



City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

**City Commission Meeting
June 9, 2015
Agenda**

Honorable Mayor, City Commissioners and Residents: This shall serve as your official notification of the Public Hearings and Regular City Commission Meeting to be held Tuesday, June 9 2015, at 7:30 p.m., in the City Commission Chambers, 23925 Woodward Avenue, Pleasant Ridge, Michigan 48069. The following items are on the Agenda for your consideration:

PUBLIC HEARINGS AND REGULAR CITY COMMISSION MEETING – 7:30 P.M.

1. Meeting Called to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. PUBLIC DISCUSSION – items not on the Agenda.
5. Governmental Reports.
6. City Commission Liaison Reports.
 - Commissioner Perry – Planning and DDA
 - Commissioner Scott – Historical Commission
 - Commissioner Krzysiak – Recreation Commission
 - Commissioner Foreman – Committee Liaison
7. Consideration of the following Consent Agenda.

All items listed on the Consent Agenda are considered to be routine by the City Commission, will be enacted by one motion and approved by a roll call vote. There will be no separate discussion of these items unless a City Commissioner or visitor so requests, in which event, the item will be removed from the consent agenda and considered as the last item of business.

 - a. Minutes of the Regular City Commission Meeting held Tuesday, May 12, 2015.
 - b. Monthly Disbursement Report.
 - c. Resolution recognizing June as Gay Pride Month.
 - d. Establishing a public hearing on Tuesday, July 14, 2015, at 7:30 p.m., to solicit public comments on an ordinance to amend Chapter 62 (Streets, Sidewalks and Other Public Places), Article 1 (In General) by the addition of a new Section, Section 62-1 (Complete Streets).
8. Supplemental Appropriation #A-2015-002.

9. **Ordinance to amend Chapter 74 (Utilities) of the Pleasant Ridge City Code:**
 - a. **Public Hearing** – Solicitation of public comments on an ordinance to amend Chapter 74 (Utilities) of the Pleasant Ridge City Code
 - b. Ordinance to amend Chapter 74 (Utilities) of the Pleasant Ridge City Code.
10. **2015-2016 Utility Bill Rates:**
 - a. Proposed fiscal year 2015-2016 Water and Sewer Rates.
 - b. Proposed 2015 Industrial Waste Control rates.
11. **Fiscal year 2015-2016 Combined City Budget and the 2015-2016 Millage Rates:**
 - a. **Public Hearing** – Solicitation of public comments on the proposed fiscal year 2015-2016 Combined City Budget and the 2015-2016 Millage Rates.
 - b. Fiscal year 2015-2016 Combined City Budget and the 2015-2016 Millage Rates.
12. **Gainsboro Park Project Design Consultant Services Recommendation.**
13. **Professional Design Consultant Services Recommendation.**
14. **City Manager's Report.**
15. **Other Business.**
16. **Adjournment.**

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the City at least seventy-two (72) hours in advance of the meeting, if requesting accommodations.



City of Pleasant Ridge

Amy M. Drealan, City Clerk

From: Amy M. Drealan, City Clerk
To: Jim Breuckman, City Manager
Date: June 5, 2015
Re: May 12, 2015 – Meeting Minutes

The meeting minutes for the May 12, 2015 City Commission Meeting are in the processes of being transcribed.

I anticipate these minutes will be available no later than Monday, June 8, 2015.

Please feel free to contact me should you wish to discuss this matter further.

MAY 2015

ACCOUNTS PAYABLE

PAYROLL LIABILITIES	\$	5,468.88
TAX LIABILITIES	\$	-
ACCOUNTS PAYABLE	\$	237,212.06
TOTAL	\$	242,680.94

PAYROLL

May 13, 2015	\$	30,913.90
May 27, 2015	\$	33,931.42
TOTAL	\$	64,845.32

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
PAYROLL LIABILITIES
MAY 2015

PG 1

Check Date	Check	Vendor Name	Description	Amount
5/13/2015	1420	MIFOP	UNION DUES-MAY 2015	\$ 188.00
5/13/2015	1421	MISDU	FOC DEDUCTIONS	\$ 224.60
5/13/2015	1422	M&T BANK-ICMA - 401a	RETIRMENT CONTRIBUTIONS	\$ 1,047.54
5/13/2015	1423	ICMA RETIREMENT TRUST - 457	RETIRMENT CONTRIBUTIONS	\$ 1,299.79
5/27/2015	1427	MISDU	FOC DEDUCTIONS	\$ 224.60
5/27/2015	1428	M&T BANK-ICMA - 401a	RETIRMENT CONTRIBUTIONS	\$ 932.54
5/27/2015	1429	ICMA RETIREMENT TRUST - 457	RETIRMENT CONTRIBUTIONS	\$ 1,279.53
5/27/2015	1430	TIMOTHY BAXTER & ASSOC	GARNISHMENT FEES	\$ 272.28
TOTAL PAYROLL LIABILITIES				<u>\$ 5,468.88</u>

CITY OF PLEASANT RIDGE CHECK REGISTER
ACCOUNTS PAYABLE
MAY 14, 2015

PG 2

Check Date	Check	Vendor Name	Description	Amount
05/14/2015	19564	21ST CENTURY MEDIA-MICHIGAN	LEGAL NOTICES	\$ 414.91
05/14/2015	19565	A&F WATER HEATER & SPA	MAINTENEANCE TO WATER HEATER	\$ 125.00
05/14/2015	19566	ALBANA KOKA	HISTORICAL MUSEUM CLEANING	\$ 25.00
05/14/2015	19567	ANDERSON, ECKSTEIN & WESTRICK	OXFORD AND CAMBRIDGE RECONSTRUCTION PR	\$ 3,076.65
05/14/2015	19568	AQUATIC SOURCE	OPENING OF THE COMMUNITY POOL 2015	\$ 4,253.89
05/14/2015	19569	ARROW UNIFORM RENTAL	MAT RENTALS AND JANITORIAL SUPPLIES	\$ 707.72
05/14/2015	19570	BECKETT & RAEDER, INC.	COMMUNITY MASTER PLAN	\$ 247.50
05/14/2015	19571	BEIER HOWLETT PC	CITY ATTORNEY SERVICES	\$ 1,731.19
05/14/2015	19572	BLUE CROSS BLUE SHIELD OF MICHIGAN	HELATH CARE BENEFITS	\$ 26,668.56
05/14/2015	19573	BOARD OF WATER COMMISSIONERS	IWC CHARGES FOR MARCH 2015	\$ 687.04
05/14/2015	19574	BOSTON MUTUAL LIFE INS. CO.-G	HEALTH CARE BENEFITS	\$ 310.00
05/14/2015	19575	BRILAR	DPW CONTRACTED SERVICES	\$ 32,201.63
05/14/2015	19576	BS&A SOFTWARE	BUILDING SOFTWARE TRAINING	\$ 3,450.00
05/14/2015	19577	CITY OF BERKLEY	APRIL DISPATCH SERVICES	\$ 3,349.61
05/14/2015	19578	CITY OF FERNDALE	FIRE CONTRACT PAYMENT	\$ 21,166.67
05/14/2015	19579	COMMUNITY MEDIA NETWORK	CITY COMMISSION MEETING RECORDINGS	\$ 200.00
05/14/2015	19580	CONOR FAUGHNAN	SPRING 2015 NEWSLETTER DELIVERY	\$ 300.00
05/14/2015	19581	CONSUMERS ENERGY	CITY UTILITY SERVICES	\$ 398.65
05/14/2015	19582	DETROIT EDISON COMPANY	COMMUNITY LIGHTING STREET LIGHTS	\$ 4,128.30
05/14/2015	19583	EGT GROUP, INC	PRINTING OF QUARTERLY NEWSLETTER	\$ 3,220.85
05/14/2015	19584	EUGENE LUMBERG	CITY ATTORNEY SERVICES	\$ 400.00
05/14/2015	19585	FERNDALE PIZZA CO., INC.	MEETING SUPPLIES	\$ 41.49
05/14/2015	19586	FERNDALE YOUTH ASSISTANCE	ANNUAL CONTRIBUTION	\$ 1,000.00
05/14/2015	19587	GREAT AMERICA	TELEPHONE SERVICES	\$ 433.00
05/14/2015	19588	HOLIDAY FOOD CENTER	MEETING SUPPLIES	\$ 19.77
05/14/2015	19589	HOME DEPOT CREDIT SERVICES	BUILDING MAINTENANCE AND SUPPLIES	\$ 63.94
05/14/2015	19590	INTERMEDIA	TELEPHONE SERVICES	\$ 128.46
05/14/2015	19591	J & J AUTO TRUCK CENTER	POLICE CAR MAINTNEANCE	\$ 239.89
05/14/2015	19592	JANI-KING OF MICHIGAN, INC	JANITORIAL CLEANING SERVICES	\$ 2,161.00
05/14/2015	19593	JASON NAGY	BALANCE OF 2014 UNIFORM ALLOWANCE	\$ 193.07
05/14/2015	19594	KENNETH BORYCZ	MECHANICAL INSPECTOR SERVICES	\$ 393.75
05/14/2015	19595	KEVIN LAUDERDALE	2015 SPRING 1	\$ 396.00
05/14/2015	19596	KEVIN NOWAK	UNIFORM ALLOWANCE REIMBUSEMENT	\$ 34.53
05/14/2015	19597	KEVIN STULTZ	ELECTRICAL INSPECTOR SERVICES	\$ 986.25
05/14/2015	19598	LEGAL SHIELD	PREPAID LEGAL SERVICES	\$ 25.90
05/14/2015	19599	LIGHTING SUPPLY COMPANY	BUILDING MAINTENANCE SUPPLIES	\$ 195.70
05/14/2015	19600	MAT COURT RECORDING AND COURT SR	CITY MEETING RECORDING MINUTES	\$ 200.00
05/14/2015	19601	MELANIE SEVALD	CARDIO STRENGTH AND FLEXIBILITY	\$ 896.00
05/14/2015	19602	MICHIGAN ASSOCIATION OF PLANNI	MEMBERSHIP RENEWAL MI ASSOCIATION OF PLA	\$ 650.00
05/14/2015	19603	NATIONWIDE CONSTRUCTION GROUP	PARK IMPROVEMENT - FENCING	\$ 12,291.06
05/14/2015	19604	NYE UNIFORM	RIED UNIFORM ALLOWANCE	\$ 71.50
05/14/2015	19605	O.P. AQUATICS	POOL CHEMICALS AND SUPPLIES	\$ 1,528.50
05/14/2015	19606	OAKLAND COUNTY ANIMAL CONTROL	OAKLAND COUNTY DOG LICENSES	\$ 1,275.75
05/14/2015	19607	OAKLAND COUNTY HEALTH DEPT	2015 POOL INSPECTION	\$ 66.00
05/14/2015	19608	OAKLAND COUNTY TREASURER	CLEMIS MEMBERSHIP	\$ 46,703.45
05/14/2015	19609	PAM KAMPF	SPRING 1 SESSION PILATES INSTRUCTOR	\$ 753.00
05/14/2015	19610	PLANTE & MORAN PLLC	ACCOUNTING SERVICES - APRIL 2015	\$ 5,209.00
05/14/2015	19611	RAY KEE	BUILDING INSEPECTOR SERVICES - APRIL	\$ 1,200.00
05/14/2015	19612	RENE KINWEN	DANCE FOR ALL AGES	\$ 528.00
05/14/2015	19613	REPLENISH YOGA	REPLENISH YOGA STUDIO PAYMENT	\$ 2,214.00
05/14/2015	19614	ROCKET ENTERPRISE, INC	CITY FLAG SERVICE ANNUAL RENEWAL	\$ 290.00
05/14/2015	19615	SEMCOG	2015 MEMBERSHIP DUES	\$ 740.00
05/14/2015	19616	SHELLY SULLIVAN	RENTAL DEPOSIT 4/25/2015	\$ 100.00
05/14/2015	19617	SIR SPEEDY	BUILDING DEPARTMENT SUPPLIES	\$ 67.43
05/14/2015	19618	SOUTHEASTERN OAKLAND COUNTY	REFUSE, RECYCLABLES, YARD WASTE COLLECTI	\$ 27,817.36
05/14/2015	19619	SOUTHEASTERN OAKLAND COUNTY	WATER SERVICE	\$ 10,309.98
05/14/2015	19620	SPRAY - PATCH	SPRAY PATCH ROAD REPAIR	\$ 7,700.00
05/14/2015	19621	THE BANK OF NEW YORK MELON	ANNUAL BOND RENEWALS - POOL	\$ 750.00
05/14/2015	19622	TOSHIBA FINANCIAL SERVICES	CITY HALL, RECREATION AND POLICE COPIER	\$ 862.35
05/14/2015	19623	VERIZON	WIRELESS SERVICES	\$ 110.16
05/14/2015	19624	WEB MATTERS BY KRISTIE	MONTHLY WEBSITE HOSTING MAY 2015	\$ 24.95
05/14/2015	19625	WEX BANK	FUEL PURCHASES FOR POLICE CARS	\$ 1,270.33
05/14/2015	19626	ZOGICS	WELLNESS CENTER WIPES	\$ 207.32

Total for 5-14-2015

\$ 237,212.06

CITY OF PLEASANT RIDGE CHECK REGISTER
ACCOUNTS PAYABLE
Electronic Payments & P-Card Transactions

PG 3

No Activity

City of Pleasant Ridge

PROCLAMATION Declaring June 2015 as Gay Pride Month in the City of Pleasant Ridge

Whereas, the City of Pleasant Ridge is a city rich in diversity and this diversity is demonstrated in the people who live, work, shop and socialize in our city; and

Whereas, the Pleasant Ridge City Commission values this diversity and appreciates and celebrates the rich variation of persons in our city; and

Whereas, this city is proud of its American heritage that accepts and welcomes diverse people, and we believe in a society that treats people on the basis of their intrinsic value as human beings without prejudice and unfair discrimination based on age, gender, race, color, religion, marital status, national origin, sexual orientation or physical challenges; and

Whereas, the City of Pleasant Ridge understands and appreciates the cultural, civic, and economic contributions of the Gay, Lesbian, Bisexual and Transgender communities to the greater community of Pleasant Ridge; and

Whereas, the City of Pleasant Ridge recognizes June as the month celebrated worldwide yearly with pride by GLBT communities and that June 2015 is the 46th anniversary of the beginning of the modern Lesbian Gay rights movement which began in June 1969 in the great City of New York.

NOW, THEREFORE, I, Kurt Metzger, on behalf of the entire City Commission, recognize and declare June 2014 as Gay Pride Month in the City of Pleasant Ridge and we pledge to continue our efforts at creating and maintaining a city which is free and open that provides equal opportunity, fair treatment and human dignity for all people.

Kurt Metzger, Mayor

SIGNED AND SEALED THIS 9th DAY OF JUNE 2015



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: June 3, 2015
Re: Complete Streets Ordinance Amendment

Overview

The City is involved in ongoing planning processes regarding complete streets improvements along Woodward and other streets within the community. Staff is proposing to amend the City Code of Ordinances to establish a complete streets ordinance pursuant to Public Act 135 of 2010.

Background

The proposed complete streets ordinance would establish that the City of Pleasant Ridge will consider complete streets improvements in all public works projects. The City is considering a number of pilot projects in the coming year to improve our streets consistent with complete streets concepts.

The ordinance will provide a clear statement of intent for the City, and will also form the basis upon which we consider the adoption of a complete streets plan based on the Gibbs Woodward/696 study and the complete streets study being completed for the entire Woodward Corridor by Parsons Brinckerhoff. Those plans will be brought forward for adoption as the City's Complete Streets Plan after adoption of the Complete Streets ordinance.

Practically speaking, the ordinance will not change how the City operates when making improvements on our local streets. Adoption of the ordinance will serve as our statement of intent and will require MDOT to consider our adopted plans whenever they are proposing improvements to Woodward or 696 through Pleasant Ridge.

Requested Action

Scheduling a public hearing for July 14, 2015 for the proposed complete streets ordinance.



City of Pleasant Ridge
Ordinance No. ____

AN ORDINANCE TO AMEND THE PLEASANT RIDGE CODE OF ORDINANCES, TO ADD A NEW SECTION 62-1 COMPLETE STREETS.

THE CITY OF PLEASANT RIDGE ORDAINS THAT THE PLEASANT RIDGE CITY CODE IS HEREBY AMENDED TO ADD A NEW SECTION NUMBERED 62-1, WHICH SAID SECTION READS AS FOLLOWS:

Section 1.

Section 62-1 – Complete Streets

The City of Pleasant Ridge will plan for, design, and construct all transportation improvement projects to provide appropriate accommodation for bicyclists, pedestrians, transit users, and persons of all ages and abilities in accordance with the City of Pleasant Ridge Complete Streets Plan, as funding priorities permit. This Section 61-1 and the Pleasant Ridge Complete Streets Plan shall serve as the City's complete streets policy pursuant to MCL 247.660p.

(a) Definitions.

“Complete Streets” means roadways planned, designed, and constructed to provide appropriate access to all legal users in a manner that promotes safe and efficient movement of people and goods whether by car, truck, transit, assistive device, foot or bicycle.

(b) The City of Pleasant Ridge Complete Streets Plan shall be referenced and its implementation considered prior to construction or reconstruction within city rights-of-way.

(c) The Complete Streets Plan will include, at a minimum, accommodations for bicycle routes, lanes, and paths; sidewalks and pedestrian paths; best practices for crossing pedestrians and bicycles at both intersections and mid-block locations; transit facilities; and related safety improvements and amenities. In developing the plan consideration will be given to existing non-motorized transportation facilities, potential non-motorized travel patterns, implementation and maintenance cost versus potential use, the public safety of both street users and abutting property owners, and funding priorities over a 6-year horizon. The City will look for opportunities to incorporate principles of complete streets and maximize walkable and bikeable streets within the City of Pleasant Ridge in conjunction with all public works projects, as appropriate.

- (d) Complete streets shall be designed and built in substantial conformance to the latest guidelines published by the American Association of State Highway Transportation Officials (AASHTO), the National Association of City Transportation Officials (NACTO), Institute of Transportation Engineers (ITE), the Michigan Department of Transportation (MDOT), and the U.S. Department of Justice (relative to the Americans with Disabilities Act of 1990).
- (e) It will be a goal of the city to fund the implementation of the non-motorized transportation plan, which shall include expending State Act 51 funds received by the city annually in accordance with Public Act 135 of 2010, as amended.
- (f) Exceptions. Complete streets improvements may be excepted in cases where the cost to complete such improvements would be excessively disproportionate to the need or potential use, where the project segment would not result in a meaningful addition to the non-motorized network, or where the project is due to an emergency that requires near-term action.

Section 2. Severability – This ordinance and each article, section, subsection, paragraph, subparagraph, part, provision, sentence, word and portion thereof are hereby declared to be severable, and if they or any of them are declared to be invalid or unenforceable for any reason by a court of competent jurisdiction, it is hereby provided that the remainder of this ordinance shall not be affected thereby.

Section 3. Repeal and Effective Date

Repeal – All regulatory provisions contained in other City ordinances which are inconsistent with the provisions of this ordinance are hereby repealed.

Effective Date - This Ordinance shall be effective fifteen days after enactment and upon publication.

Certificate

I hereby certify that the foregoing ordinance was adopted by the City Commission of the City of Pleasant Ridge at a meeting thereof on _____, 2015

Amy M. Drealan, Clerk
City of Pleasant Ridge

City Commission Introduction:Tuesday, June 9, 2015

City Commission Public Hearing:

City Commission Adoption:.....

Published:.....

Effective:.....

STATE TRANSPORTATION COMMISSION POLICY ON COMPLETE STREETS

July 26, 2012

Background

Public Act 135 of 2010 requires the development of a complete streets policy to promote safe and efficient travel for all legal users of the transportation network under the jurisdiction of the Michigan Department of Transportation (MDOT). Public Act 135 defines complete streets as "...roadways planned, designed, and constructed to provide appropriate access to all legal users in a manner that promotes safe and efficient movement of people and goods whether by car, truck, transit, assistive device, foot, or bicycle."

The Complete Streets Advisory Council (CSAC) also was created by Public Act 135 of 2010 to advise the State Transportation Commission (STC) as it developed this policy. CSAC members were appointed by the Governor and represent a broad cross-section of transportation system owners, users, and stakeholders, including MDOT and the STC.

The STC is authorized by the State Constitution to set policy for MDOT, and in that role has enacted this Complete Streets policy. MDOT is responsible for implementation of Commission policy for those portions of the transportation system that are under its jurisdiction – about 10,000 of the 110,000 miles of roads, bridges and highways in Michigan. In addition, MDOT, in its role of administering the local federal-aid program in Michigan, can help local jurisdictions understand the provisions of this policy and work with them to further the development of complete streets.

Vision

The STC supports the vision statement as adopted by the CSAC.

- A *transportation network* that is accessible, interconnected, and multimodal and that safely and efficiently moves goods and people of all ages and abilities throughout the State of Michigan.
- A *process* that empowers partnerships to routinely plan, fund, design, construct, maintain and operate complete streets that respect context and community values.
- *Outcomes* that will improve economic prosperity, equity, accessibility, safety, and environmental quality.

Purpose

This policy provides guidance to MDOT for the planning, design, and construction or reconstruction of roadways or other transportation facilities in a manner that promotes complete streets as defined by the law, and that is sensitive to the surrounding context.

MDOT will pursue a proactive and consistent approach to the development of complete streets, in keeping with its mission to provide the highest quality integrated transportation services for economic benefit and improved quality of life. A successful complete streets approach will require mutual commitment and collaboration on the part of transportation agencies, stakeholders and the public to identify appropriate opportunities to plan, develop, construct, operate and maintain infrastructure without undue costs or scheduling burdens.

MDOT will consider complete streets features for roadways and other transportation facility construction or reconstruction projects it undertakes, or permits other public or private entities to construct within the state trunk line right of way, working through its context sensitive solutions process. The department will use this process and work with customers, local residents, road users and stakeholders to analyze proposed projects for the opportunity to design and construct facilities that contribute to complete streets. As part of that analysis, the department will consider:

- Local context and recognize that needs vary according to regional urban, suburban, and rural settings;
- The functional classification of the roadway, as defined by the Federal Highway Administration and agreed to by MDOT and local transportation agencies;
- The safety and varying mobility needs of all legal users of the roadway, of all ages and abilities, as well as public safety;
- The cost of incorporating complete streets facilities into the project and whether that cost is proportional to the overall project cost, as well as proportional to the current or future need or probable use of the complete streets facility;
- Whether adequate complete streets facilities already exist or are being developed in an adjacent corridor or in the area surrounding the project;
- Whether additional funding needed to incorporate the complete streets facility into the project is available to MDOT or as a contribution from other transportation or government agencies from federal, state, local or private sources.

MDOT is encouraged to use low-cost solutions to increase safety and mobility where practical, but to recognize that more costly improvements may be needed on some facilities.

MDOT also is encouraged to take a network approach to the provision of multi-modal access, and recognize that improvements to a part of the road network outside MDOT's jurisdiction might provide a more viable alternative and safer access for all users. MDOT will encourage local jurisdictions to develop local and regional transportation plans that ensure projects are consistent and appropriate to the context. MDOT will work with local road agencies and its grant and funding recipients to encourage network continuity. Responsibilities for operation and maintenance of facilities in MDOT right-of-way shall be determined and outlined prior to construction of such facilities, except where a pre-existing maintenance agreement is in place. Maintenance agreements will be required as a provision of the entire project. Local responsibility for complete streets facility maintenance, in particular for facilities outside the travel portion of a street, such as transit and non-motorized facilities, will be critical for many projects.

MDOT will recognize the long-term nature of transportation investment and anticipate not only current transportation demand, but also likely future uses as well, in considering and developing complete streets. Depending on the context and potential use, provisions may be needed to ensure safe and convenient access for all users.

Complete streets and their viability can be impacted by planning and permitting as well as infrastructure. MDOT will work with local governments as needed to encourage thoughtful planning and permitting that supports the goals and the vision of this complete streets policy.

Implementation

By December 31, 2013, MDOT will develop or revise procedures and guidelines needed to implement this policy. As part of that effort, MDOT shall establish a clear procedure for reviewing and approving exceptions to the policy, the conditions under which an exception may be granted, and who may approve such exceptions.

Facilities will be designed and constructed in accordance with current applicable laws and regulations, approved engineering standards and accepted best practices while preserving continued eligibility for federal-aid.

MDOT will report back to the STC annually after the adoption of this policy to: 1) give a progress report on implementation, including any information/examples to gauge MDOT's performance; and 2) to report any exceptions granted and the reasons for those exceptions. This reporting will include the

required Context Sensitive Solutions (CSS) annual review as required by the STC policy adopted May 26, 2005.

This policy will apply to all projects undertaken by MDOT, large and small, considerate of the level of the proposed project work. As part of MDOT's responsibility to FHWA to administer the local federal-aid program in Michigan, MDOT shall work with local road agencies that are undertaking road or bridge projects with federal funds, and encourage them to observe the provisions of this policy in order to help address the need for a network of complete streets throughout Michigan.

In addition, the STC encourages MDOT to continue its education support programs for staff and partner with others to provide training and information for all legal users and law enforcement regarding shared responsibilities.

This policy on complete streets is intended to supplement Commission Policy Number 10138 on Context Sensitive Solutions (CSS).

Act No. 135
Public Acts of 2010
Approved by the Governor
August 1, 2010
Filed with the Secretary of State
August 2, 2010
EFFECTIVE DATE: August 2, 2010

**STATE OF MICHIGAN
95TH LEGISLATURE
REGULAR SESSION OF 2010**

Introduced by Reps. Switalski, Byrnes, Leland, Liss, Bledsoe, Wayne Schmidt, Donigan, Lisa Brown, Tlaib, Gonzales, Young, Robert Jones and Roberts

ENROLLED HOUSE BILL No. 6151

AN ACT to amend 1951 PA 51, entitled "An act to provide for the classification of all public roads, streets, and highways in this state, and for the revision of that classification and for additions to and deletions from each classification; to set up and establish the Michigan transportation fund; to provide for the deposits in the Michigan transportation fund of specific taxes on motor vehicles and motor vehicle fuels; to provide for the allocation of funds from the Michigan transportation fund and the use and administration of the fund for transportation purposes; to set up and establish the truck safety fund; to provide for the allocation of funds from the truck safety fund and administration of the fund for truck safety purposes; to set up and establish the Michigan truck safety commission; to establish certain standards for road contracts for certain businesses; to provide for the continuing review of transportation needs within the state; to authorize the state transportation commission, counties, cities, and villages to borrow money, issue bonds, and make pledges of funds for transportation purposes; to authorize counties to advance funds for the payment of deficiencies necessary for the payment of bonds issued under this act; to provide for the limitations, payment, retirement, and security of the bonds and pledges; to provide for appropriations and tax levies by counties and townships for county roads; to authorize contributions by townships for county roads; to provide for the establishment and administration of the state trunk line fund, local bridge fund, comprehensive transportation fund, and certain other funds; to provide for the deposits in the state trunk line fund, critical bridge fund, comprehensive transportation fund, and certain other funds of money raised by specific taxes and fees; to provide for definitions of public transportation functions and criteria; to define the purposes for which Michigan transportation funds may be allocated; to provide for Michigan transportation fund grants; to provide for review and approval of transportation programs; to provide for submission of annual legislative requests and reports; to provide for the establishment and functions of certain advisory entities; to provide for conditions for grants; to provide for the issuance of bonds and notes for transportation purposes; to provide for the powers and duties of certain state and local agencies and officials; to provide for the making of loans for transportation purposes by the state transportation department and for the receipt and repayment by local units and agencies of those loans from certain specified sources; and to repeal acts and parts of acts," by amending the title and section 10k (MCL 247.660k), the title as amended by 2004 PA 384 and section 10k as amended by 2006 PA 82, and by adding section 10p.

The People of the State of Michigan enact:

TITLE

An act to provide for the classification of all public roads, streets, and highways in this state, and for the revision of that classification and for additions to and deletions from each classification; to set up and establish the Michigan transportation fund; to provide for the deposits in the Michigan transportation fund of specific taxes on motor vehicles and motor vehicle fuels; to provide for the allocation of funds from the Michigan transportation fund and the use and administration of the fund for transportation purposes; to promote safe and efficient travel for motor vehicle drivers, bicyclists, pedestrians, and other legal users of roads, streets, and highways; to set up and establish the truck safety

fund; to provide for the allocation of funds from the truck safety fund and administration of the fund for truck safety purposes; to set up and establish the Michigan truck safety commission; to establish certain standards for road contracts for certain businesses; to provide for the continuing review of transportation needs within the state; to authorize the state transportation commission, counties, cities, and villages to borrow money, issue bonds, and make pledges of funds for transportation purposes; to authorize counties to advance funds for the payment of deficiencies necessary for the payment of bonds issued under this act; to provide for the limitations, payment, retirement, and security of the bonds and pledges; to provide for appropriations and tax levies by counties and townships for county roads; to authorize contributions by townships for county roads; to provide for the establishment and administration of the state trunk line fund, local bridge fund, comprehensive transportation fund, and certain other funds; to provide for the deposits in the state trunk line fund, critical bridge fund, comprehensive transportation fund, and certain other funds of money raised by specific taxes and fees; to provide for definitions of public transportation functions and criteria; to define the purposes for which Michigan transportation funds may be allocated; to provide for Michigan transportation fund grants; to provide for review and approval of transportation programs; to provide for submission of annual legislative requests and reports; to provide for the establishment and functions of certain advisory entities; to provide for conditions for grants; to provide for the issuance of bonds and notes for transportation purposes; to provide for the powers and duties of certain state and local agencies and officials; to provide for the making of loans for transportation purposes by the state transportation department and for the receipt and repayment by local units and agencies of those loans from certain specified sources; and to repeal acts and parts of acts.

Sec. 10k. (1) Transportation purposes as provided in this act include provisions for facilities and services for nonmotorized transportation.

(2) Of the funds allocated from the Michigan transportation fund to the state trunk line fund and to the counties, cities, and villages, a reasonable amount, but not less than 1% of those funds shall be expended for construction or improvement of nonmotorized transportation services and facilities.

(3) An improvement in a road, street, or highway that meets accepted practices or established best practices and facilitates nonmotorized transportation such as the paving of unpaved road shoulders, the widening of lanes, the addition or improvement of a sidewalk in a city or village, or any other appropriate measure shall be considered to be a qualified nonmotorized facility for the purposes of this section.

(4) Units of government need not meet the provisions of this section annually, if the requirements are met as an average over a reasonable period of years, not to exceed 10.

(5) The state transportation department or a county, city, or village receiving money from the Michigan transportation fund annually shall prepare a 5-year program for the improvement of qualified nonmotorized facilities which when implemented would result in the expenditure of an amount equal to at least 1% of the amount distributed to the state transportation department or the county, city, or village, whichever is appropriate, from the Michigan transportation fund in the previous calendar year, multiplied by 10, less the accumulated total expenditures by the state transportation department or the county, city, or village for qualified nonmotorized facilities in the immediately preceding 5 calendar years. A county shall notify the state transportation department and each municipality in the county when the county completes preparation of its 5-year program under this subsection. A city or village shall notify the state transportation department and the county where the city or village is located when the city or village completes preparation of its 5-year program under this subsection. The department shall notify each affected county, city, or village when the department completes preparation of its 5-year program. A city or village receiving money from the Michigan transportation fund shall consult with the state transportation department or county in the city's or village's preparation of the 5-year program under this subsection when planning a nonmotorized project affecting a facility under the jurisdiction of the state transportation department or county. A county receiving money from the Michigan transportation fund shall consult with the state transportation department or a city or village when planning a nonmotorized project affecting a transportation facility under the jurisdiction of the state transportation department or the city or village. The department shall consult with a county, city, or village when planning a nonmotorized project affecting a transportation facility within the county, city, or village.

(6) Facilities for nonmotorized transportation including those that contribute to complete streets as defined in section 10p may be established in conjunction with or separate from already existing highways, roads, and streets and shall be established when a highway, road, or street is being constructed, reconstructed, or relocated, unless:

(a) The cost of establishing the facilities would be disproportionate to the need or probable use.

(b) The establishment of the facilities would be contrary to public safety or state or federal law.

(c) Adequate facilities for nonmotorized transportation already exist in the area.

(d) The previous expenditures and projected expenditures for nonmotorized transportation facilities for the fiscal year exceed 1% of that unit's share of the Michigan transportation fund, in which case additional expenditures shall be discretionary.

(7) The state transportation department may provide information and assistance to county road commissions, cities, and villages on the planning, design, and construction of nonmotorized transportation facilities and services.

Sec. 10p. (1) As used in this section:

(a) “Complete streets” means roadways planned, designed, and constructed to provide appropriate access to all legal users in a manner that promotes safe and efficient movement of people and goods whether by car, truck, transit, assistive device, foot, or bicycle.

(b) “Complete streets policy” means a document that provides guidance for the planning, design, and construction of roadways or an interconnected network of transportation facilities being constructed or reconstructed and designated for a transportation purpose that promotes complete streets and meets all of the following requirements:

(i) Is sensitive to the local context and recognizes that needs vary according to urban, suburban, and rural settings.

(ii) Considers the functional class of the roadway and project costs and allows for appropriate exemptions.

(iii) Considers the varying mobility needs of all legal users of the roadway, of all ages and abilities.

(c) “Department” means the state transportation department.

(d) “Local road agency” means that term as defined in section 9a.

(e) “Municipality” means a city, village, or township.

(2) The state transportation commission shall do both of the following by not later than 2 years after the effective date of the amendatory act that added this section:

(a) Adopt a complete streets policy for the department.

(b) Develop a model complete streets policy or policies to be made available for use by municipalities and counties.

(3) Before a municipality approves any project in its multiyear capital program that affects a roadway or transportation facility under the jurisdiction of the state transportation department or within or under the jurisdiction of a county or another municipality, it shall consult with the affected agency and agree on how to address the respective complete streets policies, subject to each agency’s powers and duties. Before the department submits its multiyear capital plan to the commission or a county road agency approves its multiyear capital plan, for any project that affects a roadway or transportation facility within or under the jurisdiction of a municipality, the department or county road agency shall consult with the municipality and agree on how to address the respective complete streets policies, subject to each agency’s powers and duties. Failure to come to an agreement shall not prevent the department from submitting its multiyear capital plan to the commission. This subsection does not apply under any of the following circumstances:

(a) If neither the agency proposing the project nor the affected agency has a complete streets policy.

(b) If the project was included in a municipality’s multiyear capital program or the department’s or a county’s multiyear capital plan on July 1, 2010.

(4) The department may provide assistance to and coordinate with local agencies in developing and implementing complete streets policies. The department shall share expertise in nonmotorized and multimodal transportation planning in the development of trunk line projects within municipal boundaries.

(5) The department, local road agencies, and municipalities may enter into agreements with each other providing for maintenance of transportation facilities constructed to implement a complete streets policy.

(6) A complete streets advisory council is created within the department. The advisory council shall consist of the following members appointed by the governor:

(a) The director of the state transportation department or his or her designee.

(b) The director of the department of community health or his or her designee.

(c) The director of the department of state police or his or her designee.

(d) One individual representing the state transportation commission.

(e) One individual representing environmental organizations.

(f) One individual representing planning organizations.

(g) One individual representing organizations of disabled persons.

(h) One individual representing road commission organizations.

(i) One individual representing public transit users organizations.

(j) One licensed professional engineer or traffic engineer.

(k) One individual representing the Michigan municipal league.

(l) One individual representing the AARP.

(m) One individual representing the league of Michigan bicyclists.

(n) One individual representing a pedestrian organization.

(o) One individual representing the Michigan public transit association.

(p) One individual representing the Michigan townships association.

(q) As nonvoting members, the director of the department of natural resources and environment or his or her designee, the executive director of the Michigan state housing development authority or his or her designee, and the heads of such other state departments and agencies, as the governor considers appropriate, or their designees.

(7) The members first appointed to the advisory council shall be appointed within 60 days after the effective date of this section. Members of the advisory council shall serve for terms of 3 years or until a successor is appointed, whichever is later, except that of the members first appointed 3 shall serve for 1 year, 3 shall serve for 2 years, and 3 shall serve for 3 years. If a vacancy occurs on the advisory council, the governor shall make an appointment for the unexpired term in the same manner as the original appointment. The governor may remove a member of the advisory council for incompetency, dereliction of duty, malfeasance, misfeasance, or nonfeasance in office, or any other good cause.

(8) The first meeting of the advisory council shall be called by the director of the state transportation department. At the first meeting, the advisory council shall elect from among its members a chairperson, vice-chairperson, secretary, and other officers as it considers necessary or appropriate. After the first meeting and before 2018, the advisory council shall meet at least quarterly, or more frequently at the call of the chairperson or if requested by 3 or more members. A majority of the members of the advisory council constitute a quorum for the transaction of business at a meeting of the advisory council. The affirmative vote of a majority of the members are required for official action of the advisory council.

(9) The business that the advisory council may perform shall be conducted at a public meeting of the advisory council held in compliance with the open meetings act, 1976 PA 267, MCL 15.261 to 15.275. A writing prepared, owned, used, in the possession of, or retained by the advisory council in the performance of an official function is subject to the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

(10) Members of the advisory council shall serve without compensation. However, members of the advisory council may be reimbursed for their actual and necessary expenses incurred in the performance of their official duties as members of the advisory council.

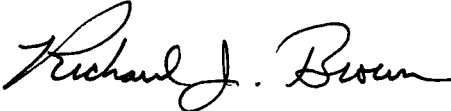
(11) The advisory council shall do all of the following:

(a) Provide education and advice to the state transportation commission, county road commissions, municipalities, interest groups, and the public on the development, implementation, and coordination of complete streets policies.

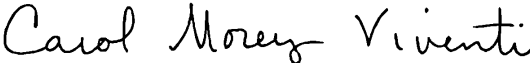
(b) By December 30, 2011, and each calendar year thereafter, report to the governor, the state transportation commission, and the legislature on the status of complete streets policies in this state. The report shall contain a summary of the advisory council's proceedings, a statement of instances in which the department and a municipality were unable to agree under subsection (3) on a department project affecting a roadway or transportation facility within or under the jurisdiction of the municipality, and any other necessary or useful information and any additional information that may be requested by the governor.

(c) Advise the state transportation commission on the adoption of model policies under subsection (2).

This act is ordered to take immediate effect.



Clerk of the House of Representatives



Secretary of the Senate

Approved

Governor



City of Pleasant Ridge

James Breuckman, City Manager

From: James Breuckman, City Manager
To: Mayor and City Commission
Date: June 3, 2015
Re: Supplemental Appropriation A-2015-002

Listed below is the Supplemental Appropriation for City Commission approval. These supplements are necessary in order to maintain a balanced budget in the current fiscal year. I have highlighted a number of the changes below.

Supplemental Appropriation A-2015-002

This Supplemental Appropriation redistributes dollars in the General Fund to reflect projected revenues and expenses. The largest revenue items include increases to Taxes and Special Assessments, Fines and Forfeits and a decrease in Other Revenues. There is a draw from fund balance for just over \$27,000. The expenditure reductions by department include decreases to Mayor and Commission, City Manager and Police Department. The single largest increase in expenditures is the cost of Retirement Services at just over \$52,000.

Please feel free to contact me should you have any questions.

RESOLUTION# 15-_____

SUPPLEMENTAL APPROPRIATION

- WHEREAS,** the City Manager has verified that there is available for appropriation, monies in excess of those in the current budget, and
- WHEREAS,** additional monies are needed in various accounts; and by ordinance or resolution so make such Supplemental Appropriation;
- WHEREAS,** Section 6.10 (A) fo the City Charter authorizes the City Commission either by ordinance or resolution so make such Supplemental Appropriation;

NOW THEREFORE, BE IT RESOLVED, that the City Commission of the City of Pleasant Ridge hereby adopts the following supplemental appropriation for the continued operation of the City.

SUPPLEMENTAL APPROPRIATION #A-2015-002

The 2014-2015 fiscal year budget is hereby supplemented to reflect the following revenue and expenditure items.

Fund		Amount
Revenues		
101 General Fund		
	Taxes and Special Assessments	10,290
	Licenses and Permits	5,280
	Federal and State Grants	(2,600)
	Charges for Services	560
	Fines and Forfeits	2,500
	Other Revenues	(16,100)
	Fund Balance	27,260
		27,190
Expenditures		
101 General Fund		
	Mayor and Commission	(14,350)
	City Manager	(11,950)
	Elections	(5,000)
	City Attorney	(4,000)
	City Clerk	8,120
	General Government	2,250
	Cable	700
	City Treasurer	(3,990)
	Assessment	(770)
	Police Department	(13,450)
	Building Department	4,750
	Planning	(2,000)
	Public Works	6,500
	Recreation	8,080
	Retirment Services	52,300
		27,190

Kurt Metzger, Mayor

Amy M. Drealan City Clerk

Adopted:



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: June 3, 2015
Re: Water Rate Ordinance Amendment

Overview

The City's water rates are established by ordinance in the City's Code of Ordinances, and the Code must be amended each year to establish the new water rates. Staff is proposing to amend the water rate ordinance to establish that water and sewer rates be set by resolution of the City Commission.

Background

Amending the ordinance to set water/sewer rates by resolution will eliminate the need to adopt a code amendment each year. These rates are tied to the budgetary process, and so there will always be a public hearing and public notice given that the budget is being considered prior to adoption, so it is a redundant step to require a code amendment to set the water and sewer rates. Under the proposed amendment, the City Commission would set water and sewer rates and other charges by resolution prior to the adoption of the annual budget.

Requested Action

Hold the public hearing and adopt the recommended amendments to the Water and Sewer Rate ordinance.



City of Pleasant Ridge

Ordinance No. _____

AN ORDINANCE TO AMEND SECTION 74-255 (WATER AND SEWER RATES) AND SECTION 74-256 (FREE SERVICE) OF CHAPTER 74 (UTILITIES) OF THE PLEASANT RIDGE CITY CODE.

THE CITY OF PLEASANT RIDGE ORDAINS:

Section 1. Amendment – Section 74-255 and 74-256 of the Pleasant Ridge City Code is hereby amended to read as follows:

Sec. 74-255 Water and Sewer Rates

Effective for the period beginning July 1, 2015, the rates to be charged for each premise having a connection to the city water distribution system shall be established by resolution.

The charges for water and sewer service furnished by the city shall be as presently established or as established by resolution of the city commission. For any premises not having a meter, consumption shall be estimated in a manner approved by the Detroit Board of Water Commissioners.

Sec. 74-256 Free Service

No free service shall be furnished by the water and sewer system to any person, firm or corporation, public or private, or to any public agency or instrumentality.

Section 2. Effective Date – This Ordinance shall be effective fifteen (15) days after enactment and upon publication.

Introduced: Tuesday, May 12, 2015
Public Hearing: Tuesday, June 9, 2015
Adopted:
Published:
Effective:



City of Pleasant Ridge

PUBLIC HEARING NOTICE

NOTICE IS HEREBY GIVEN in accordance with Section 4.03 (B) of the Pleasant Ridge City Code that a Public Hearing will be held on Tuesday, June 9, 2015, 7:30 p.m., in the City Commission Chambers, 23925 Woodward Avenue, Pleasant Ridge, Michigan 48069, to solicit comments on the following item:

An Ordinance to amend Section 74-255 (Basis of Charges) and Section 74-256 (Water and Sewer Rates) of Chapter 74 (Utilities) of the Pleasant Ridge City Code

Amy M. Drealan
City Clerk

Published: The Daily Tribune
Wednesday, May 27, 2015
AFFIDAVIT REQUESTED



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
 To: City Commission
 Date: June 3, 2015
 Re: Resolution – Water and Sewer and Garbage Collection Rate Adoption

Overview

The City has developed a new water rate structure that will take effect on July 1, 2015. The proposed rate structure resolution is attached and includes a fixed ready-to-serve charge and a water and sewer rate based on consumption. Along with the new rate structure will be a change to a bi-monthly billing cycle, rather than quarterly. This means that residents will receive a bill every two months instead of every three, and will receive six bills per year rather than four.

The proposed rate structure will save the average household¹ 4.3% on their water bill and 10% on their total utility bill. These savings are despite the wholesale cost of water rising 14%.

Proposed Rate Structure

The proposed rate structure is as follows:

Garbage Collection Charge per bill (6 bills):	\$15.60
Ready-to-Serve Charge per bill (6 bills) (residential):	\$28.40
Ready-to Serve Charge per bill (6 bills) (nonresidential):	
5/8 inch meter	\$28.40
3/4 inch meter	\$40.93
1 inch meter	\$59.82
1 ½ inch meter	\$75.56
2 inch meter	\$85.00
3 inch meter	\$113.34
Water charge per 1,000 cubic feet of water:	\$32.17
Sewage disposal charge per 1,000 cubic feet of water:	\$69.38

It is important to note that there will no longer be a minimum usage charge. In the past, residents were billed for 0.9 MCF of water even if they used less than that amount. This was intended to provide a minimum level of revenue to maintain and operate the system. With the new fixed ready-to-serve charge + usage rate structure there will be no minimum usage amount.

¹ The average household uses 8.8 MCF of water in Pleasant Ridge. 8.8 MCF equals about 65,800 gallons of water.

Fixed Ready-to-Serve Charge

Approximately 80% of the City's total cost to maintain and operate the water and sewer system is fixed, and not tied to actual usage. In recent years, both Detroit and Oakland County have moved to fixed rate charges. In fact, a portion of the City's water wholesale charges are now fixed based on a moving average of usage from previous years. This means that even if no homeowner or business used a single drop of water in the coming year, the City's water fund would still have to pay the fixed water charges.

It is a similar story for sewer treatment charges. Oakland County now charges 100% of our sewer charges based on a 4-year moving average. This means that we are not billed for the amount of wastewater we send to the water treatment plant through our sewers in this year, but rather based on an average of previous years. That average amount is used to calculate a fixed cost that we must pay this year, no matter how much or how little water we use in the current year.

The City's water and sewer system is also nearly 100 years old and requires annual maintenance and repairs. Those costs cannot be avoided if we are to provide safe and reliable water and sewer service. The cost to maintain and operate our system is entirely borne by the users of the system.

Bi-Monthly Billing

The City is changing to bi-monthly billing to help smooth out payments residents must make. By billing 6 times per year instead of 4, utility bills will be more in line with almost every other utility bill such as electricity, natural gas, cable/internet, etc. which are billed monthly. The City does not have the capacity to bill monthly, so bi-monthly billing for water is a way of smoothing out water and garbage pick-up expenses for residents in a way that the City can effectively handle. Bi-monthly bills will also provide faster feedback to residents on water use, meaning that if they have a leak somewhere in their house they will know about it more quickly.

Effective Date of Changes

The City's fiscal year starts on July 1 and runs until June 30 of the next calendar year. The current quarterly utility bills cover usage in May through July, August through October, November through January, and February through April.

The transition to bi-monthly billing will occur this coming July 1. When the new rates go into effect on July 1 of 2015, the six bi-monthly bills will cover usage in 1) July & August, 2) September & October, 3) November & December, 4) January & February, 5) March & April, and 6) May & June.

A bill for May and June water usage and garbage pickup under the current rates in effect for the 2014-15 fiscal year will be mailed in July. This bill will be due in late August. Given that the bill will be for 2 months instead of the normal 3, the minimum usage charge and the garbage pickup charge will be prorated at two-thirds of the normal quarterly bill, meaning that the minimum usage charge will be 0.6 MCF and the garbage collection charge will be \$28.91.

The bill residents receive in late September, which is due in late October, will cover July-August water use and will be the first bill using the new rates.

Requested Action

Approval of the attached resolution adopting the 2015-2016 Water and Sewer rates.



City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

RESOLUTION

Adopting 2015-2016 Utility Bill Rates

WHEREAS, Section 74-255 of the Pleasant Ridge City Code provides that the City Commission shall by resolution establish a consumption rate and a ready-to-serve charge for water and sewer services.

BE IT RESOLVED, that effective for the period beginning July 1, 2015, the rates to be charged for each premise having a connection to the city water distribution and sewer system shall be:

Ready-to-Serve Charge per bill (6 bills) (residential):	\$28.40
Ready-to Serve Charge per bill (6 bills) (nonresidential):	
5/8 inch meter	\$28.40
3/4 inch meter	\$40.93
1 inch meter	\$59.82
1 ½ inch meter	\$75.56
2 inch meter	\$85.00
3 inch meter	\$113.34
Water charge per 1,000 cubic feet of water:	\$32.17
Sewage disposal charge per 1,000 cubic feet of water:	\$69.38
Garbage Collection charge (6 bills)	\$15.60

I, Amy M. Drealan, do hereby attest that the foregoing is a true and accurate copy of a Resolution unanimously adopted by the Pleasant Ridge City Commission at its meeting held Tuesday, June 9, 2015.

Amy M. Drealan, City Clerk



City of Pleasant Ridge

James Breuckman, City Manager

From: James Breuckman, City Manager
To: Mayor and City Commission
Date: June 3, 2015
Re: Recommended FY 2015-2016 IWC Rates

Industrial Waste Control (IWC) charges are designed to recover the cost of removing the increased pollutants from non-residential customers above the normal pollutants generated by residential customers. These charges are included as part of the quarterly water bill for all non-residential properties. Currently, the City has 29 properties that receive this charge.

Annual rates for Industrial Waste Control charges are adopted first by Detroit, second by the Southeastern Oakland County Sewage Disposal System (SOCSDS) and finally by the City.

In order to cover the costs incurred for this service, the following monthly rate schedule has been recommended for adoption:

5/8	inch meter	\$5.50
3/4	inch meter	\$8.25
1	inch meter	\$13.75
1 ½	inch meter	\$30.25
2	inch meter	\$44.00
3	inch meter	\$79.75

The proposed rate schedule will cover all costs incurred by the City for this service. If this proposed charge is approved, the new rate will be included on the next regular water billing.

Please feel free to contact me should you require any additional information.



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
 To: City Commission
 Date: June 3, 2015
 Re: Proposed Fiscal Year 2015-2016 Budget

Overview

Attached is the proposed Fiscal Year 2015-2016 budget which will take effect July 1 of this year, if approved.

Background

Financial projections for Fiscal Year 2015-2016 are strong. The City continues to experience robust growth in assessed values which translate into an increase of about 3% in taxable value. The City's total tax revenue increase is about 2% after the Headlee rollback factor is applied. This represents the first annual budget that will incorporate new revenues generated by the voter-approved infrastructure, general operating, library, and parks improvement millages. The revenues generated by these millages will return City revenues to long-term levels after a significant dip over the past 5 years due to the impacts of the recent recession, and a continuing 10+ year trend of declining State shared revenue.

The new revenues will allow the City to begin to address a number of maintenance issues which have been deferred over the past half-decade in the face of declining revenues. These include:

- Reconstruction of Oxford Boulevard and the alleys between 10 Mile and Devonshire, and between Amherst and Sylvan
- Kicking-off the Gainsboro Park improvement project culminating in construction of the park in the spring of 2016
- Replacement of the roof at the Community Center
- Providing the Police with a new patrol car, new in-car cameras and bulletproof vests
- Sidewalk maintenance
- Street tree plantings
- Conversion of City streetlights to LED fixtures
- Pilot projects to maintain appropriate vehicle travel speeds on our local streets
- Technology updates to City Commission chambers

These efforts will bring tangible benefits to our residents by allowing our Police to continue to provide reliable service; investing in the most significant recreation project since the construction of the pool and fitness center last decade; undertaking necessary maintenance and upkeep at our Community Center; making our streets a nicer, safer place to be by ensuring that we have smooth sidewalks, slow traffic, and a mature tree canopy; investing in new LED technology now to realize operating cost savings

in future years; and ensuring that we can seamlessly incorporate modern-day technology into our City Commission meetings to better communicate with our residents before, during, and after our meetings.

We are able to complete all of the projects programmed for 2015-2016 in the City's 2015-2020 capital improvements plan.

As always, there are challenges facing the City. Retiree health care costs have increased at a faster than expected rate due to the full implementation of member-level pricing due to the Affordable Care Act and also due to the recent retirement of two long-time City employees. These changes alone accounted for an increase in health care costs to the City of \$50,000 over budgeted levels for 2014-15, despite costs for most current employees actually going down.

Pleasant Ridge and Huntington Woods are involved in a court case against the City of Oak Park over 45th District Court funding that could have severe implications for how much Pleasant Ridge and Huntington Woods must pay to support the operations of the 45th District Court. The case is in progress, as Pleasant Ridge and Huntington Woods have appealed the initial circuit court decision. In the worst case this court case could result in up to a \$90,000 annual net cost increase to Pleasant Ridge.

These two threats to our budget have the potential to completely wipe out the revenue increases generated by the recent voter-approved millages. Mitigating the City's exposure to these external negative impacts on our budget will be a primary focus of ours over the coming year.

I am proud that this year's budget document has been reworked and presents the same and more information as previous years' budgets in a format that is meant to be easily understood by and accessible to all readers. There is a great amount of data which has been, to the greatest extent possible, presented as information to serve as a basis for action over the coming year.

I thank the Commission and our residents for your trust and support, and I thank all of our talented City employees for their dedicated efforts. We are blessed with a group of City employees who truly go above and beyond to provide excellent service to our residents. Most of all, we acknowledge that we are able to do all of these things through the community-mindedness and support of our residents.

Requested Action

Approval of the proposed FY2015-2016 budget and property tax millage rates.



**City of Pleasant Ridge
Budget Resolution
General Appropriations Act
Fiscal Year 2015-2016**

WHEREAS, the City Manager has prepared and submitted to the City Commission the proposed budget for fiscal year 2015-2016; and

WHEREAS, the City Commission has advertised the tentative millage rates in the Daily Tribune on May 27, 2015, and held the public hearing on the budget and the tentative millage rates pursuant to Section 16 of the Uniform Budgeting and Accounting Act (Truth in Budgeting) on Tuesday, June 9, 2015; and

WHEREAS, the City Commission has reviewed the proposed property tax rates and budget.

NOW, THEREFORE LET IT BE RESOLVED, that the budget for the fiscal year commencing July 1, 2015 and ending June 30, 2016 be adopted; and

BE IT FURTHER RESOLVED, that the revenue and transfers-in for the fiscal year 2015-2016 are estimated as follows:

101	GENERAL FUND	
	Taxes and special assessments	\$1,997,350
	Licenses and Permits	87,690
	Federal and State Grants	6,000
	State Shared Revenue	248,000
	Charges for Services	190,580
	Fines and Forfeits	40,000
	Interest and Rents	10,500
	Other revenue	99,800
	Transfers-In	0
	Total General Fund Revenue:	<u>2,679,920</u>
202	MAJOR STREETS	114,015
203	LOCAL STREETS	100,100
226	SOLID WASTE	335,510
251	POOL/FITNESS FACILITY	224,810
	SEGREGATED CAPITAL ASSETS PARKS	
258	SPECIAL REVENUE FUND	30,000
	SEGREGATED CAPITAL ASSETS	
259	REMAINDER FUND	9,000
260	DOWNTOWN DEVELOPMENT AUTHORITY	86,510
266	DRUG FORFEITURE	0
271	LIBRARY SERVICES	51,910
297	HISTORICAL FUND	6,860
301	DEBT SERVICE - VOTED	179,500
592	WATER and SEWER	1,250,750

BE IT FURTHER RESOLVED, that the expenditures and transfers-out are hereby appropriated by the City Commission to meet the liabilities of the City of Pleasant Ridge in the ensuing fiscal year as follows:

101	GENERAL FUND	
	Mayor and Commission	\$27,550
	City Manager	127,801
	Elections	11,363
	City Attorney	56,750
	City Clerk	109,614
	Information Technology	76,870
	General Government	135,350
	Cable TV	5,750
	City Treasurer	88,800
	Assessment	21,600
	Police Services	781,985
	Fire/Rescue	256,600
	Building Department	63,555
	Planning Commission	0
	Public Works	188,000
	Street Lighting	35,400
	Recreation	418,879
	Retirement Services	237,600
	Transfers Out	11,000
	Total General Fund Expenditures:	2,654,467
	Increase in Fund Balance:	25,453
202	MAJOR STREETS	130,900
203	LOCAL STREETS	168,080
226	SOLID WASTE	330,523
251	POOL/FITNESS FACILITY	190,574
258	SEGREGATED CAPITAL ASSETS PARKS	20,000
	SPECIAL REVENUE FUND	
259	SEGREGATED CAPITAL ASSETS	0
	REMAINDER FUND	
260	DOWNTOWN DEVELOPMENT AUTHORITY	148,380
266	DRUG FORFEITURE	0
271	LIBRARY SERVICES	55,550
297	HISTORICAL FUND	5,310
301	DEBT SERVICE - VOTED	179,524
592	WATER and SEWER	1,222,182

BE IT FURTHER RESOLVED, the following property tax rates be authorized and that the City Treasurer is ordered to levy such funds and rates and collect and deposit the various specific uses and funds as required by ordinance and resolution:

General Operating - Charter	11.1364
General Operating - 2015	2.9000
Community Promotion	0.2704
Infrastructure Improvements - 2015	3.0000
Parks Improvement - 2015	0.7500
Solid Waste Collection & Disposal	1.6701
Pool & Recreation Facility Operations	1.2400
Library Operations	0.3865
Pool & Recreation Facility Debt	1.3380
TOTAL MILLAGE:	22.6914

BE IT FURTHER RESOLVED, that the City Commission recognizes that the City of Pleasant Ridge Downtown Development Authority will capture taxes levied from all millages,

BE IT FURTHER RESOLVED, that the City Treasurer shall levy a 1% Tax Administration Fee on all property taxes collected by the City of Pleasant Ridge from all taxing jurisdictions, as permitted by State Law.

AND, BE IT FINALLY RESOLVED, that the legal budgetary level be at the departmental level in the General Fund and at the fund level for all other funds as indicated above.

I, Amy M. Drealan, duly certified clerk of the City of Pleasant Ridge, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Commission of the City of Pleasant Ridge, County of Oakland, Michigan at the Regular City Commission Meeting held Tuesday, June 9, 2015.

Amy M. Drealan, City Clerk



City of Pleasant Ridge 2015-2016 Annual Budget

DRAFT – MAY 7, 2015

Mayor

Kurt Metzger

City Commissioners

Jay Foreman

Jason Krzysiak

Ann Perry

Bret Scott

City Manager

James Breuckman

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A. Introduction

1. City Manager's Letter



City of Pleasant Ridge

May 7, 2015

RE: Proposed Fiscal Year 2015-2016 Operating Budget

Honorable Mayor Metzger and members of the Pleasant Ridge City Commission:

This budget message formally transmits for your review and consideration the City budget for the fiscal year 2015-2016. The public hearing to solicit public comment is scheduled for June 9, 2015 at 7:30pm.

Financial projections for Fiscal Year 2015-2016 are strong. The City continues to experience robust growth in assessed values which translate into an increase of about 3% in taxable value. This represents the first annual budget that will incorporate new revenues generated by the voter-approved infrastructure, general operating, library, and parks improvement millages. The revenues generated by these millages will return City revenues to long-term levels after a significant dip over the past 5 years due to the impacts of the recent recession, and a continuing 10+ year trend of declining State shared revenue.

The new revenues will allow the City to begin to address a number of maintenance issues which have been deferred over the past half-decade in the face of declining revenues. These include:

- Reconstruction of Oxford Boulevard and the alleys between 10 Mile and Devonshire, and between Amherst and Sylvan
- Kicking-off the Gainsboro Park improvement project process culminating in construction of the park in the spring of 2016
- Replacement of the roof at the Community Center
- Providing the Police with a new patrol car, new in-car cameras and bulletproof vests
- Sidewalk maintenance
- Street tree plantings
- Conversion of City streetlights to LED fixtures
- Pilot projects to maintain appropriate vehicle travel speeds on our local streets
- Technology updates to City Commission chambers

These efforts will bring tangible benefits to our residents by allowing our Police to continue to provide reliable service; investing in the most significant recreation project since the construction of the pool and fitness center early last decade; undertaking necessary maintenance and upkeep at our Community Center; making our streets a nicer, safer place to be by ensuring that we have smooth sidewalks, slow traffic, and a mature tree canopy; investing in new LED technology now to realize operating cost savings in future years; and ensuring that we can seamlessly incorporate modern-day technology into our City Commission meetings to better communicate with our residents before, during, and after our meetings.

23925 Woodward Avenue • Pleasant Ridge, MI 48069
(248) 541.2901 • www.cityofpleasantridge.org

A. Introduction

1. City Manager's Letter

We are able to complete all of the projects programmed for 2015-2016 in the City's 2015-2020 capital improvements plan.

As always, there are challenges. Retiree health care costs have increased at a faster than expected rate due to the full implementation of member-level pricing due to the Affordable Care Act and due to the recent retirement of two long-time City employees. Pleasant Ridge and Huntington Woods are involved in a court case against the City of Oak Park over 45th District Court funding that could have drastic implications for how much Pleasant Ridge and Huntington Woods must pay to support the operations of the 45th District Court. These two threats to our budget could completely wipe out the revenue increases generated by the recent voter-approved millages. Mitigating the City's exposure to these external negative impacts on our budget will be a primary focus of ours over the coming year.

I am proud that this year's budget document has been reworked and presents the same and more information as previous years' budgets in a format that is meant to be easily understood by and accessible to all readers. There is a great amount of data which has been, to the greatest extent possible, presented as information to serve as a basis for action over the coming year.

I thank the Commission and our residents for your trust and support, and I thank all of our talented City employees for their dedicated efforts. We are blessed with a group of City employees who truly go above and beyond to provide excellent service to our residents. Most of all, we acknowledge that we are able to do all of these things through the community-mindedness and support of our residents.

Respectfully,



James Breuckman
City Manager

2. Public Hearing Notice – Proposed 2015-16 Annual Budget

City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

NOTICE OF A PUBLIC HEARING ON THE PROPOSED FY2015-2016 CITY BUDGET AND 2015 MILLAGE RATES

NOTICE IS HEREBY GIVEN in accordance with Section 4.03 of the Pleasant Ridge City Charter that a public hearing will be held on Tuesday, June 9, 2015, at 7:30 p.m. in the City Commission Chambers, 23925 Woodward Avenue, Pleasant Ridge, Michigan, to solicit public comments on the following:

THE PROPOSED 2014-2015 COMBINED CITY BUDGET AND MILLAGE RATES.

The last fiscal year (July 1, 2014 through June 30, 2015) and the proposed FY2015-2016 (July 1, 2015 through June 30, 2016) millage rates are as follows:

	14-15	15-16
General Operating - Charter	11.3094	11.1364
General Operating (2015)		2.9000
Infrastructure Improvement (2015)	2.3880	3.0000
Community Promotion		0.2704
Parks Improvement (2015)	0.0000	0.7500
Rubbish	1.6960	1.6701
Pool Operations	1.2593	1.2400
Library	0.4949	0.3865
Debt	1.5000	1.3380
Total Millage:	18.6476	22.6914

The City may not adopt its proposed FY 2015-2016 budget until after the public hearing. A copy of the proposed FY 2015-2016 budget and the proposed 2015 property tax millage rates is available for public inspection during normal business hours in the office of the City Clerk, at 23925 Woodward Avenue, Pleasant Ridge, Michigan. Public comments, oral or written, are welcome at the hearing on the proposed budget for Fiscal Year 2015-2016 and the proposed property tax millage rate. All interested citizens are encouraged to attend and to submit comments.

Amy M. Drealan
City Clerk

Published: The Daily Tribune
May 27, 2015
AFFIDAVIT REQUESTED

3. Budget Resolution

**City of Pleasant Ridge
Budget Resolution
General Appropriations Act
Fiscal Year 2015-2016**

WHEREAS, the City Manager has prepared and submitted to the City Commission the proposed budget for fiscal year 2015-2016; and

WHEREAS, the City Commission has advertised the tentative millage rates in the Daily Tribune on May 27, 2015, and held the public hearing on the budget and the tentative millage rates pursuant to Section 16 of the Uniform Budgeting and Accounting Act (Truth in Budgeting) on Tuesday, June 9, 2015; and

WHEREAS, the City Commission has reviewed the proposed property tax rates and budget.

NOW, THEREFORE LET IT BE RESOLVED, that the budget for the fiscal year commencing July 1, 2015 and ending June 30, 2016 be adopted; and

BE IT FURTHER RESOLVED, that the revenue and transfers-in for the fiscal year 2015-2016 are estimated as follows:

101	GENERAL FUND	
	Taxes and special assessments	\$1,997,350
	Licenses and Permits	87,690
	Federal and State Grants	6,000
	State Shared Revenue	248,000
	Charges for Services	190,580
	Fines and Forfeits	40,000
	Interest and Rents	10,500
	Other revenue	99,800
	Transfers-In	0
	Total General Fund Revenue:	<u>2,679,920</u>
202	MAJOR STREETS	114,015
203	LOCAL STREETS	100,100
226	SOLID WASTE	335,510
251	POOL/FITNESS FACILITY	224,810
	SEGREGATED CAPITAL ASSETS PARKS	
258	SPECIAL REVENUE FUND	30,000
	SEGREGATED CAPITAL ASSETS	
259	REMAINDER FUND	9,000
260	DOWNTOWN DEVELOPMENT AUTHORITY	86,510
266	DRUG FORFEITURE	0
271	LIBRARY SERVICES	51,910
297	HISTORICAL FUND	6,860
301	DEBT SERVICE - VOTED	179,500
592	WATER and SEWER	1,250,750

BE IT FURTHER RESOLVED, that the expenditures and transfers-out are hereby appropriated by the City Commission to meet the liabilities of the City of Pleasant Ridge in the ensuing fiscal year as follows:

101	GENERAL FUND	
	Mayor and Commission	\$27,550
	City Manager	127,801
	Elections	11,363
	City Attorney	56,750
	City Clerk	109,614
	Information Technology	76,870
	General Government	135,350
	Cable TV	5,750
	City Treasurer	88,800
	Assessment	21,600
	Police Services	781,985
	Fire/Rescue	256,600
	Building Department	63,555
	Planning Commission	0
	Public Works	188,000
	Street Lighting	35,400
	Recreation	418,879
	Retirement Services	237,600
	Transfers Out	11,000
	Total General Fund Expenditures:	2,654,467
	Increase in Fund Balance:	25,453
202	MAJOR STREETS	130,900
203	LOCAL STREETS	168,080
226	SOLID WASTE	330,523
251	POOL/FITNESS FACILITY	190,574
258	SEGREGATED CAPITAL ASSETS PARKS	20,000
	SPECIAL REVENUE FUND	
259	SEGREGATED CAPITAL ASSETS	0
	REMAINDER FUND	
260	DOWNTOWN DEVELOPMENT AUTHORITY	148,380
266	DRUG FORFEITURE	0
271	LIBRARY SERVICES	55,550
297	HISTORICAL FUND	5,310
301	DEBT SERVICE - VOTED	179,524
592	WATER and SEWER	1,222,182

BE IT FURTHER RESOLVED, the following property tax rates be authorized and that the City Treasurer is ordered to levy such funds and rates and collect and deposit the various specific uses and funds as required by ordinance and resolution:

General Operating - Charter	11.1364
General Operating - 2015	2.9000
Community Promotion	0.2704
Infrastructure Improvements - 2015	3.0000
Parks Improvement - 2015	0.7500
Solid Waste Collection & Disposal	1.6701
Pool & Recreation Facility Operations	1.2400
Library Operations	0.3865
Pool & Recreation Facility Debt	1.3380
TOTAL MILLAGE:	22.6914

BE IT FURTHER RESOLVED, that the City Commission recognizes that the City of Pleasant Ridge Downtown Development Authority will capture taxes levied from all millages,

BE IT FURTHER RESOLVED, that the City Treasurer shall levy a 1% Tax Administration Fee on all property taxes collected by the City of Pleasant Ridge from all taxing jurisdictions, as permitted by State Law.

AND, BE IT FINALLY RESOLVED, that the legal budgetary level be at the departmental level in the General Fund and at the fund level for all other funds as indicated above.

I, Amy M. Drealan, duly certified clerk of the City of Pleasant Ridge, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Commission of the City of Pleasant Ridge, County of Oakland, Michigan at the Regular City Commission Meeting held Tuesday, June 9, 2015.

Amy M. Drealan, City Clerk

B. Budget Summary

1. Key Budget Information

All Funds Budget Summary

The following table presents key information and a summary of revenues and expenditures for all funds for the preceding two years and the proposed 2015-2016 budget year.

	Actual 2013-2014	Amended Budget 2014-2015	Proposed Budget 2015-2016
Assessed Valuation			
Real	141,185,920	156,207,830	171,421,930
Personal	3,221,970	3,237,250	3,420,020
Total	144,407,890	159,445,080	174,841,950
Taxable Valuation			
Real	125,139,900	129,164,540	133,845,550
Personal	3,221,970	3,237,250	3,420,020
Total	128,361,870	132,401,790	137,265,570
Millage Rate			
General Operating - Charter	11.4248	11.3094	11.1364
General Operating - 2015	0.0000	0.0000	2.9000
Community Promotion	0.0000	0.0000	0.2704
Infrastructure - 2015	2.4124	2.3880	3.0000
Parks Improvement - 2015	0.0000	0.0000	0.7500
Rubbish	1.7134	1.6960	1.6701
Pool Operations	1.2722	1.2593	1.2400
Library - 2015	0.3700	0.4949	0.3865
Pool Debt	1.3000	1.5000	1.3380
Total	18.4928	18.6476	22.6914
Total Revenues			
General Fund	2,441,920	2,447,302	2,679,920
Major Streets	119,687	109,041	114,015
Local Streets	103,937	101,989	100,100
Infrastructure Improvements*	302,787	497,625	713,500
Solid Waste	421,630	423,310	335,510
Pool/Fitness Facility	287,748	221,653	224,810
SCAF Parks Special Revenue Fund	0	0	30,000
SCAF Remainder Fund	70,252	55,000	9,000
Downtown Development Authority	71,252	78,891	86,510
Drug Forfeiture Fund	0	500	0
Library Services	46,480	63,938	51,910
Historical Fund	10,144	6,851	6,860
Debt Service - Voted	163,054	193,461	179,500
Water and Sewer	1,321,495	1,348,518	1,250,750
Total	5,360,386	5,548,079	5,782,385
Total Expenditures			
General Fund	2,592,051	2,463,497	2,654,467
Major Streets	125,347	177,780	130,900
Local Streets	71,724	75,286	168,080
Infrastructure Improvements*	211,980	810,322	970,000
Solid Waste	416,457	422,353	330,523
Pool/Fitness Facility	287,470	216,753	190,574

B. Budget Summary
1. Key Budget Information

SCAF Parks Special Revenue Fund	0	0	20,000
SCAF Remainder Fund	55,061	68,350	0
Downtown Development Authority	49,540	83,131	148,380
Drug Forfeiture Fund	1	50	0
Library Services	53,636	53,647	55,550
Historical Fund	4,479	19,857	5,310
Debt Service - Voted	160,806	183,274	179,524
Water and Sewer	1,124,723	1,245,691	1,222,182
Total	5,153,275	5,819,991	6,075,490
End of Year Fund Balance			
General Fund	500,099	483,909	509,362
Major Street Fund	116,934	48,195	31,310
Local Street Fund	67,154	93,857	25,877
Infrastructure Improvements*	90,807	(114,679)	(371,179)
Solid Waste Fund	34,174	35,129	40,116
Pool/Fitness Facility Fund	279	5,178	39,414
SCAF Parks Special Revenue Fund	0	0	2,010,000
SCAF Remainder Fund	3,260,566	3,247,216	1,256,664
Downtown Development Authority	89,551	85,311	23,441
Drug Forfeiture Fund	294	744	293
Library Fund	4,631	14,923	11,283
Historical Fund	17,167	4,161	5,711
Debt Service Fund	9,874	20,062	20,038
Water and Sewer Enterprise Fund	1,807,169	1,909,996	1,938,564
Total	5,998,699	5,834,002	5,540,894

* Note that the infrastructure improvements line that is shown in the total revenues, expenditures, and fund balance tables is for a capital improvements fund for which no budget is adopted. A capital improvements plan allows for infrastructure projects to be paid for over multiple budget years. It is included in the above summary table for informational purposes only.

2. Summary Graphs and Tables

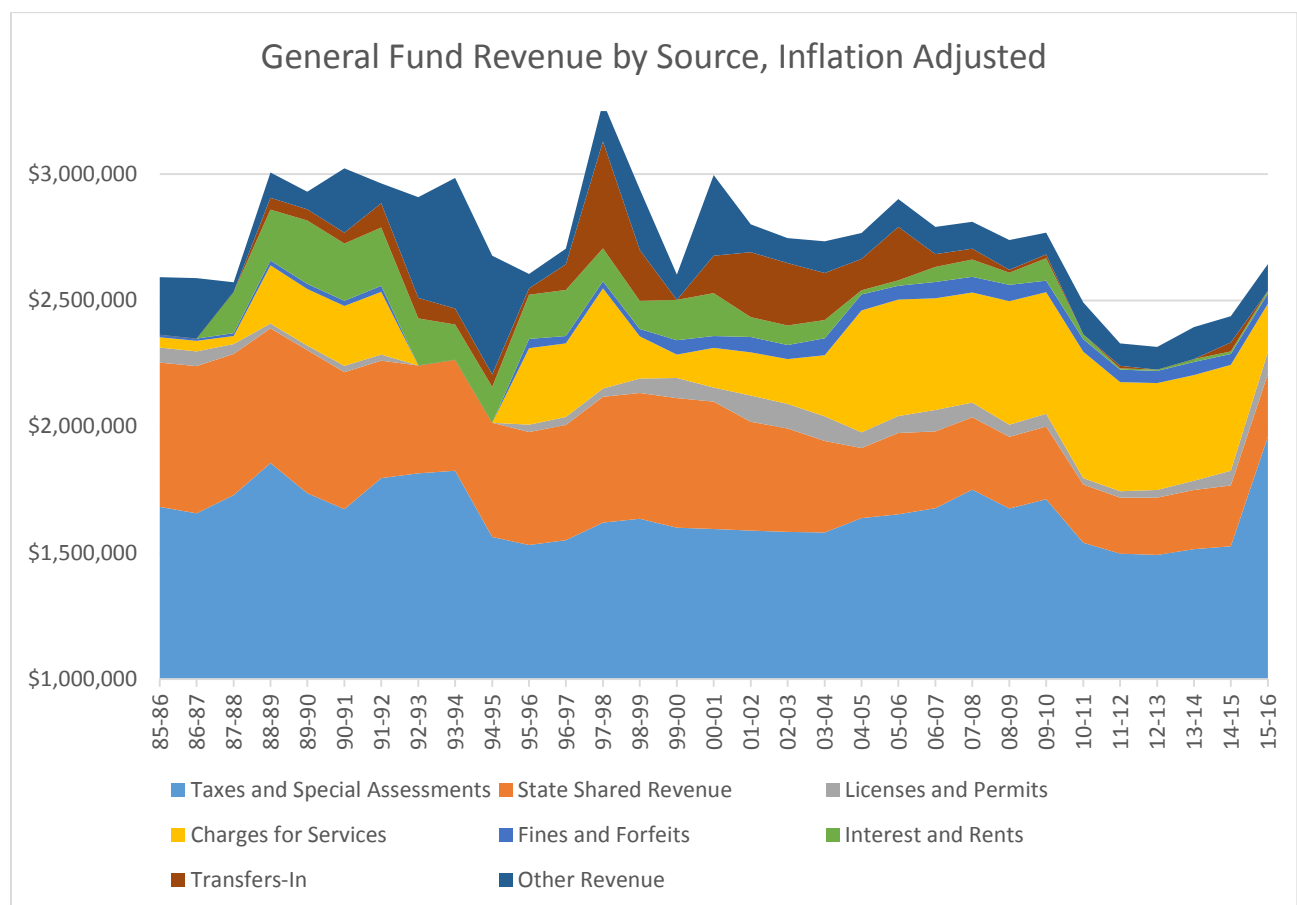
General Fund Revenue Trends. The following Figure 1 shows general fund revenue trends for the 1985-2015 period. All dollar values are adjusted into 2015 equivalent dollars to provide a consistent point of comparison. The figure shows that revenues generated by property taxes remained fairly consistent at about \$1,600,000 per year until 2010, when they dropped to about \$1,500,000 per year.

The figure also shows that state revenue sharing as a source of general fund revenue has dropped precipitously over the years. In 1985 it provided the equivalent of nearly \$600,000 in today's dollars, while it is projected to provide less than half of that in budget year 2015-16. As a result, other sources of revenue have had to be found over the years and service cutbacks have been made to compensate for revenue sharing reductions.

Total inflation-adjusted general fund revenue held in a fairly steady range between \$2.7 and \$2.9 million per year between 1988 and 2010. From budget year 2010-11 until 2014-15, general fund revenue dropped to about \$2.35 million per year. With the voter-approved passage of the general operating millage in November 2014 and renewal of the infrastructure improvement millage in November 2013, general fund revenue in budget year 2015-16 will be restored to close to its long-term average at about \$2,650,000.

While the City will be able to again operate and provide the level of service that has come to be expected by our residents, the reality is that we have had to tax ourselves at a higher rate to only partially replace revenue that has been withheld from us by the State in order to do so.

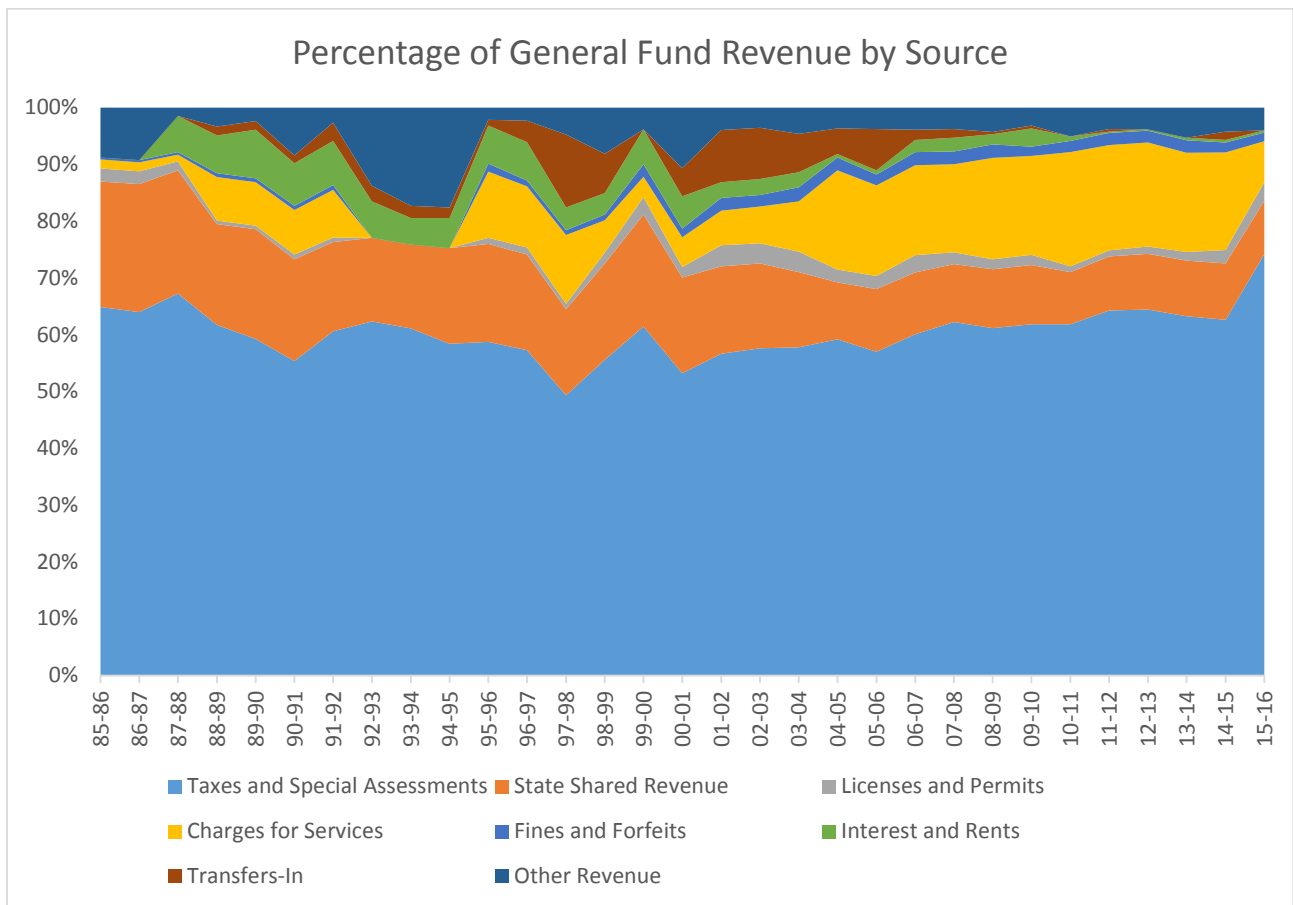
Figure 1. General Fund Revenues by Source, Adjusted for Inflation in 2015 equivalent dollars, 1985-2015



Source: Pleasant Ridge Budget Documents and BLS CPI-U data for the Detroit-Ann Arbor-Flint MSA

The following Figure 2 presents the same data as Figure 1, except that each revenue source is presented as a percentage of the whole. This figure demonstrates that as other funding sources have decreased, the general fund has become steadily more reliant on locally-generated property tax revenue. Today, property taxes provide nearly 75% of general fund revenue, compared to an average of 59% of revenue over the 1985-2014 period.

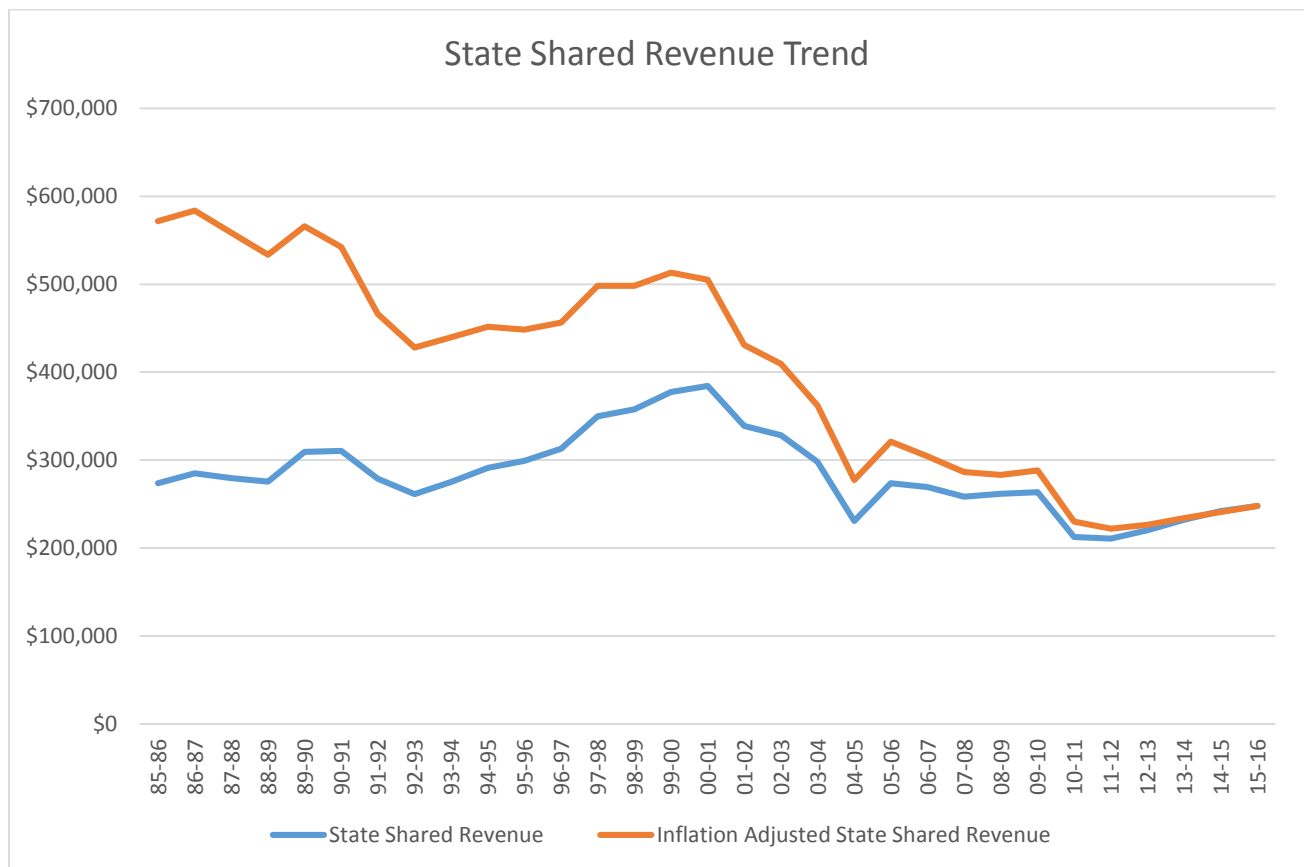
Figure 2. Percentage of General Fund Revenue by Source, 1985-2015



State Shared Revenue Trend. One of the main drivers impacting Pleasant Ridge’s general fund budget over the past 15 years has been the decline in state shared revenues. Figure 3 shows that on an inflation adjusted basis, shared revenues have declined from the equivalent of nearly \$600,000 per year in the late 1980s to just \$250,000 today. Shared revenues represented 23% of the City’s general fund revenues in 1985, while today they represent just 9%.

Much of the financial stress under which local units of government operate today is explainable by this figure. It is an unfortunate fact that local municipalities have had to tax themselves at higher rates to make up for losses in shared revenues coming from the State.

Figure 3. Pleasant Ridge Total Taxable Property Value, 1985-Present



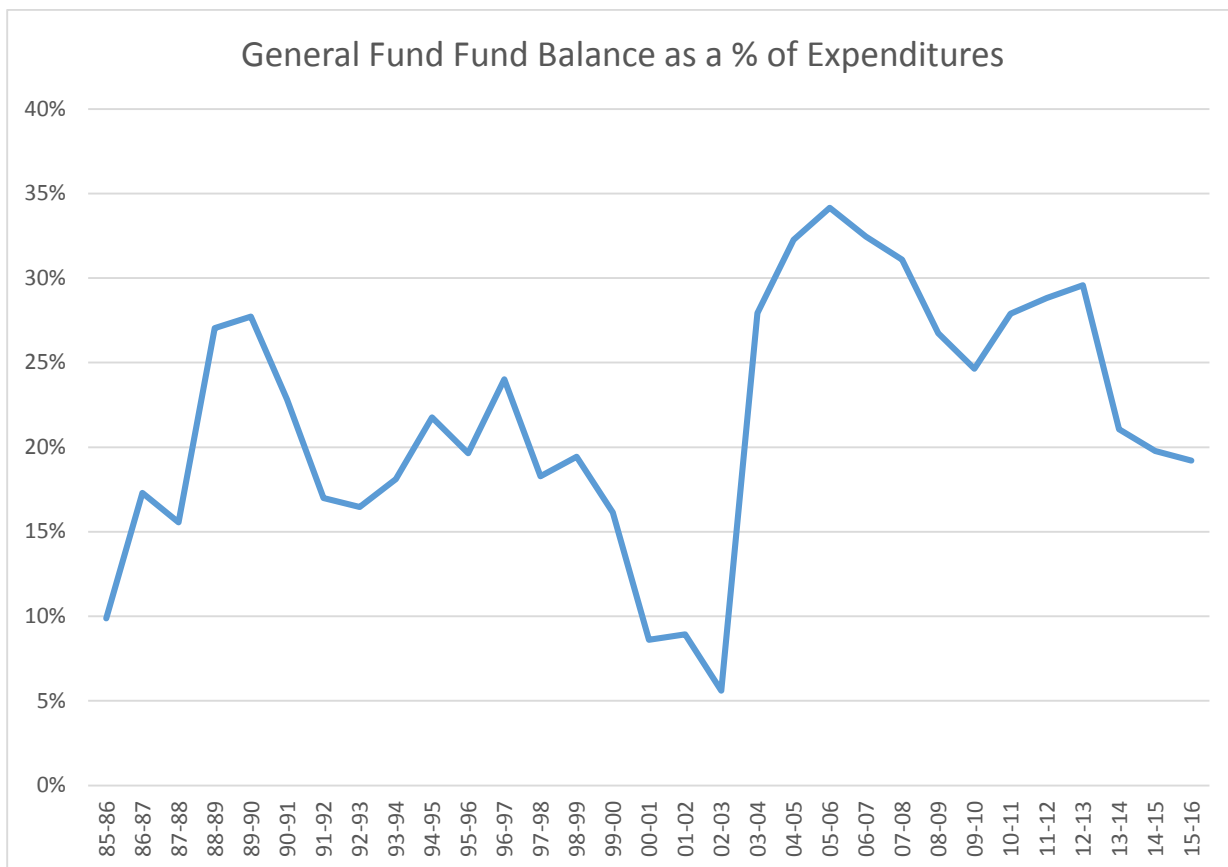
General Fund Fund Balance Trends. It is the stated policy goal of the City to maintain a general fund balance equal to 25-30% of general fund expenditures. The Government Finance Officers Association (GFOA) recommends that local governments maintain a minimum of two-months' worth of expenses, or 16.66%, in unrestricted fund balance. It is further recommended that a small unit of government like Pleasant Ridge maintain a higher fund balance due to the small size of our budget and the ability for relatively small unexpected expenses to dramatically impact our fund balance.

Figure 3 shows the long-term trend for Pleasant Ridge's fund balance as a percentage of general fund expenditures. The figure shows that the City has generally maintained a fund balance percentage of about 20%, with the exception of the mid-00s following the sale of the 24000 Woodward property when fund balances were around 30%. The recession and drop in revenues required fund balance draws to maintain services, and now the City again has a fund balance of about 20% of general fund expenditures.

The proposed 2015-16 budget proposes a modest increase in fund balance, however, the increase in general fund revenues due to the new voter-approved millages means that the fund balance *percentage* will actually slightly decrease in the coming year despite the total fund balance increase.

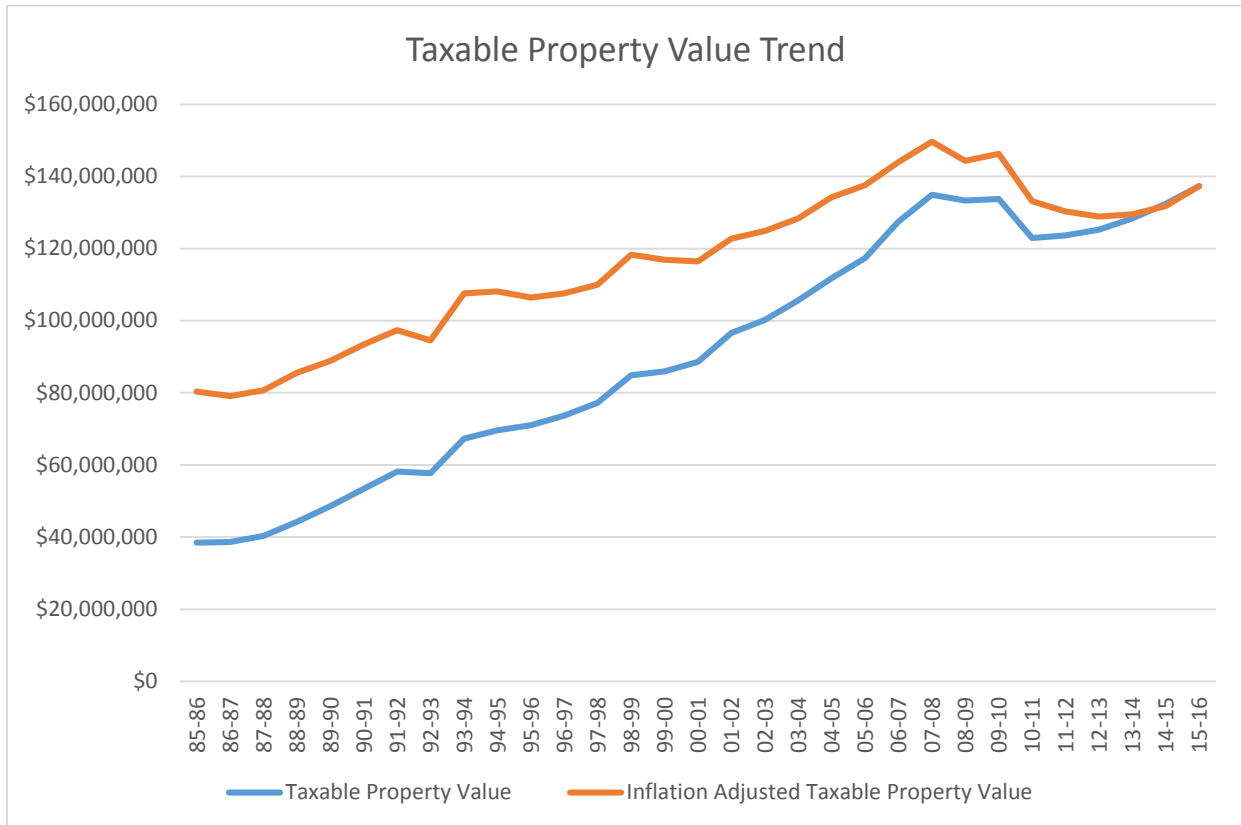
It is the City's plan in future years to continue to build fund balance towards the 25-30% range while also attending to the various deferred maintenance items that require attention throughout the City.

Figure 4. General Fund Fund Balance as a Percentage of Expenditures, 1985-Present



Property Value Trends. The following Figure 4 shows total (real + personal) taxable property value trends in the City of Pleasant Ridge. The inflation adjusted taxable property value has increased at a rate of about 1.8% per year. This small increase over the inflation rate is the result of certain development activities that are exempt from Headlee rollback, most notably new construction. The figure also shows the impact of the recent recession on taxable property values. On an inflation-adjusted basis, the City is just now approaching levels last seen in 2005.

Figure 5. Pleasant Ridge Total Taxable Property Value, 1985-Present



3. City Commission Goals and Objectives

Following are the City Commission's 2015-2016 goals and objectives. These goals and objectives form the basis for evaluating and prioritizing budgeting decisions.

Note that the order in which these goals are presented is not intended to convey importance.

a. **Goal: Maintain a Safe and Secure Community**

Objectives:

- (1) Preserve effective levels of police staffing and equipment to ensure high quality public safety service delivery.
- (2) Maintain or improve existing fire/EMS service delivery.
- (3) Review any strategies possible to improve police, fire/EMS, and dispatch service.
- (4) Implement traffic calming measures where necessary to ensure appropriate vehicle travel speeds.

b. **Goal: Ensure Good Stewardship of Municipal Infrastructure**

Objectives:

- (1) Continue the City's ongoing street reconstruction program.
- (2) Implement a continuing maintenance program for previously reconstructed streets and alleys to extend their useful life.
- (3) Implement continuing maintenance and monitoring program for previously rehabilitated combined sewers to extend their useful life.
- (4) Improve bike and pedestrian infrastructure (sidewalks) throughout the City.
- (5) Complete capital projects identified in the Capital Improvements Plan.

c. **Goal: Maintain Financial Sustainability**

Objectives:

- (1) Maintain a competitive property tax rate position relative to other cities in the region.
- (2) Achieve and maintain an unrestricted fund balance of 20-25% and a total fund balance of 25-30% of annual general fund expenses.
- (3) Maintain a capital outlay reserve of 75% to 100% of expenditures in the Water and Sewer Enterprise Fund.
- (4) Continue to explore other revenue sources. Aggressively identify and pursue grant opportunities.
- (5) Increase funding for the defined benefit pension to reduce the City's unfunded liability.
- (6) Maintain property values by preserving Pleasant Ridge's status as a first class community.

d. **Goal: Maintain Excellent Parks and Recreation Program**

Objectives:

- (1) Develop Gainsboro Park as a premier community park.
- (2) Complete necessary maintenance tasks at the community center, pool, and parks.
- (3) Achieve excellence in the offering and delivery of recreation services to residents of all ages.
- (4) Encourage active, healthy lifestyles for City residents.

e. **Goal: Preserve and Enhance Community & Neighborhood Character**

Objectives:

- (1) Improve City code enforcement efforts to effectively preserve the character of the City's neighborhoods.

- (2) Protect the City's established historic character from destruction or erosion by inappropriate additions or modifications to existing buildings, or inappropriate construction of new buildings.
- (3) Work to influence future changes and enhancements to Woodward Avenue to reflect Pleasant Ridge's preferred plan.
- (4) Ensure that planning, development, and infrastructure projects enhance Pleasant Ridge as a walkable, bikeable community.

f. **Goal: Foster Community Trust & Participation**

Objectives:

- (1) Use a variety of outlets, including the City's website, traditional media, social media, town hall meetings, and the Ridger to communicate and engage residents.
- (2) Ensure that all residents are informed about activities, initiatives, and events occurring in the City.
- (3) When more than one feasible choice exists for issues of major consequence, consult or collaborate with residents prior to making decisions.
- (4) Encourage, support, and recognize volunteers and community members who do good work in the community.
- (5) Conduct a statistically valid community survey at least bi-annually to measure City performance in delivering services and public sentiment on important issues facing the community.
- (6) Support resident-driven and managed initiatives.

g. **Goal: Strive for Excellence in Governance**

Objectives:

- (1) Develop and maintain a first-rate workforce by supporting the continued training and professional development for City employees.
- (2) Continue to pursue excellence in customer service by exploring alternative methods for improving delivery of services.
- (3) Facilitate increased use of technology during City meetings.
- (4) Continue to look for new ways to partner with nearby communities or private partners to improve the delivery of City services.
- (5) Continually evaluate and adjust the City's goals and objectives, Master Plan, Recreation Master Plan, and Capital Improvements Plan to ensure that policy decisions are being made that further the long-term interest of the City.

h. **Goal: Protect the Environment**

Objectives:

- (1) Reduce the City's carbon footprint through energy conservation, efficiency, and renewable generation measures.
- (2) Invest in maintaining the City's tree canopy by maintaining existing trees and planting new trees to fill gaps.
- (3) Explore ways to incorporate green infrastructure to infiltrate stormwater in place and reduce the amount of runoff that enters the City's sewer system.
- (4) Convert all public streetlights to LED fixtures.

4. Budget Policies and Procedures

a. Role of the Budget

The budget provides the annual financial plan for the management of the City's affairs. The document compiles the financial data needed to support Pleasant Ridge's comprehensive decision making/policy development process. This Budget is based on the City Commission's Goals and Objectives, the Capital Improvements Plan, the City's financial policies, and City Manager and departmental review of operations.

b. Budget Strategy

The current financial plan is based upon Commission direction and current revenue constraints. These factors govern the stewardship of public funds and reflect the following principles:

- (1) Basic services will be maintained at least at current levels and will be funded adequately
- (2) Program costs will reflect the true picture of the cost of operations. Depreciation will not be included in program costs (except in the enterprise fund), and some City-wide expenses will be separated from program expenditures for ease of administration.
- (3) Program services will be provided in the most efficient method while meeting the needs of the public.
- (4) Necessary infrastructure improvements will be completed to meet needs.
- (5) Revenue will be estimated at realistic levels.
- (6) Reserves will be programmed at appropriate levels to protect the City from future uncertainties. It is the City's goal to maintain unappropriated general fund reserves of at least 25% of general fund expenditures.
- (7) The budget will comply with provisions of the State Constitution, City Charter, Municipal Code, and sound fiscal policy.

c. Balanced Operating Budget

A balanced budget is a basic budgetary constraint intended to ensure that the City does not spend beyond its means. The City must function within the limits of the financial resources available and under normal circumstances requires commitment to a balanced budget. The appropriated budget cannot exceed available resources, defined as revenues generated in the current period added to balances carried forward from prior years. Any deviation from a balanced operating budget requires disclosure when it occurs.

d. Impact of Capital Budget on the Operating Budget

As new policies and programs are approved, both the operating and capital budgets are impacted. For example, an increase in service levels approved as part of the operating budget would have long-term effects on the Capital Improvements Program. Conversely, a restrictive change to the use of long-term debt would slow capital programs.

Regardless of the difference between the operating and capital budgets, the two are interdependent. Budgetary policy states that all foreseeable operating costs related to capital projects be estimated and provided for as part of the review process associated with the Capital Improvements Program. In addition, departments are required to include costs associated with operating and maintaining capital projects that are requested for the upcoming year.

e. Budgeting Controls

- (1) Internal Controls. The annual adopted budget provides a basis of control over financial operations. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the approved budget. Activities of the General Fund and Special Revenue

Funds are included in the annual approved budget. The level of budgetary control (that is the level at which expenditures cannot exceed the appropriated amount) is established by function and category (Personnel Services, Supplies, Other Services and Charges, Capital Outlay and Debt Service) within each individual fund.

- (2) Independent Audit. State statutes and the City Charter require an annual audit of all accounts of the City by certified public accountants selected by the City Commission. Abraham and Gaffney has fulfilled this requirement. The auditor's report is included in the City's Comprehensive Annual Financial Report (CAFR) and is available to the public on the City's website and through the State of Michigan Department of Treasury local audit and finance division website.¹

¹ See: <https://treas-secure.state.mi.us/LAFDocSearch/> for CAFR files for units of local government from 2003 to present

5. Fund Structure

The accounts of the City are organized by funds and account groups, each of which is considered a separate accounting entity. Funds are established to segregate specific activities or objectives of a government in accordance with special regulations, restrictions, or limitations. The various funds are grouped into generic fund types in two broad categories as follows:

a. *Governmental Funds*

- (1) General Fund: The general fund contains the records of the ordinary activities of the City that are not accounted for in another fund. General fund activities are financed by revenue from general property taxes, state shared revenue and other sources.
- (2) Special Revenue Funds: Special revenue funds are used to account for the proceeds of earmarked special revenue from financing activities requiring separate accounting because of legal or regulatory provisions. Special revenue funds include Major Streets, Local Streets, Infrastructure, Solid Waste, Pool/Community Center Operations, Segregated Capital Asset Fund (SCAF), Library Services, and Parks Capital Improvement Fund.
- (3) Debt Service Funds: Debt service funds are used to account for the annual payment of principal and interest concerning certain long-term debt other than debt payable from the operations of an enterprise fund. The Pool/Community Center debt service fund is the City's only debt service fund.
- (4) Capital Projects Funds: Capital projects funds are used to account for the development of capital facilities other than those financed by the operations of the enterprise fund.

b. *Proprietary Funds*

- (1) Enterprise Fund: The water and sewer fund is used to account for the results of operations that provide a service to citizens financed by a user charge for the provision of that service.

6. Millage Rate Information

Millage Rate Information. The following Table 1 shows the breakdown of Pleasant Ridge millage rates from 2005 to present. The 2015-2016 millage rates include four voter-approved millages taking effect:

- A 20-year renewal of the infrastructure millage at 3 mills (an increase of .612 mills),
- A 2.9 mill general operating millage,
- A 10-year 0.75 mill parks improvement millage, and
- A 5-year 0.5 mill library services millage.

The voter-approved millages that take effect this budget year total 4.262 mills, however, due to Headlee rollbacks the actual increase in the total 2015-2016 City millage rate over the 2014-15 rate is 4.0438 mills.

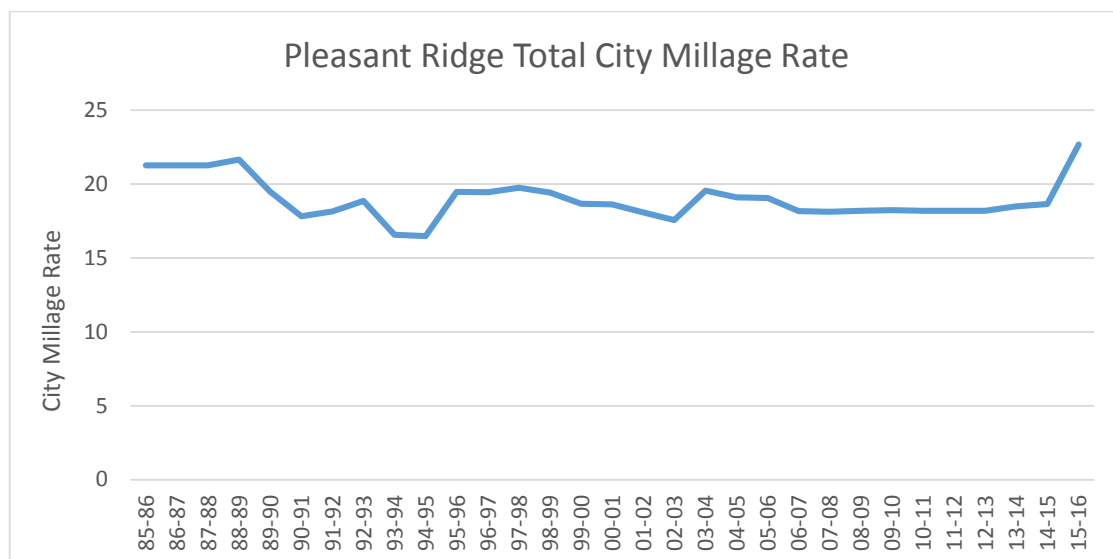
The 2015-2016 City millage rates also include a 0.1084 reduction in the library millage levy and a 0.162 reduction in the debt repayment millage levy. These reductions total 0.2704 mills compared to last year, and are being reallocated to a community promotion millage authorized by PA 359 of 1925 (MCL 123.881) to allow the City to allocate operating revenues more effectively.

Table 1. Pleasant Ridge Property Tax Millage Components, 2005-Present

	05-06	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16
General Operating - Charter	11.7853	11.5519	11.4248	11.4248	11.4248	11.4248	11.4248	11.4248	11.4248	11.3094	11.1364
General Operating (2015)											2.9000
Infrastructure (2015)	2.4886	2.4393	2.4124	2.4124	2.4124	2.4124	2.4124	2.4124	2.4124	2.3880	3.0000
Community Promotion											0.2704
Parks Improvement (2015)											0.7500
Rubbish	1.7675	1.7325	1.7134	1.7134	1.7134	1.7134	1.7134	1.7134	1.7134	1.6960	1.6701
Pool Operations	1.3124	1.2864	1.2722	1.2722	1.2722	1.2722	1.2722	1.2722	1.2722	1.2593	1.2400
Library	0.4811	0.3439	0.3200	0.3700	0.4100	0.3700	0.3700	0.3700	0.3700	0.4949	0.3865
Debt	1.2276	0.8285	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.3000	1.5000	1.3380
Total Millage	19.0625	18.1825	18.1428	18.1928	18.2328	18.1928	18.1928	18.1928	18.4928	18.6476	22.6914

The following Figure 5 shows the long term total Pleasant Ridge city millage rate trend from 1985 to present.

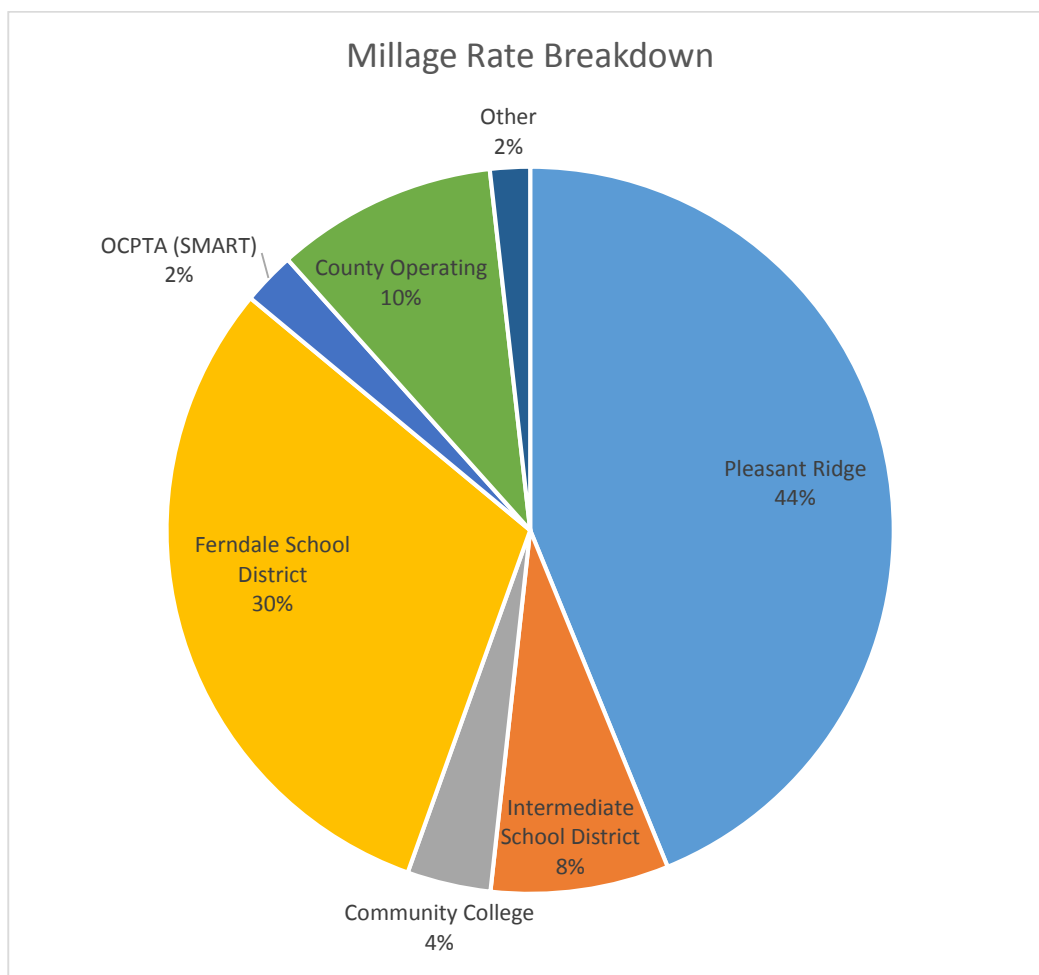
Figure 6. Total City Millage Rate (Homestead), 1985-Present



Total Homestead Millage Rate Breakdown. The total homestead property tax rate for a property owner in Pleasant Ridge in 2014-2015 is 42.5471 mills. Of every tax dollar paid by residents, 44% goes to the City, 31% goes to the public school district, and the remaining 25% goes to the County and other regional entities including SMART, the intermediate school district, community colleges, county parks, MetroParks, the Zoo, and the Detroit Institute of Arts.

The following Figure 6 shows the breakdown of how each tax dollar paid by residents is allocated to taxing entities. Note that the “other” category includes property taxes levied by Oakland County Parks (0.2415 mills), the Detroit Zoo (0.1000 mills), the Art Institute Authority (0.2000 mills), and the Huron Clinton Metro Parks (0.2146 mills).

Figure 7. Total Pleasant Ridge Homestead Millage Rate Breakdown



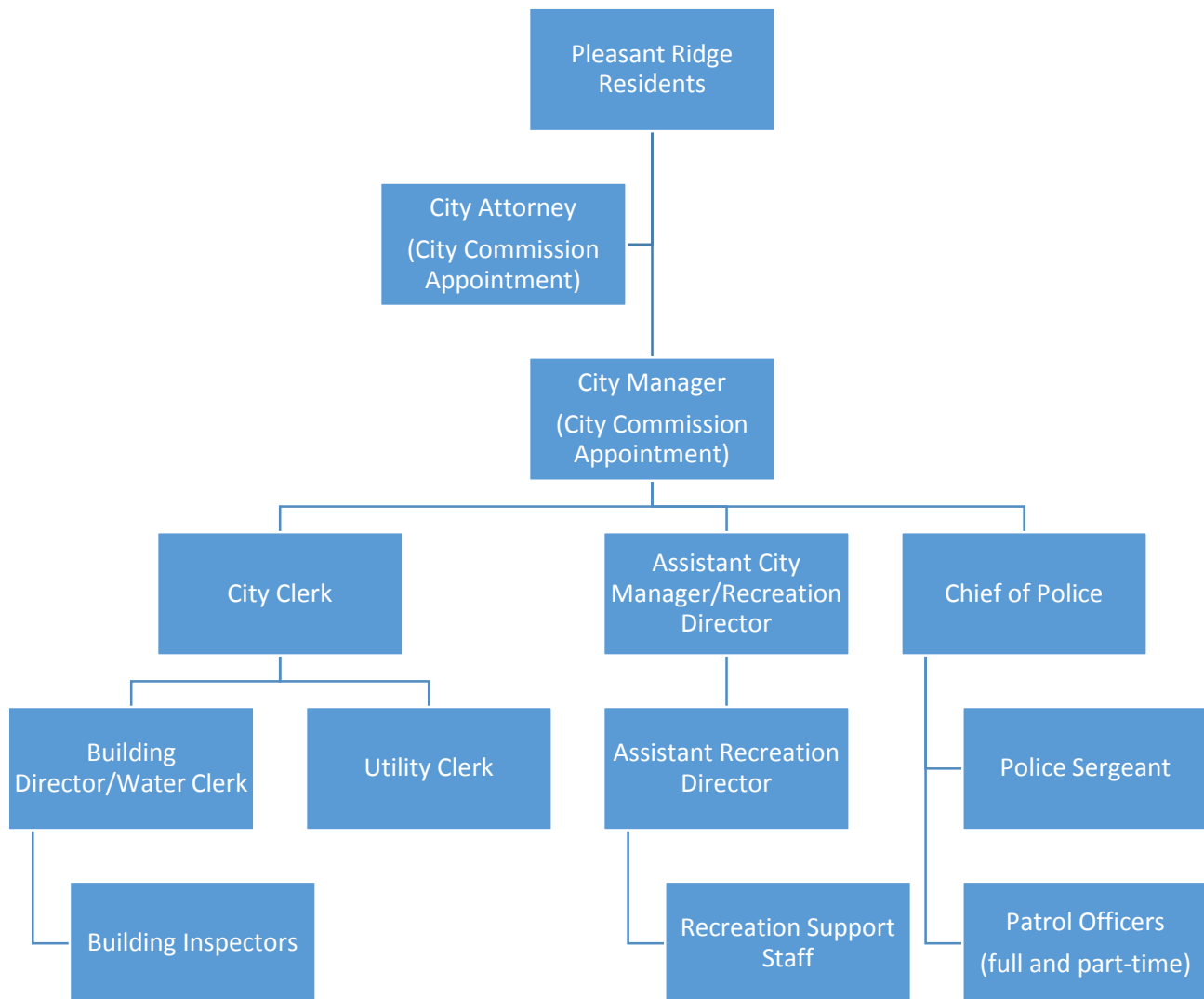
7. Personnel

The City of Pleasant Ridge is a service-oriented organization with a large percentage of expenditures associated with staff salaries and related costs. In addition to part-time and full-time non-union employees, there is one bargaining unit - the Pleasant Ridge Police Officers Association, represented by the Fraternal Order of Police Labor Council.

The City outsources its Fire/EMS, Public Works, Treasury, Assessing, Police and Fire Dispatch, and City Attorney positions.

Full-time equivalent staff (one FTE = 2,080 hours) is projected to remain consistent from FY2014-2015 to FY2015-2016. Any reductions in staffing levels would impair the ability of the City to provide the level of service expected by its residents.

Position	Status	FY13-14	FY14-15	FY15-16
City Hall				
City Manager	Full-Time	1.00	1.00	1.00
City Clerk	Full-Time	1.00	1.00	1.00
City Treasurer	Part-Time	0.0	0.0	0.0
Utility/Building Clerk	Full-Time	1.00	1.00	1.00
Solid Waste Clerk	Part-Time	1.00	0.33	0.33
Cable TV Technician	Part-Time	0.14	0.00	0.00
City Hall Total		4.14	3.33	3.33
Police Department				
Chief	Full-Time	1.00	1.00	1.00
Sergeant	Full-Time	1.00	1.00	1.00
Patrol Officer	Full-Time	4.00	4.00	4.00
Patrol Officer (2)	Part-Time	0.48	0.48	0.48
Crossing Guard	Part-Time	0.33	0.33	0.33
Police Total		6.81	6.81	6.81
Recreation Department				
Director	Full-Time	1.00	1.00	1.00
Recreation Assistant	Full-Time	1.00	1.00	1.00
Building Supervisor	Part-Time	1.31	1.00	1.00
Playground Supervisor	Seasonal	0.44	0.44	0.44
Life Guard (senior)	Seasonal	0.44	0.44	0.44
Life Guard	Seasonal	1.75	1.75	1.75
Pool Instructors	Seasonal	0.10	0.10	0.10
Recreation Total		6.04	5.73	5.73
Full Time Positions		12.00	11.00	11.00
Part Time Positions (FTE)		4.99	4.87	4.87
All Departments		16.99	15.87	15.87

Organization Chart

Not shown in the organization chart are the Charter established positions of City Treasurer, City Assessor, and Public Works Director. These positions are outsourced by the City to Plante Moran (City Treasurer), Oakland County Equalization (City Assessor), and Brilar (Public Works).

C. General Fund

1. Summary

The General Fund functions as the City's operating fund and accounts for taxes and other general revenues and expenditures that are not restricted for other specific purposes. The City strives to maintain an undesignated fund balance of 25-30% of General Fund expenditures to maintain cash flow, solvency, and to set aside for unforeseen emergencies or cash shortfalls caused by revenue declines or delays.

REVENUES

SOURCE	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
Taxes and special assessments	\$ 1,510,071	\$ 1,532,587	\$ 1,449,821	\$ 1,532,983	\$ 1,997,350
Licenses and Permits	69,560	54,670	49,729	58,370	87,690
Federal and State Grants	5,569	10,000	7,400	7,400	6,000
State Shared Revenue	235,957	242,000	124,643	242,000	248,000
Charges for Services	445,529	421,350	310,785	420,850	190,580
Fines and Forfeits	39,071	41,500	32,474	43,094	40,000
Interest and Rents	14,782	11,000	4,752	11,000	10,500
Other revenue	121,381	110,970	64,002	96,605	99,800
Transfers-In	0	35,000	0	35,000	0
REVENUE TOTAL	\$ 2,441,920	\$ 2,459,077	\$ 2,043,606	\$ 2,447,302	\$ 2,679,920

EXPENDITURES

SOURCE	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
Mayor and Commission	\$ 33,028	\$ 28,050	\$ 6,118	\$ 7,570	\$ 27,550
City Manager	129,668	135,250	87,205	124,853	127,801
Elections	4,903	15,360	7,491	11,361	11,363
City Attorney	44,663	46,750	30,022	46,750	56,750
City Clerk	107,903	106,270	77,389	113,889	109,614
Information Technology	15,040	6,000	3,204	6,000	76,870
General Government	187,532	162,350	122,712	161,180	135,350
Cable TV	1,478	5,200	2,457	4,708	5,750
City Treasurer	92,116	95,850	64,425	91,294	88,800
Assessment	20,949	22,370	2,054	21,600	21,600
Police Services	841,777	806,765	526,733	791,272	781,985
Fire/Rescue	250,000	254,000	190,500	254,000	256,600
Building Department	24,658	33,950	25,256	35,309	63,555
Planning Commission	72,347	15,500	9,968	15,500	0
Public Works	150,179	138,300	69,309	144,353	188,000
Street Lighting	45,993	45,000	32,414	44,636	35,400
Recreation	400,871	354,650	247,737	358,922	418,879
Retirement Services	168,237	178,000	188,127	230,300	237,600
Transfers Out	709	0	0	0	11,000
EXPENDITURES TOTAL	\$ 2,592,051	\$ 2,449,615	\$ 1,693,121	\$ 2,463,497	\$ 2,654,467
Revenue over (under) expenditures	\$ (150,131)	\$ 9,462		\$ (16,195)	\$ 25,453
Fund Balance, beginning of the year	\$ 650,230	\$ 500,104		\$ 500,104	\$ 483,909
Fund Balance, end of the year	\$ 500,099	\$ 509,566		\$ 483,909	\$ 509,362
General Fund Balance %	19.29%	20.80%		19.64%	19.19%

C. General Fund

2. Revenues

2. Revenues

The General Fund revenues provide funding for City services that have a city-wide benefit. General Fund revenues are categorized as taxes and special assessments, community development permit fees and charges, intergovernmental transfers (state revenue sharing), and other revenues.

Total revenue is projected to increase \$196,618 in Fiscal Year 2015-2016 over the budgeted Fiscal Year 2014-2015 revenue. This increase is due primarily to increases in tax revenue due to property value increases, new voter-approved property tax millages, and building permits fee increases for the first time since 1997.

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
GENERAL FUND REVENUE DETAIL						
Taxes and Special Assessments						
101-000-401.000	Property Taxes - Operating	\$ 1,436,832	\$ 1,460,587	\$ 1,387,364	\$ 1,457,264	\$ 1,888,350
101-000-401.500	Property Taxes - Community Promo	-	-	-	-	36,000
101-000-401.001	Chargebacks from the County	-	(500)	-	-	-
101-000-402.000	Real Property Taxes	(41)	-	-	-	-
101-000-410.500	Delinquent Tax Collection	2,912	500	(181)	(181)	-
101-000-445.000	Interest on Taxes	13,764	17,000	7,251	18,900	15,000
101-000-447.000	Property Tax Admin Fee	56,604	55,000	55,387	57,000	58,000
	<i>Total taxes and special assessments</i>	<i>\$ 1,510,071</i>	<i>\$ 1,532,587</i>	<i>\$ 1,449,821</i>	<i>\$ 1,532,983</i>	<i>\$ 1,997,350</i>
Licenses and Permits						
101-000-476.000	Landlord Licenses	\$ 5,800	\$ 1,400	\$ 1,100	\$ 1,100	\$ 5,800
101-000-477.000	Electrical Permits	6,570	6,500	5,375	6,500	9,240
101-000-478.000	Building Permits	41,925	36,500	37,080	40,000	58,800
101-000-479.000	Plmb/Htg/Refrig Permits	8,795	9,000	8,425	9,500	12,600
101-000-480.000	Liquor License Fee Revenue	770	770	756	770	750
101-000-485.000	Dog Licenses	5,700	500	(3,007)	500	500
	<i>Total licenses and permits</i>	<i>\$ 69,560</i>	<i>\$ 54,670</i>	<i>\$ 49,729</i>	<i>\$ 58,370</i>	<i>\$ 87,690</i>
Federal and State Grants						
101-000-530.000	C.D.B.G.	\$ 5,569	\$ 5,000	\$ 7,400	\$ 7,400	\$ 5,000
101-000-540.001	SMART Revenue	-	5,000	-	-	-
101-000-544.000	302 Training Funds	-	-	-	-	1,000
	<i>Total federal and state grants</i>	<i>\$ 5,569</i>	<i>\$ 10,000</i>	<i>\$ 7,400</i>	<i>\$ 7,400</i>	<i>\$ 6,000</i>
State Shared Revenue						
101-000-576.500	Sales Taxes - Statutory	\$ 44,862	\$ 46,000	\$ 23,115	\$ 46,000	\$ 46,000
101-000-576.750	Sales Taxes - Constitutional	191,095	196,000	101,528	196,000	202,000
	<i>Total state shared revenue</i>	<i>\$ 235,957</i>	<i>\$ 242,000</i>	<i>\$ 124,643</i>	<i>\$ 242,000</i>	<i>\$ 248,000</i>
Charges for Services						
101-000-607.000	NSF Fees	\$ 700	\$ 650	\$ 150	\$ 150	\$ 500
101-000-608.000	Registration Fees	3,030	3,100	2,595	3,100	3,100
101-000-609.000	Administrative Fees	9,425	7,500	6,755	7,500	7,000
101-000-627.000	Administrative Charges	376,900	377,200	282,674	377,200	100,680
101-000-627.100	Charges for Services - staff	-	-	-	-	11,500
101-000-627.200	Charges for Services - IT	-	-	-	-	28,600
101-000-635.000	Copying Charges	1,212	900	856	900	1,200

101-000-641.200	Spraying Reimbursement	331	-	-	-	-
101-000-642.000	Sales	3	-	-	-	-
101-000-651.000	Use & Admission Fees	2,520	2,000	899	2,000	2,000
101-000-651.208	Admission - dog park	-	-	-	-	6,000
101-000-653.000	Registration Program Fees	51,408	30,000	16,856	30,000	30,000
<i>Total charges for services:</i>		<i>\$ 445,529</i>	<i>\$ 421,350</i>	<i>\$ 310,785</i>	<i>\$ 420,850</i>	<i>\$ 190,580</i>
Fines and Forfeits						
101-000-656.000	Parking Fines	\$ 2,350	\$ 1,500	\$ 3,094	\$ 3,094	\$ 3,000
101-000-657.000	District Court Fines	36,721	40,000	29,380	40,000	37,000
<i>Total fines and forfeits:</i>		<i>\$ 39,071</i>	<i>\$ 41,500</i>	<i>\$ 32,474</i>	<i>\$ 43,094</i>	<i>\$ 40,000</i>
Interest and Rents						
101-000-665.000	Interest Income	\$ 10,277	\$ 6,000	\$ 2,147	\$ 6,000	\$ 6,000
101-000-667.000	4 Ridge Rental	4,505	5,000	2,605	5,000	4,500
<i>Total interest and rents:</i>		<i>\$ 14,782</i>	<i>\$ 11,000</i>	<i>\$ 4,752</i>	<i>\$ 11,000</i>	<i>\$ 10,500</i>
Other Revenue						
101-000-670.000	Cable Franchise Fee	\$ 62,054	\$ 55,000	\$ 35,246	\$ 55,000	\$ 65,000
101-000-671.000	Miscellaneous Other Revenues	20,935	16,100	1,958	5,000	5,000
101-000-674.000	Zoning Board of Appeal Fees	300	370	-	-	300
101-000-675.000	Contributions & Donations	800	10,000	5,000	5,000	5,000
101-000-677.000	COBRA/Insurance Reimb.	-	-	-	-	-
101-000-679.000	Refunds & Rebates	35,479	23,000	13,605	23,000	23,000
101-000-679.300	R&R-Public Safety	294	-	2,105	2,105	-
101-000-696.000	Bond & Insurance Recoveries	1,519	6,500	6,088	6,500	1,500
<i>Total other revenue:</i>		<i>\$ 121,381</i>	<i>\$ 110,970</i>	<i>\$ 64,002</i>	<i>\$ 96,605</i>	<i>\$ 99,800</i>
Transfers-In						
101-000-699.259	Transfers In - Segregated Cap	\$ -	\$ 35,000	\$ -	\$ 35,000	\$ -
101-000-699.266	Transfers In - Drug Forfeiture	-	-	-	-	-
<i>Total transfers-in:</i>		<i>\$ -</i>	<i>\$ 35,000</i>	<i>\$ -</i>	<i>\$ 35,000</i>	<i>\$ -</i>
TOTAL REVENUES		\$ 2,441,920	\$ 2,459,077	\$ 2,043,606	\$ 2,447,302	\$ 2,679,920

District Court Fines Revenue Note:

The 45th District Court serves four political subdivisions: The cities of Oak Park, Huntington Woods, and Pleasant Ridge, and Royal Oak Township. As such, the 45th is a "district of the third class," comprised of one or more political subdivisions within a county, where each political subdivision is responsible for maintaining, financing, and operating the district court within its subdivision (MCL 600.8103(3)). Per the applicable statutes, a political subdivision in a district of the third class has three options:

- (1) Hold court in their own political subdivision, be responsible for their applicable court expenses and keep their fines and costs. (MCL 600.8103, 600.8104, and 600.8379). The 43rd District Court comprised of Ferndale, Hazel Park, and Madison Heights follows this arrangement.
- (2) Agree that the court be located in one political subdivision and follow the statutory distribution of fines and costs with one-third of ticket revenue going to the political subdivision in which the action commenced and two-thirds of ticket revenue going to the political subdivision in which the court sits. The 46th District Court comprised of Southfield, Beverly Hills, Bingham Farms, Franklin, and Lathrup Village follows this arrangement with Southfield serving as the district control unit and where the court sits.

- (3) Agree that the court be located in one political subdivision and agree to a different distribution of revenues (i.e. something different than the statutory 1/3 – 2/3 split). The 47th District Court comprised of Farmington Hills and Farmington follows this arrangement having come to a mutual agreement.

The political subdivisions of the 45th District Court agreed long ago that the Court would be located in Oak Park, and the 1/3-2/3 statutory distribution of fines and costs would be used. Under this arrangement Oak Park is the district control/funding unit and is responsible for all costs to operate the court but also retains any revenues in excess of court expenditures. Huntington Woods, Pleasant Ridge, and Royal Oak Township agreed to not have the court sit in their own political subdivisions, to give up their control over court expenditures, and to follow the statutory default 1/3-2/3 distribution of fines and costs.

Pleasant Ridge has funded the operations of the 45th District Court since its creation by contributing two-thirds of fines and costs associated with tickets that we write to Oak Park as the district control/funding unit. The proposed Pleasant Ridge fiscal year 2015-2016 budget continues to fund the court in this manner. The budgeted revenue line of \$37,000 represents Pleasant Ridge's one-third share of our fines and costs, with the remaining two-thirds of fines and costs associated with tickets originated in Pleasant Ridge going to Oak Park for court funding purposes.

3. Expenditures

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
Department 101 - Mayor and Commission						
101-101-715.000	Worker's Compensation	\$ 41	\$ 50	\$ 42	\$ 50	\$ 50
101-101-955.000	Miscellaneous Expenses	28,071	22,000	3,506	4,000	20,000
101-101-956.000	Meetings,Conferences,Workshops	150	500	520	520	2,000
101-101-958.000	Memberships & Dues	4,766	5,500	2,050	3,000	5,500
<i>Totals for Department 101 - Mayor and Commission</i>		<i>\$ 33,028</i>	<i>\$ 28,050</i>	<i>\$ 6,118</i>	<i>\$ 7,570</i>	<i>\$ 27,550</i>
Department 172 - City Manager						
101-172-702.000	Administration Wages	\$ 42,942	\$ 85,000	\$ 56,077	\$ 85,000	\$ 88,000
101-172-702.250	Comp Time Payoff & Shut Down	52,392	-	1,088	-	-
101-172-711.000	Social Security & Medicare	5,844	6,200	4,842	6,200	7,154
101-172-712.000	Hospitalization/Dental/Vision	10,447	20,000	6,539	8,200	4,800
101-172-712.001	Employee Cont - Medical Insurance	(357)	(2,000)	(416)	(416)	-
101-172-713.000	Life Insurance	155	200	1,019	1,100	1,042
101-172-714.000	Retirement	9,125	14,000	9,747	14,000	16,000
101-172-715.000	Worker's Compensation	50	50	52	52	55
101-172-716.000	Unemployment Compensation	32	750	17	17	500
101-172-720.000	Tuition,Training,Education	-	-	1,500	1,500	750
101-172-727.000	Office Supplies	2,235	1,500	470	500	-
101-172-728.000	Postage	166	200	50	100	-
101-172-731.000	Operating Supplies	62	1,500	284	500	-
101-172-790.000	Books & Periodicals	-	100	-	100	500
101-172-862.000	Automobile Allowance	6,250	6,000	4,500	6,000	6,000
101-172-956.000	Meetings,Conferences,Workshops	-	250	490	500	1,500
101-172-958.000	Memberships & Dues	325	1,500	946	1,500	1,500
<i>Totals for Department 172 - City Manager</i>		<i>\$ 129,668</i>	<i>\$ 135,250</i>	<i>\$ 87,205</i>	<i>\$ 124,853</i>	<i>\$ 127,801</i>
Department 191 - Elections						
101-191-704.000	Part-Time Salaries	\$ 1,668	\$ 4,600	\$ 4,227	\$ 4,600	\$ 4,600
101-191-711.000	Social Security & Medicare	-	350	-	350	352
101-191-715.000	Worker's Compensation	11	10	11	11	11
101-191-727.000	Office Supplies	480	-	-	-	-
101-191-728.000	Postage	78	400	255	400	400
101-191-731.000	Operating Supplies	2,221	4,000	2,368	4,000	4,000
101-191-809.000	Contractual Services	445	2,000	630	2,000	2,000
101-191-900.000	Printing & Publishing	-	4,000	-	-	-
<i>Totals for Department 191 - Elections</i>		<i>\$ 4,903</i>	<i>\$ 15,360</i>	<i>\$ 7,491</i>	<i>\$ 11,361</i>	<i>\$ 11,363</i>
Department 210 - City Attorney						
101-210-815.000	City Attorney Services	\$ 39,547	\$ 40,000	\$ 27,084	\$ 40,000	\$ 50,000
101-210-815.250	Court Prosecutions	5,116	6,750	2,938	6,750	6,750
101-210-815.500	Labor Relations Attorney	-	-	-	-	-
<i>Totals for Department 210 - City Attorney</i>		<i>\$ 44,663</i>	<i>\$ 46,750</i>	<i>\$ 30,022</i>	<i>\$ 46,750</i>	<i>\$ 56,750</i>
Department 215 - City Clerk						
101-215-702.000	Administration Wages	\$ 67,200	\$ 65,000	\$ 42,284	\$ 65,000	\$ 66,250
101-215-711.000	Social Security & Medicare	5,046	5,000	3,292	5,000	5,267
101-215-712.000	Hospitalization/Dental/Vision	22,404	20,000	22,324	28,000	25,152
101-215-712.001	Employee Cont - Medical Insurance	(1,239)	(2,000)	(1,841)	(2,760)	(2,515)
101-215-713.000	Life Insurance	186	200	140	200	195

C. General Fund

3. Expenditures

101-215-714.000	Retirement	13,340	13,200	7,091	13,200	13,340
101-215-715.000	Worker's Compensation	117	120	121	121	125
101-215-716.000	Unemployment Compensation	21	500	12	12	100
101-215-727.000	Office Supplies	50	1,000	-	-	-
101-215-728.000	Postage	90	500	33	33	-
101-215-731.000	Operating Supplies	-	600	675	675	-
101-215-790.000	Books & Periodicals	-	50	-	-	-
101-215-861.000	Mileage Allowance	-	150	-	150	150
101-215-903.000	Printing Legal Ads	365	400	-	400	-
101-215-955.000	Miscellaneous Expenses	-	100	-	100	100
101-215-956.000	Meetings,Conferences,Workshops	30	1,000	195	500	1,000
101-215-958.000	Memberships & Dues	293	450	255	450	450
101-215-970.000	Capital Outlay	-	-	2,808	2,808	-
<i>Totals for Department 215 - City Clerk</i>		<i>\$ 107,903</i>	<i>\$ 106,270</i>	<i>\$ 77,389</i>	<i>\$ 113,889</i>	<i>\$ 109,614</i>
Department 228 - Information Technology						
101-228-809.000	Contractual Services	\$ 4,656	\$ 6,000	\$ 3,204	\$ 6,000	\$ 12,000
101-228-809.900	Other Contractual Srv - Computers	-	-	-	-	-
101-228-851.000	Communications	-	-	-	-	42,600
101-228-928.000	Software maintenance	-	-	-	-	3,420
101-228-970.000	Capital Outlay	10,384	-	-	-	12,750
101-228-983.000	Leased Assets	-	-	-	-	6,100
<i>Totals for Department 228 - Information Technology</i>		<i>\$ 15,040</i>	<i>\$ 6,000</i>	<i>\$ 3,204</i>	<i>\$ 6,000</i>	<i>\$ 76,870</i>
Department 248 - General Government						
101-248-711.000	Social Security & Medicare	\$ 3	\$ -	\$ -	\$ -	\$ -
101-248-715.000	Worker's Compensation	-	-	-	-	-
101-248-727.000	Office Supplies	16,886	13,000	9,422	13,000	16,000
101-248-728.000	Postage	1,450	2,500	2,536	2,536	4,450
101-248-731.000	Operating Supplies	8,905	5,000	1,833	3,000	8,100
101-248-734.000	Building Maintenance Supplies	871	200	-	200	200
101-248-803.000	Janitorial Contract	2,338	3,000	1,753	2,400	3,000
101-248-809.000	Contractual Services	17,178	8,500	9,450	9,450	8,500
101-248-809.002	Payroll Administration	8,070	8,500	6,395	8,100	8,500
101-248-809.600	Contract Svcs - Flag	275	750	-	300	300
101-248-851.000	Communications	32,556	30,000	8,447	30,000	-
101-248-880.000	Community Promotion	272	3,300	3,291	3,300	3,300
101-248-900.000	Printing & Publishing	10,248	8,000	8,610	9,000	10,500
101-248-910.000	Insurance & Bonds	38,998	48,500	48,506	48,506	48,500
101-248-920.000	Public Utilities	27,005	22,000	13,934	22,000	18,000
101-248-929.000	Maintenance & Repair-Equipment	254	1,000	170	200	-
101-248-931.000	Maintenance & Repair-Buildings	4,673	3,500	4,150	4,500	5,500
101-248-955.000	Miscellaneous Expenses	498	1,000	27	500	500
101-248-970.000	Capital Outlay	10,920	-	-	-	-
101-248-983.000	Leased Assets	6,132	3,600	4,188	4,188	-
<i>Totals for Department 248 - General Government</i>		<i>\$ 187,532</i>	<i>\$ 162,350</i>	<i>\$ 122,712</i>	<i>\$ 161,180</i>	<i>\$ 135,350</i>
Department 249 - Cable TV						
101-249-704.000	Part-Time Salaries	\$ 33	\$ -	\$ -	\$ -	\$ -
101-249-711.000	Social Security & Medicare	-	-	-	-	-
101-249-715.000	Worker's Compensation	7	-	8	8	-
101-249-716.000	Unemployment Compensation	-	-	-	-	-
101-249-731.000	Operating Supplies	1,438	1,000	1,449	1,500	1,500
101-249-809.000	Contractual Services	-	3,000	1,000	2,000	3,000
101-249-958.000	Memberships & Dues	-	1,200	-	1,200	1,250

<i>Totals for Department 249 - Cable TV</i>		\$ 1,478	\$ 5,200	\$ 2,457	\$ 4,708	\$ 5,750
Department 253 - City Treasurer						
101-253-715.000	Worker's Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
101-253-727.000	Office Supplies	-	-	-	-	-
101-253-728.000	Postage	483	600	358	358	-
101-253-731.000	Operating Supplies	-	100	-	100	-
101-253-790.000	Books & Periodicals	309	500	-	-	500
101-253-801.000	Audit Contract	16,772	18,000	17,500	17,500	18,000
101-253-809.001	Accounting Services	65,056	65,550	41,672	65,000	65,000
101-253-890.000	Service Charges	3,612	5,000	2,639	5,000	5,000
101-253-900.000	Printing & Publishing	2,895	2,900	-	500	-
101-253-905.000	Printing Checks	-	500	-	-	-
101-253-928.000	Software Maintenance	2,063	2,000	2,192	2,192	-
101-253-954.000	Overage/Shortage	-	50	-	50	50
101-253-955.000	Miscellaneous Expenses	13	50	(6)	(6)	-
101-253-960.100	Credit Card Service Charge	913	600	70	600	250
<i>Totals for Department 253 - City Treasurer</i>		\$ 92,116	\$ 95,850	\$ 64,425	\$ 91,294	\$ 88,800
Department 254 - Assessment						
101-254-702.000	Administration Wages	\$ 314	\$ 500	\$ 120	\$ 500	\$ 500
101-254-711.000	Social Security & Medicare	9	50	9	50	50
101-254-728.000	Postage	-	550	-	-	-
101-254-804.000	County Assessor Fees	18,730	19,000	-	19,000	19,000
101-254-901.000	Printing Tax Bills	1,876	2,000	1,925	2,000	2,000
101-254-955.000	Miscellaneous Expenses	-	200	-	-	-
101-254-956.000	Meetings,Conferences,Workshops	20	70	-	50	50
<i>Totals for Department 254 - Assessment</i>		\$ 20,949	\$ 22,370	\$ 2,054	\$ 21,600	\$ 21,600
Department 301 - Police Services						
101-301-702.000	Administration Wages	\$ 109,949	\$ 72,000	\$ 33,034	\$ 72,000	\$ 73,450
101-301-702.250	Comp Time Payoff & Shut Down	-	-	-	-	-
101-301-703.000	Overtime	13,734	15,000	11,702	15,000	15,000
101-301-704.000	Part-Time Salaries	46,137	30,000	34,514	45,500	30,000
101-301-705.000	Regular Wages-Full time	282,717	303,000	182,788	260,000	289,000
101-301-708.000	Crossing Guard Wages	3,345	3,620	2,180	3,620	3,620
101-301-711.000	Social Security & Medicare	14,411	11,000	12,103	16,300	10,171
101-301-712.000	Hospitalization/Dental/Vision	138,793	135,000	85,062	135,000	125,760
101-301-712.001	Employee Cont - Medical Insurance	(10,449)	(13,500)	(6,648)	(13,500)	(12,576)
101-301-713.000	Life Insurance	1,070	1,200	713	1,200	1,150
101-301-714.000	Retirement	116,293	110,000	67,133	110,000	114,005
101-301-714.001	Employee Cont - Retirement	(7,416)	(7,500)	(5,986)	(7,500)	(9,745)
101-301-715.000	Worker's Compensation	5,539	6,000	5,755	6,000	6,000
101-301-716.000	Unemployment Compensation	117	2,500	64	100	200
101-301-717.000	Longevity	2,693	2,600	1,764	2,600	-
101-301-718.000	Uniform Allowance	2,588	5,375	1,778	3,500	3,450
101-301-718.100	Uniform Cleaning Allowance	2,533	3,275	2,375	2,900	2,850
101-301-720.000	Tuition,Training,Education	8,260	7,000	65	2,000	7,000
101-301-720.500	302 Training Funds	-	7,000	-	7,000	1,000
101-301-727.000	Office Supplies	2,195	2,000	308	1,500	2,000
101-301-728.000	Postage	88	250	137	250	250
101-301-731.000	Operating Supplies	14,035	12,000	9,118	12,000	14,000
101-301-751.000	Gas & Oil	20,496	20,000	12,120	17,000	20,000
101-301-803.000	Janitorial Contract	3,506	3,500	2,630	3,500	3,500
101-301-807.000	Animal Disposal Contract	-	200	-	-	-

C. General Fund

3. Expenditures

101-301-809.000	Contractual Services	765	1,000	555	1,000	1,000
101-301-809.200	CLEMIS/LEIN Services	7,171	8,500	5,808	8,500	8,500
101-301-809.911	Dispatch Contract	40,345	40,195	27,022	40,200	40,200
101-301-827.200	Charges for services - IT	3,641	4,500	1,526	4,500	4,500
101-301-852.000	Radio Maintenance	-	1,000	-	-	-
101-301-929.000	Maintenance & Repair-Equipment	1,121	1,500	460	1,500	1,500
101-301-930.000	Maintenance & Repair-Vehicles	8,689	9,500	14,574	14,574	16,000
101-301-955.000	Miscellaneous Expenses	62	500	325	500	500
101-301-956.000	Meetings,Conferences,Workshops	1,081	500	81	500	1,000
101-301-958.000	Memberships & Dues	569	500	145	500	500
101-301-970.000	Capital Outlay	6,619	6,650	22,643	22,643	7,500
101-301-995.100	INTR:Debt - Govt'l	1,080	900	885	885	700
<i>Totals for Department 301 - Police Services</i>		<i>\$ 841,777</i>	<i>\$ 806,765</i>	<i>\$ 526,733</i>	<i>\$ 791,272</i>	<i>\$ 781,985</i>
Department 339 - Fire/Rescue						
101-339-802.000	Fire Services Contract	\$ 250,000	\$ 254,000	\$ 190,500	\$ 254,000	\$ 256,600
<i>Totals for Department 339 - Fire/Rescue</i>		<i>\$ 250,000</i>	<i>\$ 254,000</i>	<i>\$ 190,500</i>	<i>\$ 254,000</i>	<i>\$ 256,600</i>
Department 371 - Community Development						
101-371-715.000	Worker's Compensation	\$ 15	\$ 200	\$ 16	\$ 200	\$ 50
101-371-727.000	Office Supplies	135	500	-	500	-
101-371-728.000	Postage	33	150	67	150	-
101-371-809.000	Contractual Services	-	-	-	-	15,000
101-371-811.000	Electrical Inspector Fees	3,810	4,500	2,655	4,500	5,850
101-371-812.000	Mechanical Inspector Fees	3,049	5,000	2,359	5,000	6,500
101-371-813.000	Building Inspector Fees	16,990	14,400	9,600	14,400	14,400
101-371-827.100	Charges for services - Personnel	-	-	-	-	11,755
101-371-827.200	Charges for services - IT	-	-	-	-	9,000
101-371-955.000	Miscellaneous Expenses	626	800	2,189	2,189	1,000
101-371-970.000	Capital Outlay	-	8,400	8,370	8,370	-
<i>Totals for Department 371 - Community Development</i>		<i>\$ 24,658</i>	<i>\$ 33,950</i>	<i>\$ 25,256</i>	<i>\$ 35,309</i>	<i>\$ 63,555</i>
Department 400 - Planning Commission						
101-400-731.000	Operating Supplies	\$ -	\$ 500	\$ -	\$ 500	\$ -
101-400-809.000	Contractual Services	72,347	15,000	9,968	15,000	-
<i>Totals for Department 400 - Planning Commission</i>		<i>\$ 72,347</i>	<i>\$ 15,500</i>	<i>\$ 9,968</i>	<i>\$ 15,500</i>	<i>\$ -</i>
Department 440 - Public Works						
101-440-809.000	Contractual Services	\$ 927	\$ -	\$ -	\$ -	\$ -
101-440-809.110	Contract Svcs - B&L General P	7,347	6,500	2,525	6,500	6,500
101-440-809.120	Contract Svcs - JH Hart Tree	-	-	-	-	-
101-440-809.130	Contract Svcs - Parks	124,538	118,000	56,164	118,000	127,500
101-440-809.140	Contract Svcs - Prop & Buildings	12,199	12,000	3,437	12,000	15,000
101-440-810.000	Public Works Contract	608	-	4,330	5,000	5,000
101-440-955.000	Miscellaneous Expenses	4,560	1,800	2,853	2,853	4,000
101-440-970.000	Capital Outlay	-	-	-	-	30,000
<i>Totals for Department 440 - Public Works</i>		<i>\$ 150,179</i>	<i>\$ 138,300</i>	<i>\$ 69,309</i>	<i>\$ 144,353</i>	<i>\$ 188,000</i>
Department 448 - Street Lighting						
101-448-921.000	Street Lighting	\$ 45,993	\$ 45,000	\$ 32,414	\$ 44,636	\$ 35,400
<i>Totals for Department 448 - Street Lighting</i>		<i>\$ 45,993</i>	<i>\$ 45,000</i>	<i>\$ 32,414</i>	<i>\$ 44,636</i>	<i>\$ 35,400</i>
Department 750 - Recreation						
101-750-702.000	Administration Wages	\$ 114,797	\$ 110,000	\$ 75,243	\$ 110,000	\$ 108,000
101-750-704.000	Part-Time Salaries	25,445	22,000	17,862	22,000	22,000

101-750-711.000	Social Security & Medicare	10,847	11,000	5,443	11,000	9,945
101-750-712.000	Hospitalization/Dental/Vision	27,269	26,000	20,918	26,000	26,410
101-750-712.001	Employee Cont - Medical Insurance	(1,941)	(2,600)	(1,999)	(2,600)	(2,641)
101-750-713.000	Life Insurance	372	400	279	400	336
101-750-714.000	Retirement	15,939	14,000	8,515	14,000	14,580
101-750-714.001	Employee Cont - Retirement	(1,050)	(1,000)	(713)	(1,000)	(851)
101-750-715.000	Worker's Compensation	1,978	2,000	2,055	2,055	2,100
101-750-716.000	Unemployment Compensation	30	1,000	16	50	500
101-750-720.000	Tuition, Training, Education	60	200	-	200	200
101-750-727.000	Office Supplies	4,608	3,600	2,606	3,600	3,600
101-750-728.000	Postage	144	250	439	500	500
101-750-728.500	Newsletter Delivery	1,240	1,500	700	1,500	1,500
101-750-729.000	Recreation Program Supplies	8,546	6,000	3,890	6,000	6,000
101-750-730.000	Special Program Supplies	29,498	25,000	15,492	25,000	30,000
101-750-731.000	Operating Supplies	5,638	5,000	949	5,000	7,500
101-750-736.000	Computer Supplies	-	100	-	-	-
101-750-790.000	Books & Periodicals	-	100	-	-	-
101-750-803.000	Janitorial Contract	8,035	8,500	6,026	8,500	8,500
101-750-803.700	Exterminator Service	638	750	464	750	750
101-750-809.000	Contractual Services	26,381	20,000	21,762	25,000	30,000
101-750-809.700	Alarm System	4,230	5,100	1,565	5,100	5,100
101-750-827.200	Charges for services - IT	10,485	7,000	3,724	7,000	7,000
101-750-861.000	Mileage Allowance	663	350	640	750	700
101-750-880.000	Community Promotion	333	-	-	-	-
101-750-883.000	Sports	6,095	4,000	4,090	6,000	7,000
101-750-884.000	Spring & Summer Sports	-	-	-	-	-
101-750-904.000	Printing Newsletter	9,264	8,000	8,978	13,000	9,000
101-750-920.000	Public Utilities	37,442	53,000	24,651	35,000	40,000
101-750-929.000	Maintenance & Repair-Equipment	-	1,500	-	1,500	1,500
101-750-931.000	Maintenance & Repair-Buildings	5,233	3,500	11,425	14,000	10,000
101-750-934.000	Maintenance & Repair-Parks	1,796	10,000	494	2,000	3,000
101-750-955.000	Miscellaneous Expenses	120	250	-	250	-
101-750-955.300	Trolley	3,288	5,000	2,566	4,000	3,500
101-750-956.000	Meetings, Conferences, Workshops	1,078	1,500	-	1,500	1,500
101-750-958.000	Memberships & Dues	1,325	1,650	440	1,650	1,650
101-750-970.000	Capital Outlay	41,045	-	9,217	9,217	60,000
<i>Totals for Department 750 - Recreation</i>		<i>\$ 400,871</i>	<i>\$ 354,650</i>	<i>\$ 247,737</i>	<i>\$ 358,922</i>	<i>\$ 418,879</i>
Department 863 - Retirement Services						
101-863-712.000	Hospitalization/Dental/Vision	\$ 116,714	\$ 135,000	\$ 151,988	\$ 185,000	\$ 185,000
101-863-712.001	Employee Cont - Medical Insurance	(7,935)	(7,000)	(552)	(13,700)	(13,900)
101-863-714.000	Retirement	59,458	50,000	36,691	59,000	66,500
<i>Totals for Department 863 - Retirement Services</i>		<i>\$ 168,237</i>	<i>\$ 178,000</i>	<i>\$ 188,127</i>	<i>\$ 230,300</i>	<i>\$ 237,600</i>
Department 966 - Transfers Out						
101-966-999.218	Transfers Out - Infrastructure	\$ -	\$ -	\$ -	\$ -	\$ 11,000
101-966-999.251	Transfers Out - Pool Operating	\$ 709	\$ -	\$ -	\$ -	\$ -
<i>Totals for Department 966 - Transfers Out</i>		<i>\$ 709</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 11,000</i>
TOTAL APPROPRIATIONS		\$ 2,592,051	\$ 2,449,615	\$ 1,693,121	\$ 2,463,497	\$ 2,654,467
NET OF REVENUES/APPROPRIATIONS - FUND 101		\$ (150,131)	\$ 9,462	\$ 350,485	\$ (16,195)	\$ 25,453
BEGINNING FUND BALANCE		\$ 650,230	\$ 500,104	\$ 500,104	\$ 500,104	\$ 483,909
ENDING FUND BALANCE		\$ 500,099	\$ 509,566	\$ 850,589	\$ 483,909	\$ 509,362

D. Special Revenue Funds

202. Major Street Fund

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
FUND 202 - MAJOR STREET FUND						
REVENUES						
202-000-579.000	Gas Tax Allocation Formula	\$ 119,675	\$ 113,000	\$ 69,990	\$ 113,000	\$ 114,000
202-000-579.500	Bld Roads Allocation Funds	-	-	(3,965)	(3,965)	-
202-000-665.000	Interest Income	12	10	6	6	15
TOTAL REVENUES		\$ 119,687	\$ 113,010	\$ 66,031	\$ 109,041	\$ 114,015
APPROPRIATIONS						
Department 463 - Street Maintenance						
202-463-731.000	Operating Supplies	\$ 3,978	\$ 3,780	\$ -	\$ 3,780	\$ 4,000
202-463-809.000	Contractual Services	-	-	-	-	-
202-463-810.000	Public Works Contract	19,627	8,500	3,547	8,500	8,500
202-463-827.000	Administrative Service Charge	10,000	10,000	6,667	10,000	11,400
202-463-890.000	Service Charges	512	500	289	500	500
202-463-955.000	Miscellaneous Expenses	577	1,000	30	1,000	1,000
<i>Totals for Department 463 - Street Maintenance</i>		<i>\$ 34,694</i>	<i>\$ 23,780</i>	<i>\$ 10,533</i>	<i>\$ 23,780</i>	<i>\$ 25,400</i>
Department 474 - Traffic Services						
202-474-731.000	Operating Supplies	\$ 438	\$ 4,500	\$ 2,696	\$ 4,500	\$ 4,500
202-474-810.000	Public Works Contract	1,316	2,000	628	2,000	2,000
202-474-935.000	Traffic Control	2,434	6,500	2,965	6,500	3,000
202-474-955.000	Miscellaneous Expenses	-	1,000	-	1,000	-
<i>Totals for Department 474 - Traffic Services</i>		<i>\$ 4,188</i>	<i>\$ 14,000</i>	<i>\$ 6,289</i>	<i>\$ 14,000</i>	<i>\$ 9,500</i>
Department 478 - Winter Services						
202-478-731.000	Operating Supplies	\$ 7,947	\$ 5,500	\$ 10,797	\$ 11,000	\$ 9,000
202-478-810.000	Public Works Contract	24,018	32,500	2,679	32,500	32,500
<i>Totals for Department 478 - Winter Services</i>		<i>\$ 31,965</i>	<i>\$ 38,000</i>	<i>\$ 13,476</i>	<i>\$ 43,500</i>	<i>\$ 41,500</i>
Department 966 - Transfers Out						
202-966-999.203	Transfers Out-Local Streets	\$ 54,500	\$ 56,500	\$ -	\$ 56,500	\$ 54,500
202-966-999.218	Transfers Out-Infrastructure	-	-	-	-	-
202-966-999.401	Transfers Out-Major Projects	-	40,000	40,000	40,000	-
<i>Totals for Department 966 - Transfers Out</i>		<i>\$ 54,500</i>	<i>\$ 96,500</i>	<i>\$ 40,000</i>	<i>\$ 96,500</i>	<i>\$ 54,500</i>
TOTAL APPROPRIATIONS		\$ 125,347	\$ 172,280	\$ 70,298	\$ 177,780	\$ 130,900
NET OF REVENUES/APPROPRIATIONS - FUND 202		\$ (5,660)	\$ (59,270)	\$ (4,267)	\$ (68,739)	\$ (16,885)
BEGINNING FUND BALANCE		\$ 122,594	\$ 116,934	\$ 116,934	\$ 116,934	\$ 48,195
ENDING FUND BALANCE		\$ 116,934	\$ 57,664	\$ 112,667	\$ 48,195	\$ 31,310

D. Special Revenue Funds

203. Local Street Fund

203. Local Street Fund

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
Fund 203 - LOCAL STREET FUND						
REVENUES						
203-000-574.048	St Shared Rev - Metro Act	\$ 6,819	\$ 7,000	\$ -	\$ 7,000	\$ 6,800
203-000-579.000	Gas Tax Allocation Formula	41,100	38,500	25,274	38,500	38,800
203-000-579.500	Bld Roads Allocation Funds	1,516	-	4,074	-	-
203-000-665.000	Interest Income	2	10	(11)	(11)	-
203-000-699.202	Transfer In - Major Streets	54,500	56,500	-	56,500	54,500
203-000-699.218	Transfers In - Infrastructure	-	-	-	-	-
203-000-699.259	Transfers In - Segregated Cap	-	-	-	-	-
TOTAL REVENUES		\$ 103,937	\$ 102,010	\$ 29,337	\$ 101,989	\$ 100,100
APPROPRIATIONS						
Department 463 - Street Maintenance						
203-463-731.000	Operating Supplies	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
203-463-810.000	Public Works Contract	17,440	8,500	5,320	8,500	8,500
203-463-814.000	Engineering Services	-	2,000	-	2,000	2,000
203-463-827.000	Administrative Service Charge	3,700	3,700	2,467	3,700	3,880
203-463-890.000	Service Charges	194	300	543	543	300
203-463-955.000	Miscellaneous Expenses	234	1,000	45	1,000	1,000
<i>Totals for Department 463 - Street Maintenance</i>		<i>\$ 21,568</i>	<i>\$ 16,500</i>	<i>\$ 8,375</i>	<i>\$ 16,743</i>	<i>\$ 16,680</i>
Department 474 - Traffic Services						
203-474-731.000	Operating Supplies	\$ 235	\$ 4,500	\$ 1,684	\$ 4,500	\$ 4,500
203-474-810.000	Public Works Contract	1,973	2,400	942	2,400	2,400
203-474-955.000	Miscellaneous Expenses	-	1,000	-	1,000	-
<i>Totals for Department 474 - Traffic Services</i>		<i>\$ 2,208</i>	<i>\$ 7,900</i>	<i>\$ 2,626</i>	<i>\$ 7,900</i>	<i>\$ 6,900</i>
Department 478 - Winter Services						
203-478-731.000	Operating Supplies	\$ 11,921	\$ 12,000	\$ 16,196	\$ 16,196	\$ 12,000
203-478-810.000	Public Works Contract	36,027	32,500	4,018	32,500	32,500
<i>Totals for Department 478 - Winter Services</i>		<i>\$ 47,948</i>	<i>\$ 44,500</i>	<i>\$ 20,214</i>	<i>\$ 48,696</i>	<i>\$ 44,500</i>
Department 910 - Capital Assets						
203-910-970.446	Capital Outlay-Streets&Alley	\$ -	\$ -	\$ 1,947	\$ 1,947	\$ -
<i>Totals for Department 910 - Capital Assets</i>		<i>\$ -</i>	<i>\$ -</i>	<i>\$ 1,947</i>	<i>\$ 1,947</i>	<i>\$ -</i>
Department 966 - Transfers Out						
203-966-999.218	Transfers Out-Infrastructure	\$ -	\$ -	\$ -	\$ -	\$ 100,000
<i>Totals for Department 910 - Transfers Out</i>		<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 100,000</i>
TOTAL APPROPRIATIONS		\$ 71,724	\$ 68,900	\$ 33,162	\$ 75,286	\$ 168,080
NET OF REVENUES/APPROPRIATIONS - FUND 203						
		\$ 32,213	\$ 33,110	\$ -	\$ 26,703	\$ (67,980)
BEGINNING FUND BALANCE		\$ 34,941	\$ 67,154	\$ 67,154	\$ 67,154	\$ 93,857
ENDING FUND BALANCE		\$ 67,154	\$ 100,264	\$ 63,329	\$ 93,857	\$ 25,877

226. Solid Waste Fund

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
Fund 226 - SOLID WASTE FUND						
ESTIMATED REVENUES						
226-000-403.000	Refuse Collection Taxes	\$ 215,251	\$ 219,047	\$ 208,050	\$ 219,550	\$ 224,500
226-000-630.000	Refuse Collection Service Charges	203,082	201,000	127,064	201,000	108,000
226-000-642.000	Sales	274	500	344	500	500
226-000-662.000	Utility Bill Penalties	3,016	2,250	1,061	2,250	2,500
226-000-665.000	Interest Income	7	10	5	10	10
TOTAL REVENUES		\$ 421,630	\$ 422,807	\$ 336,524	\$ 423,310	\$ 335,510
APPROPRIATIONS						
Department 248 - General Government						
226-248-702.000	Administration Wages	\$ 9,346	\$ 18,500	\$ 10,933	\$ 18,500	\$ 18,850
226-248-704.000	Part-Time Salaries	2,996	3,000	2,555	3,000	2,704
226-248-711.000	Social Security & Medicare	1,206	900	2,736	2,736	1,649
226-248-712.000	Hospitalization / Dental / Vision	3,684	1,500	1,096	1,500	1,800
226-248-713.000	Life Insurance	93	50	70	70	120
226-248-714.000	Retirement	1,188	800	760	800	860
226-248-714.001	Employee Contribution - Retirement	(438)	(250)	(418)	(418)	(590)
226-248-715.000	Worker's Compensation	171	170	178	178	180
226-248-716.000	Unemployment Compensation	11	250	6	10	250
226-248-890.000	Service Charges	291	300	226	300	300
<i>Totals for department 248 - General Government</i>		<i>\$ 18,548</i>	<i>\$ 25,220</i>	<i>\$ 18,142</i>	<i>\$ 26,676</i>	<i>\$ 26,123</i>
Department 528 - Refuse Collection & Disposal						
226-528-805.000	Refuse Collections Contract	\$ 175,862	\$ 175,900	\$ 108,981	\$ 175,900	\$ 177,500
226-528-805.500	Roll-Off Service	-	500	-	500	-
226-528-806.250	Special Household Waste Program	3,302	2,500	1,985	2,500	3,000
226-528-806.500	Miscellaneous Disposal Costs	-	1,000	-	1,000	-
226-528-810.000	Public Works Contract	49,295	43,900	26,517	43,900	43,900
226-528-810.001	Leaf Collection	54,090	52,000	52,877	52,877	55,000
226-528-810.100	Street Sweeping	7,360	10,000	4,360	10,000	10,000
226-528-821.000	Recycling Program	-	-	-	-	-
226-528-827.000	Administrative Service Charge	108,000	108,000	72,000	108,000	15,000
226-528-955.000	Miscellaneous Expenses	-	1,000	-	1,000	-
<i>Totals for department 528 - Refuse Collection & Disposal</i>		<i>\$ 397,909</i>	<i>\$ 394,800</i>	<i>\$ 266,720</i>	<i>\$ 395,677</i>	<i>\$ 304,400</i>
TOTAL APPROPRIATIONS		\$ 416,457	\$ 420,020	\$ 284,862	\$ 422,353	\$ 330,523
NET OF REVENUES/APPROPRIATIONS - FUND 226						
BEGINNING FUND BALANCE		\$ 29,001	\$ 34,172	\$ 34,172	\$ 34,172	\$ 35,129
ENDING FUND BALANCE		\$ 34,174	\$ 36,959	\$ 85,834	\$ 35,129	\$ 40,116

D. Special Revenue Funds

251. Pool/Fitness Facility

251. Pool/Fitness Facility

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
Fund 251 - POOL/FITNESS FACILITY						
ESTIMATED REVENUES						
251-000-408.000	Pool Operating Taxes	\$ 159,822	\$ 162,643	\$ 154,479	\$ 162,643	\$ 166,800
251-000-636.100	Pool Visitor Fees	2,778	2,000	-	2,000	2,000
251-000-636.200	Swimming Lesson Fees	8,075	9,000	1,050	9,000	8,000
251-000-636.300	Swim Team Fees	29,777	28,000	7,882	28,000	28,000
251-000-665.000	Interest Income	1	10	1	10	10
251-000-679.000	Refunds & Rebates	-	-	-	-	-
251-000-698.000	Bond/Note Issuance @Face Value	44,879	-	-	-	-
251-000-699.101	Transfers In - General Fund	709	-	-	-	-
251-000-699.258	Transfers In - SCAF - PSRF	41,707	20,000	-	20,000	20,000
TOTAL REVENUES		\$ 287,748	\$ 221,653	\$ 163,412	\$ 221,653	\$ 224,810
APPROPRIATIONS						
Department 750 - Recreation						
251-750-970.000	Capital Outlay	\$ 45,879	\$ 5,000	\$ -	\$ 500	\$ -
251-750-983.000	Leased Assets	16,743	13,500	13,457	13,457	13,500
<i>Totals for department 750 - Recreation</i>		<i>\$ 62,622</i>	<i>\$ 18,500</i>	<i>\$ 13,457</i>	<i>\$ 13,957</i>	<i>\$ 13,500</i>
Department 759 - Pool/Fitness Facility Operations						
251-759-702.000	Administration Wages	\$ 20,695	\$ 10,000	\$ 6,214	\$ 10,000	\$ 9,500
251-759-704.000	Part-Time Salaries	43,556	42,000	26,272	42,000	35,000
251-759-711.000	Social Security & Medicare	6,015	5,000	3,100	5,000	3,404
251-759-712.000	Hospitalization / Dental / Vision	-	2,400	-	2,400	2,100
251-759-712.001	Employee Cont - Medical Insurance	-	(240)	-	(240)	(210)
251-759-713.000	Life Insurance	-	150	-	150	50
251-759-714.000	Retirement	-	1,100	-	1,100	415
251-759-714.001	Employee Cont - Retirement	-	(500)	-	(500)	(285)
251-759-715.000	Worker's Compensation	803	770	834	834	850
251-759-716.000	Unemployment Compensation	-	100	-	100	100
251-759-727.000	Office Supplies	198	750	-	750	750
251-759-728.000	Postage	-	-	8	8	-
251-759-731.000	Operating Supplies	5,967	5,000	4,412	5,000	5,000
251-759-731.500	Pool Chemicals	7,097	4,000	1,634	4,000	7,000
251-759-738.000	Licenses & Permits	66	200	66	200	200
251-759-803.000	Janitorial Contract	12,053	11,000	9,040	11,000	12,500
251-759-809.000	Contractual Services	-	1,000	-	1,000	-
251-759-809.500	Temporary Labor (Open/Close)	-	5,000	-	5,000	-
251-759-827.000	Administrative Service Charge	38,500	38,500	25,667	38,500	12,500
251-759-827.200	Charges for services - IT	2,625	1,100	184	1,100	1,100
251-759-880.200	Swim Team	31,995	22,000	22,954	22,954	32,000
251-759-880.300	Suits & Sweats/Uniforms	2,288	1,000	449	1,000	2,000
251-759-880.400	Synchronized Swimming	489	350	503	503	500
251-759-890.000	Service Charges	75	200	46	200	100
251-759-920.000	Public Utilities	19,781	15,000	6,346	15,000	20,000
251-759-920.300	Utilities - Water	20,202	22,000	17,234	22,000	21,000

D. Special Revenue Funds

251. Pool/Fitness Facility

251-759-929.000	Maintenance & Repair-Equipment	2,312	1,500	252	1,500	1,500
251-759-929.500	Maintenance & Repair-Pump/Heater	10,131	4,000	4,737	4,737	5,000
251-759-931.000	Maintenance & Repair-Buildings	-	5,000	1,085	5,000	5,000
251-759-956.000	Meetings,Conferences,Workshops	-	500	-	500	-
251-759-970.000	Capital Outlay	-	2,000	-	2,000	-
<i>Totals for dept 759 - Pool/Fitness Facility Operations</i>		<i>\$ 224,848</i>	<i>\$ 200,880</i>	<i>\$ 131,037</i>	<i>\$ 202,796</i>	<i>\$ 177,074</i>
TOTAL APPROPRIATIONS		\$ 287,470	\$ 219,380	\$ 144,494	\$ 216,753	\$ 190,574
NET OF REVENUES/APPROPRIATIONS - FUND 251		\$ 278	\$ 2,273	\$ 18,918	\$ 4,900	\$ 34,236
BEGINNING FUND BALANCE		\$ 1	\$ 278	\$ 278	\$ 278	\$ 5,178
ENDING FUND BALANCE		\$ 279	\$ 2,551	\$ 19,196	\$ 5,178	\$ 39,414

D. Special Revenue Funds

258. Segregated Capital Assets Fund (SCAF) Fund

258. Segregated Capital Assets Fund (SCAF) Fund

The Segregated Capital Assets Fund (SCAF) consists of settlement funds that are invested in various accounts. SCAF consists of two constituent parts – a Parks Special Revenue Fund invested under the terms of Section 7a of Public Act 20 of 1943 (MCL 129.97a), and a Remainder Fund invested under the terms of Section 1 of Public Act 20 of 1943 (MCL 129.91).

As restricted by Sections 2-255 through 2-263 of the City's Code of Ordinances, the City may use interest and investment returns for purposes specified in the Ordinance. The principal balance of the funds ("corpus") may not be used, spent, or diverted without a vote of the Commission following the procedures set forth in Section 2-261 of the Code of Ordinances.

The restricted principal amount for SCAF was \$3,242,872, which was the settlement amount received by the City during fiscal year 1995. On January 13, 2015 the City Commission passed ordinance 408 which created the SCAF Parks Special Revenue Fund (SCAF-PSRF) and allocated \$2,000,000 of the total SCAF principal balance to that newly-created fund, and by ordinance established that that principal balance be indexed for inflation. This left \$1,242,872 as the restricted principal balance of the SCAF Remainder Fund (SCAF-RF). The SCAF-RF principal balance is not indexed for inflation.

The SCAF-PSRF was invested during March of 2015. For the purposes of inflation indexing, the City uses the Consumer Price Index for All Urban Consumers (CPI-U) for the Detroit-Ann Arbor-Flint, MI region as calculated by the United States Bureau of Labor Statistics. The baseline CPI-U value for the SCAF-PSRF is 218.083, the value for December 2014, which was the most recent available published value when the SCAF-PSRF was invested. In future years, the SCAF-PSRF restricted principal balance will be updated using the December CPI-U value for the year preceding for budgeting purposes.

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
Fund 258 - SCAF PARKS SPECIAL REVENUE FUND						
ESTIMATED REVENUES						
259-000-665.000	Interest Income	\$ -	\$ -	\$ -	\$ -	\$ 30,000
259-000-665.100	Unrealized/Realized Gain/Loss	-	-	-	-	-
259-000-665.260	Interest Income - DDA	-	-	-	-	-
TOTAL REVENUES		\$ -	\$ -	\$ -	\$ -	\$ 30,000
APPROPRIATIONS						
Department 966 - Transfers Out						
259-966-999.101	Transfers Out-General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
259-966-999.203	Transfers Out-Local Streets	-	-	-	-	-
259-966-999.251	Transfers Out - Pool Operating	-	-	-	-	20,000
259-966-999.351	Transfers Out-Debt Svc-Non V	-	-	-	-	-
	<i>Totals for department 966 - Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	\$ 20,000
TOTAL APPROPRIATIONS		\$ -	\$ -	\$ -	\$ -	\$ 20,000
NET OF REVENUES/APPROPRIATIONS - FUND 258						
	BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000
	ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ 2,010,000

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
Fund 259 - SCAF REMAINDER FUND						
ESTIMATED REVENUES						
259-000-665.000	Interest Income	\$ 54,758	\$ 40,000	\$ 20,008	\$ 40,000	\$ 9,000
259-000-665.100	Unrealized/Realized Gain/Loss	(6,306)	(5,000)	(4,731)	(4,731)	-
259-000-665.260	Interest Income - DDA	21,800	20,000	-	20,000	-
TOTAL REVENUES		\$ 70,252	\$ 55,000	\$ 15,277	\$ 55,269	\$ 9,000
APPROPRIATIONS						
Department 966 - Transfers Out						
259-966-999.101	Transfers Out-General Fund	\$ -	\$ 35,000	\$ -	\$ 35,000	\$ -
259-966-999.203	Transfers Out-Local Streets	-	-	-	-	-
259-966-999.251	Transfers Out - Pool Operating	41,707	20,000	-	20,000	-
259-966-999.351	Transfers Out-Debt Svc-Non V	13,354	13,350	13,171	13,171	-
<i>Totals for department 966 - Transfers Out</i>		<i>\$ 55,061</i>	<i>\$ 68,350</i>	<i>\$ 13,171</i>	<i>\$ 68,171</i>	<i>\$ -</i>
TOTAL APPROPRIATIONS		\$ 55,061	\$ 68,350	\$ 13,171	\$ 68,171	\$ -
NET OF REVENUES/APPROPRIATIONS - FUND 259		\$ 15,191	\$ (13,350)	\$ 2,106	\$ (12,902)	\$ 9,000
BEGINNING FUND BALANCE		\$ 3,245,375	\$ 3,260,566	\$ 3,260,566	\$ 3,260,566	\$ 1,247,664
ENDING FUND BALANCE		\$ 3,260,566	\$ 3,247,216	\$ 3,262,672	\$ 3,247,664	\$ 1,256,664

260. Downtown Development Authority

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
Fund 260 - DOWNTOWN DEVELOPMENT AUTHORITY						
ESTIMATED REVENUES						
260-000-405.000	T.I.F.A. Taxes	\$ 65,458	\$ 73,481	\$ 69,328	\$ 73,481	\$ 81,500
260-000-410.500	Delinquent Tax Collection	4,925	-	1,399	1,400	-
260-000-540.001	Smart Revenue	-	-	-	-	-
260-000-665.000	Interest Income	12	10	5	10	10
260-000-671.000	Miscellaneous Other Revenues	857	3,000	1,668	2,000	3,000
260-000-675.000	Contributions & Donations	-	2,000	-	2,000	2,000
TOTAL REVENUES		\$ 71,252	\$ 78,491	\$ 72,400	\$ 78,891	\$ 86,510
APPROPRIATIONS						
Department 730 - Development Activities						
260-730-731.000	Operating Supplies	\$ -	\$ 100	\$ 17	\$ 100	\$ 100
260-730-740.200	Sales Tax Expense	18	30	14	30	30
260-730-809.000	Contractual Services	-	10,000	-	-	-
260-730-827.000	Administrative Service Charge	22,500	22,500	15,000	22,500	15,000
260-730-880.000	Community Promotions	-	-	-	-	8,000
260-730-890.000	Service Charges	522	250	241	250	250
260-730-955.000	Miscellaneous Expenses	625	500	3,351	3,351	500
260-730-955.200	Concerts in the Park	3,907	7,500	5,053	7,500	3,500
260-730-955.300	Trolley	-	-	-	-	-
260-730-955.400	Brick Paver Program	168	1,000	-	1,000	1,000
260-730-955.500	Development Grant	-	-	-	-	-
260-730-970.000	Capital Outlay	-	60,000	26,505	27,500	20,000
260-730-991.100	PRIN:Debt - Govt'l	20,000	20,000	-	20,000	-
260-730-995.100	INTR:Debt - Govt'l	1,800	900	-	900	-
260-730-999.218	Transfers Out - Infrastructure	-	-	-	-	100,000
<i>Totals for department 730 - Development Activities</i>		<i>\$ 49,540</i>	<i>\$ 122,780</i>	<i>\$ 50,181</i>	<i>\$ 83,131</i>	<i>\$ 148,380</i>
TOTAL APPROPRIATIONS		\$ 49,540	\$ 122,780	\$ 50,181	\$ 83,131	\$ 148,380
NET OF REVENUES/APPROPRIATIONS - FUND 260						
		\$ 21,712	\$ (44,289)	\$ 22,219	\$ (4,240)	\$ (61,870)
BEGINNING FUND BALANCE		\$ 67,839	\$ 89,552	\$ 89,551	\$ 89,551	\$ 85,311
ENDING FUND BALANCE		\$ 89,551	\$ 45,263	\$ 111,770	\$ 85,311	\$ 23,441

266. Drug Forfeiture Fund

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
Fund 266 - DRUG FORFEITURE FUND						
ESTIMATED REVENUES						
266-000-659.000	Drug Seizure Revenue	\$ -	\$ 500	\$ -	\$ -	\$ -
266-000-665.000	Interest Income	-	-	-	-	-
TOTAL REVENUES		\$ -	\$ 500	\$ -	\$ -	\$ -
APPROPRIATIONS						
Department 301 - Police Services						
266-301-890.000	Service Charges	\$ 1	\$ 50	\$ 1	\$ 1	\$ -
266-301-999.101	Transfers Out-General Fund	-	-	-	-	-
	<i>Totals for department 301 - Police Services</i>	<i>\$ 1</i>	<i>\$ 50</i>	<i>\$ 1</i>	<i>\$ 1</i>	<i>\$ -</i>
TOTAL APPROPRIATIONS		\$ 1	\$ 50	\$ 1	\$ 1	\$ -
NET OF REVENUES/APPROPRIATIONS - FUND 266						
		\$ (1)	\$ 450	\$ (1)	\$ (1)	\$ -
BEGINNING FUND BALANCE						
		\$ 295	\$ 294	\$ 294	\$ 294	\$ 293
ENDING FUND BALANCE						
		\$ 294	\$ 744	\$ 293	\$ 293	\$ 293

D. Special Revenue Funds

271. Library Fund

271. Library Fund

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
Fund 271 - LIBRARY FUND						
ESTIMATED REVENUES						
271-000-407.000	Library Taxes	\$ 46,477	\$ 63,928	\$ 60,705	\$ 63,928	\$ 51,900
271-000-665.000	Interest Income	3	10	2	10	10
TOTAL REVENUES		\$ 46,480	\$ 63,938	\$ 60,707	\$ 63,938	\$ 51,910
APPROPRIATIONS						
Department 299 - Library						
271-299-800.000	Library Services Contract	\$ 40,597	\$ 41,597	\$ 40,597	\$ 40,597	\$ 42,500
271-299-827.000	Administrative Service Charge	12,900	12,900	8,600	12,900	12,900
271-299-890.000	Service Charges	139	150	103	150	150
<i>Totals for department 299 - Library</i>		<i>\$ 53,636</i>	<i>\$ 54,647</i>	<i>\$ 49,300</i>	<i>\$ 53,647</i>	<i>\$ 55,550</i>
TOTAL APPROPRIATIONS		\$ 53,636	\$ 54,647	\$ 49,300	\$ 53,647	\$ 55,550
NET OF REVENUES/APPROPRIATIONS - FUND 271		\$ (7,156)	\$ 9,291	\$ 11,407	\$ 10,291	\$ (3,640)
BEGINNING FUND BALANCE		\$ 11,787	\$ 4,632	\$ 4,632	\$ 4,632	\$ 14,923
ENDING FUND BALANCE		\$ 4,631	\$ 13,923	\$ 16,039	\$ 14,923	\$ 11,283

297. Historical Fund

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
Fund 297 - HISTORICAL FUND						
ESTIMATED REVENUES						
297-000-642.000	Sales	\$ 2,156	\$ 350	\$ 190	\$ 350	\$ 350
297-000-651.000	Use & Admission Fees	6,806	6,500	2,265	6,500	6,500
297-000-654.000	Ticket Sales & Field Trips	30	-	-	-	-
297-000-665.000	Interest Income	2	-	1	1	10
297-000-675.000	Contributions & Donations	1,150	-	-	-	-
TOTAL REVENUES		\$ 10,144	\$ 6,850	\$ 2,456	\$ 6,851	\$ 6,860
APPROPRIATIONS						
Department 803 - Historic Activities						
297-803-727.000	Office Supplies	\$ -	\$ 100	\$ -	\$ 100	\$ 100
297-803-728.500	Newsletter Delivery	200	500	200	500	500
297-803-731.000	Operating Supplies	2,819	3,500	1,361	3,500	3,500
297-803-740.200	Sales Tax Expense	37	30	77	77	30
297-803-740.300	Merchandise Purchased	117	-	-	-	-
297-803-827.000	Administrative Service Charge	700	700	467	700	-
297-803-890.000	Service Charges	66	30	26	30	30
297-803-931.000	Maintenance & Repair-Buildings	300	650	200	650	650
297-803-955.000	Miscellaneous Expenses	240	500	-	500	500
297-803-970.000	Capital Outlay	-	13,800	13,800	13,800	-
<i>Totals for department 803 - Historic Activities</i>		\$ 4,479	\$ 19,810	\$ 16,131	\$ 19,857	\$ 5,310
TOTAL APPROPRIATIONS		\$ 4,479	\$ 19,810	\$ 16,131	\$ 19,857	\$ 5,310
NET OF REVENUES/APPROPRIATIONS - FUND 297						
		\$ 5,665	\$ (12,960)	\$ (13,675)	\$ (13,006)	\$ 1,550
BEGINNING FUND BALANCE						
		\$ 11,502	\$ 17,167	\$ 17,167	\$ 17,167	\$ 4,161
ENDING FUND BALANCE						
		\$ 17,167	\$ 4,207	\$ 3,492	\$ 4,161	\$ 5,711

301. Debt Service (Voted Bonds)

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
Fund 301 - Debt Service (Voted Bonds)						
ESTIMATED REVENUES						
301-000-404.000	Debt Service Property Taxes	\$ 163,315	\$ 193,722	\$ 184,008	\$ 193,722	\$ 180,000
301-000-665.000	Interest Income	(261)	(500)	(261)	(261)	(500)
TOTAL REVENUES		\$ 163,054	\$ 193,222	\$ 183,747	\$ 193,461	\$ 179,500
APPROPRIATIONS						
Department 905 - Long-Term Debt Retirement						
301-905-991.047	PRIN:Comm.Ctr/Bank of New Yor	\$ 75,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
301-905-995.045	INTR:Rec. Ctr 96-Natl City	-	-	41,638	-	-
301-905-995.047	INTR:Comm.Ctr/Bank of New Yor	85,806	83,274	41,638	83,274	79,524
<i>Totals for department 905 - Long-Term Debt Retirement</i>		<i>\$ 160,806</i>	<i>\$ 183,274</i>	<i>\$ 183,276</i>	<i>\$ 183,274</i>	<i>\$ 179,524</i>
TOTAL APPROPRIATIONS		\$ 160,806	\$ 183,274	\$ 183,276	\$ 183,274	\$ 179,524
NET OF REVENUES/APPROPRIATIONS - FUND 301		\$ 2,248	\$ 9,948	\$ 471	\$ 10,187	\$ (24)
BEGINNING FUND BALANCE		\$ 7,626	\$ 9,875	\$ 9,875	\$ 9,875	\$ 20,062
ENDING FUND BALANCE		\$ 9,874	\$ 19,823	\$ 10,346	\$ 20,062	\$ 20,038

E. Water and Sewer Enterprise Fund

592. Water and Sewer Fund

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
Fund 592 - WATER AND SEWER FUND						
ESTIMATED REVENUES						
592-000-642.000	Sales	\$ 1,280,755	\$ 1,316,280	\$ 822,586	\$ 1,316,280	\$ 1,230,000
592-000-650.000	IWC Charges Revenue	9,873	10,215	3,598	10,215	8,000
592-000-662.000	Utility Bill Penalties	15,501	15,000	6,106	15,000	8,000
592-000-665.000	Interest Income	56	-	952	952	1,000
592-000-671.000	Miscellaneous Other Revenues	-	-	-	-	-
592-000-678.000	Sewer Replacement Reimb. - Res.	-	10,000	13,112	13,112	-
592-000-679.000	Refunds & Rebates	15,310	3,750	(7,041)	(7,041)	3,750
TOTAL REVENUES		\$ 1,321,495	\$ 1,355,245	\$ 839,313	\$ 1,348,518	\$ 1,250,750
APPROPRIATIONS						
Department 536 - Water & Sewer Systems						
592-536-702.000	Administration Wages	\$ 18,895	\$ 18,500	\$ 12,433	\$ 18,500	\$ 19,650
592-536-704.000	Part-Time Salaries	8,493	8,300	8,159	8,300	8,112
592-536-711.000	Social Security & Medicare	2,078	2,200	1,596	2,200	2,124
592-536-712.000	Hospitalization / Dental / Vision	(750)	1,500	1,096	1,500	-
592-536-713.000	Life Insurance	93	90	70	90	120
592-536-714.000	Retirement	762	600	356	600	860
592-536-714.001	Employee Contribution - Retirement	-	-	-	-	(590)
592-536-715.000	Worker's Compensation	171	200	178	200	200
592-536-716.000	Unemployment Compensation	9	250	5	250	100
592-536-727.000	Office Supplies	-	1,000	-	1,000	-
592-536-728.000	Postage	2,935	3,000	2,113	3,000	3,000
592-536-731.000	Operating Supplies	-	250	-	250	-
592-536-809.000	Contractual Services	1,637	2,500	164	2,500	2,500
592-536-810.000	Public Works Contract	79,835	50,000	38,091	50,000	50,000
592-536-814.000	Engineering Services	-	10,000	-	10,000	10,000
592-536-818.000	Water Purchases	153,741	175,680	101,568	175,680	196,500
592-536-819.000	Sewage Treatment	500,074	536,235	357,490	536,235	552,320
592-536-820.000	IWC Charges	4,036	8,500	6,169	8,500	8,000
592-536-827.000	Administrative Service Charge	179,600	179,600	119,733	179,600	30,000
592-536-827.200	Charges for Services - IT	-	-	-	-	7,000
592-536-890.000	Service Charges	2,339	2,500	1,041	2,500	2,500
592-536-906.000	Printing Water Bills	345	1,000	546	1,000	1,000
592-536-910.000	Insurance & Bonds	19,206	22,440	10,000	22,440	22,440
592-536-928.000	Software Maintenance	-	1,500	-	-	-
592-536-929.000	Maintenance & Repair-Equipment	666	5,000	-	5,000	5,000
592-536-939.000	Maintenance & Repair-Sewers	-	60,000	21,022	60,000	45,000
592-536-955.000	Miscellaneous Expenses	-	4,000	1,245	4,000	4,000
592-536-958.000	Memberships & Dues	1,225	1,300	1,228	1,300	1,300
592-536-968.000	Depreciation & Depletion	116,847	115,000	-	-	-

E. Water and Sewer Enterprise Fund

592. Water and Sewer Fund

592-536-970.000	Capital Outlay	-	-	-	-	-
592-536-970.594	Capital Outlay-Sewer Projects	-	40,000	-	40,000	140,000
592-536-991.000	PRIN: Debt - George Kuhn	2,018	-	-	-	-
	Red Run Inter County Drainage					
592-536-991.100	Principal	1,606	-	-	-	-
592-536-995.000	INTR:Debt - George Kuhn	28,862	25,822	111,046	111,046	111,046
592-536-996.000	George W. Kuhn-Debt Service	-	-	-	-	-
<i>Totals for department 536 - Water & Sewer Systems</i>		<i>\$ 1,124,723</i>	<i>\$ 1,276,967</i>	<i>\$ 795,349</i>	<i>\$ 1,245,691</i>	<i>\$ 1,222,182</i>
TOTAL APPROPRIATIONS		\$ 1,124,723	\$ 1,276,967	\$ 795,349	\$ 1,245,691	\$ 1,222,182
NET OF REVENUES/APPROPRIATIONS - FUND 592		\$ 196,772	\$ 78,278	\$ 43,964	\$ 102,827	\$ 28,568
BEGINNING FUND BALANCE		\$ 1,610,397	\$ 1,807,169	\$ 1,807,169	\$ 1,807,169	\$ 1,909,996
ENDING FUND BALANCE		\$ 1,807,169	\$ 1,885,447	\$ 1,851,133	\$ 1,909,996	\$ 1,938,564

F. Infrastructure Improvement Plan

Infrastructure Improvement Plan

The infrastructure improvement plan is a capital project fund that accounts for ongoing infrastructure improvements that are paid for over more than one budget year. The projects planned to be completed this year include the reconstruction of Oxford Boulevard, the alley from 10 Mile to Devonshire, the alley from Amherst to Sylvan, and planning and design work for the Gainsboro Park project.

The State Budget Act does not require a budget for a capital project fund, and so this information is presented for information purposes only. The projects that are included in the infrastructure improvement plan are primarily paid for with dedicated revenues from the infrastructure and parks improvement millages over the course of multiple budget years.

Account Number	Description	Actual 2013-2014	Amended Budget 2014-2015	Actual 9 Months 3/31/15	Estimated Actual 2014-2015	Requested Budget 2015-2016
Fund 218 - INFRASTRUCTURE IMPROVEMENTS						
ESTIMATED REVENUES						
218-000-406.000	Infrastructure Taxes	\$ 303,067	\$ 308,410	\$ 292,940	\$ 302,172	\$ 403,000
218-000-406.500	Parks Improvement Taxes	-	-	-	-	100,000
218-000-665.000	Interest Income	(280)	-	(532)	(532)	(500)
218-000-675.000	Contributions & Donations	-	-	147,785	147,785	-
218-000-679.000	Refunds & Rebates	-	-	-	8,200	-
218-000-699.101	Transfers In - General Fund	-	-	-	-	11,000
218-000-699.202	Transfers In - Major Roads	-	-	-	40,000	-
218-000-699.203	Transfers In - Local Roads	-	-	-	-	100,000
218-000-699.259	Transfers In - SCAF	-	-	-	-	-
218-000-699.260	Transfers In - DDA	-	-	-	-	100,000
TOTAL REVENUES		\$ 302,787	\$ 308,410	\$ 440,193	\$ 497,625	\$ 713,500
APPROPRIATIONS						
Department 970 - Capital Outlay						
218-910-970-446	Capital Outlay - Streets & Alleys	\$ -	\$ -	\$ 638,037	\$ 687,537	\$ 910,000
218-910-970-750	Capital Outlay - Recreation	-	-	122,785	122,785	60,000
	<i>Totals for department 970 - Capital Outlay</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 760,822</i>	<i>\$ 810,322</i>	<i>\$ 970,000</i>
Department 966 - Transfers Out						
218-966-999.203	Transfers Out-Local Streets	\$ -	\$ -	\$ -	\$ -	\$ -
218-966-999.401	Transfers Out-Major Projects	211,980	300,000	-	-	-
	<i>Totals for department 966 - Transfers Out</i>	<i>\$ 211,980</i>	<i>\$ 300,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
TOTAL APPROPRIATIONS		\$ 211,980	\$ 300,000	\$ 760,822	\$ 810,322	\$ 970,000
NET OF REVENUES/APPROPRIATIONS - FUND 218						
		\$ 90,807	\$ 8,410	\$ (320,629)	\$ (312,697)	\$ (256,500)
BEGINNING FUND BALANCE						
		\$ -	\$ 90,807	\$ 198,018	\$ 198,018	\$ (114,679)
ENDING FUND BALANCE						
		\$ 90,807	\$ 99,217	\$ (122,611)	\$ (114,679)	\$ (371,179)



**NOTICE OF A PUBLIC HEARING ON THE PROPOSED
FY2015-2016 CITY BUDGET AND 2015 MILLAGE RATES**

NOTICE IS HEREBY GIVEN in accordance with Section 4.03 of the Pleasant Ridge City Charter that a public hearing will be held on Tuesday, June 9, 2015, at 7:30 p.m. in the City Commission Chambers, 23925 Woodward Avenue, Pleasant Ridge, Michigan, to solicit public comments on the following:

THE PROPOSED 2015-2016 COMBINED CITY BUDGET AND MILLAGE RATES.

The last fiscal year (July 1, 2014 through June 30, 2015) and the proposed FY2015-2016 (July 1, 2015 through June 30, 2016) millage rates are as follows:

	14-15	15-16
General Operating - Charter	11.3094	11.1364
General Operating (2015)		2.9000
Infrastructure Improvement (2015)	2.3880	3.0000
Community Promotion		0.2704
Parks Improvement (2015)	0.0000	0.7500
Rubbish	1.6960	1.6701
Pool Operations	1.2593	1.2400
Library	0.4949	0.3865
Debt	1.5000	1.3380
Total Millage:	18.6476	22.6914

The City may not adopt its proposed FY 2015-2016 budget until after the public hearing. A copy of the proposed FY 2015-2016 budget and the proposed 2015 property tax millage rates is available for public inspection during normal business hours in the office of the City Clerk, at 23925 Woodward Avenue, Pleasant Ridge, Michigan. Public comments, oral or written, are welcome at the hearing on the proposed budget for Fiscal Year 2015-2016 and the proposed property tax millage rate. All interested citizens are encouraged to attend and to submit comments.

Amy M. Drealan
City Clerk

Published: The Daily Tribune
Wednesday, May 27, 2015
AFFIDAVIT REQUESTED



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: June 4, 2015
Re: Gainsboro Park Project Design Consultant Services

Overview

The selection committee is recommending that the City Commission select livingLAB to provide professional design services for the Gainsboro Park project.

Background

The City released a request for proposals (RFP) for professional design services for the Gainsboro park project. The request was to identify a design firm to develop the overall vision for the park through a robust public engagement process, to develop detailed construction plans, and to provide bid and construction oversight services for the construction phase of the project.

The City received 9 responses, and the selection committee consisting of the City Manager, Assistant City Manager, two Recreation Commissioners, and two City Commissioners was impressed with the quality and responsiveness of all of the responses. After an initial review of the proposals, the committee identified four firms to interview.

After the interviews the selection committee had a difficult decision. Each firm had its own strengths and it was truly a difficult process to determine which would be the successful firm. livingLAB eventually was identified as the selection committee's recommendation due to their comprehensive public engagement process and their commitment to developing the vision for the park in partnership with the City and its residents.

livingLAB will be tasked with creating the overall vision for the park, programming the various spaces and places within the park, designing the connections that tie the park together, and providing detailed design for elements within the park.

Requested Action

Awarding the contract for Gainsboro Park phase one design services to livingLAB in an amount not to exceed \$22,000.

Staff will authorize construction drawings and construction administration services at a later date in accordance with our approved 2015-16 budget.

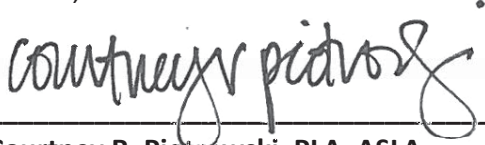
PRICE PROPOSAL

Pleasant Ridge Gainsboro Park Design and Construction Management Services

April 17, 2015

Authorized Negotiator:

Courtney R. Piotrowski, PLA, ASLA
courtney@livinglabdetroit.com
313.974.7602
livingLAB, LLC
4444 second avenue
detroit, mi 48201



Courtney R. Piotrowski, PLA, ASLA
landscape architect + partner

4-16-15

Date

The following pages include:

► **Detailed Cost Estimate**

We have outlined the hours and fee by Task as described in our Proposal. We have also included a breakdown of fee between livingLAB and AEW, Inc.

► **Rates and Reimbursables**

DETAILED COST ESTIMATE

TASK	FEE
------	-----

PHASE ONE: THE DESIGN PHASE

livingLAB	\$16,000
AEW	\$3,000
TASK SUB-TOTAL	\$19,000

PHASE TWO: CONSTRUCTION DOCUMENTS AND BID SPECIFICATIONS

livingLAB	8% OF CONSTRUCTION
AEW	ESTIMATE
TASK SUB-TOTAL	\$48-56,000

PHASE THREE: BID EVALUATION & CONSTRUCTION ADMINISTRATION

livingLAB	2% OF CONSTRUCTION
AEW	ESTIMATE
TASK SUB-TOTAL	\$12-14,000

REIMBURSABLE COSTS (ESTIMATED)

Printing	\$2,100
Mileage	\$750
Mailing	\$150
TOTAL	\$3,000

TOTAL PROJECT COST MIN - MAXIMUM \$82-92,000

We will work with you during the cost estimating task of the design phase to develop a set fee for phases two and three that fits within the budget and responds to the complexities of the design.

RATES + REIMBURSABLES

HOURLY RATES FOR PROFESSIONAL SERVICES:

livingLAB charges a flat rate fee for professional services, no matter who you work with. All services requested by the client in addition to those referenced in the scope shall be billed at the our hourly rate of \$100.

- ▶ livingLAB Staff \$100/hour

Professionals that will be working on this project from AEW, Inc. have the following hourly billing rates:

- ▶ AEW current billing rates with the City

REIMBURSABLES:

Fees for reimbursable expenses are listed below. We have included in our price proposal an estimate for reimbursable costs. If additional services are requested, these costs will be billed in addition to Professional Fees should they be requested and documented in writing. Charges will be documented in detail on your monthly invoice.

- ▶ Mileage: the federal rate of 56 cents per mile (for meetings in addition to those listed in scope)
- ▶ Printing: reimbursable at the cost of production
- ▶ Mailing: reimbursable at cost

GAINSBORO PARK DESIGN & CM SERVICES PROPOSAL

April 16, 2015 | Prepared for: City of Pleasant Ridge | Prepared by: livingLAB



4444 second avenue
detroit, michigan
48201

3550 frontier avenue
boulder, colorado
80301

April 17, 2015

City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, MI 48069

RE: Gainsboro Park Design and Construction Management Services

Mr. Scott Pietrzak:

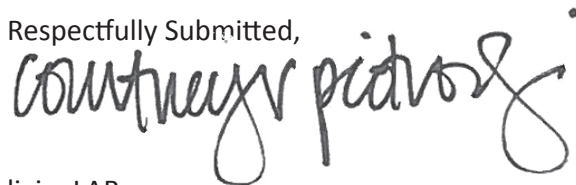
The City of Pleasant Ridge has a unique identity due to its location, people, architecture and history. It's small town community feel balanced by its outstanding access to transportation, parks, and shopping have made it a destination for families. We understand that this family dynamic is something that will be important as the park is conceived and developed.

Balancing the need for desired physical improvements with budget realities; navigating the challenges (or opportunity!) brought upon by the interaction of trains and the park space; and being sensitive to the dynamics of community driven design and consensus-building are just a few of the issues that will likely arise during the process. livingLAB staff have worked with communities across Michigan (and beyond) to design parks and open space with this particular focus on engagement with the public.

We specialize in using focused community input to guide the planning and design of projects like the Gainsboro Park. Our unique mobileLAB® process is an engaging and fun way for our team to become a part of your community and help facilitate the development of a innovative, contextual, beautiful and exciting park for all users!

We look forward to the opportunity to speak with you more about the project and executing a vision for Gainsboro Park. Should you have any questions regarding our proposal, our company or our engagement process please do not hesitate to contact me at (313) 974-7602 or courtney@livingLABdetroit.com.

Respectfully Submitted,



livingLAB
Courtney R. Piotrowski, PLA, ASLA
landscape architect + partner

4444 second avenue
detroit, michigan
48201

313.974.7602

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WHY livingLAB:?



BACKGROUND.

livingLAB is a collaborative design studio of innovative thinkers and doers who have come together to revitalize our communities. Our headquarters, located within the sustainable professional community of the Green Garage in Midtown Detroit is always abuzz with creative energy. On any given day, you will find us discussing new ideas, developing concept sketches together at the working table, or brainstorming our next big idea over a big cup-o-joe. Our Boulder, Colorado studio is appropriately set in a community of like-minded thinkers where we can apply our planning and design prowess. We believe that the nature of our open-format design studios keeps ideas flowing, energy high, and supports better projects through collaboration.

EXPERIENCE.

With over 60 years of combined experience under our belts we bring a lot to the drawing table: specifically, knowledge about planning for, and executing, constructable projects and implementable plans. livingLAB offers a fresh perspective on our communities. The four founding partners formed livingLAB after spending years working elbow-to-elbow in various firms throughout the state, to capitalize on individual strengths and develop ideas and projects that lead to inspired outdoor spaces. With the creativity of three licensed landscape architects and a professional planner, livingLAB is focused on project realization.

PHILOSOPHY.

Our studio and design practice are based on the following principles:

- ▶ Creativity is at the core of what we do.
- ▶ Tow the triple bottom line: we place equal value on being *profitable*, being *socially responsible* and giving back to our community, and implementing *sustainable* environmental practices.
- ▶ Support a flexible, team approach to every project. Hey, we understand and appreciate that each community, neighborhood and project is different!
- ▶ Bring a broad range of services to the table to help our clients meet their goals. And if we don't specialize in it, we find partners that do.
- ▶ Value the relationship with each and every client. Period.
- ▶ Love what you do. It will show in our projects and plans.

A STRATEGIC PARTNERSHIP

As suggested by the City, and for continuity, we have communicated with your City Engineer, AEW, Inc. and they have agreed to be a part of our team to lead those elements of design, plan development and permitting that will require the skillset of a seasoned and creative engineering staff.



AEW is committed to the enduring Strength of our communities - through innovation, value and engineering excellence. Respecting the people and the communities in which it works, AEW is committed to bringing the highest levels of design and engineering excellence to the important work of building, maintaining and enhancing the communities where people work, live, travel and play.

YOUR PROJECT TEAM

The Gainsboro Park project will be worked on by a team of professionals. Your project manager, Courtney Piotrowski, will be the point person throughout the course of your project. Full Resumes of these key personnel in addition to AEW staff who will work on the project can be found at the back of this proposal.

► **COURTNEY R. PIOTROWSKI**



project manager + lead designer

livingLAB

Courtney will serve as project manager and lead designer for the Gainsboro Park project. Recognized for her unique ability to balance the art of design, the technical aspects of construction and the emotion of planning public spaces and places; Courtney promotes innovation in design, sustainable construction practices and context-sensitive planning in order to create the best possible outcomes for her clients and the communities she works in.

► **JASON P. MACDONALD**



landscape architect + construction inspection

livingLAB

Jason brings extensive park design experience to the project and will assist with design development and construction detailing. His ability to shepherd a project from the early stages of design through to the built environment by way of the approval, coordination and construction processes assure that a project team's goal and vision is achieved. His expertise in getting down to the 'brass tacks' of construction detailing and working closely with contractors in the field will be critical for this project.

► **JAMISON W. BROWN**



landscape architect

landscape architect + partner

Jamison will assist in the stakeholder engagement sessions and add his expertise and creativity to the design process.

Jamison's 18 years of experience as a landscape architect make him a perfect fit for this project. His past clients have included municipalities throughout the United States covering all aspects of public space planning, design and construction.

► **LEAH M. GROYA**



park planner

livingLAB

Leah Groya will assist the team during the early stages of design to ensure that functionality remains and that opportunities for sustainable practices and/or materials are considered. Leah will also assist with stakeholder engagement efforts.

Leah is seen as a leader in Parks and Recreation planning in Michigan and uses her lifelong love of the outdoors to focus her professional expertise and career.

UNDERSTANDING OF THE PROJECT

Gainsboro Park is a quiet community park located along the eastern edge of the City, bordering the Canadian National railroad and adjacent to a well-kept, family friendly neighborhood. The park accommodates a variety of active sports such as soccer, baseball, basketball and tennis. The park also includes a two playscapes and climbing equipment for children. Picnicking areas are available in the park along with a public restroom facility that utilizes a keypass access system. The park is the only large outdoor recreational park in the community.

The scope of the project includes developing a public engagement plan leading to a consensus design plan; construction drawings and specifications; cost estimates for the project; bid documents; construction inspection/observation, contract administration, and any required permit applications.

It is anticipated that design work will occur during the second half of 2015, with construction on the park to begin in the spring of 2016 with a target completion date of fall 2016.

The City's total budget for the Gainsboro Park project, including design and construction management consulting services and construction of improvements, is \$600,000 to \$800,000. The City will pursue grant funding to leverage additional funds, which respondents should consider in their proposed scope of services.

SCOPE OF WORK

livingLAB always works with clients to personalize our scopes and mold the approach to the needs of the community, the proposed project schedule and goals. So although we have specific thoughts about how we can apply our ideas to your project - the best approach will come by having a one-on-one discussion with you and working together to customize our public engagement and design process.

The Gainsboro Park project requires collective expertise in landscape architecture, civil engineering, environmental design, discovery play, universal design principles and playground safety and accessibility standards in addition to the use of creative and innovative approaches leading to efficient park design. We will accomplish this through the following approach:

PHASE ONE: THE DESIGN PHASE

A. PROJECT INITIATION

Our research will begin with an analysis of the site and its natural features and assets. Our belief is that the successful development of a place is contingent on an understanding of the site and it's potential. In addition to our site analysis, our team will collect all relevant current planning documents, covenants, and maps at a Kick-off meeting with City Staff and the Recreation Commission. More than simply a catalogue of conditions, our staff will determine the opportunities and constraints that may affect the project goals.

During this phase we will conduct an initial evaluation of existing conditions and possibilities for the park. We will also conduct up to two project initiation meetings with City Staff and the Recreation Commission to finalize the project schedule and work plan, identify key stakeholders, and review existing information. We will present our initial evaluation of existing conditions and possibilities for the park at this stage of the process.

B. PUBLIC ENGAGEMENT

The public will be a cornerstone of the design phase and act as a collaborative partner. Any interested residents will have the opportunity to influence the design of the park. The following section describes our specific methods for engaging the public and building consensus.

C. CONSENSUS PLAN DEVELOPMENT

For the Gainsboro Park project we intend to deploy our on-site participatory mobileLAB©. Much like a doctor would provide house calls, mobileLAB© allows our team to immerse ourselves in a community. We set up shop in a local town hall, vacant storefront or perhaps on site in the Park at the Shelter Building and complete our site investigations, stakeholder meetings, public workshops and design in plain sight. All mobileLAB© sessions are open to the community and drop-in engagement is welcome and encouraged. Held over several days, the mobileLAB©. (see detailed Schedule below) provides options for participation that are flexible enough to accommodate hectic schedules and allows participants to see the immediate impact of their time and ideas on the final recommendations.

VISION AND GOALS

livingLAB will conduct a lively town hall meeting at the onset of the mobileLAB©. This event is intended to both inform citizens about the process and to gather input from the wider community on their

desires for the Gainsboro Park. Our belief is that this type of town hall meeting can be a positive start to a process that brings folks together around common hopes and desires. These feelings will guide the development of a vision statement and goals for the project. This vision will be displayed throughout the mobileLAB© and all future activities and ideas will be tested against it. Thus, ensuring that the resulting designs are faithful to the communities' vision.

STAKEHOLDER PARTICIPATION

While the town hall meeting will focus on broad consensus and vision, the stakeholder meetings will be focused on pointed input. Adjacent residents, sports teams, City officials, community groups, teens, City Staff and broader residents, to name a few, all have important, yet different concerns regarding the park and its development and maintenance. Our team of designers is skilled in consensus building and will conduct topical one-on-one interviews with these various stakeholders. Their input will be valuable in the development of conceptual plans and ideas as our team moves forward giving form to the community's vision and goals.

FOCUS GROUPS

Organized by specific topics such as Athletics, Parking, Safety, and Landscape Design our focus group meetings are intended to provide various stakeholders, staff and citizens the opportunity to explore physical design options with the livingLAB team. These sessions will focus on aspects of the final design that are of common interest and/or are hot button issues that need consensus to move forward. By facilitating these sessions our team is able to focus disparate stakeholders on the common vision and the compromise that is needed to move forward in a positive way.

WORKING SESSIONS

During the course of the mobileLAB©, our team of designers will be working on design ideas that reinforce the vision and goals for the project, while addressing stakeholder concerns. Easier said than done? Not for the livingLAB team. We pride ourselves on creating designs that do just that. Our sessions are always open to the public for drop in review and lively discourse. In fact, in many communities we get our best ideas from members of the community. Which is precisely why we developed mobileLAB©. We bring professional experience and creativity to every project, but in the end, it's the knowledge, vision and enthusiasm of the community itself that leads to the most successful projects.

MOBILELAB SCHEDULE



Meeting	Date	Start Time	End Time	Location	Food	Attendees	City Provided People/Information/Supplies
MONDAY							
mobileLAB kick-off	5/11/2015	12:00PM	1:30PM	TBD		livingLAB, City	Project Manager, data dump to team
Walking Tour	5/11/2015	1:30PM	2:30PM	TBD		livingLAB, City, Stakeholders, etc.	Project Manager
Open Working Session	5/11/2015	2:30M	5:30PM	TBD		livingLAB & community members	
Dinner/Welcome Setup	5/11/2015	5:30PM	7:00PM	TBD		livingLAB	
Vision Workshop	5/11/2015	7:00PM	8:30PM	TBD	Yes	Entire Community	Project Manager, Snack & Drink, Introduction
TUESDAY							
Stakeholder Meetings	5/12/2015						
Group 1		9:00AM	9:45AM	TBD		livingLAB & Invitees	
Group 2		10:00M	10:45AM	TBD		livingLAB & Invitees	
Group 3		11:00AM	11:45AM	TBD		livingLAB & Invitees	
Group 4		12:00PM	12:45PM	TBD	Yes	livingLAB & Invitees	Lunch
Focus Groups	5/12/2015						
Topic A		1:00PM	1:45PM	TBD		livingLAB & Community Members	
Topic B		2:00PM	2:45PM	TBD		livingLAB & Community Members	
Topic C		3:00PM	3:45PM	TBD		livingLAB & Community Members	
Topic D		4:00PM	4:45PM	TBD		livingLAB & Community Members	
Working Dinner/Input Review	5/12/2015	5:00PM	7:00PM		Yes	livingLAB & City	Project Manager & other interested staff
WEDNESDAY							
Open Working Session	5/13/2015	9:00AM	11:00AM	TBD		livingLAB & community members	
Open House Session	5/13/2015	1:00PM	5:00PM	TBD		livingLAB	
Open House	5/13/2015	5:00PM	6:30PM	TBD	Yes	livingLAB & community members	Project Manager, Snack & Drink
THURSDAY							
Generative Development	5/14/2015	9:00AM	5:00PM	TBD		livingLAB	
Dinner/Presentation Prep	5/14/2015	5:00PM	7:00PM	TBD		livingLAB	
Final Presentation	5/14/2015	7:00PM	8:30PM	TBD	Yes	Entire Community	Project Manager, Snack & Drink, Introduction

FINAL PRESENTATION

The culmination of the mobileLAB© sessions is a celebratory event. The event will display the fruits of the community's efforts. All of the products of the mobileLAB© will be displayed for comment and review. This format allows participants to follow the process and see first-hand how their input resulted in the draft recommendations. Everything from Vision Statements to plans, sketches and 3D models will be displayed along with comment cards for further input.

DESIGN WRAP-UP

A final wrap-up meeting will be held to discuss the outcomes of the mobileLAB© and the next steps for the team. We will present the final consensus plan, associates cost estimates and a preliminary look at potential funding mechanisms to expand the project's construction budget.



D. PLAN ADOPTION.

Present the plan to the Recreation Commission and City Commission for approval and adoption.

E. DELIVERABLES

- Public Engagement Promotion: We typically develop a press release; print posters to be placed in local businesses and activity areas a few weeks in advance; develop invitation letters for focus groups and stakeholder meetings; and work with your social media to promote the events prior to our arrival in town. Once we get into town we place yard signs in front of our location along with things like balloons and sidewalk chalk messages around the area to get people to pop in to events. We've also hosted happy hour for young professionals, lunch for City Officials, and breakfast before businesses open for the day – food and drink is always a motivator!

As far as the responsibility of staff or committee members: We usually ask for a project manager from your end to distribute posters, post milestones on your website and social media and coordinate quotes for press releases. We would need you to coordinate a location for the mobile lab and work with us to schedule meetings with the appropriate community stakeholders and mail out the invitations we've developed (so they come from you – not a consultant).

During the mobile lab workshop we ask for staff and committee members to participate as much as they are able, knowing that you folks are busy with many other things. It is again helpful to have a project manager available from the City for introducing the project to the public during the major meetings and certainly to be available at kick-off.

- itemized cost estimate for the selected consensus plan
- consensus design plan and enough explanatory wraparound information to convey essential information about the project and the process

(15 printed copies of the consensus design plan and supporting materials, and digital copies of all reports and materials in a format to be determined by mutual consent of the City and livingLAB)

PHASE TWO: CONSTRUCTION DOCUMENTS AND BID SPECIFICATIONS

F. CONSTRUCTION PLANS AND BID SPECIFICATIONS

Following the completion of the consensus design plan, livingLAB will prepare signed and sealed construction plans and specifications in a format suitable for use in bidding out the construction project. We understand that the topographic survey of the park available has already been completed.

The team will develop 30% | 60% | 100% submittal packages for review by the client with the final package of documents including the following:

Landscape Architecture and Site Design

- Prepare initial equipment selection and layout for review.
- Further develop equipment cut sheets, outline specifications, and utility requirements.
- Selection of materials and finishes for site elements, including furniture, playscapes, signage, etc.
- Lighting layout
- Conceptual Grading Plans (for use by Civil Engineer)
- Landscape Plan & Details
- Raingarden & Bio-retention Plan & Details (if part of consensus plan)
- Construction Details
- General Notes & Specifications

Civil Engineering

Prepare detailed engineering plans and technical specifications in coordination with the design team for:

- Erosion Control Plan
- Grading Plan
- Layout Plan
- Site Demolition Plan & Notes
- Utility Plan (including Water distribution piping, Gravity sanitary sewer and Gravity storm drainage), and
- Pavement Plan and Details.

G. DELIVERABLES:

- paper copies of the construction plans as necessary (7 paper copies are included)
- construction plans in digital format.

PHASE THREE: BID EVALUATION AND CONSTRUCTION ADMINISTRATION

H. BID EVALUATION AND CONSULTANT SELECTION

livingLAB will assist the City in developing the request for proposals, attend a pre-bid meeting for the construction project, prepare addenda incorporating questions and providing clarifications as needed, review and evaluate received construction bids and provide a recommendation to the City on the selection of a contractor or contractors. Additionally, our team will review and make recommendations on any alternates presented by the bidders. This proposal acknowledges that the entire project will be bid at one time.

I. CONSTRUCTION ADMINISTRATION.

Following the award of the construction contract by the City Commission, the consultant shall serve as the

construction administrator. The consultant will:

- Secure any and all necessary permits.
- Lead a preconstruction meeting with the contractor and City Staff.
- Coordinate and supervise testing services (if necessary). If a separate testing agency needs to be engaged for this project, the consultant shall prepare specifications for quotes.
- Review and approve shop drawings.
- Coordinate and attend progress meetings at least bi-weekly, and oversee field construction on a regular basis to assure construction to specifications. Full-time inspection will be necessary during concrete forming and pouring.
- Report construction progress through written memos.
- Review progress payments.
- Review and recommend claims.
- Prepare change orders.
- Review and recommend on final payment.
- Collect and assemble all warranty information and any specific product information.

J.AS-BUILT CONSTRUCTION PLANS

Prepare and provide as-built construction plans reflecting actual field measurements or installation. Plans shall be provided in a suitable digital format. livingLAB and AEW will also complete a final walk-thru with the City and the Contractor to prepare a final punch list for correction of incomplete or unacceptable workmanship and/or materials.

CLIENT RESPONSIBILITIES

It is understood that City of Pleasant Ridge will provide the following information and/or assistance to livingLAB:

- Assignment of a single Project Manager to serve as a liaison between Client and the livingLAB.
- Development of front end bid information and forms.

SERVICES NOT INCLUDED

The following services are not included in our fee proposal:

- 1.Low voltage systems design:
 - Structured cabling systems for communications technologies (voice/data).
 - Security systems access control.
 - Security system video surveillance and/or intrusion detection.
 - Audio visual.
- 2.Trips for review and/or construction meetings in excess of the number indicated under SCOPE.
- 3.Cost estimating beyond 30% Construction Documentation.
- 4.Completion of energy and life cycle cost analysis.
- 5.Submittal documentation for LEED certification.
- 6.Attendance at meetings to secure approval of agencies other than Plan Adoption in Phase One.
- 7.Assistance in bid evaluation and preparation of a letter of recommendation for award of contract.
- 8.Providing services in connection with evaluating substitutions proposed by the Contractor and making subsequent revisions to Drawings, Specification and other documentation resulting there from.
- 9.Providing services made necessary by the default of the Contractor, by major defects or deficiencies in the Work of the Contractor, or by failure of performance of either the Owner or Contractor under the Contract for Construction.

SCHEDULE

Based on the information provided and our familiarity with this type of project, we believe the scope of work presented can be completed with construction beginning in Spring 2016 with construction completed by later summer 2016.

This schedule allows for construction to be completed in the late summer of 2016 permitting the turfgrass on sports fields to take root, establish itself and rest through the fall in preparation for spring 2017 play.

PROJECT KICKOFF	JULY 13, 2015
MOBILELAB WEEK	AUGUST 24-27, 2015
PHASE ONE COMPLETED AND ADOPTED	OCTOBER 30, 2015
CONSTRUCTION PLANS COMPLETE	FEBRUARY 28, 2016
BIDDING BEGINS	MARCH 1, 2016
CONTRACTOR SELECTED BY CITY	APRIL 1, 2016
CONSTRUCTION OF PARK IMPROVEMENTS BEGINS	APRIL 15, 2016
CONSTRUCTION COMPLETE	LATE SUMMER 2016

REFERENCES

The communities and clients listed below have worked with livingLAB and can speak directly to you about our quality of work, design philosophy, work ethic and collaborative process.

DTE ENERGY

Harold Domke, Manager Capital Projects
One Energy Plaza, Detroit, MI 48226
[o] 313.235.3567
domkeh@dteenergy.com

livingLAB is leading the development of conceptual designs, site plan documents, construction documents and specifications. Project includes development of a key public space in the heart of downtown Detroit.

VILLAGE OF LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY

Suzanne Perreault, Director
118 N. Broadway, Lake Orion, MI 48362
[o] 248.693.9742 : [c] 248.425.5679
director@downtownlakeorion.org

livingLAB staff has worked with the Village DDA on writing and securing grants, conceptual design, construction documents and specifications, as well as construction observation for Children's Park and downtown streetscape improvements.

COMMERCE TOWNSHIP

Emily England, Parks and Recreation Director
[o] 248.926.0063
eengland@commercetwp.com

livingLAB staff has worked with Commerce Township on their last two 5-Year Parks and Recreation Master Plans, concept plans for 3 large parks as well as design of Phase I improvements to Maple Glen Park (2015 construction)

FIRM + TEAM MEMBER QUALIFICATIONS

The following pages include more detailed descriptions of our project experience as well as resumes for each team member.



location:
detroit, michigan

client:
DTE Energy

scope:
public engagement
master planning
visualization
project management
construction documents

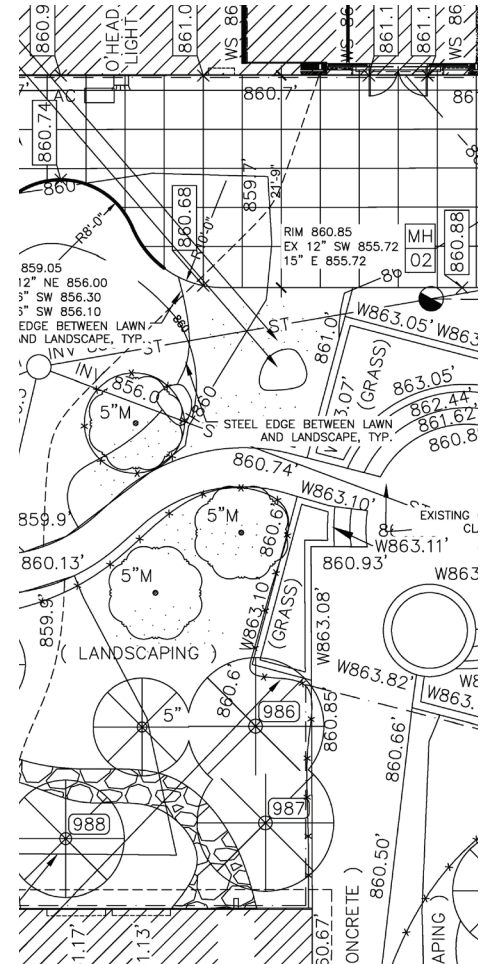
completion date:
current

DTE Energy made a commitment years ago to 'Energize Detroit' through an initiative to reimagine the neighborhood in which the corporate headquarters resides. A major part of that initiative is focused on connecting the neighborhood - physically and socially.

Through an inclusive community engagement process a team comprised of the Downtown Detroit Partnership, Project for Public Spaces, the DTE Planning team and livingLAB listened to stakeholders, residents, businesses and employees to hear what was needed and wanted in the neighborhood.

The Grand River Public Space was designed to provide a place for residents to gather, for events and activities to be programmed, to energize the neighborhood through activity and community interaction and to provide a greater sense of place to the west downtown neighborhood.

Amenities include a HUB gathering building, rain gardens, food truck plaza, interactive art, performance venue, gardens and an open play lawn for activities and concerts.



location:
farmington hills, mi

owner:
hillel day school

scope:
stakeholder engagement
site plan
construction documents

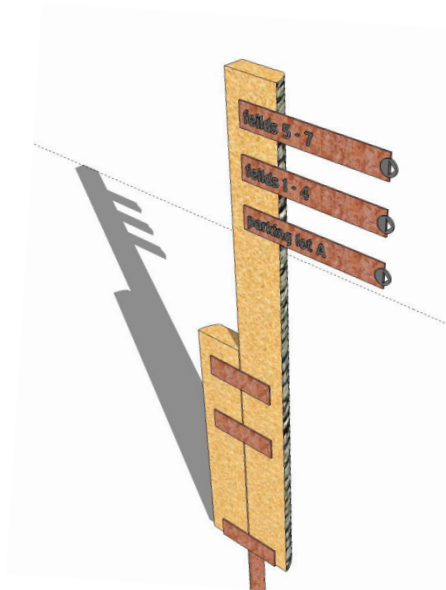
completion date:
2014

client:
felding nair international

livingLAB worked with architects at Felding Nair International and the Hillel Day School Administration to create gathering space, an outdoor learning lab and innovation hubs in 3 existing courtyards.

livingLAB worked with school staff to understand the needs of the students and teachers, to identify the maintenance needs of the administration and develop a plan that led to interactive spaces that supported classroom learning and curriculum in the outdoor setting.

The spaces incorporated science exploration, arts and culture, native Michigan landscapes, reading circles, vegetable gardens, learning labs and activity decks, as well as a quiet waiting area for parents while waiting for students.



location:
commerce township, mi

client:
commerce township

scope:
tree tagging
construction documents
specifications
construction observation

completion date:
2015

The 102-acre Maple Glen Park is a destination for the local baseball and softball leagues and has evolved over time without direction from a comprehensive master plan. Issues at the park include inefficient and unorganized parking, lack of pedestrian system, single ingress/egress, and inconsistent design treatments.

After assisting in the development of a long-term master plan for the park, livingLAB worked with the Township to develop construction documents and specifications for Phase One improvements including a new entry to the park; a new parking lot incorporating infiltration basins, bioswales, and porous pavement; native plants, an internal circulation drive; and custom, milled on-site benches and wayfinding signs re-using timber removed for the parking lot. Bids will go out Fall 2014 with construction completed in 2015.



location:
royal oak, mi

owner:
city of royal oak

scope:
visioning
stakeholder engagement
landscape architecture and planning
sustainable design & reuse
conceptual design and estimate
presentation graphics

completion date:
projected - fall 2015

client:
city of royal oak

Whether they knew it or not, the City of Royal Oak engaged in an act of "Guerilla Placemaking". During the City's annual summer concert series along Center Street in downtown, the innocent act of temporarily storing some picnic tables turned a small pocket park into one of downtown's most popular places to gather. The City couldn't help but take notice, and quickly realized that they had the opportunity to turn what was once an underutilized, leftover space into something special.

Workshops were facilitated by livingLAB to gather input from local experts in software development, sustainability, and mobile/wireless technology – as well as visioning sessions with City staff and local business owners. In the end, the overall design and vision of a smart, engaging, sustainable, and interactive "place" were realized through the thoughtful collaboration of the design team, the community, and the local stakeholders. The concept includes covered bike parking, bioswales, a variety of seating options, solar panels, an electronic kiosk, reclaimed materials, the use of a shipping container for trash/storage, and the incorporation of civic art.



location:
lake orion, mi

client:
lake orion dda

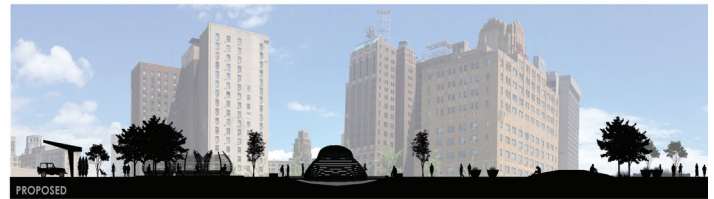
scope:
grant writing
design
plans and specifications
construction observation

completion date:
2011

LABpartner:
wade trim

Improvements to Children's Park were partially funded through a Land and Water Conservation Grant from the Michigan Department of Natural Resources and National Park Service. While at Wade Trim, livingLAB staff wrote the grant application, developed conceptual design plans and construction documents for this 1.54-acre urban park along the shores of the Paint Creek in the heart of historic Lake Orion.

Improvements include terraced, native stone seating for event viewing, an at grade slide for entry into the park, new stairways from the street into the park, landscaping, a park archway sign, and decorative fencing.



location:
detroit, michigan

client:
DTE Energy

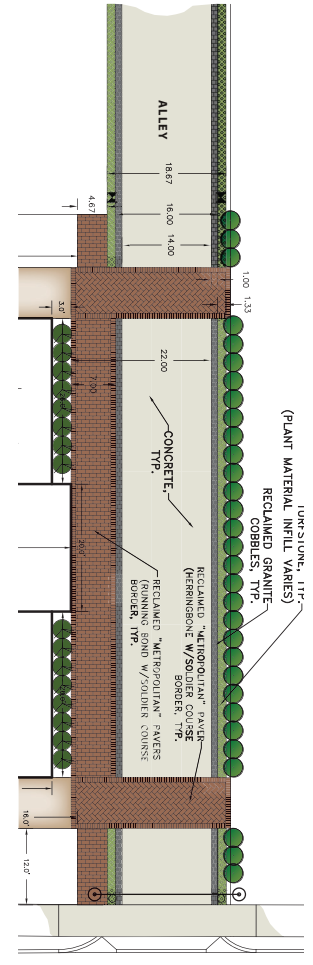
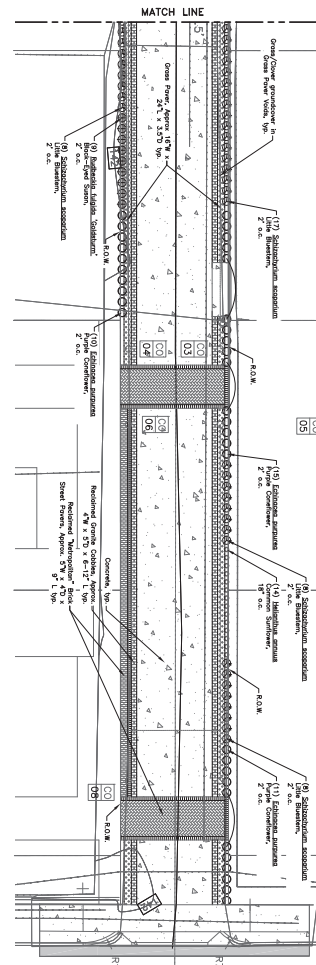
scope:
master planning
visualization
construction documents

completion date:
2015

DTE Energy made a commitment years ago to 'Energize Detroit' through an initiative to reimagine the neighborhood in which the corporate headquarters resides. A major part of that initiative is focused on connecting the neighborhood - physically and socially.

The previous configuration of Circle Park was designed as a fenced, exclusive location to be used by DTE employees only. It provided little in the way of activity and no connection to the City.

Through an inclusive, month-long community engagement process a team comprised of the Downtown Detroit Partnership, Project for Public Spaces, the DTE Planning team and livingLAB listened to stakeholders, residents, businesses and employees to hear what was needed and wanted in the neighborhood. Circle Park was identified as a place to make needed connections to Downtown, the new Grand River Public Space and act as a meeting space and outdoor retreat within the City for area employees.



location:
detroit, mi

client:
the green garage

scope:
landscape plan
specifications
material selection

completion date:
2014

There is a concerted effort throughout the Midtown Detroit neighborhood to reclaim the historic alley's to offer safe and inviting connections and gathering spaces. The El Moore green alley is the latest of these transformations. The El Moore project is an on-going exploration of the nature of sustainable urban living. Its five components, a residence, lodge, park space, seasonal store, and green alley, will revitalize the corner of 2nd and Alexandrine by offering residents, neighbors, and travelers new ways to connect with each other, the built environment, and the natural world.

livingLAB assisted in the development of landscape plans for the green alley adjacent to the 1898 former apartment building. The alley incorporates reclaimed granite cobbles, turfstone, reclaimed pavers and native plant materials.

Firm Organization

AEW is a privately held corporation with no subsidiaries or affiliated companies. The firm is incorporated and licensed to operate in the State of Michigan. All shareholders are actively involved in the business. We are proud of the reputation we have earned for our professional performance and for the caliber of our employees.

Directors

Roy C. Rose, PE, EXW
Chief Executive Officer

Vanessa A. Hayes, CPA
Chief Financial Officer

Scott P. Lockwood, PE
Executive Vice President

Stephen V. Pangori, PE
Executive Vice President

Gordon B. Wilson, PE
Executive Vice President

Associates

Jeffrey L. Allegoet
Team Leader

Jeffrey H. Bednar, PE, CFM
Senior Project Engineer

Robert H. Birkett, PS
Senior Project Surveyor

John R. Chown, PE
Senior Project Engineer

Craig M. Duckwitz
Team Leader

Kyle M. Seidel, PE, CFM
Senior Project Engineer

Lyle E. Winn, PE
Senior Project Engineer

Type of Firm: Corporation

Founded: 1968

www.aewinc.com

Corporate Office

51301 Schoenherr Road

Shelby Twp., MI 48315

Tel (586) 726-1234 Fax (586) 726-8780

Satellite Offices

28351 Gratiot, Suite 10
Roseville, MI 48066

17322 Farmington Road
Livonia, Michigan 48152



Introduction

Anderson, Eckstein and Westrick, Inc. (AEW) has been providing professional engineering design services for over 45 years. Our success is attributed to a philosophy of *providing our clients a level of service and expertise that exceeds their expectations.*

*Over 45 years
of Engineering
Excellence*



AEW has become one of the leading municipal engineering firms in southeastern Michigan, representing over 25 communities in five counties. These communities vary in size from small villages of just over 1,000 residents, to cities with populations greater than 100,000. Regardless of the size of the community, we strive to serve each client's unique needs with an attention to detail and dedication that is unmatched.

We pride ourselves on being able to provide a wide range of solutions to our clients, with technical knowledge and expertise in not only municipal engineering, but also the following specialties:



- Infrastructure Management
- Traffic Engineering
- Water Resources Services
- Geographic Information Systems (GIS)
- Land Development
- Architectural Services
- Structural Engineering
- Survey
- Construction Administration and Observation

Staff Resources

AEW Professionals

We employ qualified professionals and technicians with expertise in a wide variety of areas:

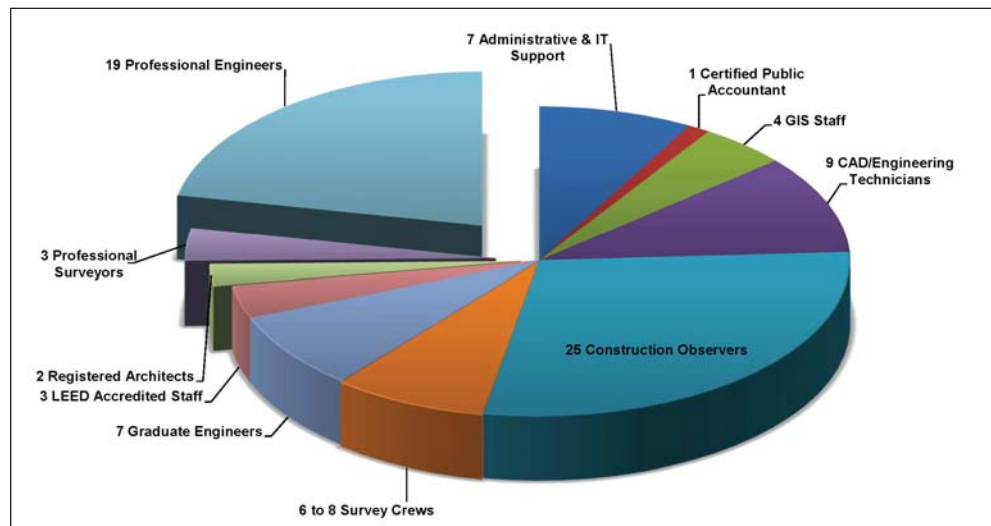
- Engineers
- Architects
- Surveyors
- GIS Analysts

We are confident that our performances will demonstrate the qualifications and attributes which are consistent with your needs and expectations.



Staff Experience

AEW has a long track record of not only having an experienced, competent work force, but also of bringing in high caliber young employees with knowledge of the newest technologies and innovative ideas. Along with our full-time staff, we also employ seasonal field staff, often with prior experience working as inspectors from either the city/township or county level. Between our seasonal and full-time staff, we are able to provide the knowledgeable personnel required to support projects year-round.



STAFFING RESOURCES

Municipal Engineering Services

Serving in the role of Municipal Engineering Consultant for over 25 municipal clients in Macomb, Oakland, Wayne, Lapeer and St. Clair counties, AEW has significant experience in taking projects from the preliminary planning phases through design, construction, and contract administration



- Infrastructure Rehabilitation
- Trenchless Technology
- Utilities Master Planning & Design
- Highway Design
- Hydrology and Hydraulics
- Pedestrian & Non-Motorized Pathways
- Parks & Recreation Planning
- Development Reviews
- Wastewater Management
- Special Assessment Districts
- Water Distribution System Modeling and Design
- Water Supply Design
- Storm Water Management
- Water and Wastewater Rate Studies
- Bridge Inspection
- Traffic Engineering & Signal Design



COURTNEY R. PIOTROWSKI:

PLA, ASLA, LEED GA
landscape architect + partner

**Creative Thinker.
Energy Seeker.
Git 'R Dun Attitude.
This is Courtney.**

Courtney has had her hands in it all: planning, landscape architecture, public participation, management, client communication and coordination. Her strength over the last 17 years has been developing and fostering client relationships through successful project implementation and a commitment to excellence.

Courtney has a particular talent for coordinating teams of architects, planners and engineers on large scale, multi-disciplinary projects. Recognized for her unique ability to balance the art of design, the technical aspects of construction and the emotion of planning public spaces and places. She promotes innovation in design, sustainable construction practices and context-sensitive planning in order to create the best possible outcomes for her clients and the communities she works in.

Courtney's unwavering commitment to providing the best possible design alongside a positive, fun and energetic working relationship is why clients keep comin' back.

EDUCATION, REGISTRATIONS + TRAINING:

Education

Bachelors of Landscape Architecture, with honors, Michigan State University: 1999

Registrations and Certificates

State of Michigan Licensed Landscape Architect: #3901001353

LEED Green Associate

Form Based Code Institute Training

PROFESSIONAL GOAL:

Foster the creation of memorable 'people-places' through the balance of good design and a commitment to energetic and engaging relationships with both my client and their community.

LABpartners:

American Society of Landscape Architects

Michigan Chapter of the American Society of Landscape Architects

Michigan Recreation and Parks Association

US Green Building Council

HONORS + PUBLICATIONS:

Honors

Michigan Recreation and Parks Association Design Award Rigg's Heritage Park, Van Buren Township, Michigan: 2010

ASLA Certificate of Merit for Design, Green Oak Village Place: 2008

Michigan ASLA Emerging Professional of the Year: 2007

Michigan Recreation and Parks Association Design Award Ford Field, Northville, Michigan: 2004

Pocket Park Design Competition Winner, Rochester, Michigan: 2004

Publications

Smith, Chip and Courtney Piotrowski. "Urban Design – Creating Mainstreet Novi". The Review. Michigan Municipal League, September - October 2008.

Piotrowski, Courtney. "Chair Bombing and Guerilla Placemaking" Metromode. Issue Media Group, LLC, 2012. Web. 22 Mar 2012.

NOTED EXPERIENCE:

Urban Design and Planning

Downtown Vision Plan, City of Harbor Springs, MI

WaterHub Visioning Project, Mt. Clemens, MI

Village Vision Plan, Ephraim, WI

MainStreet Novi, City of Novi, MI: Triangle Development

Brightmoor Neighborhood Plan, City of Detroit, MI

Lyon Center Vision Plan, Lyon Township, MI

City of Northville Downtown Plan, Northville, MI

Parks and Recreation Planning and Design

Grand River Public Space, DTE Energy, Detroit, MI
Circle Park Design, DTE Energy, Detroit, MI
Oakland Township, MI Parks, Recreation, Open Space & Trails Plan
Hillel Day School Outdoor Learning Environment, Farmington, MI
Parks and Recreation Master Plan, City of Farmington Hills, MI
Millenium Park, Northville Township, MI
Old Village School Accessible Playground, Northville, MI
Ford Field, Northville, MI
Heritage Park, Hartland Township, MI
Settlers Park, Hartland Township, MI
Chaldean Camp of the United States of America Master Plan
Merrill-Palmer Children's Garden, Wayne State University, MI
Grand Blanc Middle Schools Athletic Facilities, Grand Blanc, MI
Marsh View Park Master Plan, Oakland Township, MI

Streetscape Design

Ecorse Road Streetscape, City of Allen Park, MI
Philomene Streetscape, City of Allen Park, MI
Mack Ave Streetscape, City of Grosse Pointe, MI
Seven Mile Streetscape, City of Detroit, MI

Landscape Architecture

Commons Corner Plaza Renovation, Garden City, MI Southfield
Public Library Children's Garden, Southfield, MI
White Chapel Memorial Cemetery Mausoleum Plaza, Troy, MI
University Center, University of Michigan, Dearborn, MI
Jewish Family Services Center, West Bloomfield, MI

Public Engagement

Village Vision Plan Public Engagement, Ephraim, WI
Grand River Public Space Public Participation Process, Detroit, MI
Downtown Vision Plan, Harbor Springs, MI
MDOT University Region Non-Motorized Plan Engagement Process
SEMCOG Non-Motorized Plan Engagement Process
Township Master Plan, Pittsfield Township, Washtenaw County, MI
Stadium Boulevard Public Input, City of Ann Arbor, MI
Ecorse Road Streetscape Public Participation, Allen Park, MI

Wayfinding Planning and Design

Detroit Bike Wayfinding Design Guide, Detroit, MI
Green Oak Village Plan Branding and Wayfinding Plan, Green Oak, MI
City of Cheboygan Branding and Wayfinding, Cheboygan, MI
Walled Lake DDA Branding and Wayfinding, Walled Lake, MI
Lyon Township Wayfinding Analysis and Design, Lyon Township, MI
Allen Park DDA Wayfinding, City of Allen Park, MI



JASON P. MACDONALD:

PLA, ASLA
landscape architect + partner

**Developer of Designs.
Roll-Up-My-Sleeves Kinda Guy.
Professional Coffee Drinker.
This is Jason.**

As a designer, Jason pays special attention to form + scale, balance + rhythm, harmony + repetition as a way of evaluating surroundings. Landscape Architecture allows him to use all the elements and principles of design to create unique, memorable, relevant, enjoyable, and inspiring “spaces and places” in our world.

During his 17 years of experience designing and planning the world in which we live, work, and play Jason has influenced a wide range of projects. He believes the most successful and interesting places develop and grow from a design development seed. His ability to shepherd a project from the early stages of design through to the built environment by way of the approval, coordination and construction processes assure that a project team’s goal and vision is achieved.

Jason provides technical leadership for our team and clients. His strengths are preliminary design and 3D modeling/massing, graphic presentations and renderings, CAD, development of final construction documents, and construction observation & inspection.

EDUCATION, REGISTRATIONS + TRAINING:

Education

Bachelor of Landscape Architecture, Michigan State University: 1998

Registrations

Professional Landscape Architect, MI #3901001519

PROFESSIONAL GOAL:

Provide leadership to partners and clients with the goal of realizing a vision for a better living environment.

Build a synergistic environment that is diverse in scope and forward-thinking in design approach and management philosophy.

LABpartners:

American Society of Landscape Architects

Congress for the New Urbanism

HONORS + PUBLICATIONS:

MiASLA Honor Award, Flint Riverfront Restoration Plan: 2011

Guest Lecturer for MiASLA “Each One, Reach One” Program

Sigma Lambda Alpha Honor Society for Landscape Architects

NOTED EXPERIENCE:

Streetscape Design

Downtown Flint & Broadway Streetscape, Village of Lake Orion, MI

Ecorse Road Streetscape, Allen Park, MI

Philomene Blvd. Streetscape, Allen Park, MI

Trumbull Avenue Streetscape, Detroit, MI

Five Mile & Beech Daly Streetscape, Redford, MI

Downtown Eaton Rapids M-50/M-99 Streetscape, Eaton Rapids, MI

Palm Bay Road, Downtown Palm Bay, FL

Downtown Allen Park Street Amenities Plan, Allen Park, MI

Beech Daly Road Landscape Enhancement, Dearborn Heights, MI

Streetscape Pattern Book, Davison, MI

Wick Road Enhancement Plan, Taylor, MI

Kettering University Gateway Project, Flint, MI

Urban Design and Planning

Grand River Public Space, DTE Energy, Detroit, MI

Flint River & Hamilton Dam Restoration, City of Flint, MI

Village Vision Plan, Ephraim, WI

Chevy Commons Master Plan, Flint, MI

MDOT University Region Non-Motorized Plan, MI

West Bloomfield Non-Motorized Trail Extension, West Bloomfield, MI

Hamtramck Bike Lane Planning & Grant Application, Hamtramck, MI

Detroit Bike Share Feasibility Study, Detroit, MI
Compass Rose Intersection & Pedestrian Crosswalks, Plymouth, MI
Façade Improvement Program, Gibraltar, MI
Highland Park Civic Park, Highland Park, MI
Frankfort Master Plan, Frankfort, MI

Site Design

Center Street Plaza Concept Plan, Royal Oak, MI
El Moore Green Alley, Detroit, MI
High Velocity Sports Expansion, Canton, MI
Maple Glen Park Phase One, Commerce, MI
Wise Road Park Master Plan, Commerce, MI
Children's Park, Village of Lake Orion, MI
Richard A. Young Recreation Center Rain Garden Plan, Dearborn Heights, MI
Monroe Plaza Redevelopment, Durand, MI
Manistee River Bank Stabilization, Wellston, MI
West Creek Confluence Site Floodplain Restoration, Cleveland, OH
Public Parking Green Space Enhancement, Allen Park, MI
Harbor Beach Waterfront Park, Harbor Beach, MI
JFK Library Expansion Design, Dearborn Heights, MI

Presentation Graphics and 3D Massing Studies

Davison Township Gateway Redevelopment, Davison Township, MI
Inner Circle Greenway Map & Brochure, Detroit, MI
Clinton River Water Trail Map, Oakland & Macomb Co., MI
Form Based Code Massing/Setback Guidelines & Exhibits, Frankfort, MI
Henry Ford Health Systems North/South Campus Expansion Modeling, Detroit, MI
Downriver Linked Greenways Trail Map, Wayne County, MI
M-5 Trail Presentation, Novi, MI
Oakland County Trail Master Plan, Oakland County, MI
Monroe Plaza Redevelopment Models, Davison, MI

Campus Planning

Hemlock Semiconductor Front Campus, Hemlock, MI
Hemlock Semiconductor Front Campus, Clarksville, TN
Henry Ford Hospital South Campus Expansion, Detroit, MI
Brownstown Civic Campus, Brownstown, MI
Civic Park & Arboretum, Davison, MI



JAMISON W. BROWN:

PLA, ASLA
landscape architect + partner

**Doctor of Design.
Solution Seeker.
Dad.
This is Jamison**

Jamison Brown has been interested in shaping our built world since his youth. Growing up on a small farm gave him a strong foundation in the landscape. Watching neighboring farms slowly swallowed by suburban growth gave him his ethic. His education in natural resources and architecture has shaped his holistic approach to design. This approach helps clients achieve the best possible outcomes for their projects.

Jamison's extensive planning and design experience includes managing projects through all phases of their life cycle, including all scales of projects in both rural and urban contexts.

Jamison's professional interests are in both restoring urban fabric, and educating communities and developers about techniques for sensitive growth. Jamison is a guest lecturer at the University of Michigan and West Virginia University, and provides pro bono design services for not-for-profit organizations in the community.

EDUCATION, REGISTRATIONS + TRAINING:

Education

Masters in Landscape Architecture, University of Michigan: 2013
Bachelors of Science in Natural Resources, University of Michigan: 1996

Registrations

Professional Landscape Architect, MI #3901001504, TX #2534, CO #1056

Special Training

Post and Beam Design, The Shelter Institute, Bath ME: 1998
Green Roofs for Health Cities, Baltimore, MD
Form Based Codes Institute, Lansing, MI

PROFESSIONAL GOAL:

To collaborate with our clients to create meaningful spaces that are environmentally sensitive, socially responsible and aesthetically pleasing.

BOARDS & ASSOCIATIONS:

City of Boulder Design Advisory Board
American Society of Landscape Architects
Association of Pedestrian and Bicycle Professionals
Community Cycles
Green Roofs for Healthy Cities

HONORS + PUBLICATIONS:

MiASLA Honor Award, Flint Riverfront Restoration Plan: 2011
Vice President of Marketing, MiASLA
President, Student Chapter of ASLA
Junior League of Ann Arbor Community Partner of the Year: 2003
Xi Sigma Pi National Honor Society
Van Sweden Scholarship

NOTED EXPERIENCE:

Non-Motorized Planning & Design

30th Street Vision, Boulder, CO
Detroit Bike-Share Feasibility Study, City of Detroit, MI
Inner Circle Greenway, Detroit, MI
BIKE Hamtramck! NoMo Plan, City of Hamtramck, MI
Lapeer Non-Motorized Master Plan, City of Lapeer, MI
Thumb Region Non-motorized Master Plan, Tuscola County, MI
Huron River Border to Border Trail, Washtenaw County Parks, MI
West Bloomfield Trail Extension Design, West Bloomfield, MI
M-5 Trail Design, Novi, MI

Streetscape Design

Downtown Flint & Broadway Streetscape, Village of Lake Orion, MI
Trumbull Avenue Streetscape, City of Detroit, MI
Ecorse Road Streetscape, Allen Park, MI
Five Mile & Beech Daly Streetscape, Redford, MI
Downtown Eaton Rapids M-50/M-99 Streetscape, Eaton Rapids, MI
Palm Bay Road, Downtown Palm Bay, FL
Downtown Allen Park Street Amenities Plan, Allen Park, MI
Beech Daly Road Landscape Enhancement, Dearborn Heights, MI
Streetscape Pattern Book, Davison, MI
Wick Road Enhancement Plan, Taylor, MI
Kettering University Gateway Project, Flint, MI

Urban Design and Planning

Riverfront Restoration Master Plan, City of Flint, MI
Frankfort Complete Streets Conceptual Design, Frankfort, MI
Illustrative Corridor Plan, City of Dunedin, FL
Village of Rochester Hills, Rochester Hills, MI
Strategic Master Plan, City of Grand Haven, MI
Ann Arbor Farmers Market Master Plan, Ann Arbor, MI
Redevelopment Strategy, Little River Band of Ottawa Indians
Ecorse Road Streetscape, City of Allen Park, MI
Broadway and Flint Street Enhancement, Village of Lake Orion, MI

Campus Planning

Henry Ford Hospital Master Site Plan, Detroit, MI
National Heritage Academies, Canton, MI
University of Michigan, Ann Arbor, MI
Washtenaw Community College, Pittsfield Township, MI
Penn State University, State College, PA

Parks and Recreation

Wise Road Park Concept Plan, Commerce, MI
John West Hunter Park, Birmingham, MI
Bear Creek Park Redevelopment, Oakland Township, MI
Hickory Glen Park, Commerce, Charter Township of Commerce, MI
Maple Glen Park, Commerce, Charter Township of Commerce, MI
Castaway Cove Beach Design, City of Palm Bay, FL
Riggs Park, Van Buren Township, MI
Draper Twin Lake Park Dock and Access Improvements, Charter Township of Oakland, MI
Recreation Master Plan Update and Park Design, Charter Township of Orion, MI
Bear Creek Park Redevelopment, Charter Township of Oakland, MI
County Farm Playground, Ann Arbor, MI



LEAH M. GROYA:

AICP, LEED AP
professional planner + partner

**Grantsmanship guru.
Recreation nut.
Management maven.
This is Leah.**

Using her lifelong love of the outdoors to focus her professional expertise and career, Leah has had enormous success in planning and project funding. Over the past 18 years, she has specialized in marketing and managing non-motorized transportation projects and parks and recreation plans; she has successfully secured \$4.46 million in project funding for her clients; and has worked to restore our environment through successful watershed planning and ecosystem restoration efforts. Her passion for finding and embracing the balance between environmental restoration while maintaining public use, access, and enjoyment of the natural resource and open space systems is what sets her apart from the rest.

In addition to business development and project management expertise, as a founding partner of livingLAB, Leah has accumulated experience in the management and operations of a planning and design firm. Her leadership skills make her a sought after project manager and business partner.

EDUCATION, REGISTRATIONS + TRAINING:

Education

BS, Urban and Regional Planning, Michigan State University: 1997

Registrations

American Institute of Certified Planners

LEED Accredited Professional: June 2007

Special Training

Safe Routes to School: Michigan Training March 2006

Professional Certificate in Watershed Management, Michigan State University, Institute of Water Research: 2004

AASHTO Bicycle Facility Design Training: 2011

SHPO Environmental Review Assistance: 1995-1997

PROFESSIONAL GOAL:

To work as part of a collaborative partnership in order to implement inspired physical change in our communities.

To develop implementation-oriented plans that capture the desires and vision of individual communities.

LABpartners:

American Planning Association

Michigan Association of Planning

Michigan Recreation and Parks Association

Association of Pedestrian and Bicycle Professionals

Michigan Trails and Greenways Alliance

MRPA Trail Committee Member: 2009

NOTED EXPERIENCE:

Parks and Recreation Planning

518-Acre Wise Road Master Plan: Commerce, MI

Birmingham Recreation Master Plan: Birmingham, MI

West Bloomfield Recreation Master Plan: West Bloomfield, MI

Maple Glen & Hickory Glen Park Concept Plans: Commerce, MI

Plymouth Recreation Master Plan: Plymouth, MI

Pontiac Recreation Master Plan: Pontiac, MI

Commerce Township Recreation Master Plan: Commerce, MI

Redford Township Recreation Master Plan: Redford, MI

Orion Township Recreation Master Plan: Orion Township, MI

Milford Township Recreation Master Plan: Milford, MI

Village of Lake Orion Recreation Master Plan: Lake Orion, MI

100-Acre Woods Master Plan: Davison Township, MI

Non-Motorized Planning

MDOT University Region Non-Motorized Plan: MI
Detroit Bike Wayfinding Guidelines: Detroit, MI
Jefferson Avenue Protected Bike Lanes Design: Detroit, MI
Inner Circle Greenway TIGER grant: Detroit, MI
MDOT Regions' Bicycle and Pedestrian Committee Facilitation: Statewide
Detroit Bike Share Feasibility Study: Detroit MI
SEMCOG Region Non-Motorized Master Plan: Southeast MI
Bike Hamtramck!: Hamtramck MI
I-275 Trail Asset Management Study: MDOT
Oakland County Trails Master Plan: Oakland County, MI
Novi Non-Motorized Master Plan: Novi, MI
Battle Creek Non-Motorized Master Plan: Battle Creek, MI
Mt. Pleasant Area Non-Motorized Plan: Mt. Pleasant, MI
Downriver Linked Greenways Initiative: Wayne County, MI
Lapeer Non-Motorized Master Plan: Lapeer, MI
I-275 Metro Trail Design Build: Wayne County, MI
M-5 Non-Motorized Trail: Novi, MI
Milford-Kensington Non-Motorized Trail: Milford, MI
Davison Township Connectivity Study: Davison, MI
Clinton River Trail Gap Analysis: Pontiac, MI
Thumb Region Non-Motorized Master Plan: Tuscola County, MI
Macomb County Trails Master Plan: Macomb County, MI
Henry Ford Hospital: Path to Wellness Master Plan: West Bloomfield, MI

Public Engagement & Facilitation

Outreach Meetings: MDOT University Region Regional Non-Motorized Plan: MI
Focus Group Meetings and Online Opinion Survey: Recreation Master Plan: Commerce, MI
Birmingham Community Workshops: Recreation Master Plan: Birmingham, MI
Focus Group Meetings: West Bloomfield Recreation Master Plan: West Bloomfield, MI
Design Charettes: Maple Glen Park & Hickory Glen Park Concept Plans: Commerce, MI
Public Open House: Paint Creek Trail Master Plan: Rochester, MI
Public Education Committee Facilitation: Alliance of Downriver Watersheds, MI
Stakeholder Committee Facilitation: Michigan Development Impact Study: Michigan Association of Planning
Public Input Meeting Facilitation: I275 Metro Trail Design Development, MI
MDOT Regions' Non-Motorized Advisory Committee's Facilitation: Statewide
Irish Hills Community Center Feasibility Study: Brooklyn, MI

Roy C. Rose, PE, EXW - Principal Engineer



As chief executive officer and president of AEW, with over 35 years of experience, Mr. Rose offers knowledge of engineering innovation. Joining our firm in 1985, his career has included all phases of project management, which incorporates design planning, specification writing, cost estimates, in addition to construction administration utilized for municipal and private developments. Further experience includes design of structural framing on single/medium rise buildings, and site/structural engineering for commercial sites.

Operating closely with several of AEW's 25 municipal clients, including their officials, and staff, as well as numerous governmental agencies, Roy maintains community goals/objectives, as well as identifies projects which provide workable solutions. Experience includes the management of projects ranging in cost, from \$100,000 to \$35 million. Further responsibilities consist of the design and implementation of sewers, water mains, stormwater management, pump stations, in addition to road paving/patching endeavors associated with municipal engineering.

For example, Roy was actively involved with the Lake St. Clair Clean Water Initiative Program for the Macomb County Office of Public Works. This endeavor consisted of more than 20 individual projects, performed by different contractors, for a total construction cost of over \$35 million. Completing \$1 million under budget, the program met the schedule requirements.

Recognized for his decades of experience and continued dedication to strengthening Southeast Michigan's economy, infrastructure and image, Roy earned the 2013 Lil Adams Citizen Award. Additionally, working with numerous communities in the region, and having an understanding of the need for mobility, has led to the privilege to represent Macomb County as a board member of the Regional Transit Authority (RTA), as well as Chairman of the RTA's Planning and Service Coordination Committee.

SPECIALTY AREAS:

Arbitrator: Alternative dispute resolutions certified commercial construction arbitrator, with experience as a single arbitrator or panel member. Has performed negotiations for construction related cases valued from \$100,000 to \$10 million.

Educational Facility Renovation: Career achievements include parking lot reconstruction/expansion, playscape upgrades, athletic field design, building renovations, and transit planning.

Education:

B.S. Civil Engineering, 1978
Michigan Technological
University

A.S. Degree of Science, 1975
St. Clair County Community
College

Professional Registration:

Professional Engineer
Michigan, 1982
Indiana, 1993
Ohio, 1994

Engineer Expert Witness
Michigan, 2010

Professional Certification:

National Ready Mixed
Concrete Association

Professional Membership:

American Society of Civil
Engineers

American Institute of Steel
Construction

American Concrete Institute
Michigan Chapter

American Arbitration
Association

Board of Regents
Baker College

Macomb Regional Chamber
Public Policy Committee

Regional Transit Authority
Board Member

Regional Transit Authority
Planning and Service
Committee Chairman

Professional Development:

Construction Change Order
in Michigan

Legal Issues for Michigan
Professional Engineers

Transit Network Design

Michael D. Smith, PE - Senior Project Engineer

Education:

B.S. Civil Engineering, 2003
Wayne State University

Professional Registration:

Professional Engineer
Michigan, 2009

Professional Certification:

Soil Erosion and
Sedimentation Control, Part 91
Michigan Department of
Environmental Quality (MDEQ)

Stormwater Management,
Part 31, Construction
Michigan Department of
Environmental Quality (MDEQ)

Professional Membership:

American Society of
Civil Engineers

Professional Development:

Maintenance of Asphalt
Pavements Training
Local Technical Assistance
Program (LTAP)

Trenchless Technology, SSES
and Buried Asset Management
Midwest Society for
Trenchless Technology

Constructing Pedestrian
Facilities for Accessibility
Michigan Concrete Association
(MCA)

Design and Construction of
Concrete Streets and Parking
Lots
Michigan Concrete Association
(MCA)

Water Main Rehabilitation
Using Cured-In-Place
(CIPP) - The Aqua Pipe
Technology
Illinois Section AWWA

Michigan Transportation Asset
Management Workshop

Local Concrete Seminar (2014)
Center for Technology & Training



As a senior project engineer, with 14 years of industry experience Mr. Smith is focused on providing services for local, county and state municipal clients, as well as privately owned projects. Responsibilities include planning, estimating, designing, writing technical specifications, preparing research studies, providing plan reviews, and conducting contract administration. Project experience includes design of water supply systems, concrete/asphalt paving improvements, storm/sanitary sewers, bike/hike trails and storm water management. Joining the AEW team in 2001, additional skills include reviewing site, plot and engineering plans for public/private developments.

Additionally, Michael has successfully provided design and oversight services for federal aid projects associated with the Michigan Department of Transportation (MDOT). His experience includes concrete/asphalt road improvements and bike/hike trails. Project responsibilities include site data collection and research/development, along with design, bid document preparation, coordination between governing agencies, construction observation and contract administration. As such, Michael is experienced in the operating software related to federal aid projects, such as MERL, FieldManager and FieldBook.

Professional certification includes Michigan Department of Environmental Quality (MDEQ) Certified Construction Storm Water Operator and Part 91 Soil Erosion and Sedimentation Control for the past eight years.

SPECIALTY AREAS:

Engineering Design: Experienced in design of water supply systems, including pressure reducing valves (PRV) and water main replacement, as well as concrete/asphalt road paving, bike/hike trails and storm/sanitary sewers. Also skilled in reviewing site, plot and engineering plans for public/private developments.

Grant Application Administration: Additional experience includes assisting municipal clients in pursuing enhancement grants, State Revolving Funds (SRF) and Drinking Water Revolving Funds (DWRF), along with grant administration services.

Frank D. Varicalli - Team Leader

Education:

A.S. Civil Technology,
1984
Macomb Community
College

Professional Certification:

Pipeline Assessment
Certification Program
(PACP)

Manhole Assessment
Certification Program
(MACP)

Lateral Assessment
Certification Program
(LACP)

Professional Membership:

Southeastern Michigan
Water and Sewer Utilities
Association

National Association
of Sewer Service
Companies

Michigan Water
Environment Association
(MWEA)

Professional Development:

Sanitary Sewer
Maintenance
University of Wisconsin

Building Durable
Pavements
University of Wisconsin

Concrete Durability &
Repair
Michigan State University

Public Works Inspection
University of Wisconsin

Pavement Rehabilitation
University of Wisconsin



A team leader since 1994, Mr. Varicalli is experienced in managing infrastructure projects. With a specialty in trenchless rehabilitation, a cost effective and minimally invasive procedure for communities, he provides solutions for clients, as well as residents. Frank is also certified through the National Association of Sewer Service Companies NASSCO, Inc. for pipeline, manhole and lateral assessment.

Applying 34 years of experience, professional duties include management of annual municipal infrastructure, along with Geographic Information System (GIS) projects related to sewer system preservation and rehabilitation. Additionally knowledgeable in pavement maintenance/restoration, planning and administration with further skills in structure inspection, construction observation supervision and procedures. Project estimates, contract specifications, as well as administration are also offered to clients.

Honors were awarded by the Michigan Concrete Pavement Association (MCPA) for work achieved on the 2012 Harding Street Reconstruction in the City of Center Line and the 2002 Concrete Pavement Repair Project in the City of Harper Woods. Because of his knowledge and experience in the industry, Frank was honored to participate in the 2003 MCPA judges panel.

SPECIALTY AREAS:

Trenchless Rehabilitation Specialist: Reviews construction recommendations for pipe bursting, full/sectional cured-in-place lining, drilling, sewer grouting, sewer slip-linings, water mains, and laterals.

Sewer System Evaluation: Performs assessments for projects involving the cleaning, as well as televising of sewers, full/sectional cured-in-place lining, pipe bursting, slip lining, lateral rehabilitation, manhole rehabilitation, sewer grouting, along with infrastructure mapping (GIS).

Pavement Evaluation and Inspection: Offers recommendations for pavement maintenance and repair. The resulting projects include concrete patching, joint/crack sealing, sidewalk/driveway replacement, pavement repair (full and partial depth), along with structure repairs (manholes, catch basins, water gates).

Kevin C. Hendricks - Team Leader

Education:

40 years of hands-on
roadwork experience

Designed \$35 million
worth of roadway projects
in the last 15 years at
AEW

Comprehensive
knowledge of MDOT
procedures and
specifications for both
concrete and asphalt
projects



Joining AEW in 1997 as a team leader, Mr. Hendricks has more than 40 years experience, with an emphasis on major road reconstruction and infrastructure rehabilitation. Routine projects include concrete, as well as hot mix asphalt (HMA) road reconstruction/resurfacing and miscellaneous municipal public works improvement projects.

Primary responsibilities consist of site data collection, project research/development, technical design/layout, construction drawing/bid document preparation and coordination of project design/construction activities with governmental agencies, public utility companies, and the construction industry. Kevin is also skilled in other various phases of the construction process, such as staking, observation and administration.

Actively engaged in the civil engineering profession since 1972, his experience covers a wide range of projects. Experience includes concrete and HMA pavement/drainage infrastructure rehabilitation, public/private site development, in addition to general municipal work throughout the Detroit metropolitan area and southeast Michigan.

Kevin is well versed in Michigan Department of Transportation (MDOT) design specifications and has designed an innumerable number of concrete and bituminous pavement/drainage reconstruction and rehabilitation projects. Kevin plays the lead role in Federal Highway Administration (FHWA) federally funded major and local road projects for various municipal clients and completed several American Recovery and Reinvestment Act of 2009 (ARRA) stimulus projects.

SPECIALTY AREAS:

Major and Local Urban/Rural Road Reconstruction/Rehabilitation: Directly responsible for the design and bid package preparation of road reconstruction/rehabilitation projects, consisting of both concrete and/or HMA materials for public and private clientele.



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: June 4, 2015
Re: On-Call Professional Design Consultant Services

Overview

City Staff is recommending that the City Commission approve the selection of three firms to provide on-call professional design services for the City. The firms are Harley Ellis Devereaux, DesignTeam+, and McKenna Associates.

Background

The three firms noted above were selected for interviews as part of the Gainsboro Park process. While they were not selected to be the lead consultant for the park design project, they each have notable strengths that could be a benefit to the City in the future.

Staff is recommending that the City enter into on-call contract arrangements with each firm so that we can use their services if necessary in the future. Entering into these on-call contracts will not commit the City to anything, but it will provide us with professional design resources should we need them.

The firms are pre-qualified by virtue of their selection for interviews during the Gainsboro Park process. Prior to the City engaging any of these firms to do any work, staff will work out a not-to-exceed agreement for a scope of services to be provided in accordance with available funds in the City's budget. By having pre-qualified firms available to us, the City can solicit small proposals from our pre-qualified firms when we have projects which would benefit from professional design help.

Requested Action

Approval of on-call professional design consultant services contracts with Harley Ellis Devereaux, DesignTeam+, and McKenna Associates.

Harley Ellis Devereaux Pricing Proposal

DETAILED COST PROPOSAL



PHASE 1—DESIGN..... \$41,750

A • PROJECT INITIATION.....\$4,200

Deliverables

Project Schedule; Work Plan; Key Stakeholders List; 2 Meetings with Staff and Recreation Commission

B • PUBLIC ENGAGEMENT.....\$7,700

1. Convene a Town Hall Meeting

2. Engage via the Web with My Sidewalk

3. Work with Student Designers

Deliverables

One (1) Evening Town Hall Meeting; My Sidewalk Web Engagement; One Half Day (1/2) Design Workshop with 5th Grade Students in Pleasant Ridge.

C • CONSENSUS PLAN DEVELOPMENT....\$29,350

Step 1 • Discovery

Deliverables

Existing Site Conditions Summary; Architectural Conditions Summary; Park Program Opportunities; Benchmark Examples; One (1) Review Meeting with Staff and Recreation Commission to Review Materials

Step 2 • Ideation

Deliverables

Alternate Site and Architectural Programs and Concept Opportunities; One Half Day (1/2) Immersive Charrette with Staff and Recreation Commission

Step 3 • Development

Deliverables

Site Plans that show park evolution; Facility Plans that show adaptive reuse and new facilities; Backup quantitative projections for space needs; Infrastructure systems planning that will indicate type and location for those systems; Consensus Master Plan; One (1) Review Meeting with Staff and Recreation Commission

Step 4 • Implement

Deliverables

Detailed Itemized Cost Estimate; Packaging and Phasing Plans; One (1) Meeting with Staff and Recreation Commission

D • PLAN ADOPTION.....\$500

E • DELIVERABLES

15 Printed Copies of Consensus Plan and Supporting materials and Electronic Copy in Approved Format; One (1) Presentation Meeting with Recreation Commission and City Commission

PHASE 2—CONSTRUCTION DOCUMENTS AND BID SPECIFICATIONS..... \$31,500

F • CONSTRUCTION PLANS + BID SPECIFICATIONS

Deliverables

Up to seven (7) printed sets of drawings; Specification Booklet including 'front end', bid forms, submittals requirements, etc., electronic copy of same.

PHASE 3—BID EVALUATION AND CONSTRUCTION ADMINISTRATION....\$16,550

G • BID EVALUATION + CONSTRUCTION ADMINISTRATION

Deliverables

Addenda; Bid Tabulation; Contractor Recommendation

H • CONSTRUCTION ADMINISTRATION

Deliverables

CA Services

I • AS-BUILT CONSTRUCTION PLANS

Deliverables

As-Built Construction Plans in Electronic Format

TOTAL FEE = \$89,800

Hourly Rates

HOURLY RATES



HARLEY ELLIS DEVEREAUX

Billing Rates – DETROIT 01/01/2015 through 12/31/2015

Classification

Rate Range

Principal-in-Charge	\$172	to	\$290
Project Management	\$162	to	\$233
Level 6: Principal Architects/Engineers/Planners/Designers	\$179	to	\$240
Level 5: Associate Architects/Engineers/Planners/Designers	\$108	to	\$211
Level 4: Salary Architects/Engineers/Planners/Designers	\$96	to	\$172
Level 3: Hourly Architects/Engineers/Planners/Designers	\$89	to	\$117
Level 2: Hourly Architects/Engineers/Planners/Designers	\$69	to	\$96
Level 1: Hourly Architects/Engineers/Planners/Designers	\$60	to	\$78

26913 Northwestern Highway
Suite 200
Southfield, Michigan
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t 248.262.1500

f 248.262.1515

harleyellisdevereaux.com

Planning
Architecture
Engineering
Interior Architecture
Landscape Architecture

**Advancing Your World...
by Design**

Note: The above rates are subject to change after December 31, 2015

Gainsboro Park

Design & Construction Management Services

Proposed Fees for Services



PROFESSIONAL FEE

DesignTeam Plus, LLC is pleased to submit our fee for providing landscape architectural design and management services for the Gainsboro Park Complex. Below is our breakdown as appears in our project approach.

PHASE 1 DESIGN PHASE

1	PROJECT INITIATION	\$ 1,000.00
2	PUBLIC ENGAGEMENT	\$ 8,000.00
3	CONSENSUS DEVELOPMENT PLAN / PARK MASTER PLAN	
4	PLAN APPROVALS	\$10,000.00

PHASE 2 CONSTRUCTION DOCUMENTS & BID SPECIFICATIONS

1	CDs & BIDs	\$25,000.00
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PHASE 3 BID EVALUATION & CONSTRUCTION ADMINISTRATION

1	BID EVALUATION & CONSULTANT SELECTION	\$ 4,000.00
2	CONSTRUCTION ADMINISTRATION (based on City's requirements)	\$19,200.00
3	AS-BUILT CONSTRUCTION PLANS (estimate, requesting quotes)	\$ 5,000.00

TOTAL	FEES	\$72,200.00
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NOTE: Plus Reimbursable Expenses

PROFESSIONAL HOURLY RATES

Hourly Rates: 2014-2015 Fee Schedule

○	Principal Landscape Architect	\$150.00 per hour
○	Principal Architect	\$120.00 per hour
○	Principal Interior Designer	\$120.00 per hour
○	Senior Landscape Architect	\$100.00 per hour
○	Senior Design Associate	\$ 85.00 per hour
○	Design Associate	\$ 65.00 per hour
○	Cad Operator:	\$ 45.00 per hour
○	Clerical	\$ 35.00 per hour

Contracts for additional work not outlined in the aforementioned scope shall be presented to owner/owner's representative for approval prior to commencement of such work.

Reimbursable:

The following expenses, when incurred in direct connection with the project, will be charged at cost plus 15% - may include but limited to the following:

○	8.5 x 11 prints or copies	\$0.10 per sheet
○	8.5 x 14 prints or copies	\$0.20 per sheet
○	11 x 17 prints or copies	\$0.35 per sheet
○	12 x 18 prints or copies	\$0.40 per sheet
○	Full size prints	\$6.00 per sheet
○	Mylar/velum	\$10.00 ea.
○	Mileage	\$0.575 per mile
○	Express delivery	\$25.00 each occurrence
○	Travel Expenses	At cost

McKenna Associates Pricing Proposal

DETAILED COST PROPOSAL

PLEASANT RIDGE, MICHIGAN

	McKenna Assoc.	Russell Design	AEW	Mielock Assoc.	Sub-Total
PHASE I: DESIGN PHASE					
A. Project Initiation	\$1,800.00	\$500.00	\$440.00	\$1,100.00	\$3,840.00
B. Public Engagement	\$7,200.00	\$1,000.00			\$8,200.00
C. Consensus Plan Development	\$1,500.00	\$5,500.00	\$660.00		\$7,660.00
D. Plan Adoption	\$800.00	\$800.00			\$1,600.00
E. Deliverables					\$0.00
					\$21,300.00
PHASE II: CONSTRUCTION PLANS AND BID SPECIFICATIONS					
F. Construction Plans and Bid Specifications	\$500.00	\$10,500.00	\$3,500.00		\$14,500.00
PHASE III: BID EVALUATION AND CONSTRUCTION ADMINISTRATION					
G. Bid Evaluation and Consultant Selection	\$200.00	\$500.00	\$660.00		\$1,360.00
H. Construction Administration, incl. Concrete and Sewer Inspection*	\$200.00	\$5,000.00	\$10,750.00		\$15,950.00
I. As-Built Construction Plans	\$200.00	\$1,500.00	\$3,500.00		\$5,200.00
					\$22,510.00
Sub-Total	\$12,400.00	\$25,300.00	\$19,510.00	\$1,100.00	
				TOTAL	\$58,310.00

* + \$3,000 testing allowance

At the request of the City, services in addition to those described in our proposal will be separately negotiated. We are able to adjust these fees (and corresponding scope items) to meet your needs, to our mutual benefit.

McKenna
ASSOCIATES

16-Apr-15