52,015	48,375	48,575	52,383
7067 MERCHANDISING & JOBBING	2,885	4,347	4,403	6,734	5,381
7072 RODDING	234,098	172,889	242,986	240,067	234,553
7074 TELEVISING COLLECTION SYSTEM	202,720	217,917	183,048	178,398	112,653
7077 MAINTENANCE - MANHOLE	153,149	215,432	264,324	260,192	337,334
7083 JETTING	316,611	268,840	185,870	233,547	183,099
7092 MAINTENANCE - MAINS	58,203	108,344	48,469	61,236	45,255
9000 CAPITAL OUTLAY	80,285	271,821	619,886	619,886	94,883
<b>Total</b>	<b>\$1,748,254</b>	<b>\$2,037,459</b>	<b>\$2,482,999</b>	<b>\$2,537,729</b>	<b>\$1,881,724</b>

Expenses by Activity (0054 CEMETARY PERPETUAL CARE)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1130 FAIRVIEW CEMETERY	-	599	-	-	-
<b>Total</b>	<b>-</b>	<b>\$599</b>	<b>-</b>	<b>-</b>	<b>-</b>

Expenses by Activity (0055 ELIZABETH R. DEAN TRUST FUND)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	1,561	1,660	37	37	39
6312 TREE NURSERY	197	-	-	-	-
6317 POST PLANT CARE	18,748	15,133	18,473	18,473	17,573
6320 TRIMMING	25,124	10,919	22,985	22,985	19,985
6325 STUMP REMOVAL	1,600	1,980	1,500	1,500	1,500
6327 TREE PLANTING	28,284	33,801	25,235	25,235	24,235
6329 TREE REMOVALS	-	7,969	16,485	16,485	16,485
<b>Total</b>	<b>\$75,514</b>	<b>\$71,462</b>	<b>\$84,715</b>	<b>\$84,715</b>	<b>\$79,817</b>

Expenses by Activity (0058 WHEELER CENTER)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	436,183	432,123	482,030	478,746	495,604
6222 SNOW & ICE CONTROL	-	20,730	7,862	10,762	9,710
6301 MOWING - NON PARKS	-	6,331	13,452	13,452	10,077
<b>Total</b>	<b>\$436,183</b>	<b>\$459,184</b>	<b>\$503,344</b>	<b>\$502,960</b>	<b>\$515,391</b>

Expenses by Activity (0069 STORMWATER SEWER SYSTEM FUND)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	645,810	429,253	286,889	287,519	274,735
1100 FRINGE BENEFITS	59,340	62,100	68,905	68,905	21,888
4146 FOOTBALL/SPECIAL EVENTS	-	-	-	236	150
4251 STREET SWEEPING	41,739	85,601	161,963	161,963	168,087
4500 ENGINEERING - OTHERS	16,460	22,623	21,962	21,962	23,900
6210 OPERATIONS	-	65	279,312	214,228	328,594
6309 GENERAL CARE - PARKS/FORESTRY	-	-	37,744	37,744	40,915
6317 POST PLANT CARE	-	-	9,055	26,902	9,067
6320 TRIMMING	-	13,368	165,840	165,073	177,249
6324 STORM DAMAGE	-	-	71,644	71,409	65,254
6325 STUMP REMOVAL	-	-	96,672	99,422	80,943
6327 TREE PLANTING	-	30	90,476	81,764	95,990
6329 TREE REMOVALS	-	-	214,373	243,471	230,031
7010 CUSTOMER SERVICE	32,791	17,806	30,304	29,304	32,777
7031 REVOLVING EQUIPMENT	(14,391)	(163,086)	179,540	179,540	213,484
7060 OUTSTATIONS	46,458	190,639	-	-	-
7061 SOUTH INDUSTRIAL SITE	5,821	3,599	2,700	3,300	3,000
7064 MISS DIG	29,318	28,853	24,436	13,936	26,392
7067 MERCHANDISING & JOBBING	3,926	1,860	-	-	-
7072 RODDING	1,458	249	-	-	-
7074 TELEVISIONING COLLECTION SYSTEM	31,284	29,060	23,490	23,490	29,277
7077 MAINTENANCE - MANHOLE	37,606	44,654	12,000	14,000	12,000
7078 TREE PLANTING & MANAGEMENT	168,450	302,227	-	-	-
7079 STORM - STUMP REMOVAL	35,214	48,580	-	-	-
7080 STORM DAMAGE RESTORATION	86,432	208,050	20,500	19,426	-
7081 DITCH MAINTENANCE	160,823	117,971	158,194	146,694	172,739
7082 CATCHBASIN MAINTENANCE	319,621	276,022	339,543	281,175	345,194
7083 JETTING	260,698	268,238	207,116	205,616	216,866
7084 ILLICIT DISCHARGE ELIMINATION	2,999	8,404	4,900	15,150	4,900
7085 CULVERT MAINTENANCE	8,226	77,651	51,950	50,900	51,950
7090 MAINTENANCE	10,353	16,426	24,740	24,740	27,683
7092 MAINTENANCE - MAINS	54,682	225,544	122,908	157,500	92,043
9000 CAPITAL OUTLAY	66,505	72,066	311,000	311,000	600,001
9072 CAPITAL OUTLAY - MAINS	1,932	-	-	-	-
9077 CAPITAL OUTLAY - MANHOLE	3,287	1,764	15,496	15,496	16,671
<b>Total</b>	<b>\$2,116,842</b>	<b>\$2,389,617</b>	<b>\$3,033,652</b>	<b>\$2,971,865</b>	<b>\$3,361,780</b>



Expenses by Activity (0071 PARK MAINT & CAPITAL IMP MILLAGE)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	591	(75)	-	-	-
1810 TAX REFUNDS	24,209	52,192	-	-	-
4146 FOOTBALL/SPECIAL EVENTS	-	95	-	-	-
6100 FACILITY RENTALS	41,678	74,405	41,588	41,585	41,803
6121 LESLIE SCIENCE CENTER	16,753	13,681	10,715	10,715	10,824
6123 KEMPF HOUSE	8,417	12,767	8,149	8,143	8,271
6209 PARKS - MOWING	33	43,201	72,435	72,435	69,567
6210 OPERATIONS	440,575	528,347	869,139	757,501	800,414
6223 SHELTERS/RESTROOMS	211,687	9,309	-	-	-
6231 BUHR POOL	51,393	46,300	40,683	40,683	41,886
6232 BUHR RINK	41,682	28,606	32,105	32,105	32,714
6234 VETERAN'S POOL	55,310	41,754	47,683	47,683	49,507
6235 VETERAN'S ICE ARENA	45,444	66,999	22,388	60,113	23,603
6236 FULLER POOL	54,912	33,870	29,688	29,688	30,903
6237 MACK POOL	20,259	30,996	18,695	18,695	19,304
6242 ARGO LIVERY	29,109	43,823	18,195	39,195	18,804
6244 GALLUP LIVERY	30,139	37,391	12,045	10,519	12,854
6250 NORTHSIDE COMMUNITY CENTER	7,714	11,060	8,495	7,595	8,904
6260 BRYANT COMMUNITY CENTER	8,073	12,259	10,795	6,678	11,404
6287 ECOLOGICAL RESTORATION	240,856	213,218	165,284	165,284	178,579
6288 ECOLOGICAL ASSESS & MONITORING	118,812	111,429	127,004	127,004	135,524
6289 OUTREACH VOLUNTEER COORDINATION	123,617	124,212	136,882	136,882	138,068
6307 FIELD INVESTIGATIONS	1,392	1,008	-	-	-
6309 GENERAL CARE - PARKS/FORESTRY	666,755	1,010,778	699,161	826,367	718,495
6315 SENIOR CENTER OPERATIONS	17,361	55,026	11,498	23,198	12,100
6317 POST PLANT CARE	27,432	47,615	49,215	66,715	50,459
6320 TRIMMING	150,522	150,820	187,806	182,686	187,715
6324 STORM DAMAGE	3,100	4,739	12,653	16,140	13,313
6325 STUMP REMOVAL	13,024	11,959	82,072	76,289	89,796
6327 TREE PLANTING	210,540	170,905	122,442	363,372	227,427
6329 TREE REMOVALS	115,918	144,795	300,989	106,551	304,473
6335 ATHLETIC FIELDS/GAME COURTS	765,262	316,377	532,640	286,421	423,293
6340 ADOPT-A-PARK/GARDEN	50,238	46,016	49,999	49,999	49,007
7099 RECREATIONAL DAMS	-	-	90,101	90,101	101,216
9541 BAD DEBTS	3,334	789	-	-	-
<b>Total</b>	<b>\$3,596,141</b>	<b>\$3,496,666</b>	<b>\$3,810,544</b>	<b>\$3,700,342</b>	<b>\$3,810,227</b>

Expenses by Activity (0072 SOLID WASTE)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	782,626	459,021	412,284	412,266	253,398
1401 ART FAIR	3,600	448	2,400	2,400	2,400
1810 TAX REFUNDS	56,718	136,984	-	-	-
3162 COMMUNITY STANDARDS	35,000	30,000	30,000	30,000	30,000
4203 LEAF PICKUP	489,906	206,082	318,358	318,358	287,425
4721 REAR-LOAD COMMER COLLECT	202,436	239,960	426,287	426,287	417,080
4722 SPECIAL COLLECTION	15,836	13,664	16,282	16,282	16,347
4724 RESIDENTIAL COLLECTION	1,859,800	2,029,233	2,283,355	2,144,428	2,521,197
4725 FRONT-LOAD COMMER COLLECT	1,003,384	1,643,869	2,496,557	2,485,484	2,418,975
4726 DDA REFUSE CANS COLLECTION	53,950	58,062	55,435	48,160	34,055
4727 CARTS RPR/DIDIST	11,446	6,666	9,737	9,737	15,034
4729 STUDENT MOVE IN/OUT	34,234	4,519	25,187	25,187	23,714
4730 DROP OFF STATION STAFFED	23,098	2,582	-	-	-
4732 SINGLE FAMILY RECYCLING	1,315,499	1,311,422	1,514,174	1,514,174	1,500,329
4733 MULTI FAMILY RECYCLING	786,137	828,760	858,775	858,775	789,683
4734 COMMERCIAL RECYCLING	992,670	705,447	1,028,161	828,160	516,798
4749 YARDWASTE COLLECTION	302,123	655,876	607,940	758,458	397,919
4764 RECYCLING PROCESSING	381,110	584,233	428,343	428,343	334,779
4919 MAINTENANCE - LANDFILL	340,440	377,255	424,681	424,680	392,012

6210 OPERATIONS	-	45	246,961	246,961	262,374
6362 PARK REFUSE	89,155	104,812	97,077	97,077	98,034
7060 OUTSTATIONS	810,423	759,407	44,708	44,708	68,666
9541 BAD DEBTS	5,776	225	-	-	-
<b>Total</b>	<b>\$9,595,367</b>	<b>\$10,158,572</b>	<b>\$11,326,702</b>	<b>\$11,119,925</b>	<b>\$10,380,219</b>

### Expenses by Activity (00CP GENERAL CAPITAL FUND)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
6325 STUMP REMOVAL	3,598	(1,575)	-	-	-
6327 TREE PLANTING	140,748	51,821	40,315	40,315	-
<b>Total</b>	<b>\$144,346</b>	<b>\$50,246</b>	<b>\$40,315</b>	<b>\$40,315</b>	<b>-</b>

### Street Maintenance and Traffic Control

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	2,003,238	1,642,900	1,773,225	1,765,405	-
1100 FRINGE BENEFITS	859,296	904,752	890,949	890,949	-
4112 LOCAL SIGN MANUFACTURE	35,559	34,728	54,565	54,565	-
4117 LOCAL ST PAVEMENT MARKING	31,663	59,101	29,685	29,685	-
4119 LOCAL TRAFFIC SIGNS	80,844	73,132	86,248	86,248	-
4123 SIGNAL INSTALLAION/REBUILD	147,633	182,796	317,506	301,427	-
4124 TRAFFIC SIGNAL MAINTENANCE	139,074	216,825	316,211	250,620	-
4125 SIGNAL PREVENT MAINT	36,507	47,963	61,818	61,818	-
4126 SIGNAL EMERGENCY REPAIR	159,747	141,694	123,157	123,057	-
4127 SIGNAL SYSTEM CONTROL	185,192	195,832	254,362	196,852	-
4128 SIGNAL SHOP WORK	24,968	22,092	27,975	27,975	-
4129 GRID EXPANSION/MAINTENANCE	25,176	8,379	6,573	6,573	-
4135 SIGN SHOP WORK	12,455	11,067	14,961	14,961	-
4136 SIGN, WORK FOR OTHERS	52,084	57,854	27,120	27,120	-
4137 TRAFFIC CALMING	56,054	16,054	21,400	21,400	-
4142 MAJOR SIGN MANUFACTURE	42,627	33,183	54,979	54,979	-
4146 FOOTBALL/SPECIAL EVENTS	81,248	47,816	31,582	31,582	-
4147 MAJOR ST PAVEMENT MARKING	220,372	272,604	112,667	112,667	-
4149 MAJOR TRAFFIC SIGNS	102,136	84,798	94,227	94,227	-
4183 TRUNKLINE CONSTRUCTION	1,686	10,192	10,156	10,156	-
4184 TRUNKLINE SIGNAL INSTALL	12,408	3,390	6,956	6,956	-
4185 TRUNKLINE PREV MAINT	19,218	15,609	7,956	7,956	-
4186 TRUCKLINE EMERG REPAIR	33,411	31,613	15,956	15,956	-
4187 TRUNKLINE SYSTEM CONTROL	2,060	5,715	6,806	6,806	-
4209 LOCAL GRADING	99,348	95,866	152,493	152,493	-
4210 LOCAL BASE REPAIR/OVERLAY	259,821	240,725	465,522	465,522	-
4211 LOCAL STREET SWEEPING	253,341	297,469	347,296	347,296	-
4212 LOCAL POTHOLE REPAIR	118,105	89,085	73,108	73,108	-
4215 LOCAL SALTING/PLOWING	350,957	621,603	230,521	230,521	-
4217 LOCAL PAVEMENT EVALUATION	13,142	14,249	10,702	10,702	-
4218 LOCAL SURFACE TREATMENT	5,867	894	16,017	16,017	-
4219 LOCAL ROW STUDY/MAINT	1,725	213	2,783	2,783	-
4222 POTHOLE REPAIR	351,739	431,285	223,104	223,104	-
4227 PAVEMENT EVALUATION	32,446	16,920	13,925	13,955	-
4229 RIGHT-OF-WAY STUDIES/MAINT	110,769	86,860	121,482	121,482	-
4231 BR 23 SWEEPING	351	529	1,099	1,099	-
4232 BR 23 POTHOLE REPAIR	1,140	2,369	5,043	5,043	-
4235 BR 23 WINTER MAINTENANCE	8,326	16,426	12,879	12,879	-
4239 BR 23 TRAFFIC SIGNS	816	962	5,671	5,671	-
4240 MAJOR BASE REPAIR/OVERLAY	140,200	206,016	248,006	248,006	-
4245 MAJOR SALTING/PLOWING	400,061	604,507	519,280	562,791	-
4248 MAJOR SURFACE TREATMENT	2,205	1,767	86,575	86,575	-
4251 STREET SWEEPING	303,412	353,455	270,399	270,399	-
4252 BRIDGE MAINTENANCE & REPAIR	4,826	1,499	4,926	4,926	-
4253 SHOULDER MAINTENANCE	29,441	16,618	16,856	16,856	-
4254 MISC CONCRETE REPAIRS	61,382	118,901	47,477	47,477	-

4255 SIDEWALK RAMPS	-	47,977	48,843	48,843	-
4256 SHOP WORK	120	8,140	2,875	2,875	-
4257 ENG SERVICES/INSPECTIONS	77,617	114,895	127,576	127,576	-
4258 WORK FOR OTHERS	1,583	35,168	4,575	4,575	-
4261 RIGHT-OF-WAY/MAINTENANCE & REP	121,163	255,469	155,685	256,144	-
4520 TRAFFIC OPERATIONS	276,627	271,885	276,086	276,086	-
4530 DESIGN - DRAFTING	550	-	330	-	-
4531 DESIGN - ENGINEERING	222	44,312	95,897	-	-
4532 DESIGN - TECHNICIAN	-	-	49,970	-	-
4533 DESIGN - SURVEY	-	-	6,395	-	-
4534 CONSTRUCTION - DRAFTING	-	-	-	-	-
4535 CONSTRUCTION - SURVEY	2,393	19	-	-	-
4536 CONSTRUCTION - ENGINEERING	5,198	10,069	13,129	-	-
4537 CONSTRUCTION - INSPECTION	5,529	176	-	-	-
4538 CONSTRUCTION - OTHER	193,308	222,932	330,902	-	-
4542 ENGINEERING - ROADS	-	-	23,540	-	-
4940 BR 94 BASE REPAIR	20,572	19,152	6,524	6,524	-
4941 BR 94 SWEEPING	3,359	1,273	1,025	1,025	-
4942 BR 94 BASE REPAIR	4,772	7,488	3,575	3,575	-
4943 BR 94 SHOULDER MAINTENANCE	8,455	48,852	9,000	9,000	-
4945 BR 94 WINTER MAINTENANCE	27,313	45,827	25,429	25,429	-
4949 BR 94 TRAFFIC SIGNS	7,659	3,730	6,221	6,221	-
6222 SNOW & ICE CONTROL	-	-	58,070	20,123	-
6328 ROW MAINTENANCE	-	-	146,667	59,155	-
7011 CALL CENTER	17,595	5,268	9,023	9,023	-
7017 CONSTRUCTION	-	-	81,000	-	-
9500 DEBT SERVICE	793,437	794,352	799,307	799,307	-
<b>Total</b>	<b>\$8,481,548</b>	<b>\$9,275,291</b>	<b>\$9,489,971</b>	<b>\$8,774,126</b>	<b>-</b>

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
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<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Field Operations	<b>Manager:</b>	Matt Warba

Service Unit Goals	City Goals:
<b>A.</b> Rebuild Eisenhower and Packard traffic signal	2, 5
<b>B.</b> Rebuild Hubbard and Huron Pkwy Traffic signal	2, 5
<b>C.</b> Renovate and/or rebuild baseball/softball fields	2, 5
<b>D.</b> Increase the mowing frequency from 19 to 14 days	2, 5
<b>E.</b> Continue to provide additional mowing of active recreation park space	2, 5
<b>F.</b> Decrease the number of sanitary sewer over flows by 15%	2
<b>G.</b> Track all sanitary main line cleaning and televising electronically	2
<b>H.</b> Reduce backlog of sanitary repair projects	2, 5
<b>I.</b> Plant 1,000 street trees	4, 5
<b>J.</b> Promote establishment of new trees planted in 2011 and 2012 by providing water and mulch.	4, 5
<b>K.</b> Actively work to restore 400 acres of native ecosystems in City natural areas with combined staff and volunteer effort.	2, 3, 5
<b>L.</b> Empower volunteers to actively monitor wildlife populations in 30 parks.	3, 4
<b>M.</b> Expand Park Steward program to include 65 active, dedicated volunteers working in park natural areas.	2, 3, 4, 5
<b>N.</b> Increase citizen engagement in caring for parks by expanding Adopt-A-Park Program to include 44 sites	2, 3, 4, 5
<b>O.</b> Increase citizen engagement in caring for street medians by expanding Adopt-A-Median Program to include 15 medians	2, 3, 4, 5
<b>P.</b> Continue helping young trees develop good structure by expanding Citizen Pruner Program so 170 trees can be pruned by volunteers.	2, 3, 4, 5
<b>Q.</b> Video inspect storm sewer mains to reduce main line failures and reduce emergency situations	2, 5
<b>R.</b> Identify and implement a maintenance program for all city-owned ditches and contributing outfalls to reduce downstream sedimentation	2, 3, 5

Service Unit Measures	Status
<b>A</b> - Complete project by November 1, 2012	
<b>B</b> - Complete project by June 30, 2013	
<b>C</b> - Renovate or rebuild six (6) baseball/softball fields	
<b>D</b> – Number of days for the cycle	
<b>E</b> - Increase the number of inspections and maintenance by 25%	
<b>F</b> - Implement a sanitary sewer cross lot easement maintenance program that will decrease the sanitary sewer overflows by 15%	

<b>G</b> - Electronically track 90% of all sanitary maintenance activities in paperless format	
<b>H</b> - Reduce backlog of sanitary repair projects by 50% by June 30, 2013	
<b>I</b> – Number of street trees planted as a percentage of goal of 1,000 trees per year	
<b>J</b> - Inspect trees, and provide water and mulch five times during the growing season.	
<b>K</b> - Number of acres where native ecosystems are being actively restored by staff and volunteers.	
<b>L</b> - Number of parks where volunteers are actively monitoring wildlife	
<b>M</b> - Number of Park Stewards	
<b>N</b> - Number of Adopt-A-Park sites	
<b>O</b> - Number of Adopt-A-Median sites	
<b>P</b> - Number of trees pruned by volunteers in Citizen Pruner Program	
<b>Q</b> – Increase video inspections by 20% to identify storm mains that need lining	
<b>R</b> - Increase repairs to eroding locations by 10%	

**See Budget Summaries Section, Page 1 for list of City Goals**

PUBLIC SERVICES AREA  
FIELD OPERATIONS

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ADMIN ASSISTANT LVL 4	110044	1.00
ADMIN ASSISTANT LVL 5	110054	3.00
BUSINESS ANALYST	401210	1.00
CIVIL ENGINEER IV	403840	1.00
ELEC & CONTROL TECH IV	116244	0.05
ELEC & CONTROL TECH V	116254	0.05
FIELD OP ASST MANAGER	401140	1.00
FIELD OP TECH V - INFRA S	112845	2.00
FIELD OPER TECH I - INFRA	112804	5.00
FIELD OPER TECH I-FOR/FAC	112754	9.00
FIELD OPER TECH I-INFRA	112804	2.00
FIELD OPER TECH II - FOR/	112764	1.00
FIELD OPER TECH II - INFR	112814	13.00
FIELD OPER TECH III - COM	112724	5.00
FIELD OPER TECH III - FOR	112774	5.00
FIELD OPER TECH III -INFR	112824	7.00
FIELD OPER TECH III-INFRA	112824	2.00
FIELD OPER TECH IV - COMM	112734	2.00
FIELD OPER TECH IV - FOR/	112784	6.00
FIELD OPER TECH IV - INFR	112834	16.00
FIELD OPER TECH V - COMM	112744	4.75
FIELD OPER TECH V - FOR/F	112794	4.00
FIELD OPER TECH V - INFRA	112844	12.00
FIELD OPERATIONS MANAGER	403450	1.00
FIELD OPERATIONS SUPV II	192110	3.00
FIELD OPERATIONS SUPV III	192120	5.00
FIELD OPERATIONS SUPV V	192140	1.00
FIELD OPERATIONS TECH III	112724	2.00
FLEET & FAC SUPV II	190014	0.05
FLEET & FACILITIES MGR	403200	0.25
GIS COORDINATOR	401520	1.00
MANAGEMENT ASSISTANT	000200	1.00
MANAGER - NAP PARKS	403320	1.00
NAP TECHNICIAN	193050	2.00
OPERATIONS SPECIALIST	112110	0.76
TREE TRIMMER I	112851	1.00
URBAN FORESTRY & NAT RES	401620	0.50
VOLUNTEER & OUTREACH COOR	190100	1.00
WATER UTILITY TECH I	117400	0.05
WATER UTILITY TECH II	117410	0.05
WATER UTILITY TECH III	117420	0.05
WATER UTILITY TECH IV	117430	0.05
WATER UTILITY TECH IV	117431	0.05
WATER UTILITY TECH V	117440	0.05
WATER UTILITY TECH V	117441	0.25
<b>Total</b>		<b>123.96</b>



## *PUBLIC SERVICES AREA*

### **FLEET & FACILITIES**

The Fleet and Facilities Service Unit is responsible for the maintenance and repair of City owned buildings and their grounds, as well as project oversight for these facilities. The unit is also responsible for maintenance and repair to 700 vehicles and pieces of equipment, including vehicle and fuel procurement. The operation of the Ann Arbor Airport is also handled by this Unit.

PUBLIC SERVICES AREA  
FLEET & FACILITY

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	763,325	829,282	822,540	822,540	842,340
INTRAGOVERNMENTAL SALES	6,307,868	6,765,642	6,888,358	7,003,518	6,902,649
INVESTMENT INCOME	70,944	155,155	114,248	114,250	91,156
MISCELLANEOUS REVENUE	131,922	158,085	104,000	104,000	104,000
OPERATING TRANSFERS IN PRIOR YEAR SURPLUS	560,174 -	- -	- 3,103,134	- 3,086,111	- 151,100
<b>Total</b>	<b>\$7,834,233</b>	<b>\$7,908,164</b>	<b>\$11,032,280</b>	<b>\$11,130,419</b>	<b>\$8,091,245</b>

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	169	-	-	-	-
FLEET SERVICES (0012)	7,053,066	7,060,438	10,205,740	10,303,879	7,244,905
AIRPORT (0048)	780,997	847,726	826,540	826,540	846,340
<b>Total</b>	<b>\$7,834,232</b>	<b>\$7,908,164</b>	<b>\$11,032,280</b>	<b>\$11,130,419</b>	<b>\$8,091,245</b>



**PUBLIC SERVICES AREA  
FLEET & FACILITY**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	1,488,721	1,699,437	1,352,660	1,382,575	1,331,853
PAYROLL FRINGES	745,095	836,446	817,954	817,954	961,199
OTHER SERVICES	614,379	786,627	1,038,250	1,052,054	1,067,362
MATERIALS & SUPPLIES	124,823	96,129	80,101	88,120	88,516
OTHER CHARGES	1,928,967	2,054,286	977,503	922,404	896,114
PASS THROUGHES	726,052	717,175	718,794	718,749	722,001
CAPITAL OUTLAY	-	1,322,420	5,701,024	5,701,024	2,389,944
VEHICLE OPERATING COSTS	1,781,671	1,883,059	2,024,405	2,125,960	2,299,925
EMPLOYEE ALLOWANCES	-	-	14,015	14,015	12,431
<b>Total</b>	<b>\$7,409,708</b>	<b>\$9,395,579</b>	<b>\$12,724,706</b>	<b>\$12,822,855</b>	<b>\$9,769,345</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	1,051,307	1,344,648	1,701,076	1,701,076	1,728,846
FLEET SERVICES (0012)	5,697,050	7,230,809	10,205,730	10,303,879	7,244,905
AIRPORT (0048)	661,351	820,122	817,900	817,900	795,594
<b>Total</b>	<b>\$7,409,708</b>	<b>\$9,395,579</b>	<b>\$12,724,706</b>	<b>\$12,822,855</b>	<b>\$9,769,345</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
FLEET & FACILITY	23.93	23.67	21.05	21.20
<b>Total</b>	<b>23.93</b>	<b>23.67</b>	<b>21.05</b>	<b>21.20</b>

**PUBLIC SERVICES AREA  
FLEET & FACILITIES**

**REVENUES**

**Prior Year Surplus** – The decrease reflects the normal variation in the type and quantity of vehicles and equipment anticipated to be replaced yearly.

**EXPENSES**

**Payroll Fringes** – The increases are from higher pension, VEBA and medical insurance costs.

**Capital Outlay** - The decrease reflects the normal variation in the type and quantity of vehicles and equipment anticipated to be replaced yearly.

**Vehicle Operating Costs** – The increase in reflects an increase in the cost of all fuel types with usage remaining constant.

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
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<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Fleet & Facilities	<b>Manager:</b>	Matt Kulhanek

Service Unit Goals	City Goals:
<b>A.</b> Complete closeout of the Municipal Center Project.	<b>3</b>
<b>B.</b> Work with the Art Administrator to coordinate the installation of artwork in the Justice Center lobby.	<b>3</b>
<b>C.</b> Evaluate the City's fuel management system.	<b>3</b>
<b>D.</b> Coordinate final planning and construction of the Airport runway safety extension project if approved.	<b>2, 3</b>
<b>E.</b> Initiate and oversee the bathroom renovation/construction project (second year phase) in the Larcom building.	<b>2, 3</b>
<b>F.</b> Initiate the final disposition of the contents at 721 N. Main.	<b>3</b>
<b>G.</b> Finalize the Wheeler Center Construction Project.	<b>1, 3</b>

Service Unit Measures	Status
<b>A1</b> – Work with contractor to complete outstanding punch list items.	
<b>A2</b> – Review final closeout documentation, including LEED certification application, and insure all training is provided.	
<b>A3</b> - Work with City finance staff to closeout project budget upon completion of all obligations.	
<b>B</b> - Attend meetings and address project issues with the City's Public Art Administrator and the artist, Mr. Carpenter, to complete installation of "Radius" in the Justice Center lobby.	
<b>C1</b> – Review existing fuel management technology for reliability, support and usefulness.	
<b>C2</b> – Compare current fuel management technologies to determine if a change is warranted, and if so, prepare the appropriate business case to justify the change.	
<b>D</b> – Work with the State and FAA to secure project funding, complete final design work, bid and build project. Project timing depends on approvals and construction season/operational challenges.	
<b>E1</b> – Complete bathroom renovation design by 9/30/12.	
<b>E2</b> – Finalize plans, bid project and begin renovations by 01/31/2013.	
<b>F1</b> – Work with service units to find permanent locations for items that they were storing at 721 and wish to keep.	
<b>F2</b> – Separate items of value from damaged, destroyed or obsolete items which can be disposed (recycled).	
<b>F3</b> – If enough items of value, then either auction them off or find a permanent storage location for them.	
<b>G1</b> – Work with Field Operations to remove the farmhouse, barn and	

outbuildings along Ellsworth Road and construct any required berming/landscaping.	
<b>G2</b> – Work with Field Operations and Pittsfield Township to determine any remaining PUD obligations and how they may be installed/funded.	

**See Budget Summaries Section, Page 1 for list of City Goals**

PUBLIC SERVICES AREA  
FLEET & FACILITY

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ADMIN ASSISTANT LVL 4	110044	0.50
ADMIN ASSISTANT LVL 5	110054	1.00
FACILITIES MAINT TECH II	110224	0.00
FACILITIES MAINT TECH IV	110234	4.00
FACILITIES MAINT TECH V	110244	2.00
FIN ANALYST FL & FAC SVC	401420	1.00
FLEET & FAC SUPV II	190014	1.95
FLEET & FAC SUPV III	190024	0.00
FLEET & FAC SUPV III	190025	1.00
FLEET & FACILITIES MGR	403200	0.75
PROCUREMENT COORDINATOR	117450	1.00
VEHICLE & EQUIP TECH III	110104	1.00
VEHICLE & EQUIP TECH IV	110114	1.00
VEHICLE & EQUIP TECH IV	110115	2.00
VEHICLE & EQUIP TECH V	110125	4.00
<b>Total</b>		<b>21.20</b>

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## *PUBLIC SERVICES AREA*

### **PROJECT MANAGEMENT**

The Project Management Services Unit actively pursues State and Federal grants and partners with internal and external local agencies to complete major improvements to the City's infrastructure. The PMSU is responsible for the City's traffic engineering, review, and inspection of private development projects, engineering and management of the City's capital improvement projects, administering construction contracts and contracts for engineering services, and updating and maintaining the City's infrastructure records.

PUBLIC SERVICES AREA  
PROJECT MANAGEMENT

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	2,258,564	2,617,581	2,020,911	2,140,911	2,066,668
CONTRIBUTIONS	-	-	-	-	-
INTRAGOVERNMENTAL SALES	925	-	-	-	-
MISCELLANEOUS REVENUE	15,950	48,974	-	-	-
OPERATING TRANSFERS IN TAXES	539,682	499,211	237,596	237,596	235,676
	-	-	-	-	-
<b>Total</b>	<b>\$2,815,121</b>	<b>\$3,165,766</b>	<b>\$2,258,507</b>	<b>\$2,378,507</b>	<b>\$2,302,344</b>

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
MAJOR STREET (0021)	25,385	63,492	45,000	45,000	45,000
PROJECT MANAGEMENT (0049)	2,656,048	2,977,666	2,206,165	2,188,103	2,134,844
ART IN PUBLIC PLACES (0056)	133,688	124,608	145,404	145,404	122,500
ALTERNATIVE TRANSPORTATION (0061)	-	-	-	-	-
STREET MILLAGE FUND (0062)	-	-	-	-	-
<b>Total</b>	<b>\$2,815,121</b>	<b>\$3,165,766</b>	<b>\$2,396,569</b>	<b>\$2,378,507</b>	<b>\$2,302,344</b>



**PUBLIC SERVICES AREA  
PROJECT MANAGEMENT**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	977,588	1,168,337	973,914	949,824	986,628
PAYROLL FRINGES	488,271	527,865	515,265	492,969	581,102
OTHER SERVICES	(20,004)	133,595	196,109	220,271	223,718
MATERIALS & SUPPLIES	18,142	22,395	37,200	37,200	37,200
OTHER CHARGES	740,897	787,376	920,006	920,006	754,387
PASS THROUGHS	255,444	231,696	269,973	247,890	227,948
CAPITAL OUTLAY	-	-	20,000	20,000	20,000
VEHICLE OPERATING COSTS	3,140	8,901	-	-	-
EMPLOYEE ALLOWANCES	-	-	12,264	12,264	5,051
<b>Total</b>	<b>\$2,463,478</b>	<b>\$2,880,165</b>	<b>\$2,944,731</b>	<b>\$2,900,424</b>	<b>\$2,836,034</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
MAJOR STREET (0021)	354,244	386,780	403,662	403,662	392,937
LOCAL STREET (0022)	56,054	16,054	21,400	21,400	20,150
PROJECT MANAGEMENT (0049)	1,847,433	2,114,042	2,145,992	2,101,685	2,066,096
STREET MILLAGE FUND (0062)	205,746	363,288	373,677	373,677	356,851
<b>Total</b>	<b>\$2,463,477</b>	<b>\$2,880,164</b>	<b>\$2,944,731</b>	<b>\$2,900,424</b>	<b>\$2,836,034</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
PROJECT MANAGEMENT	15.31	15.26	12.85	12.85
<b>Total</b>	<b>15.31</b>	<b>15.26</b>	<b>12.85</b>	<b>12.85</b>

**PUBLIC SERVICES AREA  
PROJECT MANAGEMENT SERVICES UNIT**

**REVENUES**

**Charges for Services** – The Project Management Fund is an Internal Service Fund. The Fund receives credits from capital projects for engineering and project management services, and charges the private developments for reviewing their construction plans for work in the Public ROW and construction inspection. The revenue is reflective of the normal fluctuations in demand for services.

**Operating Transfers In** – These are revenue received from the other funds which require the PMSU's services. The revenue is reflective of the normal fluctuations in demand for services.

**EXPENSES**

**Payroll Fringes** – The increases are from higher pension, VEBA and medical insurance costs.

**Other Charges** – Reflects a decrease in contingency for severances.

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
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<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	
<b>Service Unit:</b>	Project Management	<b>Manager:</b>	Homayoon Pirooz

Service Unit Goals	City Goals:
<b>A.</b> Secure State and Federal Grants to fund the City's infrastructure improvement projects.	1
<b>B.</b> Engage the public in the planning, design and construction of the capital improvement projects.	2, 3
<b>C.</b> Rebuild the City's Infrastructure (Streets, Water Mains, Storm & Sanitary Sewer)	3
<b>D.</b> Encourage and implement environmentally sustainable engineering solutions	4
<b>E.</b> Encourage new developments by providing timely construction plan review and assisting the developers	5

Service Unit Measures/Scoreboards	Status
<b>A.</b> Utilize Federal and/or State grants for the City's capital improvement projects (10)	
<b>B-</b> Engage the public in the project planning, design and construction of capital improvement projects (18)	
<b>C1</b> – Complete the design and/or construction of street reconstruction/resurfacing projects (23)	
<b>C2</b> – Complete the design and/or construction of water main replacement projects (8)	
<b>C3</b> - Complete the design and/or construction of sanitary sewer or storm water improvement projects (9)	
<b>C4</b> – Complete transportation improvement projects (4)	
<b>C5</b> – Implement environmentally sustainable engineering solutions (4)	
<b>E</b> –Private Development Construction Plans reviewed within 4 weeks	
<b>E</b> – Right-of-Way Permits reviewed within 3 weeks	

**See Budget Summaries Section, Page 1 for list of City Goals**

PUBLIC SERVICES AREA  
PROJECT MANAGEMENT

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ADMIN ASSISTANT LVL 4	110044	0.40
ADMIN ASSISTANT LVL 5	110054	0.85
CIVIL ENGINEER III	403620	1.45
CIVIL ENGINEER IV	403840	0.25
CIVIL ENGINEER V	401330	2.25
CIVIL ENGINEERING SPEC 3	112014	3.70
CIVIL ENGINEERING SPEC 4	112024	1.95
CIVIL ENGINEERING SPEC 5	112034	0.20
ENG PROJECT MANAGER II	403660	0.15
FINANCIAL MGR-PUBLIC SERV	401070	0.10
PROJECT MANAGEMENT MGR	403140	1.00
SUPERVISOR - CESS	192050	0.55
<b>Total</b>		<b>12.85</b>



## *PUBLIC SERVICES AREA*

### **SYSTEMS PLANNING**

Systems Planning staff bring together diverse background and experience in energy management, environmental planning and programming, solid waste and recycling, soil erosion, natural features, urban forestry, planning, public engagement, project management, transportation, geographic information systems (GIS), storm water and water resources, sanitary sewer and drinking water. The unit provides asset management for the Public Services Area including parks, solid waste, urban forest, transportation, non-motorized transportation, sanitary, storm water and drinking water facilities; sustainability planning; utility system modeling; development of programs and policies that optimize service levels, environmental benefit and public investment; capital planning and budgeting; and infrastructure standards and specifications for facilities and activities within the Public Services Area. The unit also provides support for the implementation of GIS-based work management systems throughout the service area.

PUBLIC SERVICES AREA  
SYSTEMS PLANNING

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	13,150	77,664	93,300	81,800	80,200
INTERGOVERNMENTAL REVENUES	145,537	642,716	937,052	937,052	-
INVESTMENT INCOME	-	-	10,141	-	8,091
MISCELLANEOUS REVENUE	(6,313)	18,404	5,200	5,200	-
OPERATING TRANSFERS IN PRIOR YEAR SURPLUS	138,312	112,032	181,482	181,482	136,699
	-	-	114,712	-	179,761
<b>Total</b>	<b>\$290,686</b>	<b>\$850,816</b>	<b>\$1,341,887</b>	<b>\$1,205,534</b>	<b>\$404,751</b>

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
ENERGY PROJECTS (0002)	41,468	34,152	158,462	33,609	202,286
GENERAL (0010)	24	18,404	5,200	5,200	-
MAJOR STREET (0021)	-	3,996	1,500	1,500	-
WATER SUPPLY SYSTEM (0042)	(3,155)	8,489	11,800	14,500	14,500
SEWAGE DISPOSAL SYSTEM (0043)	(2,802)	10,502	14,200	-	-
ART IN PUBLIC PLACES (0056)	(5,484)	5,040	-	-	-
ALTERNATIVE TRANSPORTATION (0061)	114,328	86,172	159,973	159,973	134,265
STORMWATER SEWER SYSTEM FUND (0069)	770	41,345	53,700	53,700	53,700
MAJOR GRANTS PROGRAMS (00MG)	145,537	642,716	937,052	937,052	-
<b>Total</b>	<b>\$290,686</b>	<b>\$850,816</b>	<b>\$1,341,887</b>	<b>\$1,205,534</b>	<b>\$404,751</b>

**PUBLIC SERVICES AREA  
SYSTEMS PLANNING**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	923,354	1,140,457	1,331,826	1,297,052	1,263,653
PAYROLL FRINGES	433,252	505,566	570,554	586,434	677,871
OTHER SERVICES	539,169	309,846	838,724	845,754	253,243
MATERIALS & SUPPLIES	53,724	670,403	33,154	33,254	13,750
OTHER CHARGES	339,288	320,653	856,834	856,434	322,504
PASS THROUGHS	(5,484)	5,040	-	-	-
CAPITAL OUTLAY	47,288	(47,288)	179,760	179,760	120,000
EMPLOYEE ALLOWANCES	-	-	18,457	18,198	9,894
<b>Total</b>	<b>\$2,330,591</b>	<b>\$2,904,677</b>	<b>\$3,829,309</b>	<b>\$3,816,886</b>	<b>\$2,660,915</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
ENERGY PROJECTS (0002)	88,609	180,643	158,462	158,462	172,286
GENERAL (0010)	113,013	112,836	110,349	90,651	105,773
MAJOR STREET (0021)	142,902	112,496	106,788	106,788	112,229
WATER SUPPLY SYSTEM (0042)	505,054	456,160	600,455	600,455	660,728
SEWAGE DISPOSAL SYSTEM (0043)	413,777	372,024	448,790	448,790	494,673
ALTERNATIVE TRANSPORTATION (0061)	77,757	91,560	111,075	111,075	115,564
STORMWATER SEWER SYSTEM FUND (0069)	658,259	755,654	818,592	818,592	805,381
SOLID WASTE (0072)	185,683	180,588	217,826	225,101	194,281
MAJOR GRANTS PROGRAMS (00MG)	145,537	642,716	1,256,972	1,256,972	-
<b>Total</b>	<b>\$2,330,591</b>	<b>\$2,904,677</b>	<b>\$3,829,309</b>	<b>\$3,816,886</b>	<b>\$2,660,915</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
SYSTEMS PLANNING	13.64	13.69	13.65	14.65
<b>Total</b>	<b>13.64</b>	<b>13.69</b>	<b>13.65</b>	<b>14.65</b>

**PUBLIC SERVICES AREA  
SYSTEMS PLANNING**

**REVENUES**

**Intergovernmental Revenues** – The FY2012 Forecasted amount reflects US Department of Energy and Michigan Energy Office grants.

**Operating Transfers In** - The FY 2012 revenue is reflective of the normal fluctuations in demand for services.

**EXPENSES**

**Personnel Services** – The decrease is a reduction in temporary employees.

**Payroll Fringes** - The increases are from higher pension, VEBA and medical insurance costs.

**Other Services** – The decrease is a reduction of Contractual Services.

**Other Charges** – The decrease is a reduction of energy rebate transfers.



<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
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<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Systems Planning	<b>Manager:</b>	Cresson Slotten

Service Unit Goals	City Goals:
<b>A.</b> Develop an Urban & Community Forest Management Plan	<b>4</b>
<b>B.</b> Update Solid Waste Management Plan	<b>5</b>
<b>C.</b> Establish Green Community Housing Partnership (HUD Grant)	<b>4</b>
<b>D.</b> Integrate Sustainability Action Plan into existing City processes (e.g., CIP, budget, etc.)	<b>4</b>
<b>E.</b> Complete 3-year update of Impervious Surface GIS data to support Stormwater Utility	<b>3</b>
<b>F.</b> Advance Flood Mitigation Plan Implementation	<b>3</b>
<b>G.</b> Develop comprehensive, detailed stormwater system model	<b>3</b>
<b>H.</b> Continue development of the Alternative Transportation Network through public and private investments and integration in all city transportation projects, including maintenance and reconstruction	<b>2</b>

Service Unit Measures	Status
<b>A1</b> - Urban & Community Forest Management Plan completed and adopted by City Council by 06/30/2013	
<b>B1</b> - Complete draft Solid Waste Management Plan Update by 7/31/2011	
<b>C1</b> - Develop GCHP work plan by 12/1/2012	
<b>C2</b> - Submit implementation recommendations to GCHP by 6/1/2013	
<b>D1</b> - Integrate Sustainability Action Plan into CIP process 9/1/2012	
<b>D2</b> - Integrate Sustainability Action Plan into budget by 5/1/2013	
<b>F1</b> - Remove structure at 219 West Kingsley by 8/1/2012	
<b>F2</b> - Complete Allen Creek Railroad Berm Study by 12/1/2012	
<b>F3</b> - Council adoption of Floodplain Management Ordinance by 1/1/2013	
<b>G1</b> - Develop & implement comprehensive flow monitoring plan by 03/01/2013	
<b>H1</b> - Increase percent cycling as reported by US Census from 3.5% to 6% by 07/31/2013	

**See Budget Summaries Section, Page 1 for list of City Goals**

PUBLIC SERVICES AREA  
SYSTEMS PLANNING

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ADMIN ASSISTANT LVL 3	110034	0.25
ADMIN ASSISTANT LVL 4	110044	0.20
CITY PLANNER III	401030	1.00
CIVIL ENGINEER III	403620	0.70
CIVIL ENGINEER V	401330	1.00
DEVELOPMENT SRVS INSP V	110554	1.00
ENERGY PROGRAMS MANAGER	401170	1.00
ENVIRONMENTAL COORDINATOR	401410	1.00
GIS ANALYST	000950	1.00
GIS SPECIALIST	401480	1.00
RECYCLING COORDINATOR	401230	1.00
STORMWATER/FLOODPLAIN CO	401630	1.00
SYSTEMS PLANNING ENG IV	403830	1.00
SYSTEMS PLANNING MANAGER	401320	1.00
TRANSPORTATION PROGRAM MG	404030	1.00
URBAN FORESTRY & NAT RES	401620	0.50
WATER QUALITY MANAGER	403820	1.00
<b>Total</b>		<b>14.65</b>



## *PUBLIC SERVICES AREA*

### **WASTEWATER TREATMENT**

Wastewater Treatment Services is responsible for the effective collection, treatment and environmentally acceptable discharge of the wastewater generated by the Ann Arbor community. Wastewater Treatment Services is responsible for the operation and maintenance of the City's Wastewater Treatment Plant and eight sewage lift stations located around the City. In addition, Wastewater Treatment Services manages the Industrial Pretreatment Program to assure that wastewater discharged to the sanitary sewer system will not be harmful to the public, employees, environment or equipment.

PUBLIC SERVICES AREA  
WASTEWATER TREATMENT

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
MISCELLANEOUS REVENUE	(4,767)	381	-	2,240	-
OPERATING TRANSFERS IN	249,996	-	250,000	250,000	250,000
<b>Total</b>	<b>\$245,229</b>	<b>\$381</b>	<b>\$250,000</b>	<b>\$252,240</b>	<b>\$250,000</b>

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
SEWAGE DISPOSAL SYSTEM (0043)	245,229	381	250,000	252,240	250,000
<b>Total</b>	<b>\$245,229</b>	<b>\$381</b>	<b>\$250,000</b>	<b>\$252,240</b>	<b>\$250,000</b>

PUBLIC SERVICES AREA  
WASTEWATER TREATMENT

Expenses by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	2,374,994	2,519,975	2,424,433	2,448,134	2,360,255
PAYROLL FRINGES	1,087,495	1,240,615	1,332,089	1,332,089	1,568,886
OTHER SERVICES	2,419,485	2,261,550	2,911,960	2,881,905	3,027,739
MATERIALS & SUPPLIES	627,013	540,232	880,305	861,305	915,884
OTHER CHARGES	2,398,501	2,724,512	743,774	743,774	578,313
PASS THROUGHES	-	9,600	-	-	-
CAPITAL OUTLAY	-	-	15,000	15,000	-
VEHICLE OPERATING COSTS	13,515	21,659	-	25,354	-
EMPLOYEE ALLOWANCES	-	-	5,232	5,232	5,093
<b>Total</b>	<b>\$8,921,003</b>	<b>\$9,318,143</b>	<b>\$8,312,793</b>	<b>\$8,312,793</b>	<b>\$8,456,170</b>

Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
SEWAGE DISPOSAL SYSTEM (0043)	8,921,002	9,318,143	8,312,793	8,312,793	8,456,170
<b>Total</b>	<b>\$8,921,002</b>	<b>\$9,318,143</b>	<b>\$8,312,793</b>	<b>\$8,312,793</b>	<b>\$8,456,170</b>

FTE Count

Category	FY 2010	FY 2011	FY 2012	FY 2013
WASTEWATER TREATMENT	35.98	34.85	35.05	35.17
<b>Total</b>	<b>35.98</b>	<b>34.85</b>	<b>35.05</b>	<b>35.17</b>

**PUBLIC SERVICES AREA  
WASTEWATER TREATMENT SERVICES UNIT**

**EXPENSES**

**Payroll Fringes** - The increases are from higher pension, VEBA and medical insurance costs.

**Other Services** – The increase is due to higher electricity costs.

**Materials & Supplies** – The increase is due to expected higher expenses for chemicals used in the treatment process.

**Other Charges** – The FY 2013 decrease is due to a methodology change in how funding for retiree medical insurance is allocated to City service units.

PUBLIC SERVICES AREA  
WASTEWATER TREATMENT

Expenses by Activity (0043 SEWAGE DISPOSAL SYSTEM)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	715,364	811,897	828,000	834,000	893,835
1100 FRINGE BENEFITS	422,263	442,854	473,785	473,785	294,544
7031 REVOLVING EQUIPMENT	(536)	15,536	15,763	15,763	16,111
7043 PLANT	5,954,206	6,749,503	4,891,821	4,851,766	5,091,287
7051 STATION	36,752	27,970	37,824	37,824	39,275
7053 LAB	373,257	425,423	402,574	411,275	394,649
7055 SOLIDS	1,412,653	1,177,437	1,635,100	1,635,100	1,701,179
7057 INDUSTRIAL PRETREAT	-	23,808	24,150	24,150	21,150
7060 OUTSTATIONS	7,044	(356,285)	3,776	29,130	4,140
<b>Total</b>	<b>\$8,921,003</b>	<b>\$9,318,143</b>	<b>\$8,312,793</b>	<b>\$8,312,793</b>	<b>\$8,456,170</b>

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
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<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Wastewater Treatment	<b>Manager:</b>	Earl J. Kenzie

Service Unit Goals	City Goals:
<b>A.</b> Close out Residuals Handling Improvements Project by 12/31/12.	1, 2, 3
<b>B.</b> Satisfy requirements of the State Revolving Fund loan for the Facilities Renovations Project including timely submittal of disbursement requests and support documents.	1, 2, 3
<b>C.</b> Complete construction of the Facilities Renovations Project to the level identified in the construction schedule. Complete improvements to the earthen embankment and floodwall along the plant site perimeter that meet FEMA's flood protection requirements and secure a Letter of Map Revision by the date established in the project schedule.	1, 2, 3
<b>D.</b> Treat wastewater to highest achievable water quality standards.	4
<b>E.</b> Maintain voluntary compliance with the Middle Huron Initiative's phosphorus loading.	4
<b>F.</b> Inform and update the public of ongoing capital improvements at the WWTP.	2
<b>G.</b> Maximize the beneficial reuse of biosolids through the land application program within budgetary constraints.	1, 4
<b>H.</b> Implement a stewarded work culture that aligns with the City's and Public Services Area's strategic direction.	5
<b>I.</b> Update the Sewer Use Ordinance to incorporate Industrial Pretreatment Program regulatory changes by 12/31/2013.	3, 4
<b>J.</b> Replace failing Secondary Effluent Pumps and upgrade the control systems.	1, 2, 5
<b>K.</b> Develop and implement an electrical energy management plan for the Solids Handling Building equipment and systems.	1, 5
<b>L.</b> Replace the roadway at Lakewood Lift Station to achieve safer access and facility maintenance.	1, 2, 5

Service Unit Measures	Status
<b>A -</b> Create project milestones with target dates for completion.	
<b>B -</b> Receipt of monthly State Revolving Fund loan disbursements.	
<b>C1 -</b> Indicate monthly level of construction completed based on project schedule, invoicing and milestones.	
<b>C2 -</b> Obtain Letter of Map Revision without impacting the project or construction schedule.	
<b>D -</b> Meet NPDES permit limits with no significant violations, fines or citations.	
<b>E1 -</b> Daily review of plant performance relating to phosphorus loading goals.	



<b>E2</b> - Take actions to correct phosphorous removal process upsets within one week.	
<b>F1</b> - Provide quarterly updates of capital project websites.	
<b>F2</b> - Direct contact of neighboring stakeholders at least one week prior to major site activities.	
<b>G</b> - 100% of biosolids processed from May through November land applied, weather and budget permitting.	
<b>H</b> - Refine the five critical elements of the Leadership Team's desired work culture by 10/01/12; train all staff on at least three of the elements by 06/30/13.	
<b>I</b> - Receive MDEQ response by 12/31/12 and draft changes to the Sewer Use Ordinance by 6/30/13. Obtain Council approval during FY 13.	
<b>J1</b> - Initiate pump system replacement within 30 days of approval of construction contract documents.	
<b>J2</b> - Replace a minimum of one pump and upgrade the associated control system by 06/30/13.	
<b>K1</b> - Identify opportunities to reduce electrical energy consumption through management practices by 08/01/12.	
<b>K2</b> - Achieve 10% reduction in electrical energy consumption in at least one identified area by 06/30/13.	
<b>L1</b> - Complete engineering design and advertise for bids to construct driveway improvements by 07/01/12.	
<b>L2</b> - Complete construction of driveway improvements by 10/31/12.	

**See Budget Summaries Section, Page 1 for list of City Goals**

PUBLIC SERVICES AREA  
WASTEWATER TREATMENT

Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ADMIN ASSISTANT LVL 3	110034	1.00
ADMIN ASSISTANT LVL 5	110054	1.00
ASST WWTP MANAGER	401010	0.90
CONTRACT/PROJECT MGR WWTP	401190	0.90
ELEC & CONTROL TECH IV	116244	3.00
ENVIRON LAB ANALYST III	110334	2.97
ENVIRON LAB ANALYST IV	110344	0.00
ENVIRONMENTAL LAB SUPV	196930	0.50
MAINT TECHNICAL SUPV	196281	0.00
PROCESS CONTROL SYS SPEC	403190	0.95
PROCUREMENT COORDINATOR	117450	1.00
SENIOR UTILITIES ENGINEER	404000	0.20
WATER UTILITY SUPV II	197411	1.00
WATER UTILITY SUPV III	197420	3.00
WATER UTILITY SUPV III	197421	1.00
WATER UTILITY TECH I	117400	1.00
WATER UTILITY TECH I	117401	3.00
WATER UTILITY TECH II	117410	2.00
WATER UTILITY TECH III	117420	1.00
WATER UTILITY TECH V	117440	2.00
WATER UTILITY TECH V	117441	8.00
WWTP MANAGER	401300	0.75
<b>Total</b>		<b>35.17</b>

PUBLIC SERVICES AREA  
WATER TREATMENT

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	419,746	273,056	335,000	350,000	345,000
MISCELLANEOUS REVENUE	-	31,027	-	-	-
<b>Total</b>	<b>\$419,746</b>	<b>\$304,083</b>	<b>\$335,000</b>	<b>\$350,000</b>	<b>\$345,000</b>

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	413,410	161,022	691,250	325,000	325,000
WATER SUPPLY SYSTEM (0042)	6,336	143,061	10,000	25,000	20,000
<b>Total</b>	<b>\$419,746</b>	<b>\$304,083</b>	<b>\$701,250</b>	<b>\$350,000</b>	<b>\$345,000</b>

**PUBLIC SERVICES AREA  
WATER TREATMENT**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	1,774,400	1,837,273	1,876,523	1,831,755	1,871,145
PAYROLL FRINGES	817,010	904,703	996,372	976,654	1,188,653
OTHER SERVICES	1,931,130	2,028,523	2,297,945	2,301,345	2,310,898
MATERIALS & SUPPLIES	1,592,948	1,737,733	1,593,977	1,592,977	1,632,401
OTHER CHARGES	3,133,878	3,152,009	574,773	574,773	420,314
PASS THROUGHS	-	210,000	366,250	366,250	-
CAPITAL OUTLAY	34,138	96,223	152,280	152,280	77,840
VEHICLE OPERATING COSTS	12,921	19,176	-	-	-
EMPLOYEE ALLOWANCES	-	-	3,702	3,702	3,702
<b>Total</b>	<b>\$9,296,425</b>	<b>\$9,985,640</b>	<b>\$7,861,822</b>	<b>\$7,799,736</b>	<b>\$7,504,953</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	248,657	510,325	537,639	537,639	179,312
WATER SUPPLY SYSTEM (0042)	9,047,768	9,471,271	7,319,306	7,256,412	7,321,216
STORMWATER SEWER SYSTEM FUND (0069)	-	4,045	4,877	5,685	4,425
<b>Total</b>	<b>\$9,296,425</b>	<b>\$9,985,641</b>	<b>\$7,861,822</b>	<b>\$7,799,736</b>	<b>\$7,504,953</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
WATER TREATMENT	26.12	26.00	25.51	25.63
<b>Total</b>	<b>26.12</b>	<b>26.00</b>	<b>25.51</b>	<b>25.63</b>

**PUBLIC SERVICES  
WATER TREATMENT SERVICES**

**REVENUES**

**Charges for Services** - Reflects lower than anticipated revenues for FY 2011 because the Superior hydroelectric facility has been out of service longer than anticipated for its 10-year scheduled major maintenance.

**EXPENSES**

**Payroll Fringes** - The increases are from higher pension, VEBA and medical insurance costs.

**Other Charges** – The FY 2013 decrease is due to a methodology change in how funding for retiree medical insurance is allocated to City service units.

**Pass Throughs** – The FY 2011 & 2012 transfers were for dam projects which are not planned to include additional funding in FY 2013.

**Capital Outlay** – The decrease is due to fewer capitalized equipment purchases and fewer major construction projects planned.

PUBLIC SERVICES AREA  
WATER TREATMENT

Expenses by Activity (0010 GENERAL)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	29,713	32,324	36,701	36,701	38,506
7091 MAINTENANCE - HYDROPOWER	218,944	478,001	500,938	500,938	140,806
<b>Total</b>	<b>\$248,657</b>	<b>\$510,325</b>	<b>\$537,639</b>	<b>\$537,639</b>	<b>\$179,312</b>

Expenses by Activity (0042 WATER SUPPLY SYSTEM)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	971,668	948,431	1,068,968	964,773	945,055
7031 REVOLVING EQUIPMENT	13,856	28,819	14,995	14,995	15,572
7035 DWRF 7319 ADMINISTRATION	-	3,307	-	2,697	-
7036 DWRF 7325 ADMINISTRATION	-	822	-	1,665	-
7037 DWRF 7333 ADMINISTRATION	-	2,058	-	4,663	-
7038 DWRF 7362 ADMINISTRATION	-	-	-	1,426	-
7043 PLANT	6,572,127	6,967,132	4,484,438	4,507,358	4,624,549
7044 PROCESS LAB	-	-	44,400	44,400	44,400
7048 CITY SERVICES	8,372	6,643	1,500	4,241	1,500
7053 LAB	326,928	331,681	313,878	323,592	298,789
7055 SOLIDS	373,788	370,698	400,092	398,682	416,996
7060 OUTSTATIONS	781,028	811,679	991,035	987,920	974,355
<b>Total</b>	<b>\$9,047,767</b>	<b>\$9,471,270</b>	<b>\$7,319,306</b>	<b>\$7,256,412</b>	<b>\$7,321,216</b>

Expenses by Activity (0069 STORMWATER SEWER SYSTEM FUND)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
7053 LAB	-	4,045	4,877	5,685	4,425
<b>Total</b>	<b>-</b>	<b>\$4,045</b>	<b>\$4,877</b>	<b>\$5,685</b>	<b>\$4,425</b>

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Public Services	<b>Area Administrator:</b>	Craig Hupy
<b>Service Unit:</b>	Water Treatment	<b>Manager:</b>	Molly Wade

Service Unit Goals	City Goals:
<b>A.</b> Provide a continuous supply of safe drinking water to the citizens of Ann Arbor and the city's two wholesale customer supplies	<b>2</b>
<b>B.</b> Complete due maintenance of equipment for improved reliability	<b>3</b>
<b>C.</b> Implement the WTSU priorities for FY13 in the City's CIP	<b>3</b>
<b>D.</b> Provide an annual estimate for unaccounted water	<b>1</b>
<b>E.</b> Provide exemplary laboratory services to internal and external customers	<b>2</b>

Service Unit Measures	Status
<b>A</b> - 100% compliance with drinking water regulations	
<b>B</b> - 85% completion of equipment due maintenance	
<b>C</b> - Meet the established schedule of individual priorities/projects	
<b>D</b> - Quantify the unaccounted water as a percentage or gallons of delivered water by 06/30/2013.	
<b>E</b> – Provide lab services for the water, wastewater stormwater systems and to external customers including the Huron River Watershed Council	

**See Budget Summaries Section, Page 1 for list of City Goals**

PUBLIC SERVICES AREA  
WATER TREATMENT

Allocated Positions

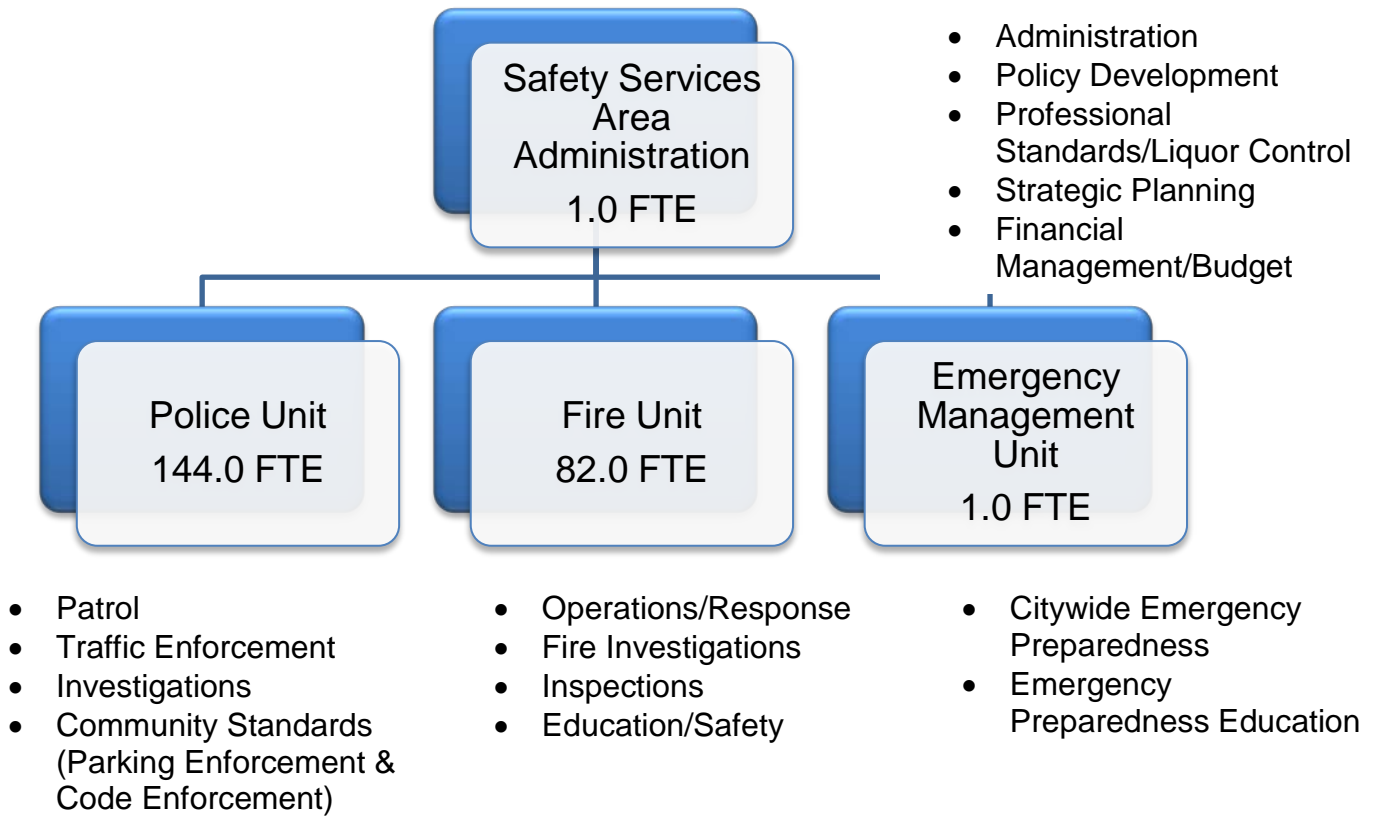
Job Description	Job Class	FY 2013 FTE's
ADMIN ASSISTANT LVL 4	110044	1.50
ASST WTP MANAGER	401020	1.00
ELEC & CONTROL TECH IV	116244	0.95
ELEC & CONTROL TECH V	116254	0.95
ENVIRON LAB ANALYST III	110334	1.03
ENVIRON LAB ANALYST IV	110344	1.00
ENVIRONMENTAL LAB SUPV	196930	0.50
PROCESS CONTROL SYS SPEC	403190	1.00
PROCUREMENT COORDINATOR	117450	1.00
SENIOR UTILITIES ENGINEER	404000	0.25
WATER UTILITY SUPV II	197410	1.00
WATER UTILITY SUPV II	197411	1.00
WATER UTILITY SUPV III	197421	3.00
WATER UTILITY TECH I	117400	0.95
WATER UTILITY TECH II	117410	0.95
WATER UTILITY TECH III	117420	0.95
WATER UTILITY TECH IV	117430	0.95
WATER UTILITY TECH IV	117431	0.95
WATER UTILITY TECH V	117440	0.95
WATER UTILITY TECH V	117441	4.75
WTP MANAGER	401310	1.00
<b>Total</b>		<b>25.63</b>





*SAFETY SERVICES AREA*

## Safety Services Area Organization Chart



The Safety Services Area is comprised of three Service Units: Police Services, Fire Services and Emergency Management. These service units provide the citizens with a broad array of services such as: Citywide emergency preparedness and education, fire operations and inspections, fire safety, police patrol, traffic enforcement, parking and code enforcement, and police investigations.

## SAFETY SERVICES AREA

### Revenues by Service Unit

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
FIRE SERVICES	185,641	254,077	86,500	332,205	743,976
POLICE SERVICES	4,061,742	4,728,709	4,785,691	4,567,243	3,921,076
<b>Total</b>	<b>\$4,247,383</b>	<b>\$4,982,786</b>	<b>\$4,872,191</b>	<b>\$4,899,448</b>	<b>\$4,665,052</b>

### Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
LOCAL LAW ENFORC BLOCK GRANT (0007)	6,283	143,397	62,827	62,540	-
GENERAL (0010)	3,993,165	4,552,855	4,241,756	4,615,075	4,286,752
HOMELAND SECURITY GRANT FUND (0017)	29,893	25,505	110,680	96,216	-
DRUG ENFORCEMENT (0027)	6,672	143,206	119,673	16,876	146,000
FEDERAL EQUITABLE SHARING FORFEI (0028)	131,789	2,506	178,146	58,010	151,000
POLICE & FIRE RELIEF (0053)	19,250	11,709	10,000	10,000	10,000
MICHIGAN JUSTICE TRAINING (0064)	31,712	26,456	112,010	20,572	71,000
LOCAL FORFEITURE (0073)	1,399	1,689	26,538	300	300
MAJOR GRANTS PROGRAMS (00MG)	27,219	75,463	10,561	19,859	-
<b>Total</b>	<b>\$4,247,382</b>	<b>\$4,982,786</b>	<b>\$4,872,191</b>	<b>\$4,899,448</b>	<b>\$4,665,052</b>

## SAFETY SERVICES AREA

### Expenses by Service Unit

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
FIRE SERVICES	13,649,399	13,927,096	13,381,132	13,351,163	13,913,103
POLICE SERVICES	24,660,894	26,047,678	26,222,820	25,750,197	24,918,785
<b>Total</b>	<b>\$38,310,293</b>	<b>\$39,974,774</b>	<b>\$39,603,952</b>	<b>\$39,101,360</b>	<b>\$38,831,888</b>

### Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
LOCAL LAW ENFORC BLOCK GRANT (0007)	6,283	143,397	62,827	62,540	-
GENERAL (0010)	38,167,340	39,530,490	38,973,916	38,737,935	38,464,588
HOMELAND SECURITY GRANT FUND (0017)	29,893	25,505	115,724	96,216	-
DRUG ENFORCEMENT (0027)	-	27,346	119,673	67,600	146,000
FEDERAL EQUITABLE SHARING FORFEI (0028)	58,341	96,119	178,146	78,146	151,000
MICHIGAN JUSTICE TRAINING (0064)	34,771	39,993	112,010	30,000	70,000
LOCAL FORFEITURE (0073)	4,575	18,331	26,538	26,538	300
MAJOR GRANTS PROGRAMS (00MG)	9,090	93,592	15,118	2,385	-
<b>Total</b>	<b>\$38,310,293</b>	<b>\$39,974,773</b>	<b>\$39,603,952</b>	<b>\$39,101,360</b>	<b>\$38,831,888</b>

### FTE Count

Category	FY 2010	FY 2011	FY 2012	FY 2013
FIRE SERVICES	94.00	89.00	82.00	82.00
POLICE SERVICES	182.00	177.00	164.00	146.00
<b>Total</b>	<b>276.00</b>	<b>266.00</b>	<b>246.00</b>	<b>228.00</b>



## *SAFETY SERVICES AREA*

### **FIRE SERVICES**

The Fire Services Unit provides a broad range of services to the community including traditional fire and emergency medical services, fire prevention and safety education, rescue and hazardous materials operations and fire inspections.

SAFETY SERVICES AREA  
FIRE SERVICES

Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	162,166	129,826	85,000	326,363	742,476
INTERGOVERNMENTAL REVENUES	-	70,354	-	-	-
LICENSES, PERMITS & REGISTRATIONS	4,530	19,300	1,500	4,020	1,500
MISCELLANEOUS REVENUE	816	35,136	-	1,822	-
OPERATING TRANSFERS IN	18,129	(540)	-	-	-
<b>Total</b>	<b>\$185,641</b>	<b>\$254,076</b>	<b>\$86,500</b>	<b>\$332,205</b>	<b>\$743,976</b>

Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	167,512	184,263	86,500	332,205	743,976
MAJOR GRANTS PROGRAMS (00MG)	18,129	69,814	-	-	-
<b>Total</b>	<b>\$185,641</b>	<b>\$254,077</b>	<b>\$86,500</b>	<b>\$332,205</b>	<b>\$743,976</b>

**SAFETY SERVICES AREA  
FIRE SERVICES**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	7,318,446	7,125,898	6,254,587	6,347,389	6,709,292
PAYROLL FRINGES	3,066,408	3,374,430	3,506,570	3,469,578	4,395,327
OTHER SERVICES	847,087	937,317	996,495	903,606	995,559
MATERIALS & SUPPLIES	159,067	224,674	146,879	145,701	146,279
OTHER CHARGES	2,048,003	2,090,073	2,205,957	2,205,495	1,439,353
PASS THROUGHS	18,829	60	600	600	600
CAPITAL OUTLAY	15,849	5,982	78,380	87,130	76,515
VEHICLE OPERATING COSTS	3,419	155	420	793	420
EMPLOYEE ALLOWANCES	172,290	168,508	191,244	190,871	149,758
<b>Total</b>	<b>\$13,649,398</b>	<b>\$13,927,097</b>	<b>\$13,381,132</b>	<b>\$13,351,163</b>	<b>\$13,913,103</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	13,649,399	13,839,153	13,381,132	13,351,163	13,913,103
MAJOR GRANTS PROGRAMS (00MG)	-	87,943	-	-	-
<b>Total</b>	<b>\$13,649,399</b>	<b>\$13,927,096</b>	<b>\$13,381,132</b>	<b>\$13,351,163</b>	<b>\$13,913,103</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
FIRE SERVICES	94.00	89.00	82.00	82.00
<b>Total</b>	<b>94.00</b>	<b>89.00</b>	<b>82.00</b>	<b>82.00</b>

**SAFETY SERVICES AREA  
FIRE SERVICES UNIT**

**REVENUES**

**Charges for Services** –The increase is associated with an increase in the projected number of fire inspections to be completed each year.

**EXPENSES**

**Personnel Services** – The increase in costs is associated with a change in the work schedule of 24-hr personnel, which includes scheduled overtime, and a contractual pay increase.

**Payroll Fringes** - The increases are from higher pension and VEBA costs.

**Employee Allowances** – The decrease is a result of contractual changes to food allowances.

**Other Charges** – The decrease is due to a methodology change in how funding for retiree medical insurance is allocated to City service units.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Fire Services Unit would be charged \$627,205 in FY 2013.



**SAFETY SERVICES AREA  
FIRE SERVICES**

**Expenses by Activity (0010 GENERAL)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	1,041,412	940,812	994,586	327,880	1,362,822
1100 FRINGE BENEFITS	1,728,612	1,788,036	1,874,677	1,874,677	1,106,261
3221 FIRE INSPECTIONS	267,231	272,032	248,911	-	398,773
3230 FIRE OPERATIONS	945,978	619,194	937,589	-	1,093,721
3231 FIRE STATION #1	5,218,341	5,680,028	4,912,966	11,148,606	4,803,239
3233 FIRE STATION #3	794,300	753,316	703,736	-	1,433,592
3234 FIRE STATION #4	1,035,898	1,061,235	1,050,551	-	1,032,018
3236 FIRE STATION #6	1,176,140	1,175,390	1,179,073	-	1,229,143
3237 FIRE STATION #5	1,158,796	1,204,505	1,318,853	-	1,283,750
3240 REPAIRS & MAINTENANCE	138,043	299,171	123,485	-	133,079
3250 FIRE TRAINING	144,649	45,434	36,705	-	36,705
<b>Total</b>	<b>\$13,649,400</b>	<b>\$13,839,153</b>	<b>\$13,381,132</b>	<b>\$13,351,163</b>	<b>\$13,913,103</b>

**Expenses by Activity (00MG MAJOR GRANTS PROGRAMS)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
3035 PUBLIC SAFETY GRANTS	-	87,943	-	-	-
<b>Total</b>	<b>-</b>	<b>\$87,943</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
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<b>Service Area:</b>	Safety Services	<b>Area Administrator:</b>	Chief Jones
<b>Service Unit:</b>	Fire	<b>Manager:</b>	Chief Hubbard

Service Unit Goals	City Goals:
<b>A.</b> Meet or exceed NFPA, ISO and OSHA standards	<b>2</b>
<b>B.</b> Implement an improved training initiative	<b>2</b>
<b>C.</b> Implement a new direction for fire prevention division	<b>2</b>

Service Unit Measures	Status
<b>A1</b> First arrival for structure fires within four minutes with four people and 13 people within eight minutes	
<b>A2</b> Deliver of basic life support services	
<b>A3</b> Develop intergovernmental agreements to allow for regional functional fire district response	
<b>A4</b> Maintain and revise the box alarm system for better coverage	
<b>B1</b> Build a new training facility to allow for a central location for training	
<b>B2</b> Revise current testing procedures	
<b>B3</b> Implement a physical fitness initiative	
<b>C1</b> Maintain a consistent professional approach to the growth of the department and to achieve its goals	

**See Budget Summaries Section, Page 1 for list of City Goals**

**SAFETY SERVICES AREA  
FIRE SERVICES**

**Allocated Positions**

Job Description	Job Class	FY 2013 FTE's
APPARATUS MASTER MECH - A	131731	1.00
ASST FIRE CHIEF - ASSOC	131761	1.00
ASST TRAINING CHIEF/EMS C	131812	1.00
BATTALION CHIEF	131740	2.00
BATTALION CHIEF - BACH	131742	1.00
BATTALION CHIEF/TRNG - BA	131852	1.00
DRIVER/OPERATOR	131660	10.00
DRIVER/OPERATOR - ASSOC	131661	4.00
DRIVER/OPERATOR - BACH	131662	5.00
DRIVER/OPERATOR-BACH	131662	1.00
FIRE - CAPTAIN	131770	0.00
FIRE - CAPTAIN - ASSOC	131771	0.00
FIRE - CAPTAIN - BACH	131772	1.00
FIRE CHIEF	403390	1.00
FIRE INSPECTOR - BACH	131722	2.00
FIRE LIEUTENANT	131710	7.00
FIRE LIEUTENANT - ASSOC	131711	4.00
FIRE LIEUTENANT - BACH	131712	3.00
FIRE MARSHAL - BACH	131752	1.00
FIRE-CAPTAIN	131770	2.00
FIREFIGHTER	131820	20.00
FIREFIGHTER - ASSOC	131821	5.00
FIREFIGHTER - BACH	131822	7.00
FIREFIGHTER-ASSOC	131821	1.00
MANAGEMENT ASSISTANT	000200	1.00
<b>Total</b>		<b>82.00</b>

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## *SAFETY SERVICES AREA*

### **POLICE SERVICES**

The Police Services Unit is comprised of two divisions: Patrol and Support Services. The divisions provide the organization with a broad array of services such as: uniformed patrol, traffic enforcement, ordinance enforcement, professional standards, parking enforcement, general investigations, specialized investigations, training, recruiting, hiring, data processing, records management, and public safety dispatch. The Emergency Management Services Unit is responsible for the coordination of citywide emergency preparedness. The unit also manages overall emergency response and recovery, intergovernmental emergency cooperation, emergency public information, and administers state and federal grants.

**SAFETY SERVICES AREA  
POLICE SERVICES**

**Revenues by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	1,406,865	1,386,324	1,129,050	1,143,810	1,129,050
CONTRIBUTIONS	1,000	200	1,000	-	1,000
FINES & FORFEITS	1,835,299	2,342,281	2,311,206	2,410,160	2,308,706
INTERGOVERNMENTAL REVENUES	677,909	926,174	889,068	947,439	80,000
INTRAGOVERNMENTAL SALES	-	(813)	-	-	-
INVESTMENT INCOME	34,378	21,278	14,400	13,972	13,300
MISCELLANEOUS REVENUE	71,230	23,265	1,500	21,862	14,020
OPERATING TRANSFERS IN	35,000	30,000	30,000	30,000	30,000
PRIOR YEAR SURPLUS	60	-	409,467	-	345,000
<b>Total</b>	<b>\$4,061,741</b>	<b>\$4,728,709</b>	<b>\$4,785,691</b>	<b>\$4,567,243</b>	<b>\$3,921,076</b>

**Revenues by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
LOCAL LAW ENFORC BLOCK GRANT (0007)	6,283	143,397	62,827	62,540	-
GENERAL (0010)	3,825,653	4,368,592	4,155,256	4,282,870	3,542,776
HOMELAND SECURITY GRANT FUND (0017)	29,893	25,505	110,680	96,216	-
DRUG ENFORCEMENT (0027)	6,672	143,206	119,673	16,876	146,000
FEDERAL EQUITABLE SHARING FORFEI (0028)	131,789	2,506	178,146	58,010	151,000
POLICE & FIRE RELIEF (0053)	19,250	11,709	10,000	10,000	10,000
MICHIGAN JUSTICE TRAINING (0064)	31,712	26,456	112,010	20,572	71,000
LOCAL FORFEITURE (0073)	1,399	1,689	26,538	300	300
MAJOR GRANTS PROGRAMS (00MG)	9,090	5,649	10,561	19,859	-
<b>Total</b>	<b>\$4,061,741</b>	<b>\$4,728,709</b>	<b>\$4,785,691</b>	<b>\$4,567,243</b>	<b>\$3,921,076</b>

**SAFETY SERVICES AREA  
POLICE SERVICES**

**Expenses by Category**

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	13,389,662	13,732,351	12,824,844	12,598,373	11,597,949
PAYROLL FRINGES	6,046,023	6,621,848	7,001,685	6,781,289	7,461,840
OTHER SERVICES	1,317,436	1,151,791	1,594,462	1,757,196	2,204,120
MATERIALS & SUPPLIES	192,755	366,099	488,758	303,374	381,502
OTHER CHARGES	3,471,101	3,924,523	4,063,051	4,061,454	3,037,358
CAPITAL OUTLAY	-	24,576	-	-	-
VEHICLE OPERATING COSTS	44,017	26,486	25,000	23,491	25,000
EMPLOYEE ALLOWANCES	199,900	200,004	225,020	225,020	211,016
<b>Total</b>	<b>\$24,660,894</b>	<b>\$26,047,678</b>	<b>\$26,222,820</b>	<b>\$25,750,197</b>	<b>\$24,918,785</b>

**Expenses by Fund**

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
LOCAL LAW ENFORC BLOCK GRANT (0007)	6,283	143,397	62,827	62,540	-
GENERAL (0010)	24,517,941	25,691,337	25,592,784	25,386,772	24,551,485
HOMELAND SECURITY GRANT FUND (0017)	29,893	25,505	115,724	96,216	-
DRUG ENFORCEMENT (0027)	-	27,346	119,673	67,600	146,000
FEDERAL EQUITABLE SHARING FORFEI (0028)	58,341	96,119	178,146	78,146	151,000
MICHIGAN JUSTICE TRAINING (0064)	34,771	39,993	112,010	30,000	70,000
LOCAL FORFEITURE (0073)	4,575	18,331	26,538	26,538	300
MAJOR GRANTS PROGRAMS (00MG)	9,090	5,649	15,118	2,385	-
<b>Total</b>	<b>\$24,660,894</b>	<b>\$26,047,677</b>	<b>\$26,222,820</b>	<b>\$25,750,197</b>	<b>\$24,918,785</b>

**FTE Count**

Category	FY 2010	FY 2011	FY 2012	FY 2013
POLICE SERVICES	182.00	177.00	164.00	146.00
<b>Total</b>	<b>182.00</b>	<b>177.00</b>	<b>164.00</b>	<b>146.00</b>

**SAFETY SERVICES AREA  
POLICE SERVICES UNIT**

**REVENUES**

**Intergovernmental Revenues** – The decrease is a result of transitioning dispatch services to Washtenaw County.

**EXPENSES**

**Personnel Costs** – The decrease in costs is associated with a reduction of 18.0 FTEs, as a result of transitioning dispatch services to Washtenaw County.

**Payroll Fringes** – The increase is attributable to higher pension and VEBA costs.

**Other Services** – The increase in contracted services is a result of transitioning dispatch services to Washtenaw County.

**Other Charges** – The decrease is due to a methodology change in how funding for retiree medical insurance is allocated to City service units.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Police Services Unit would be charged \$2,645,131 (includes \$661,124 for parking enforcement-patrol division) in FY 2013.



**SAFETY SERVICES AREA  
POLICE SERVICES**

**Expenses by Activity (0007 LOCAL LAW ENFORC BLOCK GRANT)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
3035 PUBLIC SAFETY GRANTS	6,283	143,397	62,827	62,540	-
<b>Total</b>	<b>\$6,283</b>	<b>\$143,397</b>	<b>\$62,827</b>	<b>\$62,540</b>	<b>-</b>

**Expenses by Activity (0010 GENERAL)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	786,964	751,932	810,435	-	837,305
1100 FRINGE BENEFITS	2,273,100	2,633,628	2,718,418	2,718,418	1,696,946
1221 RECRUITING & HIRING	127,234	133,344	128,476	-	134,824
3111 PROFESSIONAL STANDARDS	134,895	138,287	151,284	-	156,761
3114 AATA	96,281	139,070	120,147	-	253,596
3115 DEA OFFICER	129,145	133,512	164,835	-	174,224
3121 ADMINSTRATIVE SERVICES	268,405	284,361	300,573	-	310,452
3122 BUDGET & PAYROLL	84,744	85,867	93,038	-	3,700
3123 COMMUNICATIONS	2,231,653	2,345,346	2,287,750	204,655	968,403
3125 MANAGEMENT INFO SYST	1,181,238	1,280,628	1,325,933	-	1,322,112
3126 PROPERTY	217,657	230,380	236,776	-	253,080
3127 RECORDS	256,444	328,193	265,907	-	293,904
3130 CHARITY GOLF OUTING	7,831	17,735	-	-	-
3131 ADOPT-A-FAMILY	29,597	1,375	-	-	-
3135 HOSTAGE NEGOTIATIONS	2,053	1,779	1,000	-	1,000
3141 CRIME PREVENTION	282	1,540	-	-	-
3142 SCHOOL LIAISON	414,568	406,607	438,699	-	465,698
3143 CRIME STRATEGY	7,297	5,281	-	-	-
3144 DISTRICT DETECTIVES	2,412,203	2,925,759	3,001,719	-	2,764,525
3145 SPECIAL VICTIMS UNIT	350,024	49,379	-	-	-
3146 FIREARMS	15,037	32,251	47,900	-	39,900
3147 L.A.W.N.E.T.	235,325	247,498	142,010	-	150,836
3148 SPECIAL INVESTIGATIONS UNIT	174,408	9,809	-	-	-
3149 SPECIAL TACTICS	17,196	16,986	43,627	-	38,603
3150 PATROL	10,219,894	10,984,166	10,897,303	22,451,132	12,066,827
3151 DOWNTOWN PATROL	24,614	-	-	-	-
3152 SPECIAL SERVICES	1,188,684	999,587	755,552	-	787,789
3154 DEDICATED NEIGHBORHOOD PATROL	197,815	92,541	-	-	-
3155 COMMUNITY AFFAIRS	41,574	1,007	-	-	-
3156 CROSSING GUARDS	113,708	112,014	112,068	-	112,068
3157 FINGERPRINTING	58	23	-	-	-
3158 MOUNTAIN BIKES	468	716	-	-	-
3159 K-9	264,560	281,424	312,380	-	327,817
3160 MOTORCYCLE UNIT	242	2,594	14,612	-	14,847
3162 COMMUNITY STANDARDS	864,278	961,827	1,092,811	12,567	1,223,607
3172 ANIMAL CONTROL	96	92	-	-	-
3235 EMERGENCY MANAGEMENT	148,370	54,798	129,531	-	152,661
<b>Total</b>	<b>\$24,517,942</b>	<b>\$25,691,336</b>	<b>\$25,592,784</b>	<b>\$25,386,772</b>	<b>\$24,551,485</b>

**Expenses by Activity (0017 HOMELAND SECURITY GRANT FUND)**

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
3035 PUBLIC SAFETY GRANTS	29,893	25,505	115,724	96,216	-
<b>Total</b>	<b>\$29,893</b>	<b>\$25,505</b>	<b>\$115,724</b>	<b>\$96,216</b>	<b>-</b>

Expenses by Activity (0027 DRUG ENFORCEMENT)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
3126 PROPERTY	-	17,281	10,000	-	-
3146 FIREARMS	-	-	109,673	67,600	146,000
3148 SPECIAL INVESTIGATIONS UNIT	-	7,295	-	-	-
3149 SPECIAL TACTICS	-	2,770	-	-	-
<b>Total</b>	<b>-</b>	<b>\$27,346</b>	<b>\$119,673</b>	<b>\$67,600</b>	<b>\$146,000</b>

Expenses by Activity (0028 FEDERAL EQUITABLE SHARING FORFEI)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	-	16,824	-	-	-
3144 DISTRICT DETECTIVES	-	1,855	-	-	-
3146 FIREARMS	11,750	22,670	-	-	-
3149 SPECIAL TACTICS	2,609	-	-	-	-
3150 PATROL	43,982	54,770	178,146	78,146	151,000
<b>Total</b>	<b>\$58,341</b>	<b>\$96,119</b>	<b>\$178,146</b>	<b>\$78,146</b>	<b>\$151,000</b>

Expenses by Activity (0064 MICHIGAN JUSTICE TRAINING)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	-	2,703	112,010	30,000	70,000
1221 RECRUITING & HIRING	10,950	18,871	-	-	-
3111 PROFESSIONAL STANDARDS	1,768	-	-	-	-
3123 COMMUNICATIONS	1,070	-	-	-	-
3126 PROPERTY	1,405	385	-	-	-
3135 HOSTAGE NEGOTIATIONS	588	1,170	-	-	-
3144 DISTRICT DETECTIVES	4,670	2,647	-	-	-
3146 FIREARMS	1,430	1,076	-	-	-
3149 SPECIAL TACTICS	3,188	2,540	-	-	-
3150 PATROL	8,197	4,734	-	-	-
3152 SPECIAL SERVICES	1,505	2,113	-	-	-
3159 K-9	-	766	-	-	-
3160 MOTORCYCLE UNIT	-	2,990	-	-	-
<b>Total</b>	<b>\$34,771</b>	<b>\$39,995</b>	<b>\$112,010</b>	<b>\$30,000</b>	<b>\$70,000</b>

Expenses by Activity (0073 LOCAL FORFEITURE)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	-	11,848	26,538	26,538	300
3144 DISTRICT DETECTIVES	1,000	-	-	-	-
3149 SPECIAL TACTICS	(1,400)	-	-	-	-
3150 PATROL	4,975	584	-	-	-
3235 EMERGENCY MANAGEMENT	-	5,899	-	-	-
<b>Total</b>	<b>\$4,575</b>	<b>\$18,331</b>	<b>\$26,538</b>	<b>\$26,538</b>	<b>\$300</b>

Expenses by Activity (00MG MAJOR GRANTS PROGRAMS)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
3035 PUBLIC SAFETY GRANTS	9,090	5,649	15,118	2,385	-
<b>Total</b>	<b>\$9,090</b>	<b>\$5,649</b>	<b>\$15,118</b>	<b>\$2,385</b>	<b>-</b>

<b>FY 2013 GOALS AND PERFORMANCE MEASURES</b>
---

<b>Service Area:</b>	Safety Services	<b>Area Administrator:</b>	John Seto (Interim)
<b>Service Unit:</b>	Police Services	<b>Manager:</b>	Greg Bazick

Service Unit Goals	City Goals:
<b>A.</b> Meet or exceed the average percent of Part I crimes cleared by arrest or exceptional means for cities in the same population group as published annually by the FBI Crime in the United States (CIUS) publication. This goal is based on figures published in the final 2010 report.	2
<b>B.</b> Implement a functional law enforcement information dashboard.	2
<b>C.</b> Improve community relations and outreach through Neighborhood Watch.	2

Service Unit Measures	Status
<b>A1</b> -Clearances for murder or negligent manslaughter category >= 62.5%	
<b>A2</b> -Clearances for forcible rape category >=36.6%	
<b>A3</b> -Clearances for robbery category >=27.6%	
<b>A4</b> -Clearances for aggravated assault category >=54.0%	
<b>A5</b> -Clearances for burglary category >=11.0%	
<b>A6</b> -Clearances for larceny-theft category >=20.9%	
<b>A7</b> -Clearances for motor vehicle theft category >=10.0%	
<b>A8</b> -Clearances for arson category >=16.6%	
<b>B1</b> -Implement a law enforcement information dashboard before the end of the fiscal year. The (LEID) is a project funded in part by a Justice Assistance Grant and in part by federal equitable forfeiture funds. The dashboard will graphically identify "hot-spot" areas of reported criminal activity based on various factors. This will in turn assist in determining optimal resource deployment to assist in the likelihood of achieving the clearances stated in goal "A".	
<b>C1</b> -Hold 4 general meetings or workshops to improve communications with Neighborhood Watch groups.	

**See Budget Summaries Section, Page 1 for list of City Goals**

SAFETY SERVICES AREA  
POLICE SERVICES

Allocated Positions

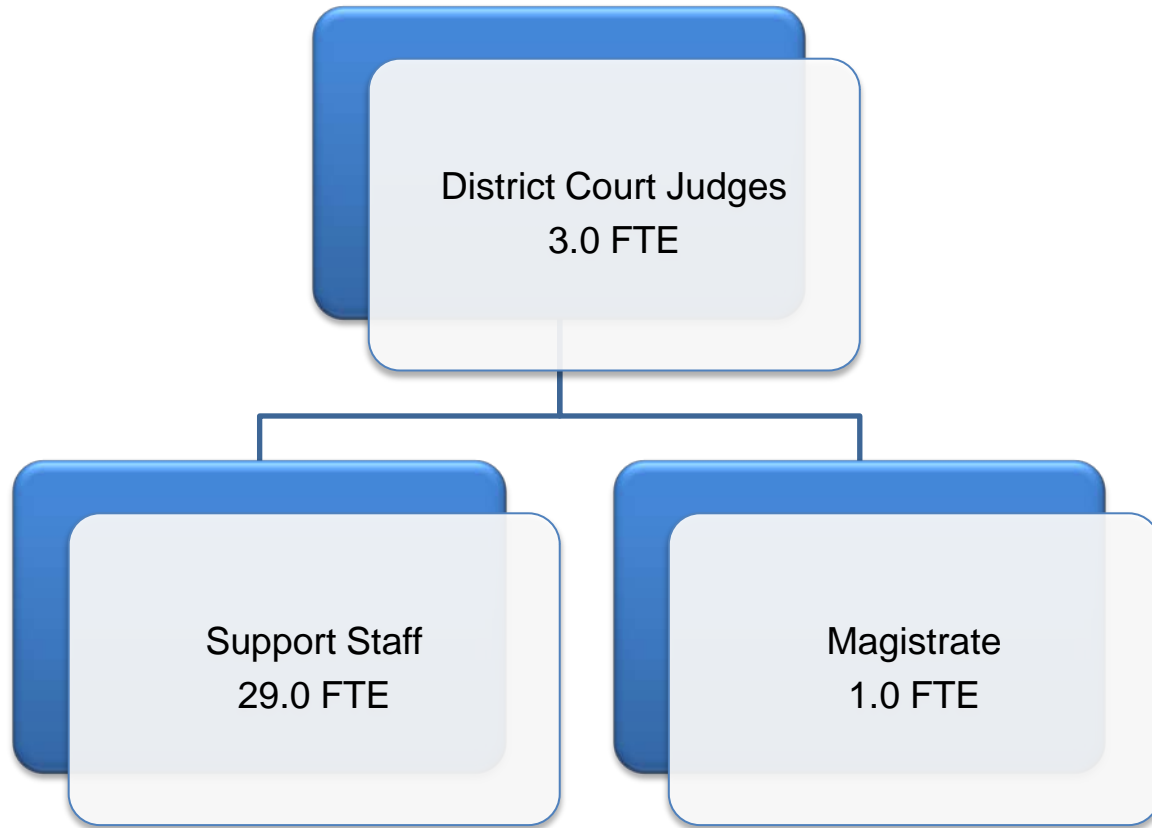
Job Description	Job Class	FY 2013 FTE's
MANAGEMENT ASSISTANT	000200	1.00
ADMIN ASSISTANT LVL 4	110044	1.00
ASST EMERGENCY MGR	401400	1.00
COMM STANDARD OFFICER I	118504	0.00
COMM STANDARD OFFICER III	118524	3.00
COMM STANDARDS OFFICER I	118504	1.00
COMM STANDARDS OFFICER II	118514	1.00
COMM STANDARDS OFFICER IV	118534	4.00
COMM STANDARDS SUPV III	196724	1.00
COMMUNITY STANDARDS OFFIC	118534	1.00
DEPUTY CHIEF	168810	2.00
DETECTIVE I-BACH	148711	1.00
DETECTIVE II - BACH	148801	1.00
DETECTIVE III - BACH	148771	12.00
LAWNET - ASSOC	148602	1.00
MANAGEMENT ASSISTANT	000200	1.00
POLICE LIEUTENANT DEGREED	158731	5.00
POLICE OFFICER	148700	1.00
POLICE OFFICER - ASSOC	148702	1.00
POLICE OFFICER - BACH	148701	8.00
POLICE OFFICER-BACH	148701	2.00
POLICE PROF ASST LEVEL 1	180370	1.00
POLICE PROF ASST LEVEL 2	180380	3.00
POLICE PROF ASST LEVEL 3	180390	1.00
POLICE SERVICE SPECIALIST	128560	1.00
POLICE SERVICE SPECIALIST	128561	5.00
POLICE STAFF SGT DEGREED	158761	17.00
RECORDS AND DATA UNIT SUP	196800	1.00
SAFETY SERV DISPATCH III	148420	0.00
SAFETY SERV DISPATCH III	148421	0.00
SAFETY SERV DISPATCH III	148422	0.00
SAFETY SERV DISPATCH IV	148431	0.00
SAFETY SERV DISPATCH V	148440	0.00
SAFETY SERV DISPATCH V	148441	0.00
SAFETY SERVICES AREA ADM	403400	1.00
SENIOR OFFICER I	148690	1.00
SENIOR OFFICER I - ASSOC	148692	9.00
SENIOR OFFICER I - BACH	148691	22.00
SENIOR OFFICER II	148900	2.00
SENIOR OFFICER II - ASSOC	148902	4.00
SENIOR OFFICER II - BACH	148901	27.00
SENIOR OFFICER II-BACH	148901	2.00
<b>Total</b>		<b>146.00</b>



### ***FIFTEENTH DISTRICT COURT***

The 15th District Court is responsible for adjudicating criminal misdemeanor cases filed for violation of local ordinances, the University of Michigan Regents' Ordinance and state laws. Judges conduct preliminary examinations in felony cases, hear general civil cases where the amount claimed as damages does not exceed \$25,000, preside over landlord tenant cases and certain matters filed in the Family Division of the County Trial Court, and hear appeals from small claims cases. The Court's magistrate conducts informal hearings in traffic civil infraction cases, hears small claims cases and presides over other matters as provided by state law.

# Fifteenth District Court Organization Chart



- Administration
- Financial Management
- Communications
- Strategic Planning

- Civil Cases < \$25,000
- Landlord/Tenant Proceedings
- Small Claims Cases < \$3,000
- Criminal & Traffic Misdemeanors punishable by less than 1 year in jail
- Arrest Warrant and Search Warrant Issuance
- Ann Arbor City Ordinance Violations
- Traffic & State Civil Infractions
- University of Michigan Regents Violations
- Felony Preliminary Exams

The Fifteenth District Court hears cases that involve civil cases where the disputed amount is less than \$25,000, landlord/tenant proceedings, small claims cases where the disputed amount is less than \$3,000, criminal and traffic misdemeanors punishable by less than 1 year in jail, arrest warrant and search warrant issuance, City of Ann Arbor ordinance violations, traffic and state civil infractions, University of Michigan Regents violations and felony preliminary exams.

## 15TH DISTRICT COURT

### Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
FINES & FORFEITS	2,087,468	2,297,149	2,085,500	2,085,500	2,117,500
INTERGOVERNMENTAL REVENUES	374,803	398,041	369,907	369,907	251,478
INVESTMENT INCOME	2,507	1,286	1,000	1,000	1,000
MISCELLANEOUS REVENUE	2,389	10,104	9,000	9,000	9,000
OPERATING TRANSFERS IN	-	-	65,000	65,000	65,000
<b>Total</b>	<b>\$2,467,167</b>	<b>\$2,706,580</b>	<b>\$2,530,407</b>	<b>\$2,530,407</b>	<b>\$2,443,978</b>

### Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	2,092,946	2,233,128	2,090,175	2,090,175	2,218,978
COURT FACILITIES (0023)	154,605	185,520	225,000	225,000	225,000
MAJOR GRANTS PROGRAMS (00MG)	219,615	287,932	215,232	215,232	-
<b>Total</b>	<b>\$2,467,166</b>	<b>\$2,706,580</b>	<b>\$2,530,407</b>	<b>\$2,530,407</b>	<b>\$2,443,978</b>

## 15TH DISTRICT COURT

### Expenses by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	1,835,489	1,745,631	1,964,309	1,964,309	1,711,943
PAYROLL FRINGES	870,593	858,003	973,731	973,731	1,251,334
OTHER SERVICES	900,472	845,968	594,478	594,478	432,146
MATERIALS & SUPPLIES	54,951	200,262	51,000	51,000	51,000
OTHER CHARGES	563,395	594,695	666,648	666,648	540,633
PASS THROUGHS	273,200	193,340	225,000	225,000	225,000
EMPLOYEE ALLOWANCES	-	-	6,588	6,588	5,316
<b>Total</b>	<b>\$4,498,100</b>	<b>\$4,437,899</b>	<b>\$4,481,754</b>	<b>\$4,481,754</b>	<b>\$4,217,372</b>

### Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	4,037,466	3,925,064	3,799,926	3,799,926	3,992,372
COURT FACILITIES (0023)	225,000	193,340	225,000	225,000	225,000
MAJOR GRANTS PROGRAMS (00MG)	235,633	319,495	456,828	456,828	-
<b>Total</b>	<b>\$4,498,099</b>	<b>\$4,437,899</b>	<b>\$4,481,754</b>	<b>\$4,481,754</b>	<b>\$4,217,372</b>

### FTE Count

Category	FY 2010	FY 2011	FY 2012	FY 2013
15TH DISTRICT COURT	39.00	37.00	36.00	33.00
<b>Total</b>	<b>39.00</b>	<b>37.00</b>	<b>36.00</b>	<b>33.00</b>



## FIFTEENTH JUDICIAL DISTRICT COURT

### REVENUE

**Intergovernmental Revenues** – The decrease reflects a reduction in grants budgeted outside the General Fund.

### EXPENSES

**Personnel Services** – The decrease is primarily attributable to a reduction in Temporary Employee pay.

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding, VEBA and medical insurance.

**Other Services** - The decrease in costs is lower contracted services cost, and rent eliminated after FY 2011.

**Materials & Supplies** – The FY 2011 actual reflected additional costs of moving into a new facility.

**Other Charges** - The increase in costs is associated with an increase in IT costs and higher retiree medical insurance.

**Municipal Service Charge (MSC)** – A cost allocation study was performed in order to more effectively allocate the City's administrative and overhead costs to the service units who utilized the General Fund administrative services and facilities. Since 1993, the City has applied the MSC to non-General Funds to recover these costs. Adjustments have been made to the non-General Funds based on the updated cost allocation study. If the MSC were applied to the General Fund, the Fifteenth District Court would be charged \$241,124 in FY 2013.

## 15TH DISTRICT COURT

### Expenses by Activity (0010 GENERAL)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	1,279,483	1,391,027	1,084,813	1,084,813	1,068,660
5120 JUDICIAL & DIRECT SUPPORT	1,045,636	1,009,525	1,141,432	1,141,432	1,177,065
5140 CASE PROCESSING	1,072,625	987,123	1,034,767	1,034,767	1,037,961
5160 PROBATION/POST JUDGMNT SUP	639,722	537,389	538,914	538,914	708,686
<b>Total</b>	<b>\$4,037,466</b>	<b>\$3,925,064</b>	<b>\$3,799,926</b>	<b>\$3,799,926</b>	<b>\$3,992,372</b>

### Expenses by Activity (0023 COURT FACILITIES)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	225,000	193,340	-	-	-
9500 DEBT SERVICE	-	-	225,000	225,000	225,000
<b>Total</b>	<b>\$225,000</b>	<b>\$193,340</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$225,000</b>

### Expenses by Activity (00MG MAJOR GRANTS PROGRAMS)

Activity	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
1000 ADMINISTRATION	68,892	144,731	207,713	207,713	-
3035 PUBLIC SAFETY GRANTS	166,741	174,763	249,115	249,115	-
<b>Total</b>	<b>\$235,633</b>	<b>\$319,494</b>	<b>\$456,828</b>	<b>\$456,828</b>	<b>-</b>

## 15TH DISTRICT COURT

### Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ACCOUNTING CLERK II- D.C.	001130	1.00
COURT ADMINISTRATOR	403420	1.00
COURT BAILIFF	000850	3.00
COURT CLERK II	000930	8.00
COURT CLERK III	000940	2.00
COURT RECORDER	000860	3.00
DEPUTY COURT ADMIN	403100	1.00
DISTRICT COURT JUDGE	200030	3.00
FINANCIAL MGR- DIST COURT	403440	1.00
LEAD DIVISION DEPUTY CLER	000910	1.00
MAGISTRATE	401880	1.00
PROBATION AGENT	000800	5.00
PROBATION SUPERVISOR	403150	1.00
SENIOR SECRETARY - COURTS	000870	2.00
SENIOR SECRETARY-COURTS	000870	0.00
<b>Total</b>		<b>33.00</b>

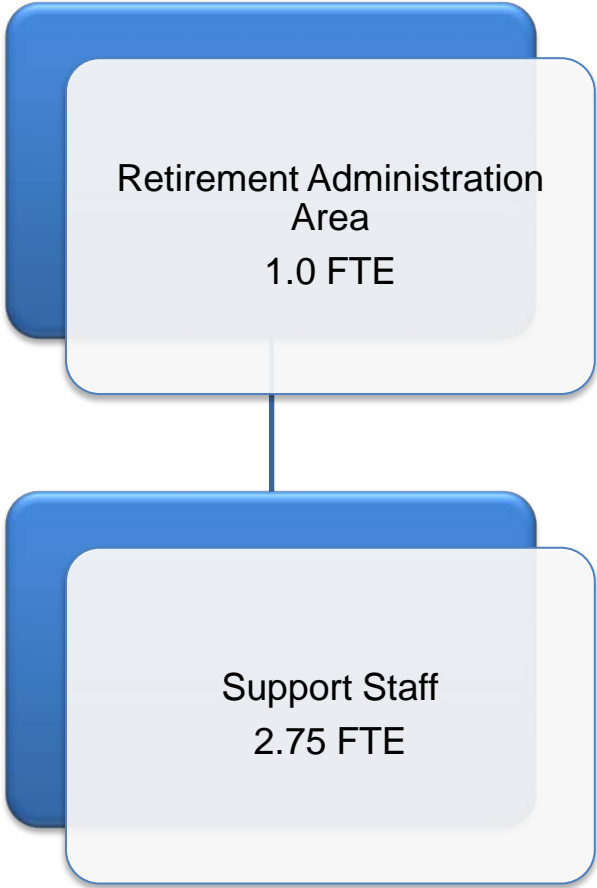
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## ***RETIREMENT SYSTEM***

The Retirement System provides normal retirement, disability, death and surviving beneficiary benefits to the permanent employees of the City of Ann Arbor. The general administration, management and responsibility for the proper operation of the Employees' Retirement System are vested in the Board of Trustees pursuant to the Charter of the City of Ann Arbor Michigan, Chapter 18 of Title 1 of the Ann Arbor City Code, and the State of Michigan Public Employee Retirement System Investment Act.

# Retirement System Organization Chart



- Administration
- Financial Management
- Oversight of Consulting Services

- Employee Service Requests
- Retirement Board Support
- Benefit Payments
- Investment Services
- Accounting
- Employee Communications

The Retirement System provides normal retirement, disability, death and surviving beneficiary benefits to the permanent employees of the City of Ann Arbor. The general administration, management and responsibility for the proper operation of the Employees' Retirement System are vested in the Board of Trustees pursuant to the Charter of the City of Ann Arbor Michigan, Chapter 18 of Title 1 of the Ann Arbor City Code, and the State of Michigan Public Employee Retirement System Investment Act.

## RETIREMENT SYSTEM

### Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	16,336,392	18,124,316	11,276,257	11,276,257	12,097,764
CONTRIBUTIONS	277,646	360,830	23,529	23,529	21,266
INVESTMENT INCOME	49,726,962	100,160,368	32,410,000	32,410,000	34,424,000
MISCELLANEOUS REVENUE	39,052	7,781	-	-	-
OPERATING TRANSFERS IN	-	1,446,789	-	-	-
<b>Total</b>	<b>\$66,380,052</b>	<b>\$120,100,084</b>	<b>\$43,709,786</b>	<b>\$43,709,786</b>	<b>\$46,543,030</b>

### Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
VEBA TRUST (0052)	9,639,683	23,499,861	2,269,524	2,269,524	2,110,818
PENSION TRUST FUND (0059)	56,740,368	96,600,224	41,440,262	41,440,262	44,432,212
<b>Total</b>	<b>\$66,380,051</b>	<b>\$120,100,085</b>	<b>\$43,709,786</b>	<b>\$43,709,786</b>	<b>\$46,543,030</b>

## RETIREMENT SYSTEM

### Expenses by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	338,257	180,605	258,700	258,700	251,800
PAYROLL FRINGES	109,486	98,124	110,430	110,430	137,600
OTHER SERVICES	1,537,624	1,558,312	1,764,700	1,764,700	1,679,570
MATERIALS & SUPPLIES	5,553	5,868	8,000	8,000	6,000
OTHER CHARGES	27,634,364	28,546,604	30,402,665	30,402,665	31,106,463
<b>Total</b>	<b>\$29,625,284</b>	<b>\$30,389,513</b>	<b>\$32,544,495</b>	<b>\$32,544,495</b>	<b>\$33,181,433</b>

### Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
VEBA TRUST (0052)	331,364	375,256	409,022	409,022	423,158
PENSION TRUST FUND (0059)	29,293,921	30,014,256	32,135,473	32,135,473	32,758,275
<b>Total</b>	<b>\$29,625,285</b>	<b>\$30,389,512</b>	<b>\$32,544,495</b>	<b>\$32,544,495</b>	<b>\$33,181,433</b>

### FTE Count

Category	FY 2010	FY 2011	FY 2012	FY 2013
RETIREMENT SYSTEM	3.75	3.75	3.75	3.75
<b>Total</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>



## RETIREMENT SYSTEM

### REVENUES

**Charges for Services** – The FY 2013 increase reflects the higher level of contribution as determined by the actuary.

**Investment Income** - The FY 2013 projected increase is due to expected appreciation in the financial markets.

### EXPENSES

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding and medical insurance.

**Other Charges** – The increase is due to higher levels of retirement payments.

## RETIREMENT SYSTEM

### Allocated Positions

Job Description	Job Class	FY 2013 FTE's
ACCOUNTANT II	401440	0.75
EXECUTIVE DIRECTOR-RET SY	403740	1.00
MANAGEMENT ASSISTANT	000200	1.00
PENSION ANALYST	403650	1.00
Total		3.75



### ***DOWNTOWN DEVELOPMENT AUTHORITY***

In 1982, the Downtown Development Authority was created by City Council as a vehicle for urban revitalization. Since its creation, the DDA has been a key agent in the rejuvenation of what is now a very active downtown. Some of the more important DDA projects include increasing and improving parking facilities, and installing pedestrian improvements to enhance the attractiveness and use of downtown.

## DOWNTOWN DEVELOPMENT AUTHORITY

### Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	-	-	16,162,752	16,162,752	17,653,437
INVESTMENT INCOME	-	-	61,906	61,906	36,028
MISCELLANEOUS REVENUE	-	-	-	-	451,479
OPERATING TRANSFERS IN	-	-	2,000,000	2,000,000	500,000
PRIOR YEAR SURPLUS	-	-	2,309,434	-	2,953,335
TAXES	-	-	3,893,943	3,893,943	3,957,012
<b>Total</b>	-	-	<b>\$24,428,035</b>	<b>\$22,118,601</b>	<b>\$25,551,291</b>

### Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
DDA HOUSING FUND (0001)	-	-	502,000	10,899	802,000
DOWNTOWN DEVELOPMENT AUTHORITY (0003)	-	-	5,428,185	3,928,906	4,614,727
DDA PARKING MAINTENANCE (0033)	-	-	2,016,044	2,016,044	2,026,350
DDA PARKING FUND (0063)	-	-	16,481,806	16,162,752	18,108,214
<b>Total</b>	-	-	<b>\$24,428,035</b>	<b>\$22,118,601</b>	<b>\$25,551,291</b>

## DOWNTOWN DEVELOPMENT AUTHORITY

### Expenses by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	-	-	274,727	274,727	287,685
PAYROLL FRINGES	-	-	142,778	142,778	180,669
OTHER SERVICES	-	-	6,766,754	6,766,754	7,067,048
MATERIALS & SUPPLIES	-	-	41,000	41,000	41,500
OTHER CHARGES	-	-	3,849,030	3,849,030	4,015,378
PASS THROUGHGS	-	-	9,718,164	9,718,164	9,194,323
CAPITAL OUTLAY	-	-	3,497,650	3,497,650	3,811,301
EMPLOYEE ALLOWANCES	-	-	3,788	3,788	3,788
<b>Total</b>	-	-	<b>\$24,293,891</b>	<b>\$24,293,891</b>	<b>\$24,601,692</b>

### Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
DDA HOUSING FUND (0001)	-	-	502,000	502,000	802,000
DOWNTOWN DEVELOPMENT AUTHORITY (0003)	-	-	5,428,185	5,428,185	4,614,727
DDA PARKING MAINTENANCE (0033)	-	-	1,881,900	1,881,900	2,026,350
DDA PARKING FUND (0063)	-	-	16,481,806	16,481,806	17,158,615
<b>Total</b>	-	-	<b>\$24,293,891</b>	<b>\$24,293,891</b>	<b>\$24,601,692</b>

### FTE Count

Category	FY 2010	FY 2011	FY 2012	FY 2013
DOWNTOWN DEVELOPMENT AUTHORITY	3.00	3.00	4.00	4.00
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>4.00</b>	<b>4.00</b>

## DOWNTOWN DEVELOPMENT AUTHORITY

### REVENUES

**Charges for Services** – The FY 2013 increase is for street meters and parking structures revenues.

**Investment Income** – The decrease is due to lower investable balances.

**Prior Year Surplus** – The FY 2013 amount represents the use of prior year fund balance for a portion of the capital costs related to the new parking structure.

### EXPENSES

**Payroll Fringes** - The increase in costs is associated with an increase in pension funding and medical insurance.

**Other Services** – The reduction was due to higher Parking Contract costs.

**Pass Throughs** - The increase represents a higher operating transfer for the projected debt service payments.

## DOWNTOWN DEVELOPMENT AUTHORITY

### Allocated Positions

Job Description	Job Class	FY 2013 FTE's
PLANNING & RESEARCH SPE	404150	1.00
DDA DEPUTY DIRECTOR	403720	1.00
DDA EXEC DIRECTOR	403290	1.00
MANAGEMENT ASSISTANT	000200	1.00
Total		4.00

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## ***SMART ZONE***

The Ann Arbor/Ypsilanti SmartZone, created in 2001 by the Michigan Economic Development Corporation, provides capital needed for the facilitation of the commercialization of research projects being developed at University of Michigan and Eastern Michigan University and the development of private high technology enterprises. The Local Development Finance Authority provides local financing for the Ann Arbor/Ypsilanti SmartZone through a tax capture mechanism.

## SMART ZONE LOCAL DEVELOPMENT FINANCE AUTHORITY

### Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
INVESTMENT INCOME	10,011	14,723	12,357	12,267	12,357
PRIOR YEAR SURPLUS	-	-	81,903	-	83,373
TAXES	1,347,497	1,475,504	1,545,181	1,414,191	1,563,019
<b>Total</b>	<b>\$1,357,508</b>	<b>\$1,490,227</b>	<b>\$1,639,441</b>	<b>\$1,426,458</b>	<b>\$1,658,749</b>

### Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
SMART ZONE LDFA (0009)	1,357,509	1,490,227	1,708,191	1,426,458	1,658,749
<b>Total</b>	<b>\$1,357,509</b>	<b>\$1,490,227</b>	<b>\$1,708,191</b>	<b>\$1,426,458</b>	<b>\$1,658,749</b>

## SMART ZONE LOCAL DEVELOPMENT FINANCE AUTHORITY

### Expenses by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
OTHER SERVICES	1,348,427	1,385,639	1,707,623	1,533,221	1,658,153
OTHER CHARGES	708	444	568	568	596
<b>Total</b>	<b>\$1,349,135</b>	<b>\$1,386,083</b>	<b>\$1,708,191</b>	<b>\$1,533,789</b>	<b>\$1,658,749</b>

### Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
SMART ZONE LDFA (0009)	1,349,135	1,386,083	1,708,191	1,533,789	1,658,749
<b>Total</b>	<b>\$1,349,135</b>	<b>\$1,386,083</b>	<b>\$1,708,191</b>	<b>\$1,533,789</b>	<b>\$1,658,749</b>

## SMART ZONE LOCAL DEVELOPMENT FINANCE AUTHORITY

### **EXPENSES**

**Other Services** – The FY 2012 budget reflected the beginning of repayments of the LDFA Micro-Loan program, which was shown in the budget on a cash basis. However, the forecasted FY 2012 and FY 2013 budget do not reflect those repayments as those are repayments to the Smartzone LDFA's vendor, not the Smartzone LDFA itself.

## Ann Arbor/Ypsilanti SmartZone LDFA

	Actual FY2010	Actual FY2011	Budget FY2012	Forecasted FY2012	Request FY2013
<b>REVENUES</b>					
Tax Revenue	\$ 1,347,498	\$ 1,475,504	\$ 1,545,181	\$ 1,414,191	\$ 1,563,019
Miscellaneous Revenue	-	-	-	-	-
Microloan Repayments	-	-	68,750	-	-
Investment Income	10,012	14,723	12,357	12,267	12,357
<b>Total Revenue</b>	<b>\$ 1,357,510</b>	<b>\$ 1,490,227</b>	<b>\$ 1,626,288</b>	<b>\$ 1,426,458</b>	<b>\$ 1,575,376</b>
<b>EXPENDITURES</b>					
<b><u>Business Accelerator Support Services</u></b>					
SPARK Business Accelerator Direct Staffing	\$ 280,004	\$ 288,400	\$ 300,000	\$ 300,000	337,000
Phase II - Due Diligence	20,699	5,775	50,000	24,188	25,000
Phase III - Intensive Service	361,245	281,441	400,000	320,160	400,000
Phase IV - Accelerating Opportunities	-	-	120,000	120,000	100,000
Sub-Total	<b>661,948</b>	<b>575,616</b>	<b>870,000</b>	<b>764,348</b>	<b>862,000</b>
<b>Micro Loan Program for Entrepreneurs</b>	<b>275,000</b>	<b>400,000</b>	<b>343,750</b>	<b>275,000</b>	<b>150,000</b>
<b>Angel Investment Group Support</b>	<b>24,987</b>	<b>12,490</b>	<b>30,000</b>	<b>30,000</b>	-
<b>Business Networking Events</b>	<b>23,060</b>	<b>30,885</b>	<b>30,000</b>	<b>30,000</b>	<b>50,000</b>
<b><u>Entrepreneur Education</u></b>					
Education Classes	42,000	12,681	40,000	40,000	75,000
Bootcamp	10,000	40,000	40,000	40,000	45,000
Sub-Total	<b>52,000</b>	<b>52,681</b>	<b>80,000</b>	<b>80,000</b>	<b>120,000</b>
<b>Cantillon Web Based Education</b>	<b>27,925</b>	<b>2,400</b>	<b>5,000</b>	<b>5,000</b>	-
<b>Internship Support &amp; Talent Training</b>					<b>100,000</b>
<b>Business Software Access for Clients</b>					<b>20,000</b>
<b>SPARK Central Incubator Operating Exp</b>	<b>137,950</b>	<b>154,773</b>	<b>168,000</b>	<b>168,000</b>	<b>170,000</b>
<b><u>SPARK Indirect Services</u></b>					
SPARK Accounting	53,120	52,770	63,191	63,191	65,086
Marketing	65,000	71,940	68,250	68,250	71,663
Sub-Total	<b>118,120</b>	<b>124,710</b>	<b>131,441</b>	<b>131,441</b>	<b>136,749</b>
<b><u>City of Ann Arbor Indirect Services</u></b>					
Legal & Admin Support	28,146	32,529	50,000	50,000	50,000
<b>Total Operating Expenditures</b>	<b>\$ 1,349,136</b>	<b>\$ 1,386,084</b>	<b>\$ 1,708,191</b>	<b>\$ 1,533,789</b>	<b>\$ 1,658,749</b>
<b>Net Increase (Use) of Fund Balance</b>	<b>\$ 8,374</b>	<b>\$ 104,143</b>	<b>\$ (81,903)</b>	<b>\$ (107,331)</b>	<b>\$ (83,373)</b>



### ***NON-DEPARTMENTAL AND DEBT SERVICE***

The Non-Departmental Service Area is used to record and track revenue and expenditure activities that are not associated with any specific Service Area. Specific activities include: operating transfers to other funds, contingency for compensation, AATA tax transfer, debt service, city wide dues and licenses, Michigan Tax Tribunal refunds, and other miscellaneous activities.

The debt service funds are used to record the debt service and debt service levy of the City. Debt service on voted general obligation debt issue is funded through the Debt Service property tax levy; for FY13, this levy is proposed to be 0.1200mills. State law does not allow the City to issue general obligation debt in excess of 10% of State Equalized Value (SEV); the debt limit as of June 30, 2011 was \$549.5 million. The debt subject to that limit as of June 30, 2011, was \$120.9 million or 2.2% of the total SEV. Other indebtedness is financed through dedicated millages such as parks millages, specific revenues like water and sewer revenues and direct charges to individual taxpayers as with special assessments. Indebtedness, which is repaid from dedicated financing sources, does not count against the 10% of SEV limit. The total City debt (general obligation and all others) as of June 30, 2011 was \$246.8 million.

## NON-DEPARTMENTAL AND DEBT SERVICE

### Revenues by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
CHARGES FOR SERVICES	49,648	118,074	-	-	-
INTRAGOVERNMENTAL SALES	-	-	40,000	40,000	40,000
MISCELLANEOUS REVENUE	402,500	420,234	488,742	488,742	486,542
OPERATING TRANSFERS IN	9,736,204	9,913,702	11,755,104	11,755,104	10,988,815
PRIOR YEAR SURPLUS	-	-	1,000,127	-	257,169
TAXES	12,066,528	11,582,623	9,954,239	9,931,442	9,899,306
<b>Total</b>	<b>\$22,254,880</b>	<b>\$22,034,633</b>	<b>\$23,238,212</b>	<b>\$22,215,288</b>	<b>\$21,671,832</b>

### Revenues by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
GENERAL (0010)	12,803,785	12,516,183	13,104,231	12,169,547	12,481,921
PARKS REHAB & DEVELOP MILLAGE (0018)	797	41	-	-	-
OPEN SPACE & PARK ACQ MILLAGE (0024)	-	576	-	-	-
GENERAL DEBT SERVICE (0035)	9,327,701	9,398,632	10,049,538	10,026,741	9,026,018
WATER SUPPLY SYSTEM (0042)	14,617	-	-	-	-
SEWAGE DISPOSAL SYSTEM (0043)	36,235	-	-	-	-
GEN DEBT SERV-SPEC ASSESSMENTS (0060)	68,093	119,095	84,443	19,000	163,893
STREET MILLAGE FUND (0062)	449	104	-	-	-
STORMWATER SEWER SYSTEM FUND (0069)	3,203	-	-	-	-
<b>Total</b>	<b>\$22,254,880</b>	<b>\$22,034,631</b>	<b>\$23,238,212</b>	<b>\$22,215,288</b>	<b>\$21,671,832</b>

## NON-DEPARTMENTAL AND DEBT SERVICE

### Expenses by Category

Category	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PERSONNEL SERVICES	21,170	-	613,326	613,326	782,231
PAYROLL FRINGES	510,730	-	-	-	-
OTHER SERVICES	249,718	398,526	164,234	164,233	193,291
MATERIALS & SUPPLIES	-	35,497	117,000	117,000	114,075
OTHER CHARGES	10,141,623	10,684,741	11,719,293	11,396,817	10,734,532
PASS THROUGHS	10,569,551	10,478,182	10,833,615	10,768,614	10,970,421
CAPITAL OUTLAY	-	(2,033,713)	-	-	-
EMPLOYEE ALLOWANCES	-	-	-	-	-
<b>Total</b>	<b>\$21,492,792</b>	<b>\$19,563,233</b>	<b>\$23,447,468</b>	<b>\$23,059,990</b>	<b>\$22,794,550</b>

### Expenses by Fund

Fund	Actual FY 2010	Actual FY 2011	Budget FY 2012	Forecasted FY 2012	Request FY 2013
PARKS REPAIR & RESTOR MILLAGE (0006)	1,436	3,862	-	-	-
GENERAL (0010)	11,910,897	11,940,056	13,297,892	12,903,414	13,584,639
FLEET SERVICES (0012)	-	(1,642,409)	-	-	-
INFORMATION TECHNOLOGY (0014)	-	(239,986)	-	-	-
PARKS REHAB & DEVELOP MILLAGE (0018)	1,412	3,799	-	-	-
OPEN SPACE & PARK ACQ MILLAGE (0024)	11,087	26,762	-	-	-
GENERAL DEBT SERVICE (0035)	9,117,215	9,232,423	10,044,133	10,051,133	9,027,018
WATER SUPPLY SYSTEM (0042)	-	(102,652)	-	-	-
SEWAGE DISPOSAL SYSTEM (0043)	-	(87,500)	-	-	-
GEN DEBT SERV-SPEC ASSESSMENTS (0060)	151,820	140,673	105,443	105,443	182,893
STREET MILLAGE FUND (0062)	208,887	111,314	-	-	-
STORMWATER SEWER SYSTEM FUND (0069)	-	(13,300)	-	-	-
PARK MAINT & CAPITAL IMP MILLAGE (0071)	27,543	52,982	-	-	-
SOLID WASTE (0072)	62,494	137,208	-	-	-
<b>Total</b>	<b>\$21,492,791</b>	<b>\$19,563,232</b>	<b>\$23,447,468</b>	<b>\$23,059,990</b>	<b>\$22,794,550</b>



## NON-DEPARTMENTAL

### REVENUES

**Taxes** - AATA taxes are projected to increase 0.8% in FY 2013 due to increased property values. The Debt Service levy decreased due to lower debt payments on tax supported debt.

**Miscellaneous Revenues** – Increases reflect higher cell tower antenna revenues.

**Prior Year Surplus** – This line item is used to balance budgeted expenditures over projected revenues in the General Fund. It is the City's policy to utilize fund balance in the General Fund for one-time, non-operational, items only.

**Operating Transfers** – Decreases are attributable to Debt service transfers.

### EXPENSES

**Personnel Services** – The increase is attributable to budgeted severances.

**Other Services** – The decrease represents reductions of contracted services for special projects/initiatives previously budgeted under non-departmental.

**Other Charges** – The decrease represents reductions of interest payments in the General Debt Service Fund.

**Pass Throughs** – The increase represents a transfer from the General Fund for the Fuller Intermodal Transportation Project, which is partially offset by reductions of transfers to the General Debt Service Fund.

## Information Technology Projects Summary

	Previously Authorized Multi-Year Budget	FY 2013		Memo: FY 2013 Projected
		Expenditure Budget Request	Amended Multi-Year Budget	
<b><u>PROJECTS REQUESTING APPROPRIATION</u></b>				
<b>Replacements<sup>1</sup></b>				
FY 11 PC's, High-End PCs, Laptops, Toughbooks, Tablets	547,520	150,000	697,520	150,000
Server Replacements Plus Storage	177,500	150,000	327,500	150,000
Network Replacements	200,000	150,000	350,000	150,000
FY 11 Network Printer/Copier Replacements	128,000	50,000	178,000	50,000
<b>Enterprise Wide</b>				
Document Management	845,230	160,000	1,005,230	160,000
Disk Array/Disaster Recovery	-	150,000	150,000	150,000
<b>Service Unit Specific</b>				
BS& A Tax and Assessing Upgrade	-	60,000	60,000	60,000
	<b>\$ 1,898,250</b>	<b>\$ 870,000</b>	<b>\$ 2,768,250</b>	<b>\$ 870,000</b>

<sup>1</sup> Annual appropriation towards yearly replacement of aging equipment.

**CITY OF ANN ARBOR  
Budgeted Capital Improvement Projects  
By Project Type**

**Requested Project Appropriations for FY2012 & FY2013**

ProjectID	Project Name	CIP Priority		Status	Anticipated Spending Schedule					
		Rank	Score		Prior FYs	Budgeted FY2012	Budget Request FY2013	FY2014+	Total	
<b><u>Municipal Facilities - City Owned Buildings</u></b>										
MF-CB-10-09	Facility Assessments - Energy Audits and Improvements	11	of 13	32.24	Programmed	-	-	30,000	120,000	150,000
						-	-	30,000	120,000	150,000
<b><u>Municipal Facilities - Parks and Recreation</u></b>										
MF-PR-08-07	Tennis & Basketball Court Renovations	14	of 25	43.59	Active	300,000	-	150,000	750,000	1,200,000
MF-PR-08-19	Veteran's Pool Locker Rooms (Recreation Facility Updates)	3	of 25	76.54	Active	-	250,000	-	800,000	1,050,000
MF-PR-10-01	Neighborhood Playgrounds (Playground Improvements)	5	of 25	62.22	Active	207,000	-	215,958	612,042	1,035,000
MF-PR-10-02	Parks Roads & Parking Lots	18	of 25	39.67	Active	250,000	325,000	250,000	675,000	1,500,000
MF-PR-10-06	Trails & Pathways - Repairs & Reconstruction (Annual)	12	of 25	44.77	Programmed	505,000	-	200,000	820,000	1,525,000
MF-PR-10-09	Veteran's Shelter (Picnic Shelters)	8	of 25	49.42	Programmed	-	148,362	-	-	148,362
MF-PR-10-09	Shelter Renovations (Picnic Shelters)	8	of 25	49.42	Programmed	-	-	200,000	-	200,000
MF-PR-10-10	Gallup Canoe Livery	4	of 25	73.67	Programmed	56,000	300,000	-	170,000	526,000
MF-PR-10-13	Softball/Baseball Field Renovations	11	of 25	45.16	Programmed	-	250,000	250,000	500,000	1,000,000
						1,318,000	1,273,362	1,265,958	4,327,042	8,184,362
<b><u>Municipal Facilities - Solid Waste</u></b>										
MF-SW-06-04	Landfill Groundwater Management	6	of 9	50.63	Active	30,000	63,000	-	603,000	696,000
MF-SW-12-01	Landfill Entrance Improvements								400,000	400,000
MF-SW-08-01	Solid Waste Mangement Plan Update	8	of 9	37.52	Programmed	-	25,000	-	-	25,000
MF-SW-10-03	Methane Gas Recovery								150,000	150,000
MF-SW-10-04	Equipment and Container Storage Building	3	of 9	56.01	Programmed	-	200,000	-	-	200,000
MF-SW-10-05	Commercial Recycling Containers	2	of 9	80.25	Active	386,000	88,000	82,500	-	556,500
MF-SW-11-01	Compost Center Stormwater Controls	4	of 9	55.62	Active	-	100,000	-	-	100,000
N/A	Compost Center Stormwater Controls	N/A		N/A	N/A	-	140,000	-	-	140,000
						416,000	616,000	82,500	1,153,000	2,267,500
<b><u>Transportation - Alternative Transportation</u></b>										
TR-AT-10-07	Non-Motorized Corridor Project: Plymouth Rd (Broadway Br-City Boundary)	33	of 39	38.28	Programmed	-	-	30,000	63,000	93,000
TR-AT-10-08	Non-Motorized Corridor Project: Stadium (Maple to Washtenaw)	34	of 39	38.28	Programmed	-	-	40,000	157,000	197,000
TR-AT-10-04	Non-Motorized Corridor Project: Liberty (State to City Boundary)							138,000	-	138,000
TR-AT-10-06	Non-Motorized Corridor Project: Packard (Stadium Blvd. To Eisenhower)							106,000	-	106,000
TR-AT-10-03	Non-Motorized Corridor Project: AA-Saline (South maint to I-94)							-	193,000	193,000
TR-AT-10-05	Non-Motorized Corridor Project Main St. (Eisenhower to M-14)							-	397,000	397,000
TR-AT-10-09	Non-Motorized Corridor Project: State St (Depot to City Boundary)							-	50,000	50,000
TR-AT-06-01	Geddes Ave Non-Motorized Path Repair/Repl							-	300,000	300,000
TR-AT-10-32	Annual City Shared Use Pathway Resurfacing & Repl							-	750,000	750,000
TR-AT-11-04	ANN ARBOR Saline road/I-94 Non-Motorized Impr							-	1,125,000	1,125,000
TR-AT-10-29	ADA Ramp Replacements (Outside of DDA)	17	of 39	50.26	Active	375,000	560,000	560,000	2,240,000	3,735,000
TR-AT-12-03	Washtenaw Ave - US 23 Underpass Shared Use Path	1	of 39	68.82	Active	-	10,000	-	-	10,000
						375,000	570,000	874,000	5,275,000	7,094,000
<b><u>Transportation - Bridges</u></b>										
TR-BR-12-02	Stadium Bridges (ESB)	1	of 5	94.48	Active	1,628,000	3,670,000	1,400,000	-	6,698,000
TR-BR-12-01	WWTP Bridge	4		60.26	Programmed				850,000	850,000
	Huron Parkway Bridge Painting Project								-	954,023
						854,023		100,000	-	954,023
						2,482,023	3,670,000	1,500,000	850,000	8,502,023

**CITY OF ANN ARBOR  
Budgeted Capital Improvement Projects  
By Project Type**

**Requested Project Appropriations for FY2012 & FY2013**

ProjectID	Project Name	CIP Priority		Status	Anticipated Spending Schedule					
		Rank	Score		Prior FYs	Budgeted FY2012	Budget Request FY2013	FY2014+	Total	
<b>Transportation - Street Construction</b>										
TR-SC-06-02	Annual Local Street Resurfacing Program	15	of 36	40.41	Active	-	1,400,000	-	8,000,000	9,400,000
TR-SC-06-03	Annual Major Street Resurfacing Program	9	of 36	48.88	Active	2,659,720	5,000,000	-	28,000,000	35,659,720
TR-SC-08-01	Fuller - E. Medical Center Dr. - Maiden Lane	5	of 36	72.51	Active	253,333	500,000	<b>400,000</b>	41,548	1,194,881
TR-SC-10-05	Miller Avenue Improvements (Newport to Maple)	4	of 36	75.20	Programmed	107,788	200,000	<b>800,000</b>	3,000,000	4,107,788
TR-SC-12-21	Dexter Ave (Huron to Maple)	3	of 36	77.39	Active	200,000	800,000	<b>800,000</b>	-	1,800,000
N/A	Citywide Street Resurfacing - 2011 STPU	N/A		N/A	N/A	100,000	1,000,000	<b>7,343,451</b>	-	8,443,451
N/A	Fuller Rd Station	N/A		N/A	N/A	-	650,000	-	-	650,000
N/A	Earhart/Geddes Intersection Improvements	N/A		N/A	N/A	467,044	270,383	-	-	737,427
N/A	Citywide Guardrails/Retaining Walls Installations	N/A		N/A	N/A	-	200,000	<b>150,000</b>	650,000	1,000,000
N/A	Ruthven St.	N/A		N/A	N/A	-	230,000	-	-	230,000
N/A	Stadium (W) - Pauline Intersection	N/A		N/A	N/A	-	50,000	-	-	50,000
N/A	Huron River Drive	N/A		N/A	N/A	-	10,000	-	-	10,000
N/A	Sidewalk Replacement Program							<b>538,000</b>	2,690,000	3,228,000
TR-SC-12-10	Fuller Rd. Resurfacing							<b>200,000</b>		1,000,000
N/A	Wayne Street Resurfacing							<b>500,000</b>		600,000
N/A	E. Stadium, Packard-Washtenaw Resurfacing					200,000		<b>1,500,000</b>		1,700,000
TR-SC-10-10	Stone School Rd., Ellsworth Rd. - I94					100,000		<b>200,000</b>		500,000
N/A	S. State St.-Ellsworth Intersection					50,000		<b>200,000</b>		450,000
N/A	Newport Street Resurfacing					100,000		<b>300,000</b>		1,400,000
N/A	Plymouth Rd. Resurfacing					877,624		<b>100,000</b>		977,624
N/A	Packard/Hill Resurfacing					522,196		<b>850,000</b>		1,472,196
						<b>5,637,705</b>	<b>10,310,383</b>	<b>13,881,451</b>	<b>42,381,548</b>	<b>74,611,087</b>
<b>Utilities - Sanitary Sewer</b>										
UT-SN-01-03	Austin Sanitary Sewer Outlet	40	of 47	31.36	Programmed	125,000	-	<b>600,000</b>	-	725,000
UT-SN-06-02	Bluett Sanitary Service Extension	45		25.67	Programmed				170,000	170,000
UT-SN-87-07	Calvin Street Sanitary Sewer	28		45.12	Programmed				850,000	850,000
UT-SN-02-11	Footing Drain Disconnection Project (Long Term)	5	of 47	59.10	Programmed	4,150,000	6,020,000	<b>2,775,000</b>	10,000,000	22,945,000
UT-SN-03-29	Southside Interceptor Rehabilitation	35	of 47	41.38	Active	2,570,000	1,200,000	<b>1,600,000</b>	3,150,000	8,520,000
UT-SN-08-02	Dover Place/Riverview Sanitary Sewer	36	of 47	37.99	Programmed	-	-	<b>500,000</b>	-	500,000
UT-SN-08-06	Wayne Street Sanitary Sewer	42	of 47	26.47	Active	106,000	19,000		-	125,000
UT-SN-08-06	Wayne Street Sanitary Sewer - Resurfacing	42	of 47	26.47	Active	42,000	14,000		-	56,000
N/A	Geddes Sanitary Sewer (2651 to 3053)					120,000		<b>1,285,000</b>	-	1,405,000
UT-SN-91-15	Huron West Park (Phase II)	31		42.37	Programmed				1,225,000	1,225,000
UT-SN-91-16	Huron West Park (Phase III)	31		42.37	Programmed				745,000	745,000
UT-SN-01-19	Liberty-Washtenaw Relief Phase I	9		55.88	Programmed				475,000	475,000
UT-SN-01-20	Liberty-Washtenaw Relief Phase II	9		55.88	Programmed				460,000	460,000
UT-SN-08-12	High Level Relief Sewer	9		55.88	Programmed				950,000	950,000
UT-SN-01-21	Miller West Park Sanitary - Low Level	7		58.72	Programmed				300,000	300,000
UT-SN-10-06	Michigan Stadium Sanitary Sewer Reroute	37		36.82	Programmed				700,000	700,000
UT-SN-01-09	Facilities Renovation	2	of 48	77.51	Active	37,800,000		<b>63,000,000</b>	-	100,800,000
UT-SN-08-16	North Main Submain Relief Sanitary Sewer - AARR to M-14	7	of 47	58.72	Programmed	-	250,000	<b>2,500,000</b>	-	2,750,000
UT-SN-08-19	North Main Submain Relief Sanitary Sewer - Part II	17		47.19	Programmed				1,300,000	1,300,000
UT-SN-12-08	Packard Street Sewer Lining	39		32.31	Programmed				180,000	180,000
UT-SN-10-01	Dexter Avenue Sanitary Sewer Replacement	24	of 47	46.07	Active	60,000	240,000	-	-	300,000
UT-SN-10-05	Manhole Rehabilitation/Replacement Project	12	of 47	52.85	Active	-	250,000	-	-	250,000
UT-SN-10-11	2780 Packard Sanitary Extension	22	of 47	46.37	Programmed	-	320,000	<b>320,000</b>	-	640,000
UT-SN-11-01	Model for Mobility (Ann Arbor-Detroit) FRS	26	of 47	45.80	Active	1,750,000	350,000	<b>85,000</b>	-	2,185,000
UT-SN-12-03	Stone School Rd Sanitary Extension	38		35.95	Programmed				325,000	325,000
UT-SN-01-25	Pittsfield Valley Submain Relief	31			Programmed				410,000	410,000

**CITY OF ANN ARBOR  
Budgeted Capital Improvement Projects  
By Project Type**

**Requested Project Appropriations for FY2012 & FY2013**

ProjectID	Project Name	CIP Priority		Status	Anticipated Spending Schedule				
		Rank	Score		Prior FYs	Budgeted FY2012	Budget Request FY2013	FY2014+	Total
<b>Utilities - Sanitary Sewer (concluded)</b>									
UT-SN-08-08	Ridgemore-liberty Sanitary Sewer	44	25.99	Programmed				200,000	200,000
UT-SN-01-28	S. Blvd Lift Station Elimination \$ Gravity Sewer	25	45.85	Programmed				325,000	325,000
UT-SN-93-26	Pittsfield Valley Trunkline Relief Sewer	31	42.37	Programmed				2,000,000	2,000,000
UT-SN-13-01	Pontiac Trail Sewer Replacement	n/a						<b>2,500,000</b>	2,500,000
UT-SN-12-01	Miller Ave Sanitary Repair/Replacement	30 of 47	42.59	Programmed	25,000	25,000		<b>300,000</b>	350,000
UT-SN-10-12	Woodland Drive Sanitary Extension	43	26.46	Programmed			725,000	-	725,000
UT-SN-12-05	Pepper Pike Crosslot Sewer Lining	18 of 47	47.07	Programmed	-	225,000	-	-	225,000
UT-SN-01-30	Springbrook Sanitary Sewer Ext	41	30.64	Programmed				-	260,000
UT-SN-12-06	Audubon Crosslot Sanitary Sewer Lining	3 of 47	64.49	Programmed	-	-		<b>180,000</b>	180,000
UT-SN-08-01	Wagner Rd. Sanitary Sewer-South	45	25.67	Programmed			475,000	-	475,000
UT-SN-12-10	South State Street Crosslot Sewer Lining	4 of 47	62.87	Programmed	-	560,000	-	-	560,000
UT-SN-12-12	Huntington Woods Crosslots Sewer Lining	18 of 47	47.07	Programmed	-	260,000	-	-	260,000
					<b>46,748,000</b>	<b>9,733,000</b>	<b>75,645,000</b>	<b>24,965,000</b>	<b>157,351,000</b>
<b>Utilities - Storm Sewer</b>									
UT-ST-01-08	Storm Asset Identification, GIS Conversion and Model	18 of 57	45.47	Active	1,882,000		<b>250,000</b>	217,990	2,349,990
UT-ST-04-02	Awixa Outlet Storm Wate Pipe Repair							375,000	375,000
UT-ST-04-01	Allen Creek Improvements Re-Study							250,000	250,000
UT-ST-12-15	County Farm Park Drain Inline Detention/Swirl Unit							1,775,000	1,775,000
UT-ST-12-03	Detroit Street Brick Pavement							2,100,000	2,100,000
UT-ST-01-04	Eberwhite Woods Drain Study							200,000	200,000
UT-ST-08-07	Esch Park SWM							4,985,000	4,985,000
UT-ST-08-04	Huron Parkway Median Bio-Swales							838,500	838,500
UT-ST-10-03	Miller Avenue Stormwater Improvements	2 of 57	58.78	Programmed	323,000	-	<b>255,000</b>	-	578,000
UT-ST-10-11	Allens Creek Greenway Improvements	13 of 57	49.70	Programmed	100,000	100,000		-	200,000
UT-ST-10-12	Railroad Berm	17 of 57	46.43	Programmed	-	50,000		<b>300,000</b>	350,000
UT-ST-08-11	Marlborough Storm Sewer Replacement							150,000	150,000
UT-ST-08-12	N. Main St. Railroad Storm Sewer Outlet Reloc							165,000	165,000
UT-ST-10-13	Flood Mitigation Implementation Grant Matching	39 of 57	34.97	Programmed	-	100,000		<b>100,000</b>	400,000
UT-ST-10-20	Geddes Avenue Storm Sewer	40 of 57	34.79	Programmed	-	-		<b>30,000</b>	300,000
UT-ST-11-02	Arbor Oaks	42 of 57	34.02	Programmed	80,000	310,000		-	390,000
UT-ST-88-05	Evergreen Subdivision Storm Water (Phase II)	49 of 57	27.18	Programmed	-	50,000		50,000	100,000
UT-ST-12-06	N. State Brick Pvmnt							300,000	300,000
UT-ST-12-10	Compost Ponds Construction	14 of 57	49.50	Programmed	-	125,000		-	125,000
UT-ST-10-04	Springwater Sub Storm Sewer Replacement							1,650,000	1,650,000
UT-ST-12-08	Millers Creek Sediment Management Study	38 of 57	38.65	Programmed	-	60,000		-	60,000
UT-ST-12-09	Redbud park Storm Sewer Replacement	55 of 57	21.76	Programmed	-	150,000		-	150,000
UT-ST-12-12	Burns Park Area Porous Alley	6 of 57	55.18	Programmed	-	50,000		-	50,000
UT-ST-12-12	Burns Park Area Porous Alley - SRF	6 of 57	55.18	Programmed	-	200,000		-	200,000
UT-ST-12-14	Miller Creek Streambank Stabilization (Phase 2)	29 of 57	42.93	Programmed	-	-		<b>300,000</b>	1,447,000
UT-ST-12-19	Cistern Install/Tree Planting	23 of 57	38.00	Programmed	-	505,000		<b>300,000</b>	300,000
UT-ST-12-22	Stream Bank Stabilization (Future Locations)	45 of 57	31.75	Programmed	-	20,000		-	170,000
UT-ST-10-10	Michigan Stadium Storm Sewer Re-Route							942,000	942,000
UT-ST-12-23	Chalmers Sanitary/Storm Creek Crossing	53 of 57	23.80	Programmed	-	20,000		-	20,000
UT-ST-12-26	Dexter Ave Stormwater Improvements	7 of 57	54.56	Active	1,090,000	310,000		-	1,400,000
UT-ST-08-05	Miller Creek Drainage District Creation							300,000	300,000
UT-ST-12-18	Mallets-Ellsworth Basin Improvements Study							300,000	300,000
UT-ST-09-04	Stadium Blvd. Storm Sewer Repl (Hutchins to Kipke)							945,000	945,000
UT-ST-13-02	Plymouth Rd Wetland Restoration	N/A	N/A	N/A	25,000			<b>400,000</b>	425,000
UT-ST-12-17	State Street Stormwater Mgmt Impr							-	670,000
								<b>70,000</b>	600,000

**CITY OF ANN ARBOR**  
**Budgeted Capital Improvement Projects**  
**By Project Type**

Requested Project Appropriations for FY2012 & FY2013

ProjectID	Project Name	CIP Priority		Status	Anticipated Spending Schedule									
		Rank	Score		Prior FYs	Budgeted FY2012	Budget Request FY2013	FY2014+	Total					
<b>Utilities - Storm Sewer (concluded)</b>														
UT-ST-12-21	Stone School Rd Storm Impr							20,000	1,100,000	1,120,000				
UT-ST-12-16	Swift Run Stormwater Mgmt Impr							70,000	640,000	710,000				
UT-ST-12-22	Veterans Memorial Park Water Quality Impr								5,500,000	5,500,000				
UT-ST-13-03	Traver Creek Streambank Stabilization @ Leslie Golf Course							1,000,000	-	1,000,000				
UT-St-12-24	Traver Creek Outfall @LPCG									180,000				
UT-ST-10-18	McKinley/White/Arch Storm Vault									525,000				
					250,000		250,000		25,000	525,000				
					3,600,000	2,050,000	3,345,000		25,950,490	34,595,490				
<b>Utilities - Water System</b>														
UT-WS-01-08	Eisenhower Parkway Water Main	60 of 68	16.98	Programmed	-	75,000			275,000	625,000				
UT-WS-03-01	Ann Arbor Railroad Water Main Bore								160,000	320,000				
UT-WS-01-10	Elevated Storage Tanks	28 of 68	29.12	Programmed	-	-	-	2,525,000	2,525,000					
UT-WS-02-19	Manchester Elevated Water Tank Paint Project	33 of 68	26.54	Programmed	-	-	-	700,000	700,000					
UT-WS-08-05	Replace Filter Press Plates	54 of 68	18.14	Programmed	350,000	-	-	400,000	750,000					
UT-WS-08-06	Replace Steere Farm Well Pump Engines	2 of 68	57.39	Programmed	-	150,000	150,000	1,400,000	1,700,000					
UT-WS-01-06	Calvin Street Water Extension								625,000	625,000				
UT-WS-04-07	Cedar Bend Water Main Replacement								175,000	175,000				
UT-WS-12-06	Crest/Buena Vista/West Washington Water Main Replacement								1,200,000	1,200,000				
UT-WS-08-20	Devonshire/Belmont/Londonderry Water Quality Impr								1,200,000	1,200,000				
UT-WS-08-07	Barton Pond Early Warning System	61 of 68	16.61	Programmed	-	-	-	300,000	300,000					
UT-WS-08-10	Barton Electrical Upgrades	10 of 68	45.81	Active	-	1,500,000	300,000	3,000,000	4,800,000					
UT-WS-12-07	Barton Dam Concrete Repairs	N/A		Programmed					625,000	625,000				
UT-WS-10-01	Barton Dam - Coating Structural Steel								400,000	400,000				
UT-WS-08-34	Detroit Street Water Main Replacement								490,000	490,000				
UT-WS-12-04	Duncan Water Main Replacement	N/A		Programmed					650,000	650,000				
UT-WS-13-03	Dover Place/Riverview Water Main								200,000	200,000				
UT-WS-06-07	Geddes and South East District Control Valve								200,000	200,000				
UT-WS-12-02	Greenview Water Main Replacement								400,000	400,000				
UT-WS-06-17	Leak Detection Survey								350,000	350,000				
UT-WS-08-35	North State Street Water Main Replacement								235,000	235,000				
UT-WS-92-28	Plant #2 Hydraulic Corrections								725,000	725,000				
UT-WS-08-15	Repair Valves Behind Ozone Building								300,000	300,000				
UT-WS-01-30	South Boulevard Water Main								160,000	160,000				
UT-WS-10-17	North University Court Water Main								235,000	235,000				
UT-WS-12-03	Provincial Water Main Repl (Arlington to Fairlane)								155,000	155,000				
UT-WS-06-08	Gravity & WH Boundary Valve Replacement								400,000	400,000				
UT-WS-08-12	New Well at Steere Farm	65 of 68	12.69	Programmed	-	-	-	1,900,000	1,900,000					
UT-WS-08-14	Repair Roof of South Industrial Tank	63 of 68	15.82	Programmed	-	450,000	-	500,000	950,000					
UT-WS-08-28	Wayne Street Water Main	3 of 68	51.10	Active	130,000	38,000	-	-	168,000					
UT-WS-08-28	Wayne Street Water Main - Resurfacing	3 of 68	51.10	Active	89,000	29,000	-	-	118,000					
UT-WS-08-30	Downtown Valve Insertion/Replacement	24 of 68	32.86	Programmed	-	150,000	-	250,000	400,000					
UT-WS-09-03	Raw Water Main (30") Upgrade (Seventh Easterly)	14 of 68	41.69	Programmed	-	-	-	1,530,000	1,530,000					
UT-WS-10-04	Sodium Hydroxide Feed System Expansion	52 of 68	19.50	Programmed	-	-	-	3,000,000	3,000,000					
UT-WS-10-10	Dexter Avenue Water Main Replacement	32 of 68	26.89	Active	60,000	540,000	-	-	600,000					
UT-WS-08-13	Replace Section of Well Transmission Pipe (Steere Farm)								6,400,000	6,400,000				
UT-WS-08-04	Structural Repairs Project - Phase II								1,750,000	1,750,000				
UT-WS-08-27	Traver Rd PRV								100,000	100,000				
UT-WS-10-12	Stadium Blvd Water Main Replacement (Hutchins to Kipke)								310,000	310,000				
UT-WS-10-14	Valhalla Drive Water Main	8 of 68	47.96	Active	-	325,000	-	-	325,000					
UT-WS-01-31	State Street Raw Water - Reconstruct Interconnection								225,000	225,000				

**CITY OF ANN ARBOR**  
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Requested Project Appropriations for FY2012 & FY2013

ProjectID	Project Name	CIP Priority		Status	Anticipated Spending Schedule					
		Rank	Score		Prior FYs	Budgeted FY2012	Budget Request FY2013	FY2014+	Total	
<b>Utilities - Water System (concluded)</b>										
UT-WS-10-16	Miller Avenue Water Main Replacement	7	of 68 48.08	Programmed	60,000	100,000	<b>1,009,000</b>	-	1,169,000	
UT-WS-12-09	Model for Mobility - Fuller Road Station	13	of 68 41.78	Active	102,000	84,000	<b>15,000</b>	-	201,000	
N/A	Packard Water Main Replacement	N/A	N/A	Programmed	100,000	900,000	-	-	1,000,000	
UT-WS-13-04	Stone School Water Main Replacement	N/A	N/A	Programmed				825,000	825,000	
UT-WS-12-01	E. Stadium Blvd-Packard to Brockman	N/A	N/A	Programmed			<b>2,100,000</b>	-	2,100,000	
UT-WS-11-06	E. Stadium Bridges Raw Water Main Replacement	N/A	N/A	Programmed			<b>50,000</b>	-	50,000	
UT-WS-13-05	Pontiac Trail Water Main Replacement	N/A	N/A	Programmed			<b>400,000</b>	-	400,000	
UT-WS-92-35	Well Booster Station							1,500,000	1,500,000	
UT-WS-01-26	Pauline/WHS Return Loop Water Main							2,400,000	2,400,000	
UT-WS-13-02	Raw Water Main (30") S. 7th (pauline to Madison)							1,500,000	1,500,000	
UT-WS-10-06	Washtenaw Water Main Upgrade (South University to Hill)							560,000	560,000	
UT-WS-08-02	Water Treatment Plant Residual Disposal Study							250,000	250,000	
UT-WS-08-06	Replace Section of Well Transmission Pipe (Steere Farm)	N/A	N/A	Programmed			<b>300,000</b>	-	300,000	
UT-WS-10-15	Russet, Russell & Redeemer Water main Replacement	N/A	N/A	Programmed			<b>100,000</b>	1,300,000	1,400,000	
UT-WS-92-37	West High Service Pump & Electrical Upgrades	N/A	N/A	Programmed			<b>2,750,000</b>	2,750,000	5,500,000	
					891,000	4,341,000	<b>7,174,000</b>	40,485,000	50,476,000	
<b>Grand total</b>					<b>\$ 61,592,728</b>	<b>\$ 32,563,745</b>	<b>\$ 103,797,909</b>	<b>\$ 147,544,580</b>	<b>\$ 347,033,962</b>	