



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

**City Commission Meeting
June 12, 2018
Agenda**

Honorable Mayor, City Commissioners and Residents: This shall serve as your official notification of the Public Hearing and Regular City Commission Meeting to be held Tuesday, June 12, 2018, 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 HEARING AND REGULAR CITY COMMISSION MEETING – 7:30 P.M.

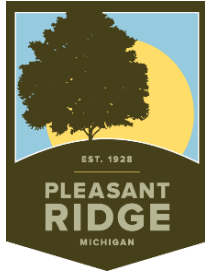
1. **Meeting Called to Order.**
2. **Pledge of Allegiance.**
3. **Roll Call.**
4. **PUBLIC DISCUSSION – items not on the Agenda.**
5. **Governmental Reports.**
6. **City Commission Liaison Reports.**
 - **Commissioner Krzysiak – Ferndale Public Schools**
 - **Commissioner Perry – Planning/DDA**
 - **Commissioner Scott – Historical Commission**
 - **Commissioner Wahl – Recreation Commission**
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 8, 2018 and the Public Hearing and Zoning Board of Appeals Meeting held Tuesday, May 15, 2018.
 - b. Monthly Disbursement Report.
 - c. Resolution recognizing June as Gay Pride Month.
 - d. Proclamation recognizing June as Immigrant Heritage Month.
 - e. 2017-2018 Budget Amendments.
 - f. Zoning Board of Appeals proposed fee schedule.
 - g. Establishing public hearings on Tuesday, July 10, 2018 at 7:30 p.m., to solicit public comments on an ordinance to amend Chapter 42 – Penal Code.

8. **Fiscal year 2018-2019 Combined City Budget and the 2018-2019 Millage Rates:**
 - a. **Public Hearing** – Solicitation of public comments on the proposed fiscal year 2018-2019 Combined City Budget and the 2018-2019 Millage Rates.
 - b. Fiscal year 2018-2019 Combined City Budget and the 2018-2019 Millage Rates.
9. **2018-2022 Police Patrol Contract.**
10. **City Manager's Report.**
11. **Other Business.**
12. **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
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

**Public Hearing and Regular City Commission Meeting
May 8, 2018**

Having been duly publicized, Mayor Metzger called the meeting to order at 7:33 p.m.

Present: Commissioners Krzysiak, Perry, Scott, Wahl, Mayor Metzger
Also Present: City Manager Breuckman, City Clerk Drealan
Absent: None

Public Discussion

Mr. Ted Zachary, 68 Devonshire, stated that the next meeting of the Recycling Committee will be held soon. Send an email to him at WPRTV@yahoo.com if interested and a date and time will be set. Ferndale will have a recycling event on May 19th from 9:00 to noon. No hazardous material accepted. The Ridge Resale Shop will be open the second Saturday of every month. They will also take donations at that time. He presented a video of wind catchers that he created from mostly found objects. He is interested in working with the schools to create wind catchers that would produce electricity. Commissioner Krzysiak expressed support and invited Mr. Zachary to attend the next School Board meeting.

Governmental Reports

Chief Kevin Nowak, Pleasant Ridge Police, Interim Police Chief Vincent Palazzolo and Lt. David Spellman, Ferndale Police Department, presented a Certificate of Merit award to Pleasant Ridge Officer Andrew Shelton for exemplary service in responding to an armed robbery on April 23rd.

Assistant City Manager Scott Pietrzak presented an update on Recreation Department summer events and programs. The Adult Sand Volleyball League has six teams. Camp and Swim Team registration has begun and the swim team has started practices. Participation is up from last year. There will be an adult swim meet during the summer. Baseball will start soon. There are five teams which is more than some other communities. Field renovations have begun and should be completed soon. The Junior Garden Club is very successful. Commissioner Wahl indicated that this is a very special program for young residents. The 50+ trips are mostly full and also very successful. The pool will open on May 25th. Some major repairs were necessary. The deck chairs have all been re-strapped and new umbrellas have been delivered. The Citywide Garage Sale is this weekend.

City Commission Liaison Reports

Commissioner Wahl reported on the Recreation Commission. They will begin working on a new master plan which has not been done in five years. The last master plan resulted in the creation of Gainsboro Park.

Commissioner Krzysiak reported on Ferndale Public Schools. Big Green Detroit Learning Initiative awarded Learning Gardens to Ferndale Lower Elementary, Ferndale Upper Elementary and University High School. Each garden costs \$50,000. The students will learn about the outdoors and science while producing edible gardens. The Ferndale School Board authorized \$100,000 for classroom technology. Ten seniors from Ferndale High will be attending the University of Michigan on full scholarships. The next School Board meeting is May 21st.

Commissioner Perry reported on the Planning Commission/DDA. At the last meeting the DDA discussed and approved its 2018-2019 budget. Approved items include funding for the Woodward Streetscape project, contributions to the FabCab, banner maintenance, façade improvement and planter programs. The next DDA meeting is July 23rd.

Commissioner Scott reported on the Historical Commission. The Home and Garden Tour will be June 2nd. Tickets can be purchased in advance on the city website.

Consent Agenda

18-3367

Motion by Commissioner Wahl, second by Commissioner Perry, to approve the consent agenda as presented.

Adopted: Yeas: Commissioners Wahl, Perry, Krzysiak, Scott, Mayor Metzger
Nays: None

Establishing a Public Hearing on June 12, 2018 to Solicit Public Comment on the 2018-2019 Budget and Millage Rates

City Manager Breuckman introduced an overview of the budget and millage rates. The budget is available on the website. The new budget will become effective July 1, 2018. The 2018 millage rate will be lower than 2017 even with the new police pension millage being applied. The City receives 46% of the tax bills. The bulk of the balance goes to Ferndale and Oakland County Schools. State revenue sharing has gone down considerably and continues to decline. Recent millage increases have been necessary to maintain the same levels of revenue without state funds. There is a net revenue projection of \$18,575 for 2018-19. Ideally the net revenue should be approximately \$30,000 and the city is on a good path to achieve that goal in the near future. The big projects for the upcoming year are the Community Center Big Room and an SUV for the police department.

Utility rates are adopted by resolution. Those rates incorporate various sewer and water capital improvement projects that are covered by a three-year contract. Water meter heads, which are installed in basements, are beyond their normal life span and will need to be replaced. The new meters will be cellular so residents can download an app and check their water usage in real time. The average water user will see a 2.0% increase in their bill which matches inflation.

18-3368

Motion by Commissioner Perry, second by Commissioner Scott, to establish a public hearing on June 12, 2018 at 7:30 p.m. to solicit public comment on the proposed 2018-19 millage rates and the 2018-19 combined city budget.

Adopted: Yeas: Commissioners Perry, Scott Krzysiak, Wahl, Mayor Metzger
 Nays: None

2018-19 Utility Bill Rates

18-3369

Motion by Commissioner Wahl, second by Commissioner Scott, to approve the resolution regarding the 2018-19 Utility Rates as recommended.

Adopted: Yeas: Commissioners Wahl, Scott, Krzysiak, Perry, Mayor Metzger
 Nays: None

City Manager's Report

Breuckman discussed the Indiana, Bermuda and Ridge Road reconstruction project. A postcard mailer regarding the project will be sent to every household since the whole community will be impacted. Phase One begins on May 14 and is limited to concrete and curb work which will have minimal impact on travel. This phase is expected to continue until the end of May. Phase Two will be resurfacing Indiana and Bermuda. The intersections at Indiana and Bermuda will all be closed. This phase will run from May 29 through mid-June. Phase Three will be Ridge Road and will begin after school lets out. Ridge Road will be closed. There will be access to the Community Center throughout the project. This will be the most disruptive part of the project and will run from June 18 through mid-August. Residents on Ridge will still be able to put their trash out as usual. Approximately 11 houses will have their access blocked for some time and will need to park on a side street and walk to their homes. The entire project is expected to conclude before the next school year begins.

Commissioner Perry inquired regarding school bus pick up. The school district will establish new bus stops or routes as necessary. There was discussion regarding the fact that the alleys are not wide enough to accommodate two-way traffic. Commissioner Scott inquired regarding posting a no right turn sign at Poplar Park which does not appear to be necessary. Commissioner Perry encouraged residents to communicate with their neighbors who may not have access to online postings. Hard copies of all the information will also be available.

Other Business

Commissioner Krzysiak noted that the May 9th book is *Grownup Anger* by Daniel Wolf. It traces the history of the Calumet massacre of 1913. There are no books for the summer. Residents can email suggestions for the upcoming reading season. He discussed the Facebook drive to clean up the sidewalks on the service drive. He and Commissioner Perry helped sweep 3,340 pounds of debris off the sidewalks. He inquired whether the County or MDOT would maintain that segment of sidewalk in the future. Breuckman indicated that responsibility was split between MDOT and the County Road

Commission which makes it difficult to get a commitment from either organization. If the debris was blown into the street, the County Road Commission would sweep the street, but not the sidewalk itself.

Commissioner Perry congratulated the Women's Club on their successful spring brunch. They broke their previous record for the amount of funds raised for college scholarships and other projects including a high school a cappella group. Commissioner Wahl reminded everyone to buy tickets to the Foundation auction. Proceeds will support the Community Center Big Room project. Blocks and organizations can donate gift baskets to be auctioned. Mayor Metzger supported the opening of the pool and the Memorial Day festivities. Commissioner Scott noted that the road construction should not affect the Home and Garden Tour.

With no further business or discussion, Mayor Metzger adjourned the meeting at 8:34 p.m.

Mayor Kurt Metzger

Amy M. Drealan, City Clerk

/dleg



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

**Zoning Board of Appeals Meeting
May 15, 2018**

Having been duly publicized, Mayor Metzger called the meeting to order at 6:02 p.m.

Present: Commissioners Krzysiak, Perry, Scott, Wahl, Mayor Metzger
Also Present: City Manager Breuckman, City Clerk Drealan
Absent: None

Request by Mr. Paul Tulikangas and Ms. Michele Kamier, 37 Maplefield Road, Pleasant Ridge, for a variance to Section 82.164 (9) of the Pleasant Ridge Zoning Ordinance, regarding the front yard setback requirement for a residential property.

Mr. Paul Tulikangas, petitioner, 37 Maplefield, gave a power point presentation of the reasons he is requesting the variance. He introduced the potential architects and builders for the project. He is requesting a variance to the front yard setback to match the front of the existing house. The current ordinance would require new construction to be built approximately 9 feet further back. They are looking to add another bedroom and bath upstairs and expand space on the first floor including an attached garage. The house was built in 1924 long before the current ordinance was enacted. As neighboring houses were built from the '20s through the '40s, the setback lines varied from year to year. They are trying to save the existing detached garage and maple tree.

Commissioner Krzysiak expressed concern regarding the size of the addition in relation to the size of the lot. There was discussion regarding the location of the maple tree. The proposed addition is well in front of the tree. Moving the plans back would potential endanger the tree. It is a substantial tree. The exact type of maple is unknown. There was discussion regarding whether the existing garage should stay or whether it might violate the total square footage requirements. The existing garage is primarily storage and a woodshop. City Manager Breuckman indicated that, even with the existing garage, the project would fit within the ordinance square footage requirements. He noted that it is an existing nonconforming site as it stands due to an additional gazebo. Petitioner indicated he would agree to remove the gazebo.

Breuckman presented a history of the zoning board of appeals. It is a quasi-judicial function. There are established tests for requests for dimensional variances. All four parts of the test must be met to grant the variance. It is not a discretionary decision. Neighbor support is not a reason to grant a variance which is a request for relief from the laws of the city. The first test is deprivation of development rights. The second test is substantial justice. The third test is unique circumstances.

The fourth test is whether the need for the variance is self-created. The Commission should make findings of fact regarding each of these tests to form the basis for its decision. Commissioner Krzysiak inquired whether the existing tree would be considered a unique natural feature of the property. There was discussion regarding the history of some of the setback ordinances. The previous setback for 37 Maplefield was 30 feet. The current ordinance is actually a relaxation of that requirement. Breuckman noted that the setbacks along Maplefield are not entirely consistent due to the fact that the road had long ago been replatted. As a result, the setback requirement was calculated from the curb rather than the property line. 37 Maplefield is currently set back 31 feet from the curb. The neighboring addresses have setbacks of 40 feet or more. Since there is not a consistent setback, there was an administrative decision to use the 40-foot setback at 35 Maplefield in referring to the potential setback requirements for 37 Maplefield. The average neighboring setback was 43.5 feet. The proposed addition would expand the already existing nonconformity at 37 Maplefield. Breuckman noted that the proposed addition is well thought out and attractive, however, it can be altered to produce the same effect without expanding the nonconformity. Granting the request would provide the petitioner with a special benefit not enjoyed by the neighboring properties. This property does not have any unique circumstances other than that it and the neighboring properties have different setbacks than the rest of the street. However, this lot is also larger than the neighboring lots. Lastly, the problem is self-created because the petitioner has created this nonconforming building plan. The staff recommendation is to deny the request.

Krzysiak noted that both 14 and 15 Maplefield have garages that line up with the front of the home. He inquired as to what is different about this project from what was built at those addresses. Breuckman noted that the garages at 14 and 15 Maplefield meet the setback requirement. The proposed garage at 37 Maplefield does not meet that requirement. Maplefield has a number of front loaded garages many of which would not meet the current ordinance which requires that the garage cannot represent more than 30% of the front of the house.

Mayor Metzger opened the public hearing at 6:37 p.m. He noted that there was one comment received which was not in favor of granting the variance.

Charlie Kughn, 40 Maplefield, stated that he lives across the street and he and his neighbor would be most impacted. He has reviewed the plans and is in favor of the project.

Petitioner noted that the fact that his house sits farther forward than other properties should be considered a hardship because he cannot build garages similar to his neighbors. Mr. Kevin Crosby, architect for the petitioner, indicated that they looked at other options but that this plan works best with house's existing unique features. Other options would not be as attractive overall. There will be conflict with the rooflines and problems with head clearance. He noted that every possibility had not been exhausted. Breuckman noted that the argument that the house is unique because it is nonconforming would allow every nonconforming house to add any kind of addition.

With no further comments or discussion, Mayor Metzger closed the public hearing at 6:45 p.m.

Krzysiak inquired whether the roofline problem that would be encountered if the variance is denied would then require a variance from the design standards ordinance. That issue cannot be addressed at this time. He expressed support for granting the variance due to the uniqueness of this property and that it gives justice because the addition will not go further forward than the front of the house.

Commissioner Scott left the meeting at 6:51 p.m. His comments had been previously submitted. Perry indicated that she liked the plan but could not support the variance due to other options being available. She indicated that she felt there were ways to protect the maple tree with other plans.

Breuckman noted that three affirmative votes were necessary to approve the variance.

Commissioner Krzysiak made a motion in the matter of the request for a variance of 9 feet from the minimum required front yard setback requirement of Section 84-164, by Mr. Paul Tulikangas and Ms. Michele Kamier, 37 Maplefield Road, Pleasant Ridge, the Zoning Board of Appeals grants the variance with the following findings and subject to any applicable conditions:

Findings

1. Special or unique conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not generally applicable to other lands, structures or buildings in the same district.
2. A literal interpretation of the provisions of the Zoning Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of the ordinance, and the requested variance is the minimum necessary.
3. The special conditions and circumstances do not result from the actions of the applicant. The building pattern that exists along the street is a long-standing situation that existed long before the applicant purchased the property.
4. The granting of the variance will be in harmony with the general purpose and intent of the Zoning Ordinance by allowing a new building at an established building line.
5. The variance will not be injurious to the neighborhood or otherwise detrimental to the general welfare by allowing a front setback consistent with neighboring properties.
6. The spirit of the Zoning Ordinance shall be observed, public safety secured, and substantial justice done.

Motion dies due to lack of support.

18-3370

Motion by Commissioner Perry, second by Commissioner Wahl, in the matter of the request for a variance of 9 feet from the minimum required front yard setback requirement of Section 84-164, by Mr. Paul Tulikangas and Ms. Michele Kamier, 37 Maplefield Road, Pleasant Ridge, the Zoning Board of Appeals denies the variance with the following findings and subject to any applicable conditions:

Findings

1. No special or unique conditions or circumstances exist which are peculiar to the land, structure, or building involved and which are not generally applicable to other lands, structures or buildings in the same district.
2. A literal interpretation of the provisions of the Zoning Ordinance would not deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of the ordinance.
3. The special conditions and circumstances do result from the actions of the applicant, and as such are self-created. Alternatives do exist which would allow the site to comply with the minimum front yard setback requirement of the Zoning Ordinance.
4. The granting of the variance will not be in harmony with the general purpose and intent of the Zoning Ordinance. The variance will allow for a house with a lesser front setback than otherwise required and is not in keeping with ordinance requirements or the character of the neighborhood.
5. The variance will be injurious to the neighborhood or otherwise detrimental to the general welfare by allowing an addition that expands an existing non-conforming structure.
6. The spirit of the Zoning Ordinance will not be observed, and substantial justice will not be done by providing a special benefit to the applicant that is not enjoyed by other properties in the zoning district, and which will promote future requests for similar variances that undermine the integrity of the Zoning Ordinance.

Adopted: Yeas: Commissioners Perry, Wahl, Mayor Metzger
 Nays: Commissioner Krzysiak
 Absent: Commissioner Scott

Request by Mr. Ben Roberts, 55 Sylvan Avenue, Pleasant Ridge, for a variance to Section 82.193(3) of the Pleasant Ridge Zoning Ordinance, regarding the Maximum allowable square footage permitted for an accessory structure for a residential property.

Mr. Ben Roberts, 55 Sylvan Avenue, noted that a letter went out to residents that seemed to indicate that he was building a garage bigger than the house. He indicated that that is not the case. He is proposing building a new garage to house two classic cars and an engineering vehicle that he brings home from work occasionally that must be kept secured. He is asking for a dimensional variance. He noted that his property is a double lot which is approximately 11,000 square feet. The new structure would be a garage only and not a secondary house.

Mr. Gary Roberts, architect for the petitioner, noted that the existing garage leans and was designed in the 1920s for Model A cars rather than today's modern vehicles. They are asking for a variance to the 750 square foot cap. If the house was not in the middle of the double lot, he could be building this garage on the second lot without the need for a variance. He noted that it is a hardship for Mr. Ben Roberts to not have a smaller garage given his vehicles and the nature of his hobby of working on them. It is unique because it is the only double lot on that street. The plan is to build a structure

that will match the look and roofline of the house. It will be located at the very rear of the property. There are also large trees that they are attempting to work around.

Mayor Metzger and Commissioner Wahl inquired whether the 750 foot cap would work. It would not because, with three bays, the garage would not be deep enough to park the vehicles in. Petitioner noted that the proposed garage would not exceed the ordinance that limits building coverage to 30% of the rear yard.

Breuckman stated that the requested variance is for 120.15 square feet. The proposed accessory structure is 864 square feet. The maximum garage area allowed is 743.85 square feet. He noted that the ordinance excludes the footprint of the porches from the calculation. The petitioner noted that there is a difference between the definition of floor area and the definition of the footprint of a building. Breuckman reiterated the four-step test. He noted that the need for the variance is driven by the petitioner's desire to have a larger than two-car garage with stairs to the second story. He added that there are many options that would meet the petitioner's needs without needing a variance. This is a citywide ordinance so it is not a zoning district question.

Mayor Metzger opened the public hearing at 7:12 p.m.

Mr. Michael Valentine, 65 Sylvan, is in favor of the variance. He feels that it would be beneficial to the neighborhood. It will be an improvement to the existing garage. It won't be that noticeable when built due to the size of the lot. He thinks it is a nice, tasteful design.

Ms. Michelle Lodge, 51 Sylvan, is in favor of the variance. She thinks it would increase the value of neighboring properties.

Petitioner noted that the cap in Pleasant Ridge is lower than in other communities and noted that some communities have a sliding scale based on the size of the property.

Mayor Metzger noted that the city is trying to restrict the number of very large footprint buildings. Three public comments were received prior to the meeting: two were opposed and one in favor of granting the variance.

With no further comment or discussion, Mayor Metzger closed the public hearing at 7:16 p.m.

Krzysiak noted that the existing structure is in disrepair. He stated that exceeding the square footage cap is the issue. There is a difference between rural areas and Pleasant Ridge. He is interested in increasing the ordinance in the long term. Mayor Metzger is not in favor of increasing the cap.

18-3371

Motion by Commissioner Krzysiak, second by Commissioner Perry, in the matter of the request for a variance of 120.15 square feet from the maximum detached accessory building area requirement of Section 82-193, by Mr. Ben Roberts, 55 Sylvan, Pleasant Ridge, the Zoning Board of Appeals denies the variance with the following findings and subject to any applicable conditions:

Findings

1. No special or unique conditions or circumstances exist which are peculiar to the land, structure, or building involved and which are not generally applicable to other lands, structures or buildings in the same district.
2. A literal interpretation of the provisions of the Zoning Ordinance would not deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of the ordinance.
3. The special conditions and circumstances do result from the actions of the applicant, and as such are self-created. Alternatives do exist which would allow the site to comply with the maximum area requirement of the Zoning Ordinance.
4. The granting of the variance will not be in harmony with the general purpose and intent of the Zoning Ordinance. The variance will allow for a detached garage with a larger area than otherwise permitted and is not in keeping with ordinance requirements or the character of existing detached garages in the neighborhood.
5. The variance will be injurious to the neighborhood or otherwise detrimental to the general welfare by allowing the construction of a larger than permitted structure. This could spur requests for similar variances in the future.
6. The spirit of the Zoning Ordinance will not be observed, and substantial justice will not be done by providing a special benefit to the applicant that is not enjoyed by other properties in the zoning district, and which will promote future requests for similar variances that undermine the integrity of the Zoning Ordinance.

Adopted: Yeas: Commissioners Krzysiak, Perry, Wahl, Mayor Metzger
 Nays: None
 Absent: Commissioner Scott

With no further business or discussion, Mayor Metzger adjourned the meeting at 7:21 p.m.

Mayor Kurt Metzger

Amy M. Drealan, City Clerk

/dleg

May 2018

ACCOUNTS PAYABLE

PAYROLL LIABILITIES	\$	7,036.62
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ACCOUNTS PAYABLE	\$	390,763.67
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TOTAL	\$	397,800.29
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PAYROLL

May 9, 2018	\$	38,309.17
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May 23, 2018	\$	39,037.77
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TOTAL	\$	77,346.94
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CHECK REGISTER FOR CITY OF PLEASANT RIDGE
PAYROLL LIABILITIES
May 2018

PG 1

Check Date	Check	Vendor Name	Description	Amount
5/9/2018	2108	ALERUS FINANCIAL	RETIRMENT CONTRIBUTIONS	\$ 417.80
5/9/2018	2109	ALERUS FINANCIAL	RETIRMENT CONTRIBUTIONS	\$ 1,409.60
5/9/2018	2110	ALERUS FINANCIAL	RETIRMENT CONTRIBUTIONS	\$ 1,121.27
5/9/2018	2111	MIFOP	UNION DUES	\$ 188.00
5/9/2018	2112	MISDU	FOC DEDUCTIONS	\$ 224.60
5/9/2018	2113	ALERUS FINANCIAL	RHSP CONTRIBUTIONS	\$ 338.70
5/23/2018	2116	ALERUS FINANCIAL	RETIRMENT CONTRIBUTIONS	\$ 417.80
5/23/2018	2117	ALERUS FINANCIAL	RETIRMENT CONTRIBUTIONS	\$ 1,294.60
5/23/2018	2118	ALERUS FINANCIAL	RETIRMENT CONTRIBUTIONS	\$ 1,060.95
5/23/2018	2119	MISDU	FOC DEDUCTIONS	\$ 224.60
5/23/2018	2120	ALERUS FINANCIAL	RHSP CONTRIBUTIONS	\$ 338.70
TOTAL PAYROLL LIABILITIES				<u>\$ 7,036.62</u>

CITY OF PLEASANT RIDGE CHECK REGISTER
ACCOUNTS PAYABLE
May 8, 2018

PG 2

Check Date	Check	Vendor Name	Description	Amount
05/08/2018	21995	ACCUSHRED, LLC	SHREDDING SERVICES	\$ 55.00
05/08/2018	21996	ALL GRAPHICS CORP	RECREATION PROGRAM SUPPLIES	\$ 2,915.16
05/08/2018	21997	ALVA TAYLOR	REFUND OF PERMIT FEES P18-112	\$ 145.00
05/08/2018	21998	ANDERSON, ECKSTEIN & WESTRICK	ENGINEERING SERVICES	\$ 3,272.90
05/08/2018	21999	AQUATIC SOURCE	COMMUNITY POOL MAINTENANCE	\$ 5,076.08
05/08/2018	22000	ASTI ENVIROMENTAL SERVICES	ENVIRONMENTAL SERVICES	\$ 240.00
05/08/2018	22001	VOID CHECK	VOID CHECK	\$ -
05/08/2018	22002	BADGER METER, INC.	UTILITY METER READING SUPPLIES	\$ 69.84
05/08/2018	22003	BIG D LOCK & KEY	MUSEUM LOCK SERVICES	\$ 74.00
05/08/2018	22004	BSN SPORTS, INC	RECREATION PROGRAM SUPPLIES	\$ 245.00
05/08/2018	22005	CAMELOT TREE AND SHRUB CO	TREE MAINTENANCE SERVICES	\$ 1,759.00
05/08/2018	22006	CITY OF FERNDALE	FIRE SERVICES AGREEMENT-MAY 2018	\$ 21,381.72
05/08/2018	22007	CITY OF FERNDALE	EMERGENCY DISPATCH SERVICES-MAY 2018	\$ 3,250.00
05/08/2018	22008	CITY OF ROYAL OAK	DPW SERVICES AGREEMENT	\$ 14,959.75
05/08/2018	22009	CMCS	TICKET EXPENSE	\$ 13.30
05/08/2018	22010	DAVEY TREE EXPERT COMPANY	TREE MAINTENANCE SERVICES	\$ 1,120.00
05/08/2018	22011	DEBORAH GREEN	TRANSCRIPTION SERVICES	\$ 75.00
05/08/2018	22012	DETROIT EDISON COMPANY	STREETLIGHTING-APRIL 2018	\$ 3,029.62
05/08/2018	22013	ELECTION SOURCE	ELECTION BALLOT BOX SUPPLIES	\$ 22.72
05/08/2018	22014	EUGENE LUMBERG	ATTORNEY SERVICES-APRIL 2018	\$ 375.00
05/08/2018	22015	FLAME FURNACE	COMMUNITY CENTER MAINTENANCE	\$ 554.00
05/08/2018	22016	GERALD STEFFANI	SEWER REPAIR BOND RETURN	\$ 2,500.00
05/08/2018	22017	GREAT AMERICA FINANCIAL SRVS	TELEPHONE SERVICES	\$ 433.00
05/08/2018	22018	GREAT LAKES WATER AUTHORITY	IWC CHARGES - MARCH 2018	\$ 431.68
05/08/2018	22019	HOLIDAY FOOD CENTER	MEETING PURCHASES	\$ 41.69
05/08/2018	22020	INTERGOVERNMENTAL CABLE COM	ICCA MEMBERSHIP FEES 2018	\$ 1,190.00
05/08/2018	22021	JANI-KING OF MICHIGAN, INC	BUILDING MAINTENANCE SERVICES	\$ 2,161.00
05/08/2018	22022	LIVING LAB	PARKS AND RECREATION MASTER PLAN	\$ 935.00
05/08/2018	22023	MICHIGAN ASSOC. OF MAYORS	MEMBERSHIP DUES-METZGER	\$ 85.00
05/08/2018	22024	O'REILY AUTO PARTS	VEHICLE MAINTENANCE	\$ 12.92
05/08/2018	22025	OAKLAND COUNTY ANIMAL CONTROL	DOG LICENSES TO 4-30-2018	\$ 648.00
05/08/2018	22026	OAKLAND COUNTY HEALTH DEPT	ANNUAL INSPECTION FEE #634320-1	\$ 66.00
05/08/2018	22027	OAKLAND COUNTY TREASURER	INVESTMENT DEPOSIT #77305	\$ 20,000.00
05/08/2018	22028	OAKLAND COUNTY TREASURER	SEWERAGE TREATMENT - APRIL 2018	\$ 47,998.25
05/08/2018	22029	PAM KAMPF	RECREATION PROGRAM INSTRUCTOR	\$ 232.00
05/08/2018	22030	PATRICK THOMPSON DESIGNS, INC	COMMUNITY CENTER PROJECT	\$ 6,365.10
05/08/2018	22031	PLANTE & MORAN PLLC	ACCOUNTING SERVICES	\$ 5,403.00
05/08/2018	22032	RLI INSURANCE COMPANY	GAINSBORO PARK BOND PYMT	\$ 40,000.00
05/08/2018	22033	ROCKET ENTERPRISE, INC	ANNUAL FLAG MAINTENANCE	\$ 300.00
05/08/2018	22034	SARAH HANSCOM	PD VEHICLE MAINTENANCE	\$ 350.00
05/08/2018	22035	SCHEER'S ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 42.52
05/08/2018	22036	SEMCOG	MEMBERSHIP DUES	\$ 755.00
05/08/2018	22037	SHAWNIE STAMPER	MILEAGE REIMBURSEMENT	\$ 155.87
05/08/2018	22038	SOCRRA	REFUSE COLLECTION CONTRACT	\$ 16,901.46
05/08/2018	22039	SOCWA	WATER PURCHASES APRIL 2018	\$ 12,171.20
05/08/2018	22040	TOSHIBA FINANCIAL SERVICES	COPIER LEASE SERVICES	\$ 1,143.66
05/08/2018	22041	UNIFIRST CORPORATION	MAT RENTAL AND JANITORIAL SUPPLIES	\$ 581.96
05/08/2018	22042	VICTORIA DICKINSON	RECREATION PROGRAM INSTRUCTOR	\$ 80.00
05/08/2018	22043	W-S CITY OF PLEASANT RIDGE	WATER PURCHASES	\$ 602.10
05/08/2018	22044	WETMORE TIRE AND AUTO	PD VEHICLE MAINTENANCE	\$ 791.52
05/08/2018	22045	WEX BANK	FUEL PURCHASES	\$ 3,260.41
05/08/2018	22046	JAMES BREUCKMAN	VEHICLE REPAIR REIMBURSEMENT	\$ 795.64
05/08/2018	22047	CASUAL REFINISHING	RESTRAP POOL FURNITURE	\$ 10,660.00

Total for 5-8-2018

\$ 235,727.07

CITY OF PLEASANT RIDGE CHECK REGISTER
ACCOUNTS PAYABLE
May 15, 2018

PG 3

Check Date	Check	Vendor Name	Description	Amount
05/15/2018	22048	ADKISON, NEED & ALLEN P.L.L.C.	CITY ATTORNEY SERVICES	\$ 2,201.00
05/15/2018	22049	BADGER METER, INC.	WATER METER PURCHASES	\$ 1,448.26
05/15/2018	22050	BLUE CROSS BLUE SHIELD OF MICHIGAN	HOSPITALIZATION BENEFIT	\$ 17,842.61
05/15/2018	22051	CITY OF ROYAL OAK	DPW SERVICES	\$ 872.50
05/15/2018	22052	COMMUNITY MEDIA NETWORK	MEETING RECORDING	\$ 200.00
05/15/2018	22053	LEGAL SHIELD	PREPAID LEGAL EXPENSE	\$ 25.90
05/15/2018	22054	NYE UNIFORM	UNIFORM PURCHASES	\$ 82.00
05/15/2018	22055	O.P. AQUATICS	POOL MAINTENANCE CHEMICALS	\$ 541.50
05/15/2018	22056	O.P. AQUATICS	POOL MAINTENANCE CHEMICALS	\$ 1,038.79
05/15/2018	22057	OAKLAND SCHOOLS	PRINTING AND MAILING UTILITY BILLS	\$ 342.79
05/15/2018	22058	SIR SPEEDY	ENVELOPE PRINTING	\$ 274.73
05/15/2018	22059	THE HUNTINGTON NATIONAL BANK	BOND AGENT ADMINSTRATIVE FEES	\$ 500.00
05/15/2018	22060	UNUM LIFE INSURANCE COMPANY	LIFE INSURANCE BENEFITS	\$ 156.00
05/15/2018	22061	VERIZON	WIRELESS SERVICES	\$ 147.17
Total for 5-15-2018				<u>\$ 25,673.25</u>

CITY OF PLEASANT RIDGE CHECK REGISTER
ACCOUNTS PAYABLE
May 29, 2018

PG 3

Check Date	Check	Vendor Name	Description	Amount
05/29/2018	22062	45TH DISTRICT COURT	TICKET EXPENSE	\$ 350.00
05/29/2018	22063	ANDERSON, ECKSTEIN & WESTRICK	ENGINEERING SERVICES	\$ 3,145.50
05/29/2018	22064	AQUATIC SOURCE	POOL MAINTENANCE	\$ 498.53
05/29/2018	22065	BADGER METER, INC.	WATER METER PURCHASES	\$ 1,467.14
05/29/2018	22066	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTH BENEFITS EXPENSE	\$ 2,004.44
05/29/2018	22067	BRILAR	DPW SERVICES AGREEMENT	\$ 8,697.29
05/29/2018	22068	CHAY SMITH	RECREATION PROGRAM REFUND	\$ 90.00
05/29/2018	22069	CITY OF FERNDALE	FIRE SERVICES AGREEMENT	\$ 21,382.08
05/29/2018	22070	CITY OF FERNDALE	DISPATCH SERVICES AGREEMENT	\$ 3,250.00
05/29/2018	22071	CLINT BARRYMAN	RECREATION PROGRAM REFUND	\$ 90.00
05/29/2018	22072	CULY CONTRACTING INC	SEWER MAINTENANCE AND REPAIRS	\$ 6,150.00
05/29/2018	22073	DEBORAH GREEN	MEETING MINUTE TRANSCRIPTION	\$ 137.50
05/29/2018	22074	EUGENE LUMBERG	COURT PROSECUTION SERVICES	\$ 625.00
05/29/2018	22075	HUNT SIGN COMPANY, LTD	NAME A STREET SIGN EXPENSES	\$ 112.00
05/29/2018	22076	J & J AUTO TRUCK CENTER	POLICE VEHICLE MAINTENANCE	\$ 49.69
05/29/2018	22077	JASON NAGY	UNIFORM REIMBURSEMENT	\$ 572.95
05/29/2018	22078	MELANIE SEVALD	RECREATION PROGRAM	\$ 660.00
05/29/2018	22079	NYE UNIFORM	UNIFORM PURCHASES	\$ 281.08
05/29/2018	22080	O.P. AQUATICS	POOL MAINTENANCE	\$ 244.50
05/29/2018	22081	PLANTE & MORAN PLLC	ACCOUNTING SERVICES	\$ 5,403.00
05/29/2018	22082	PLEASANT RIDGE FOUNDATION	AUCTION TICKET EXPENSES	\$ 450.00
05/29/2018	22083	PRECISION STRIPING	PARKING LOT MAINTENANCE	\$ 695.00
05/29/2018	22084	PRESTISSIMO WINDOW CLEANING CO	CITY HALL BUILDING MAINTENANCE	\$ 250.00
05/29/2018	22085	RAY KEE	BUILDING OFFICIAL SERVICES APR-MAY	\$ 2,700.00
05/29/2018	22086	SAFEBUILT	CODE ENFORCEMENT SERVICES	\$ 550.00
05/29/2018	22087	SHELLEY KHAN	RECREATION PROGRAM REFUND	\$ 180.00
05/29/2018	22088	SOCRRA	REFUSE COLLECTION AGREEMENT	\$ 7,978.46
05/29/2018	22089	SPRAY - PATCH	STREET MAINTENANCE SERVICES	\$ 7,875.00
05/29/2018	22090	TOSHIBA FINANCIAL SERVICES	COPIER LEASE SERVICES	\$ 1,143.66
05/29/2018	22091	UNIFIRST CORPORATION	MAT RENTAL AND JANITORIAL SUPPLIES	\$ 209.65
05/29/2018	22092	WEB MATTERS BY KRISTIE	WEBSITE HOSTING SERVICES	\$ 24.95
05/29/2018	22093	MICH.MUNICIPAL WORKER'S COMP.	2018-2019 WORKERS COMP PREMIUM	\$ 9,806.00
05/29/2018	22094	MICHIGAN MUNICIPAL LEAGUE	ANNUAL MEMBERSHIP DUES	\$ 2,019.00

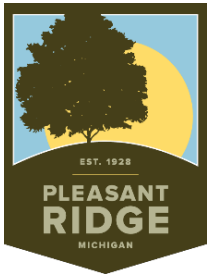
Total for 5-29-2018

\$ 89,092.42

CITY OF PLEASANT RIDGE CHECK REGISTER
ACCOUNTS PAYABLE
Electronic Payments

PG 4

Check Date	Check	Vendor Name	Description	Amount
05/08/2018		MUNICIPAL EMP.RETIREMENT SYST.	RETIREMENT CONTRIBUTIONS	\$ 22,310.44
05/11/2018	1164	5TH 3RD	RECREATION PROGRAM SUPPLIES	\$ 1,433.68
05/11/2018	1165	5TH 3RD	RECREATION PROGRAM SUPPLIES	\$ 8,738.18
05/11/2018	1166	ADOBE SYSTEMS INC	SOFTWARE MAINTENANCE	\$ 68.88
05/11/2018	1167	AMAZON.COM	POLICE DEPT OFFICE SUPPLIES	\$ 29.99
05/11/2018	1168	AT&T MOBILITY	WIRELESS SERVICES	\$ 504.22
05/11/2018	1169	AXEL BREWING CO	VOLUNTEERS DINNER DEPOSIT	\$ 1,650.00
05/11/2018	1170	COMCAST	TELECOMMUNICATION SERVICES	\$ 576.55
05/11/2018	1171	CONSUMERS ENERGY	UTILITIES SERVICES	\$ 1,122.46
05/11/2018	1172	DTE ENERGY	UTILITIES SERVICES	\$ 1,196.31
05/11/2018	1173	ERADICO SERVICES INC	EXTERMINATION SERVICES	\$ 102.00
05/11/2018	1174	HANDGUNS MAGAZINE	MAGAZINE SUBSCRIPTION	\$ 13.00
05/11/2018	1175	HOME DEPOT CREDIT SERVICES	BUILDING MAINTENANCE SUPPLIES	\$ 54.45
05/11/2018	1176	INTERMEDIA.NET INC.	TELEPHONE LEASE SERVICES	\$ 118.79
05/11/2018	1177	LIFEPROOF	DPW SUPPLIES	\$ 5.99
05/11/2018	1178	NATIONAL PEN	POLICE DEPARTMENT SUPPLIES	\$ 128.44
05/11/2018	1179	PLASTICPLACE.COM	REFUSE COLLECTION SUPPLIES	\$ 52.49
05/11/2018	1180	POSTMASTER	POSTAGE REPLENISHMENT	\$ 50.00
05/11/2018	1181	POTBELLYS SANDWICH SHOP	MEETING SUPPLIES	\$ 153.17
05/11/2018	1182	QUILL CORPORATION	OFFICE SUPPLIES	\$ 543.31
05/11/2018	1183	STAMPS.COM	MONTHLY SERVICE CHARGES	\$ 15.99
05/11/2018	1184	WESTLAND LAWN AND SNOW	DPW MAINTENANCE SUPPLIES	\$ 39.99
05/11/2018	1185	WOW! BUSINESS	TELECOMMUNICATION SERVICES	\$ 282.60
05/11/2018	1186	XFER COMMUNICATIONS	COMPUTER SUPPORT AND BACKUP SERVICES	\$ 1,080.00
Total for Electronic Pymts				\$ 40,270.93



City of Pleasant Ridge

23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

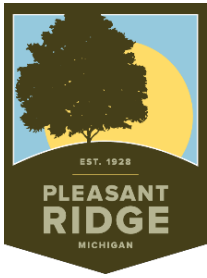
PROCLAMATION Declaring June 2018 as Gay Pride Month in the City of Pleasant Ridge

- Whereas,** the City of Pleasant Ridge is a city rich in diversity and this diversity is demonstrated in the people who live, work 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 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 2017 is the 49th 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 2018 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 12th DAY OF JUNE 2018



City of Pleasant Ridge

23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

PROCLAMATION

June as Immigrant Heritage Month

Whereas generations of immigrants from every corner of the globe have built our country's economy and created the unique character of our nation;

Whereas immigrants continue to grow businesses, innovate, strengthen our economy, and create American jobs in Pleasant Ridge, Michigan;

Whereas immigrants have provided the United States with unique social and cultural influence, fundamentally enriching the extraordinary character of our nation;

Whereas immigrants have been tireless leaders not only in securing their own rights and access to equal opportunity, but have also campaigned to create a fairer and more just society for all Americans; and

Whereas despite these countless contributions, the role of immigrants in building and enriching our nation has frequently been overlooked and undervalued throughout our history and continuing to the present day:

Now, Therefore Be It Resolved that the Pleasant Ridge City Commission does hereby proclaim June 2018 as "Immigrant Heritage Month."

*Signed this 12th day of June 2018, in the City of Pleasant
Ridge State of Michigan in witness whereof the official seal
and signature of the city.*

Kurt Metzger, Mayor



City of Pleasant Ridge

From: Carolyn Lorenz, Finance
 To: Pleasant Ridge City Commission
 Date: June 12, 2018
 Re: 2017-18 Budget Amendment A-2018-002

Overview

The following budget amendments adjust interfund transfers, recreation expenses, paying agent fees and the pool/fitness budget.

Background

Budget Amendment Group 1

We have adjusted our interfund transfers to account for monies that will be moved from the SCAF Parks Special Revenue Fund to the Capital Improvement Fund. The amendment to the current budgeted amounts is as follows:

	<u>Increase (Decrease)</u>
258-966-999.401 Transfers Out – Capital Improvement Fund	\$100,000
401-000-699.258 Transfers In – SCAF	\$100,000

Budget Amendment Group 2

We have increased our budget for the paying agent fee that will be paid in conjunction with our annual debt service payment on the Pool/Fitness Center bonds. The amendment to the current budgeted amounts is as follows:

	<u>Increase (Decrease)</u>
301-905-816.000 Paying Agent Fees	\$750

Budget Amendment Group 3

We have adjusted the recreation department budget for increased expenditures related to program supplies and janitorial services. The amendment to the current budgeted amounts is as follows:

	<u>Increase (Decrease)</u>
101-750-729.000 Recreation Program Supplies	\$2,500
101-750-730.000 Special Program Supplies	\$6,500
101-750-803.000 Janitorial Contract	\$2,550

Budget Amendment Group 4

We have amended the pool/fitness fund budget to account for stabilization revenues that have been allocated to the City by the State. We have also increased the maintenance expenditures budget and related transfers in to cover the increased maintenance costs.

		<u>Increase (Decrease)</u>
251-000-573.000	Local Community Stabilization Revenues	\$6,375
251-759-929.500	Pool Maintenance	\$19,000
251-759-931.000	Building Maintenance	\$1,575
251-000-699.101	Transfers In – General Fund	\$15,000
101-966-999.251	Transfers Out – Pool/Fitness Facility	\$15,000



City of Pleasant Ridge

Amy M. Drealan, City Clerk

From: Amy M. Drealan, City Clerk
To: Mayor and City Commission
Date: June 12, 2018
Re: Agenda Item 7f – Zoning Board of Appeals Fee Schedule Update

Overview

The Zoning Board of Appeals application fee is currently \$200.00. This is not sufficient to cover the actual cost incurred by the City to process a ZBA application.

Background

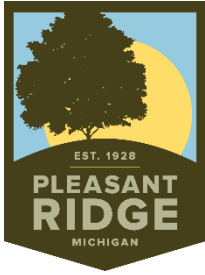
Permit fees are established by Resolution by the City Commission and should be amended from time to time to keep pace with the cost of doing business and the rate of inflation. Over the past several months, City Staff has been analyzing of a zoning board of appeals application. Upon review of the information gathered, it was discovered that Pleasant Ridge is below the average for this charge, and certainly has not been keeping pace with inflation.

GENERAL FEES AND APPLICATIONS – The City Offices charge a fee for various administrative services such as copies, services and applications. Many of these fees are nominal and cover the cost of printing the budget or code book, or the cost of processing a zoning board of appeals application. These fees should cover the cost of the service. Currently the fee to apply for a variance and schedule a ZBA meeting is \$200.00. The cost of publishing the required legal notice is on average \$190.00. There are other costs related to a variance request, such as mailing notices (average of \$70.00), processing packets and transcription services (average of \$260.00), as well as administration time to review the plans and make recommendations (average of \$375.00). The average actual cost incurred by the city to process a ZBA application is \$895.00.

Requested Action

City Commission consideration of the fee increase for the zoning board of appeals application from \$200.00 to \$500.00 effective July 12th in order to post the change for 30 days.

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



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: June 7, 2018
Re: City Code Amendment Introductions – Disorderly Person Ordinance

Overview

Attached is an ordinance that amends and supplements the City's disorderly person ordinance. The amendments and additions were requested by the Police based on their experience as they work to address the day-to-day issues in the City.

Background

Please refer to the City Attorney's cover letter for background information on the proposed ordinance.

Requested Action

Scheduling a public hearing for the proposed ordinance at the July 10, 2018 City Commission meeting.



LAW OFFICES

ADKISON, NEED, ALLEN, & RENTROP

PROFESSIONAL LIMITED LIABILITY COMPANY

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www.ANAfirm.com

OF COUNSEL:
KEVIN M. CHUDLER
SARAH J. GABIS
LINDA S. MAYER

June 7, 2018

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

Re: Ordinance Amendment

Dear Mayor Metzger and Commissioners:

Attached is a proposed Ordinance to amend the City Code of Ordinances. This amendment was initiated by the Police Department's review of Chapter 42, the criminal provisions of our Code. Our office has been working on this with City staff, Chief Nowak, and Sergeant Ried for some time. This draft has also been reviewed by City Prosecutor Gene Lumberg.

These are proposed for these three main reasons. First, there were several areas where the City did not have a local ordinance addressing various misdemeanor offenses. Second, some of the corresponding state statutes have changed or case law required some revision to the current Code language. Finally, the Police Department and our review found some areas where language should be clarified or where other communities have adopted better language.

Even though most of the new items are covered by current state law, and the police department could seek to charge offenders under the state law, there are some significant advantage in adopting a local ordinance. The City receives a percentage of the fines and costs for violations of a local ordinance but not if the offense is charged under state law. Second, the police may request arrest warrants from the local prosecutor for an ordinance violation, as opposed to having to travel to Pontiac to request them from the Oakland County Prosecutor's office. As most of you know, cities can adopt local ordinances for any offenses for which state law provides for misdemeanor penalties. However, felony prosecutions can only be done under state law.

Chief Nowak and Sgt. Reid can address questions on the need for any of these specific items.

The following is a summary of the amendments. The numbering in this memo corresponds to the numbering in the attached. For those sections that are being amended, a marked copy is also attached showing the changes.

- Item 1 adds a definition of “peace officer”, as this term is used within the Code, which includes members of our Police Department, the Oakland County Sheriff’s Department, and the State Police.
- Items 2-4 add language to expand and clarify the sections dealing with interference with police or fire departments including prohibiting making a false statement, refusing to follow a lawful order, the use of forged or altered identifications, or summoning the police or fire department as a prank or otherwise.
- Item 5 clarifies the language dealing with obstruction of any public street, public building, park, etc.
- Item 6 clarifies the voyeurism section against a person looking through windows of properties not their own.
- Item 8 prohibits making a false report to a public official.
- Item 9 prohibits open intoxicants in public places.
- Item 10 prohibits furnishing alcoholic beverages to minors.
- Item 11 prohibits the use of communication services, including telephone or email, for malicious purposes such as threats, false reports, vulgar or offensive language, repetitive calls, or repetitive “hang-ups”.
- Item 12 amends the domestic violence section by making it easier for a police officer to arrest without a warrant an individual alleged to have committed domestic violence, even if the offense was not committed in the presence of the officer. (Generally, with regard to a misdemeanor violation, an officer cannot arrest an individual unless he actually sees the offense or secures a warrant from the prosecutor. This makes this enforcement easier.)
- Item 13 prohibits individuals from being under the influence of drugs or intoxicants in public places and endangering public safety or creating a disturbance.
- Item 14 prohibits urination or defecation in public places.
- Item 15 prohibits jostling, shoving, and crowding without permission in a public

place.

- Items 16 amends the current section dealing with destruction of public property to clarify the language and more clearly define prohibited activities.
- Item 17 prohibits certain tampering with motor vehicles.
- Item 18 prohibits delivering bad checks under \$100 (larger amounts are felonies).
- Item 19 prohibits throwing items such as snowballs, rocks, etc., from a moving vehicle.
- Item 20 prohibits operating motor vehicles, including cars, motorcycles, motorized scooters, etc. on areas not specifically designated for vehicular traffic.
- Item 21 prohibits the discharge of firearms within the City, except for specified authorized individuals on official duty.
- Item 22 prohibits tampering with communications equipment, including antenna, cable, wires, or similar items.
- Items 23 and 24 amend and clarify the provisions prohibiting remaining on school premises without authorization or disturbing school programs.
- Item 25 prohibits interference with school activities by intimidation, force, threats, enticement encouragement, etc.
- Item 26 prohibits carrying any kind of weapon in a public place, except where in a case and not loaded, or as otherwise permitted by state law. The state laws allowing individuals to carry concealed weapons and to open carry override any contrary provision of a local ordinance – but this will address those situations where an individual is not in compliance with those state laws.
- Item 27 adds an extensive section prohibiting excessive noise. There are 12 specific prohibitions including unreasonable use of automobile horns, playing radios or similar devices at excessive volumes audible more than 50 feet away, excessive noise from engines, and intentionally squealing tires. Significantly, item (l) prohibits the operation of residential property maintenance equipment, including lawn mowers, snowblowers, etc., in residential areas other than between the hours of 7:00 a.m. and 10:00 p.m. tires. There is an exception from the noise restrictions for emergency vehicles, or noise generated from an event for which the city has issued a permit.

- Item 28 prohibits the operation of skateboards or similar devices on public property where a prohibition is posted. This is intended on addressing areas such as tennis courts, where their use can significantly damage the surface.
- Item 29 adds a new section to the prostitution language, prohibiting anyone from soliciting another individual to engage in prostitution him related activities.
- Item 30 amends the indecent exposure prohibition to be consistent with state law.
- Item 31 prohibits minors from possession of alcohol.
- Item 32 prohibits anyone, by making a threat, promise, or false statements, to attempt to induce a minor to enter a motor vehicle or conveyance, or private property, without the consent of the parent, except for school personnel or others in the course of their employment.
- Item 33 adds new definitions to the controlled substance prohibitions to be consistent with state law.
- Items 34 and 35 renumber the sections dealing with the possession, sale, and distribution of controlled substances and possession of drug paraphernalia and amend them to be consistent with state law.

Please feel free to contact Chief Nowak or Jim Breuckman with any questions or comments; they can compile them and forward them to me if appropriate for review and comment.

I look forward to discussing these with you.

Very truly yours,

ADKISON, NEED, ALLEN, & RENTROP, PLLC



Gregory K. Need.

/mms
Enc.

City of Pleasant Ridge
Ordinance No. ____

AN ORDINANCE TO AMEND THE CITY OF PLEASANT RIDGE CODE OF ORDINANCES,
CHAPTER 42 – PENAL CODE.

THE CITY OF PLEASANT RIDGE ORDAINS:

Section 1.

1. Amend Sec. 1-2. - Definitions and rules of construction, to add the following definition: As used in this Code, the term “peace officer” shall mean any of the following: (a) a sheriff or deputy sheriff of Oakland County; (b) an officer of the Pleasant Ridge Police Department; (c) an officer of the Michigan State Police; or (d) a member of the Pleasant Ridge Fire Department or a fire department of another jurisdiction which is contracted to provide fire services within the City.

The Code of Ordinances will be amended by adding, modifying, or repealing the following Code sections of Chapter 42:

Amend Article I, In General as follows:

2. In Sec. 42-4, Interference with police or fire departments, amend Sec. 4(a) to read as follows: No person shall resist any police or firefighter, any member of the police or fire department, or any person duly empowered with police or firefighting authority while in the discharge or apparent discharge of his duty, including, without limitation (a) spitting or expectorating on such person; (b) willfully refusing to obey a lawful order of a peace officer in the performance of his or her duties; or (c) in any way interfering with or hindering him or her in the discharge of his or her duty.
3. In Sec. 42-4, Interference with police or fire departments, amend Sec. 4(d) to read as follows: No person shall make misrepresentations as to his or her identity, whether by statement, through the use of false, forged or altered identification or the use or presentation of identification of another, with intent to obstruct the due execution of the law, or with the intent to hinder or interrupt any officer in the legal performance of his or her duty, whether such intent be effected or not.
4. In Sec. 42-4, Interference with police or fire departments, add Sec. 4(e) to read as follows: No person shall summon, as a joke or prank or otherwise, without any good reason therefore, by telephone or otherwise, the police or fire department or any public or private ambulance to go to any address where the service called for is not needed.
5. In Sec. 42-6, Loitering, amend Sec. (b)(1) to read as follows: No person shall obstruct the free and uninterrupted passage of vehicular traffic or

pedestrians on any street, roadway, sidewalk, alley way, or in any park, public building or other public place, for any purpose and by any means, including but not limited to collecting in groups thereon, or playing any game thereon, or erecting, placing or maintaining any barrier or object thereon; except such barrier or object may be erected, placed or maintained when necessary for the safety of passersby in connection with the building, erection, modification or demolition of any building or by prior written consent of the police department.

6. In Sec. 42-8, Voyeurism, add a new Sec. 8(b)(2) to read as follows: No person shall look, peer, or peep into or be found loitering around or within view of any window not on his own property, with the intent of watching or looking through such window, without the consent of the owner or without a lawful purpose.
7. Renumber Section 42-10, Violations, as Section 42-14.
8. Add a new Sec. 42-10, False report to public official, to read as follows: It shall be unlawful for any person to make a false report, by telephone or otherwise, to any public official which may reasonably be expected to result in closing of a building or place open to the public, or who knowingly makes a false statement or report to a peace officer.
9. Add a new Sec. 42-11, Open intoxicants, to read as follows: No person shall possess any open intoxicant or consume any alcoholic beverage, beer, liquor or spirits while in or upon a public street, sidewalk or public place where possession and/or consumption is not permitted.
10. Add a new Sec. 42-12, Furnishing alcoholic beverages, to read as follows: No person shall knowingly sell, give or furnish alcoholic beverages, liquor or spirits to any person under the age of twenty-one (21) years or to any drunken, intoxicated or disorderly person. No person less than twenty-one (21) years shall use or possess false identification to purchase any alcoholic beverages, liquor, or spirits. This section shall not prohibit consumption of alcohol for legally protect religious observances or authorized educational activities.
11. Add a new Sec 42-13, Malicious use of communication services, to read as follows: No person shall use any service provided by a communications common carrier and/or internet service provider, with intent to terrorize, frighten, intimidate, threaten, harass, molest, or annoy any other person, or to disturb the peace and quiet of any other person as follows:
 - (a) Threaten physical harm or damage to any person or property in the course of a telephone conversation, e-mail transmission, internet communication, or any other form of electronic communication.

- (b) Falsely and deliberately reporting by telephone, modem, e-mail or facsimile that any person has been injured, has suddenly taken ill, has suffered death, or has been the victim of a crime, or of an accident;
- (c) Deliberately refusing or failing to disengage a connection between a telephone and another telephone or between a telephone and other equipment provided for the transmission of messages by telephone, thereby interfering with any communication service;
- (d) Using any vulgar, indecent, obscene or offensive language or suggesting any lewd or lascivious act in the course of a telephone conversation, e-mail transmission, internet communication, or any other form of electronic communication;
- (e) Repeatedly initiating a telephone call and, without speaking, deliberately hanging up or breaking the telephone connection as or after the telephone is answered;
- (f) Deliberately calling a telephone of another person in a repetitive manner, which causes interruption in telephone service or prevents the person from utilizing his or her telephone service.

Amend Article II, Offenses Against Persons as follows:

- 12. In Sec. 42-38 – Domestic violence, amend subsection 8(a) to read as follows: A peace officer who has reasonable cause to believe that a violation of Section 81 or 81a of Act No. 328 of the Public Acts of 1931, as amended, being Sections 750.81 and 750.81a of the Michigan Compiled Laws, has taken place and that the person who committed or is committing the violation has had a child in common with the victim, has had a dating relationship with the victim, or is a spouse or a former spouse of the victim, or a is residing or has resided in the same household as the victim, may arrest the violator without warrant for that violation, irrespective of whether the violation was committed in the presence of a peace officer. As used in this section, “dating relationship” means frequent, intimate associations primarily characterized by the expectation of affectional involvement. This term does not include a casual relationship or an ordinary fraternization between 2 individuals in a business or social context.
- 13. Add a new Sec. 42-42, Under the influence of drugs or intoxicants, to read as follows: No person shall be under the influence of any narcotic drug or be intoxicated in a public place and either endanger directly the safety of another person or property or act in a manner that causes a public disturbance.

14. Add a new Sec. 42-43, Urination or defecation, to read as follows: No person shall urinate or defecate in a public place, or upon any public or private property, except in a sanitary facility intended for such activities.
15. Add a new Sec. 42-44, Jostling, shoving, and crowding, to read as follows: No person shall be found jostling, shoving, pushing, or roughly crowding people without permission in a public place.

Amend Article III, Offenses Against Property as follows:

16. Amend Sec. 42-71, Destruction of property, to read as follows: No person shall willfully destroy, remove, damage, alter or in any manner deface any public or private property not his own, or any public school building, or any public building, bridge, fire hydrant, alarm box, street light, street sign, traffic control device, railroad sign or signal, parking meter, or shade tree belonging to the City or located in the public places of the City, or mark or post handbills on, or in any manner mar the walls of, any public building, or fence, tree or pole within the City, or damage, destroy, take, or meddle with any property belonging to the City, or remove the same from the building or place where it may be kept, placed, or stored, without proper authority.
17. Add a new Sec. 42-76, Tampering with motor vehicles, to read as follows: No person shall, by any means, including, but not limited to, deflating tires attached to said vehicles, or placing foreign substance in the motor vehicle's fuel tank, disable or attempt to disable, in whole or in part, any motor vehicle owned or operated by another person, without the person's permission.
18. Add a new Sec. 42-77, Bad checks, to read as follows: No person shall make, draw, utter, or deliver with intent to defraud any check, draft or order for the payment of money of one hundred dollars (\$100.00) or less, to apply on account or otherwise, upon any bank or other depository, knowing at the time of such making, drawing, uttering or delivering, that the maker or drawer has not sufficient funds in or credit with such bank or other depository for the payment of such check, draft or order in full upon its presentation.
19. Add a new Sec. 42-78, Throwing items from vehicle, to read as follows: No person shall throw or propel any snowball, rock, missile or object at or from any moving vehicle.
20. Add a new Sec. 42-79, Operation of motor vehicle on sidewalks, walkways, and other areas not specifically designated for vehicular traffic, to read as follows: No person shall operate any motor vehicle, including, but not limited to, automobiles, motorcycles, motorized bikes, snowmobiles, motor scooters, trail bikes, trucks, or tractors, on property owned by another

person, corporation, school, or unit of government, without having first obtained permission by the owner or occupant thereof on any property not specifically designated for use as a roadway, driveway, or parking lot. This prohibition shall include such operation on any sidewalk, walkway, or pedestrian plaza. This prohibition shall not apply to any police, fire, or emergency vehicles on official business.

21. Add a new Sec. 42-80, Discharge of firearms, to read as follows: No person (except for police officers, peace officers and persons in the military service, in pursuit of official duty) shall discharge within the City any firearm or pistol, as those terms are defined in Act 319, Public Acts of 1990, as amended.
22. Add a new Sec. 42-81. - Tampering with communications equipment, to read as follows. No person shall, without the consent of the property owner, willfully tamper with, remove, or injure any antennae, cable, wires, or other equipment used for the distribution to such owner's property of television signals, radio signals, or wireless broadband.

Amend Article IV, Offenses Against Public Peace as follows:

23. Amend Sec. 42-98, School premises-Remaining thereon after ordered to leave, to read as follows: No person shall enter, remain, or be on any public or private school premises after having been forbidden to enter, or ordered or requested to leave the premises by any person lawfully in charge thereof, or by his duly authorized deputy, agent or subordinate.
24. Amend Sec. 42-99, Same--Disturbance of school programs, to read as follows: No person shall knowingly or deliberately, by his or her presence, actions, or language, disrupt the peaceful conduct of any lawful school activity or interfere with or disturb any student, school employee, or other person who is lawfully engaged or participating in such activity, including, but not limited to, interference through operation of a motor vehicle.
25. Add a new Sec. 42-101, Interference with school activities, to read as follows: No person shall cause, or attempt to cause, by intimidation, coercion, force, threat of course, inducement, enticement, invitation, or encouragement, any person to interfere with school activities or business.
26. Add a new Sec. 42-102, Weapons in public places, to read as follows: No person shall carry any form of firearm, replica firearm, BB gun, air gun, bow and arrow, slingshot, crossbow or other dangerous weapons in any public place, subject to the following exceptions:
 - (a) When it is in case and is not loaded;

- (b) When a bow or crossbow is unstrung or encased, or when it is being carried under the direct supervision of authorized public personnel; or
 - (c) Where and as otherwise permitted by State law.
- 27. Add a new Sec. 42-103, Noise, to read as follows: No person shall make or continue any loud noise which annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of others within the limits of the City, including but not limited to:
 - (a) Sounding any horn or signal device on any automobile, motorcycle, bus, or other vehicle for reason other than as a signal in response to an imminent danger and implemented as an immediate safety measure, for an unnecessary and reasonable duration, or it is unreasonable loud or harsh;
 - (b) Playing or amplifying any radio, tape or disc player, or any other electronically stored media or musical instrument in such a manner or with such volume so as to produce sound that is clearly audible more than 50 feet from the source that annoys or disturbs the quiet, comfort or repose of persons in any place of business, or any dwelling, hotel or other type of residence, or of any persons in the immediate vicinity;
 - (c) Yelling, shouting, hooting, whistling or singing on a public street or sidewalk at any time or place, including private property, so as to annoy or disturb the quiet, comfort or repose of any persons in any place of business, or any dwelling, hotel or other type of residence, or of any person in the immediate vicinity;
 - (d) Keeping any animal or bird which causes frequent or loud continued noise that disturbs the comfort and repose of any person in the vicinity.
 - (e) Blowing any whistle or siren, except as a warning of danger or upon request and authority of proper City authorities;
 - (f) Discharging the exhaust of any steam engine, stationary internal combustion engine, motor boat or motor vehicle into the open air, except through a muffler or other device which will effectively prevent loud or explosive noises there from;
 - (g) Intentionally squealing the tires of any motor vehicle;
 - (h) Creating loud and excessive noises in connection with the loading or unloading of any vehicle or the opening and destruction of bales, boxes, crates and containers;

- (i) Creating noise with any drum, loudspeaker or other instrument or device to attract attention to any performance, show or sale or display of merchandise;
- (j) Causing any noise to be made so as to unreasonably disturb persons in the immediate vicinity;
- (k) Causing the prolonged idling or operating or excessive racing of any type of engine operating at any location, either on public or private property, that causes unnecessary or excessive noise so as to unreasonably disturb those persons in the immediate vicinity;
- (l) Operating residential property maintenance equipment, including but not limited to power fans, lawn equipment, snow blowers, lawn mowers, or gardening equipment in a residential area other than between the hours of 7:00 a.m. to 10:00 p.m.

This section shall not apply to emergency vehicles, or noise generated from a function or event for which a permit has been obtained from the city.

- 28. Add new Sec. 42-104, Operation of skateboards, to read as follows: When signs are erected giving notice thereof, no person shall operate on public property a skateboard, in-line skates, rollerblades, roller skates, or similar devices. A person's skateboard may be impounded and held as evidence pending prosecution of an alleged offense. For purposes of this section, skateboard is defined as a single platform mounted on wheels, propelled solely by human power and which has no mechanism or other device with which to steer or control the movement or direction of the platform.

Amend Article V, Offenses Against Morals as follows:

- 29. Amend section 42-130, Prostitution, solicitation and illegal acts, to add a new subsection (h) as follows: No person shall solicit or accost any person for the purpose of inducing to commission of any illegal or immoral act.
- 30. Amend Sec. 42-131, Indecent exposure, to read as follows: No person shall engage in any indecent, immoral or obscene conduct or make any immoral exhibition or indecent exposure of his or her person in any public place or on private property that is visible from a public place.

Amend Article VI, Offenses Involving Minors as follows:

- 31. Add a new Sec. 42-161, Minor in possession of alcohol, to read as follows: No person less than 21 years of age shall purchase or attempt to purchase alcoholic liquor, consume or attempt to consume alcoholic liquor, or possess or attempt to possess alcoholic liquor, or have any bodily alcohol content. As used in this section, "any bodily alcohol content" means either of the following:

- (a) An alcohol content of 0.02 grams or more per 100 milliliters of blood, per 210 liters of breath, or per 67 milliliters of urine.
 - (b) Any presence of alcohol within a person's body resulting from the consumption of alcoholic liquor, other than consumption of alcoholic liquor as a part of a generally recognized religious service or ceremony.
- 32. Add a new Sec. 42-162, Communications to minors, to read as follows: No person shall invite, entice, coax, persuade or induce by threat, promise or false statement, any minor child under the age of seventeen (17) years to enter any motor vehicle or conveyance, or private property or place, except where the parent or guardian of that child has given that person express consent; this section shall not prohibit school personnel, peace officers or public health or social worker personnel from carrying out the normal duties of their employment.

Amend Article VII, Controlled Substances as follows:

- 33. Add a new Sec. 42-283, Definitions, to read as follows: Whenever any words and phrases are used in this Article are not defined, but are defined in Act No. 368 of the Public Acts of 1978, MCLA 333.1101, et. seq., MSA 28.191, et. seq., as amended, any such definition therein shall be deemed to apply to such words and phrases used herein. For purposes of this Article, the following definitions shall apply:
 - (a) "Act" shall mean the Michigan Public Health Code, Act No. 368 of the Public Acts of Michigan of 1978 (MCL 333.1101 et seq., MSA 14.15(1101) et seq.).
 - (b) "Controlled Substance" shall mean any substance as that term is defined in the Act.
 - (c) "Deliver or delivery" shall mean the actual, constructive or attempted transfer from one person to another of a controlled substance, whether or not there is an agency relationship.
 - (d) "Manufacture" shall mean the production, preparation, propagation, compounding, conversion or processing of a controlled substance, either directly or indirectly by extraction from substances of natural origin, or independently by means of chemical synthesis, or by a combination of extraction and chemical synthesis, and includes any packaging or repackaging of the substance or labeling or relabeling of its container.
 - (e) "Sale" shall include barter, exchange or gift, or offer therefor, and each such transaction made by any person, principal, proprietor, agent, servant or employee.

34. Renumber Sec. 42-283, Possession, sale, distribution generally, as Sec. 42-284, and amend to read as follows: A person shall not sell, distribute, deliver, manufacture, use, or possess any controlled substance in the City of Pleasant Ridge unless that substance was directly obtained from, and pursuant to, a valid prescription or order of a practitioner while acting in the course of the practitioner's professional practice.
35. Renumber Sec. 42-284, Possession of drug paraphernalia by authorized person, as Sec. 42-285, and amend to read as follows:
- (a) It shall be unlawful for any person to have, possess, sell, offer for sale, dispense or give away any pipe, device or contrivance adapted for the use of smoking or inhaling marijuana (*Cannabis Sativa L.*), hashish or opium.
 - (b) It shall be unlawful for any person to have, possess, sell, offer for sale, dispense or give away any hypodermic syringe, needle or any other instrument or implement for the illegal use of narcotic or dangerous or hallucinatory drugs as defined by the Public Health Code (MCL 333.1101 et seq.), subcutaneous injections or any other manner or method of introduction and which is possessed, sold, offered, dispensed or given away for that purpose.
 - (c) This section does not apply to the following:
 - (1) An object sold or offered for sale to a person licensed under article 15 of the Public Health Code (MCL 333.16101 et seq.) or under the Occupational Code (MCL 339.101 et seq.), or any intern, trainee, apprentice, or assistant in a profession licensed under such article 15 or under the Occupation Code or use in that profession;
 - (2) An object sold or offered for sale to any hospital, sanitarium, clinical laboratory, or other health care institution including a penal, correctional, or juvenile detention facility for use in that institution;
 - (3) An object sold or offered for sale to a dealer in medical, dental, surgical, or pharmaceutical supplies;
 - (4) Equipment, a product, or material which may be used in the preparation or smoking of tobacco or smoking herbs other than a controlled substance;
 - (5) A blender, bowl, container, spoon, or mixing device not specifically designed for a use described in section 7451 of the Public Health Code (MCL 333.7451);

- (6) A hypodermic syringe or needle sold or offered for the purpose of injecting or otherwise treating livestock or other animals; or
- (7) An object sold, offered for sale, or given away by a state or local governmental agency or by a person specifically authorized by a state or local governmental agency to prevent the transmission of infectious agents.

For purposes of this Article, drug paraphernalia means any equipment, product, material, or combination of equipment, products, or materials which is specifically designed for use in planting; propagating, cultivating; growing; harvesting; manufacturing; compounding; converting; producing; processing; preparing; testing; analyzing; packaging; repackaging; storing; containing; concealing; injecting; ingesting; inhaling; or otherwise introducing to the human body a controlled substance; including, but not limited to, all of the following:

- (a) An isomerization device specifically designed for use in increasing the potency of any species of plant which plant is a controlled substance;
- (b) Testing equipment specifically designed for use in identifying or in analyzing the strength, effectiveness, or purity of a controlled substance;
- (c) A weight scale or balance specifically designed for use in weighing or measuring a controlled substance;
- (d) A diluent or adulterant, including, but not limited to, quinine hydrochloride, mannitol, mannite, dextrose, and lactose, specifically designed for use with a controlled substance;
- (e) A separation gin or sifter specifically designed for use in removing twigs and seeds from, or in otherwise cleaning or refining, marijuana;
- (f) An object specifically designed for use in ingesting, inhaling, or otherwise introducing marijuana, cocaine, hashish, or hashish oil into the human body;
- (g) A kit specifically designed for use in planting, propagating, cultivating, growing, or harvesting any species of plant from which is controlled substance can be derived;
- (h) A kit specifically designed for manufacturing, compounding, converting, producing, processing, or preparing controlled substances.

- (i) A device, commonly known as a cocaine kit, that is specifically designed for ingesting, inhaling, or otherwise introducing controlled substances into the human body, and which consists of at least a razor blade and a mirror;
- (j) A device, commonly known as a bullet, that is specifically designed to deliver a measured amount of controlled substances to the user;
- (k) A device, commonly known as a snorter, that is specifically designed to carry a small amount of controlled substances to the user's nose;
- (l) A spoon, with or without a chain attached, that has a small diameter bowl and that is specifically designed for use in ingesting, inhaling, or otherwise introducing controlled substances into the human body.

Section 2. Severability.

Should any provision or part of this Article be declared by any court of competent jurisdiction to be invalid or unenforceable, the same shall not affect the validity or enforceability of the balance of this Article, which shall remain in full force and effect.

Section 3. Repealer.

All other ordinances or parts of ordinances in conflict with this ordinance are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings clause.

Nothing in this Article shall be construed to affect any suit or proceeding pending in any court or any rights acquired or any liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 3 of this Ordinance; nor shall any just or legal right or remedy of any character be lost, impaired, or affected by this Ordinance.

Section 4. Effective Date.

This Ordinance shall become effective fifteen days after enactment and upon publication as provided by law.

Section 5. Adoption.

This Ordinance is hereby declared to have been adopted by the City Commission of the City of Pleasant Ridge at a meeting duly called and held on the ____ day of _____, 2018, and ordered to be given publication in the manner prescribed by law.

James Breuckman, City Manager

Amy M. Drealan, City Clerk

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Chapter 42 - OFFENSES AND MISCELLANEOUS PROVISIONS

Sec. 42-4. - Interference with police or fire departments.

- (a) No person shall resist any police or firefighter, any member of the police or fire department, or any person duly empowered with police or firefighting authority while in the discharge or apparent discharge of his duty, or in any way interfere with or hinder him in the discharge of his duty, including, without limitation (a) spitting or expectorating on such person; (b) willfully refusing to obey a lawful order of a peace officer in the performance of his or her duties; or (c) in any way interfering with or hindering him or her in the discharge of his or her duty.
- (b) No person shall offer or endeavor to assist any person in the custody of a police officer, a member of the police department, or a person duly empowered with police authority to escape or to attempt to escape from such custody.
- (c) No person other than an official police officer of the city shall wear or carry the uniform, apparel, badge, identification card, or any other insignia of office like, or similar to, or a colorable imitation of, that adopted and worn or carried by the official police officers of the city.
- (d) No person shall make misrepresentations as to his or her identity, whether by statement, through the use of false, forged or altered identification or the use or presentation of identification of another, with intent to obstruct the due execution of the law, or with the intent to hinder or interrupt any officer in the legal performance of his or her duty, whether such intent be effected or not.
- (e) No person shall summon, as a joke or prank or otherwise, without any good reason therefore, by telephone or otherwise, the police or fire department or any public or private ambulance to go to any address where the service called for is not needed.

Sec. 42-6. - Loitering.

- (a) As used in this section, the following words and phrases shall have the meanings respectively ascribed to them in this subsection:

Loitering means remaining idle in essentially one location and shall include the concept of spending time idly; to be dilatory; to linger; to stay; to saunter; to delay; to stand around; and shall also include the colloquial expression "hanging around."

Public place means any place to which the general public has access and a right of resort for business, entertainment or other lawful purpose, but does not necessarily mean a place devoted solely to the uses of the public. It shall also include the front or immediate area of any store, shop, restaurant, tavern or other place of business and also public grounds, areas or parks.

- (b) It shall be unlawful for any person to loiter, loaf, wander, stand or remain idle, either alone or in consort with others, in a public place in such manner so as to:
 - (1) No person shall obstruct the free and uninterrupted passage of vehicular traffic or pedestrians on any street, roadway, sidewalk, alley way, or in any park, public building or other public place, for any purpose and by any means, including but not limited to collecting in groups thereon, or playing any game thereon, or erecting, placing or maintaining any barrier or object thereon; except such barrier or object may be erected, placed or maintained when necessary for the safety of passersby in connection with the building, erection, modification or demolition of any building or by prior written consent of the police department. ~~Obstruct any public street, public highway, public sidewalk or any other public place or building by hindering or impeding or tending to hinder or impede the free and uninterrupted passage of vehicles, traffic or pedestrians;~~
 - (2) Commit in or upon any public street, public highway, public sidewalk or any other public place or building any act or thing which is an obstruction or interference to the free and uninterrupted use of property or with any business lawfully conducted by anyone in or upon or facing or fronting on any such public street, public highway, public sidewalk or any other public place or building, all of

which prevents the free and uninterrupted ingress, egress and regress therein, thereon and thereto; or

- (3) Obstruct the entrance to any business establishment, without so doing for some lawful purpose, if contrary to the expressed wish of the owner, lessee, managing agent or person in control or charge of the building or premises.
- (c) When any person causes or commits any of the conditions specified in this section, a police officer or any law enforcement officer shall order that person to stop causing or committing such conditions and to move on or disperse. Any person who fails or refuses to obey such orders shall be guilty of a violation of this section.

Sec. 42-8. - Voyeurism.

- (a) In this section, the term "peep" means any looking of a clandestine, surreptitious, prying, or secretive nature.
- (b) A person who does any of the following without the consent of the other person is guilty of an offense:
 - (1) Peeps into an area where an occupant of the area reasonably can be expected to disrobe, including: restrooms, baths, showers and dressing rooms; or
 - (2) No person shall look, peer, or peep into or be found loitering around or within view of any window not on his own property, with the intent of watching or looking through such window, without the consent of the owner or without a lawful purpose. Goes upon the land of another with the intent to peep into an occupied dwelling of another person

Sec. 42-38. - Domestic violence.

- (a) A peace officer who has reasonable cause to believe that a violation of Section 81 or 81a of Act No. 328 of the Public Acts of 1931, as amended, being Sections 750.81 and 750.81a of the Michigan Compiled Laws, has taken place and that the person who committed or is committing the violation has had a child in common with the victim, has had a dating relationship with the victim, or is a spouse or a former spouse of the victim, or is residing or has resided in the same household as the victim, may arrest the violator without warrant for that violation, irrespective of whether the violation was committed in the presence of a peace officer. As used in this section, "dating relationship" means frequent, intimate associations primarily characterized by the expectation of affectional involvement. This term does not include a casual relationship or an ordinary fraternization between 2 individuals in a business or social context. A police officer who has reasonable cause to believe that an assault or an assault and battery has taken place or is taking place and that the person who committed or is committing the assault or assault and battery is a spouse, a former spouse, or a person residing or having resided in the same household as the victim, may arrest the violator without a warrant, for the violation, irrespective of whether the assault or assault and battery was committed in the presence of the police officer.
- (b) When a person, who has not been convicted previously of assault or assault and battery, and the spouse, an individual whose had a child, with the offender, or a person residing or having resided in the same household as the offender, pledges guilty to, or is found guilty of, assault, or assault and battery, the court without entering a judgment of guilt, and with the consent of the accused, may defer further proceedings and place the accused on probation as provided in the section. Upon violation of the term or conditions of probation, the court may enter an adjudication of guilt and proceed as otherwise permitted by law.
- (c) In order of probation entered under subsection (b) of this section, the court may require the accused to participate in mandatory counseling program.
- (d) Upon fulfillment of the terms and conditions, the court shall discharge the person and dismiss the proceedings against the person. Discharge and dismissal under this section shall be without prejudice, without adjudication of guilt and is not a conviction for the purposes of this section or for the purposes of disqualifications or disabilities imposed by law upon conviction of a crime.

- (e) There may be only one discharge and dismissal under this section with respect to any person. The police department shall retain a nonpublic record of any arrest and discharge or dismissal under this section. The record shall be furnished to the court or police agency upon request for the purpose of showing that a defendant in a criminal action for assault and battery has already availed himself of this section.

Sec. 42-71. - Destruction of property.

No person shall willfully destroy, remove, damage, alter or in any manner deface any public or private property not his own, or any public school building, or any public building, bridge, fire hydrant, alarm box, street light, street sign, traffic control device, railroad sign or signal, parking meter, or shade tree belonging to the City or located in the public places of the City, or mark or post handbills on, or in any manner mar the walls of, any public building, or fence, tree or pole within the City, or damage, destroy, take, or meddle with any property belonging to the City, or remove the same from the building or place where it may be kept, placed, or stored, without proper authority.~~No person shall willfully tamper with, injure, damage, destroy or deface any public property or any private property belonging to another person.~~

Sec. 42-98. - School premises—Remaining thereon after order to leave.

~~Any person who shall enter, remain, or be on any public or private school premises after having been forbidden to enter, or ordered or requested to leave the premises by any person lawfully in charge thereof, or by his duly authorized deputy, agent or subordinate, remain or be on any public or private school premises after having been ordered or requested to leave the premises by any person lawfully in charge thereof, or by his duly authorized deputy, agent or subordinate, shall be guilty of a misdemeanor.~~

Sec. 42-99. - Same—Disturbance of school programs.

No person shall knowingly or deliberately, by his or her presence, actions, or language, disrupt the peaceful conduct of any lawful school activity or interfere with or disturb any student, school employee, or other person who is lawfully engaged or participating in such activity, including, but not limited to, interference through operation of a motor vehicle.~~Any person who shall disturb or divert the attention of pupils, teachers or other persons from the normal instructional program of a public or private school shall be guilty of a misdemeanor.~~

Sec. 42-130. - Prostitution, solicitation and illegal acts.

- (a) No person shall commit or offer or agree to commit a lewd act or an act of prostitution.
- (b) No person shall secure or offer another for the purpose of committing a lewd act, or an act of prostitution.
- (c) No person shall be in or near any place frequented by the public or any public place for the purpose of inducing, enticing or procuring another to commit a lewd act, or an act of prostitution.
- (d) No person shall knowingly transport any person to any place for the purpose of committing an act of prostitution or engaging the services of a prostitute for the purpose of prostitution.
- (e) No person shall knowingly receive, or offer or agree to receive, any person into any place or building for the purpose of performing any act of prostitution, or knowingly permit any person to remain in any place or building for any such reason.
- (f) No person shall direct or offer to direct any person to any place or building for the purpose of committing any act of prostitution.
- (g) No person shall knowingly attend, frequent, operate or be an occupant or inmate of any place where prostitution, gambling, the illegal sale of intoxicating liquor, or any other illegal business is permitted or conducted.
- (h) No person shall solicit or accost any person for the purpose of inducing to commission of any illegal or immoral act.

Sec. 42-131. - Indecent exposure.

No person shall engage in any indecent, immoral or obscene conduct or make any immoral exhibition or indecent exposure of his or her person in any public place or on private property that is visible from a public place.~~make any improper or indecent exposure of his person in any street, alley or public or private place.~~

Sec. 42-283. - Definitions.

Whenever any words and phrases are used in this Article are not defined but are defined in Act No. 368 of the Public Acts of 1978, MCLA 333.1101, et. seq., MSA 28.191, et. seq., as amended, any such definition therein shall be deemed to apply to such words and phrases used herein. For purposes of this Article, the following definitions shall apply:

- (a) "Act" shall mean the Michigan Public Health Code, Act No. 368 of the Public Acts of Michigan of 1978 (MCL 333.1101 et seq., MSA 14.15(1101) et seq.).
- (b) "Controlled Substance" shall mean any substance as that term is defined in the Act.
- (c) "Deliver or delivery" shall mean the actual, constructive or attempted transfer from one person to another of a controlled substance, whether or not there is an agency relationship.
- (d) "Manufacture" shall mean the production, preparation, propagation, compounding, conversion or processing of a controlled substance, either directly or indirectly by extraction from substances of natural origin, or independently by means of chemical synthesis, or by a combination of extraction and chemical synthesis, and includes any packaging or repackaging of the substance or labeling or relabeling of its container.
- (e) "Sale" shall include barter, exchange or gift, or offer therefor, and each such transaction made by any person, principal, proprietor, agent, servant or employee.

Sec. 42-~~283~~284. - Possession, sale, distribution generally.

A person shall not sell, distribute, deliver, manufacture, use, or possess any controlled substance in the City of Pleasant Ridge unless that substance was directly obtained from, and pursuant to, a valid prescription or order of a practitioner while acting in the course of the practitioner's professional practice.~~It shall be unlawful for any person to possess, sell, offer, for sale, distribute, administer, dispense, give away or have in or under his care, custody or control, marijuana, or any other dangerous drug, not prescribed by a licensed physician to that person.~~

Sec. 42-~~284~~285. - Possession of drug paraphernalia by authorized person.

- (a) It shall be unlawful for any person to have, possess, sell, offer for sale, dispense or give away any pipe, device or contrivance adapted for the use of smoking or inhaling marijuana (Cannabis Sativa L), hashish or opium.
- (b) It shall be unlawful for any person to have, possess, sell, offer for sale, dispense or give away any hypodermic syringe, needle or any other instrument or implement for the illegal use of narcotic or dangerous or hallucinatory drugs as defined by the Public Health Code (MCL 333.1101 et seq.), subcutaneous injections or any other manner or method of introduction and which is possessed, sold, offered, dispensed or given away for that purpose.
- (c) This section does not apply to the following:
 - (1) An object sold or offered for sale to a person licensed under article 15 of the Public Health Code (MCL 333.16101 et seq.) or under the Occupational Code (MCL 339.101 et seq.), or any intern, trainee, apprentice, or assistant in a profession licensed under such article 15 or under the Occupation Code or use in that profession;

- (2) An object sold or offered for sale to any hospital, sanitarium, clinical laboratory, or other health care institution including a penal, correctional, or juvenile detention facility for use in that institution;
- (3) An object sold or offered for sale to a dealer in medical, dental, surgical, or pharmaceutical supplies;
- (4) Equipment, a product, or material which may be used in the preparation or smoking of tobacco or smoking herbs other than a controlled substance;
- (5) A blender, bowl, container, spoon, or mixing device not specifically designed for a use described in section 7451 of the Public Health Code (MCL 333.7451);
- (6) A hypodermic syringe or needle sold or offered for the purpose of injecting or otherwise treating livestock or other animals; or
- (7) An object sold, offered for sale, or given away by a state or local governmental agency or by a person specifically authorized by a state or local governmental agency to prevent the transmission of infectious agents.

For purposes of this Article, drug paraphernalia means any equipment, product, material, or combination of equipment, products, or materials which is specifically designed for use in planting; propagating; cultivating; growing; harvesting; manufacturing; compounding; converting; producing; processing; preparing; testing; analyzing; packaging; repackaging; storing; containing; concealing; injecting; ingesting; inhaling; or otherwise introducing to the human body a controlled substance; including, but not limited to, all of the following:

- (a) An isomerization device specifically designed for use in increasing the potency of any species of plant which plant is a controlled substance;
- (b) Testing equipment specifically designed for use in identifying or in analyzing the strength, effectiveness, or purity of a controlled substance;
- (c) A weight scale or balance specifically designed for use in weighing or measuring a controlled substance;
- (d) A diluent or adulterant, including, but not limited to, quinine hydrochloride, mannitol, mannite, dextrose, and lactose, specifically designed for use with a controlled substance;
- (e) A separation gin or sifter specifically designed for use in removing twigs and seeds from, or in otherwise cleaning or refining, marijuana;
- (f) An object specifically designed for use in ingesting, inhaling, or otherwise introducing marijuana, cocaine, hashish, or hashish oil into the human body;
- (g) A kit specifically designed for use in planting, propagating, cultivating, growing, or harvesting any species of plant from which a controlled substance can be derived;
- (h) A kit specifically designed for manufacturing, compounding, converting, producing, processing, or preparing controlled substances.
- (i) A device, commonly known as a cocaine kit, that is specifically designed for ingesting, inhaling, or otherwise introducing controlled substances into the human body, and which consists of at least a razor blade and a mirror;
- (j) A device, commonly known as a bullet, that is specifically designed to deliver a measured amount of controlled substances to the user;
- (k) A device, commonly known as a snorter, that is specifically designed to carry a small amount of controlled substances to the user's nose;
- (l) A spoon, with or without a chain attached, that has a small diameter bowl and that is specifically designed for use in ingesting, inhaling, or otherwise introducing controlled substances into the human body.

- ~~(a) It shall be unlawful for any person to have, possess, sell, offer for sale, dispense or give away any pipe, device or contrivance adapted for the use of smoking or inhaling marijuana (Cannabis Sativa L), hashish or opium.~~
- ~~(b) It shall be unlawful for any person to have, possess, sell, offer for sale, dispense or give away any hypodermic syringe, needle or any other instrument or implement for the illegal use of narcotic or dangerous or hallucinatory drugs as defined by the Public Health Code (MCL 333.1101 et seq.), subcutaneous injections or any other manner or method of introduction and which is possessed, sold, offered, dispensed or given away for that purpose.~~
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 - ~~(2) An object sold or offered for sale to any hospital, sanitarium, clinical laboratory, or other health care institution including a penal, correctional, or juvenile detention facility for use in that institution;~~
 - ~~(3) An object sold or offered for sale to a dealer in medical, dental, surgical, or pharmaceutical supplies;~~
 - ~~(4) Equipment, a product, or material which may be used in the preparation or smoking of tobacco or smoking herbs other than a controlled substance;~~
 - ~~(5) A blender, bowl, container, spoon, or mixing device not specifically designed for a use described in section 7451 of the Pubic Health Code (MCL 333.7451);~~
 - ~~(6) A hypodermic syringe or needle sold or offered for the purpose of injecting or otherwise treating livestock or other animals; or~~
 - ~~(7) An object sold, offered for sale, or given away by a state or local governmental agency or by a person specifically authorized by a state or local governmental agency to prevent the transmission of infectious agents.~~



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
 To: City Commission
 Date: May 3, 2018
 Re: Proposed Fiscal Year 2018-2019 Budget Call for Public Hearing

Overview

Attached is the proposed Fiscal Year 2018-2019 budget which will take effect July 1 of this year, if approved.

Background

Revenue

Financial projections for Fiscal Year 2017-2018 are stable. After many consecutive years of 6-10% increases in assessed values, the rate of increase slowed this year, with the City seeing a modest 2% growth in assessed values. However, our total taxable value grew 5% due to home sales causing the taxable value on many properties to be uncapped. When a home sale occurs, the taxable value is uncapped and is reset to equal the assessed value of the property.

The State inflation multiplier for FY 18-19 is 2.1%, so our local tax rate has been again adjusted downward to ensure that total property tax revenues only increase 2.1% compared to last year. Even with the police pension millage starting to phase in this year and adding 0.35 mills to our local tax rate, the total City property tax rate will decrease from 21.5677 mills in 2017 to 21.4388 mills in 2018.

Accomplishments

The City has made significant progress addressing capital investment and maintenance items which had been deferred during the first half of this decade in the face of declining property tax and State shared revenues. These include:

- Substantial completion of the Gainsboro Park project
- Energy efficiency upgrades at the City Hall and the Community Center
- Providing the Police with regular replacement of patrol vehicles and fully funding an annual capital improvements budget to ensure equipment will be replaced on-time
- Sidewalk maintenance and replacement
- Street tree plantings
- Replacement of the roof over the large room at the Community Center
- Replacing the marcite surface in the pool

- New workout equipment and flooring in the wellness center
- Installation of a 26kWh solar energy system at the Community Center
- Stabilizing and, over time, eliminating the City's unfunded pension liability

These efforts are bringing 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 in 2003; completing necessary maintenance and upkeep at our Community Center; and making our streets a nicer, safer place to be by ensuring that we have smooth sidewalks, slow traffic, and a mature tree canopy.

Upcoming Projects

We will complete all the projects programmed for 2018-2019 in the City's 2018-2023 capital improvements plan. The most significant project for this year will be the resurfacing of Ridge, Indiana, and Bermuda. When these streets are completed, all streets in the City will have been reconstructed since 1995 and we will be able to focus our efforts in the coming years to maintaining our streets, sewers, and water mains in good condition. With proper maintenance, the lifespan of a street is 40 years. This means that we do not expect there to be a need to reconstruct streets until the mid 2030s, which is when our current infrastructure millage which has funded street replacement to-date runs out.

This year we will also complete a major overhaul of the Big Room at the Community Center. This project, funded by the City's parks endowment fund (the SCAF-PSRF fund) and the Pleasant Ridge Foundation, will see the addition of large overhead doors and man-doors to the west side of the room to better connect the Big Room with the new outdoor patio space. Other improvements will include new flooring, removal of the drop ceiling, installation of a new HVAC system, refreshing the wall coverings and paint, updating the windows, and installing sound absorbing surfaces in the room.

Challenges

We have made great progress in addressing challenges to the City in recent years, and the City is on a more stable and sustainable footing now than at any time in the past 10 years. This is due to a combination of the voters supporting numerous millages over the past 4 years to provide funding to replace the reduction in support we receive from the State, and because of measures implemented by the City to reduce operating and employee benefit costs.

However, there will always be challenges facing the City:

- The largest challenge facing the City is our underfunded pension system. The City's pension system is currently 53% funded, with the police group, which accounts for about two-thirds of the overall pension system, being 48% funded. The pension system became underfunded over the course of multiple decades, and it will take us a decade or more to restore the pension system to a fully-funded state.

The overall funding level has been stable at 53% for the past four years, so we have managed to arrest the decline in funding levels. The good news is that the passage of the police pension millage by the voters in November of 2017 will provide new funding over the next 15 years that will be dedicated solely to increasing the funding level of the police pension group. This additional funding, along with the changes we have made in benefits provided to recent and future hires, has placed us on a sustainable path towards eliminating our unfunded liability in the pension system over time.

In FY18-19, our total police pension expenses (for active employees and retirees) will be \$185,000. The police pension millage will generate about \$52,500 of revenue which will be used to pay for those police pension expenses. The remainder will be paid for out of the General Fund. The police pension millage will phase in over the next 3 years, increasing our ability to accelerate payments into the police pension fund to eliminate our unfunded liability.

- With the pension issue being on a pathway towards resolution, our most significant ongoing challenge will be keeping our infrastructure updated and in good condition. By this fall, all our streets will have been reconstructed. Maintaining them in that condition until the end of their useful life will become the priority for streets. We are already seeing some premature decay on some of our streets, so replacing degrading sections of concrete and sidewalks will be a focus in the coming years.
- Our sewers are also in good shape, and we have implemented a program over the past few years to inspect and clean all sewers every 10 years, and to make any necessary repairs identified during the inspection. This past year, we cleaned and inspected the sewers on Kensington, Devonshire, Wellesley, Amherst, and ePrize Drive. There was only one issue that was identified that required immediate attention – there was a defect in the sewer at a manhole structure on ePrize drive that has since been repaired.

This coming year we will clean and inspect the sewers under Maywood, Sylvan, Fairwood, and Woodward Heights.

- The water distribution system is functioning well with very few breaks or service issues. Our water testing continues to show that the quality of water in our system meets and exceeds all State requirements for purity, including lead and copper levels.

However, the water distribution system is nearing 100 years old and will require inspection and possibly some replacements in the coming years. Most of our water mains are over 80 years old, and while we have no evidence of issues with them, they are reaching the limits of their design life. It would cost many millions of dollars to replace all our aging water mains, so we will have to prioritize our preventative maintenance/replacement work based on our available resources. This will be an ongoing process over the coming years.

Projections

We continue to present a three-year budget. The budget now shows FY18-19 budget numbers to be adopted, alongside projections for FY18-19 and 19-20 (only the 18-19 budget is adopted, the two following years are for planning purposes only). The presentation of three budget years helps the City to plan for future expenses, and to ensure that budgetary decisions for the coming year consider future events and expenditures to ensure that we are making sound budget decisions. Examples include setting aside money each year in the capital improvement fund to support the purchase of a police car every other year. In this way, we can plan to fund large, non-annual capital expenditures over multiple budget years rather than bearing the full cost in one budget year. The three-year projection is also used to set utility rates for the coming year, smoothing out large capital expenditures over three years to avoid large increases in utility rates in any given year.

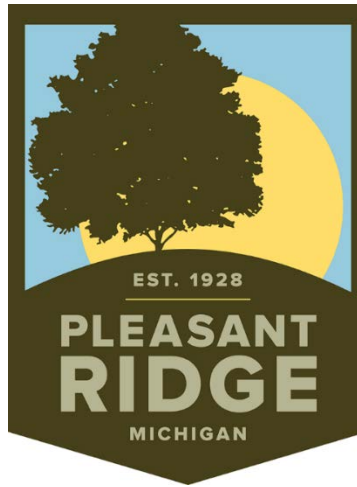
Conclusion

I thank the Commission and our residents for the trust and support that you provide to City Staff, and I thank all our talented City employees for their dedicated efforts. We have a small group of City employees

who wear many hats, and I am proud that they always go above and beyond to provide excellent service to our residents. Most of all, we acknowledge that the community-mindedness and support of our residents is the primary reason that Pleasant Ridge is such a great City.

Requested Action

Approval of the proposed FY2018-2019 budget and property tax millage rates for FY2018-19.



City of Pleasant Ridge 2018-2019 Annual Budget

DRAFT: June 5, 2018

Mayor

Kurt Metzger

City Commissioners

Jason Krzysiak

Ann Perry

Bret Scott

Amanda Wahl

City Manager

James Breuckman

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A. Introduction

1. City Manager's Letter



City of Pleasant Ridge

June 5, 2018

RE: Proposed Fiscal Year 2018-2019 Operating Budget

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

Please accept this letter as my transmittal of the City budget for the fiscal year 2018-2019 for your review and consideration. A public hearing to solicit public comment on this document is scheduled for June 12, 2018 at 7:30pm.

Revenue

Financial projections for Fiscal Year 2018-2019 are stable. After many consecutive years of 6-10% increases in assessed values, the rate of increase slowed this year, with the City seeing a modest 2% growth in assessed values. However, our total taxable value grew 5% due to home sales causing the taxable value on many properties to be uncapped. When a home sale occurs, the taxable value is uncapped and is reset to equal the assessed value of the property.

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1. City Manager's Letter

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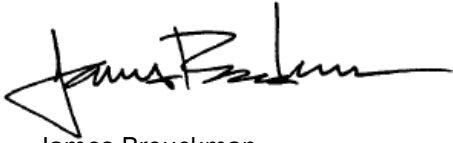
A. Introduction

1. City Manager's Letter

Conclusion

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Respectfully,

A handwritten signature in black ink, appearing to read "James Breuckman". The signature is stylized with a large, sweeping initial "J" and a long, horizontal flourish extending to the right.

James Breuckman
City Manager

2. Public Hearing Notice – Proposed 2018-19 Annual Budget

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

NOTICE OF A PUBLIC HEARING ON THE PROPOSED FY2018-2019 CITY BUDGET AND 2018 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 12, 2018, 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 2017-2018 COMBINED CITY BUDGET AND MILLAGE RATES.

The last fiscal year (July 1, 2017 through June 30, 2018) and the proposed FY2018-2019 (July 1, 2018 through June 30, 2019) millage rates are as follows:

	17-18	18-19
General Operating - Charter	10.6232	10.3714
General Operating (2015)	2.7239	2.6593
General Operating – Police Pension		0.3500
Infrastructure Improvement (2015)	2.7894	2.7232
Community Promotion	0.3375	0.3200
Parks Improvement (2015)	0.7044	0.6877
Rubbish	1.5929	1.5551
Pool Operations	1.1827	1.1546
Library	0.3687	0.3675
Debt	1.2450	1.2500
Total Millage:	21.5677	21.4388

The City may not adopt its proposed FY 2018-2019 budget until after the public hearing. A copy of the proposed FY 2018-2019 budget and the proposed 2018 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 2018-2019 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 25, 2018
AFFIDAVIT REQUESTED

3. Budget Resolution

**City of Pleasant Ridge
Budget Resolution
General Appropriations Act
Fiscal Year 2018-2019**

WHEREAS, the City Manager has prepared and submitted to the City Commission the proposed budget for fiscal year 2018-2019; and

WHEREAS, the City Commission has advertised the tentative millage rates in the Daily Tribune on May 25, 2018, 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 12, 2018; 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, 2018 and ending June 30, 2019 be adopted; and

BE IT FURTHER RESOLVED, that the revenue and transfers-in for the fiscal year 2018-2019 are estimated as follows:

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:

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	10.3714
General Operating (2015)	2.6593
General Operating – Police Pension	0.3500
Infrastructure Improvement (2015)	2.7232
Community Promotion	0.3200
Parks Improvement (2015)	0.6877
Rubbish	1.5551
Pool Operations	1.1546
Library	0.3675
Debt	1.2500
Total Millage:	21.4388

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 12, 2018.

REVENUES		
101	GENERAL FUND	
	TAXES AND SPECIAL ASSESSMENTS	\$2,126,314
	LICENSES AND PERMITS	56,080
	FEDERAL AND STATE GRANTS	26,000
	STATE SHARED REVENUE	246,250
	CHARGES FOR SERVICES	211,540
	FINES AND FORFEITS	62,500
	INTEREST AND RENTS	8,500
	OTHER REVENUE	98,800
	TRANSFERS-IN	0
	TOTAL GENERAL FUND REVENUE:	2,835,984
202	MAJOR STREETS	141,915
203	LOCAL STREETS	124,200
218	INFRASTRUCTURE IMPROVEMENTS	3,583,599
226	SOLID WASTE	341,464
251	POOL/FITNESS FACILITY	199,639
258	SCAF PARKS SPECIAL REVENUE FUND	180,000
259	SCAF REMAINDER FUND	102,865
260	DOWNTOWN DEVELOPMENT AUTHORITY	96,039
266	DRUG FORFEITURE FUND	0

A. Introduction
3. Budget Resolution

271	LIBRARY SERVICES	51,465
297	HISTORICAL FUND	6,860
301	DEBT SERVICE - VOTED	165,335
401	CAPITAL IMPROVEMENTS	37,000
592	WATER AND SEWER	1,307,243

EXPENDITURES

101	GENERAL FUND	
	MAYOR AND COMMISSION	\$28,050
	CITY MANAGER	\$163,492
	ELECTIONS	\$10,410
	CITY ATTORNEY	\$44,000
	CITY CLERK	\$100,740
	INFORMATION TECHNOLOGY	\$76,100
	GENERAL GOVERNMENT	\$155,500
	CABLE TV	\$4,110
	CITY TREASURER	\$120,305
	ASSESSMENT	\$21,645
	POLICE SERVICES	\$1,003,005
	FIRE/RESCUE	\$256,581
	BUILDING DEPARTMENT	\$65,150
	PLANNING COMMISSION	\$0
	PUBLIC WORKS	\$202,530
	STREET LIGHTING	\$36,500
	RECREATION	\$392,036
	RETIREMENT SERVICES	\$5,000
	TRANSFERS OUT	\$52,000
	TOTAL GENERAL FUND EXPENDITURES:	2,737,154
	INCREASE IN GENERAL FUND FUND	
	BALANCE:	20,805
202	MAJOR STREETS	197,515
203	LOCAL STREETS	150,119
218	INFRASTRUCTURE IMPROVEMENTS	1,360,000
226	SOLID WASTE	372,618
251	POOL/FITNESS FACILITY	193,231
258	SCAF PARKS SPECIAL REVENUE FUND	0
259	SCAF REMAINDER FUND	759,000
260	DOWNTOWN DEVELOPMENT AUTHORITY	86,532
266	DRUG FORFEITURE FUND	0
271	LIBRARY SERVICES	55,681
297	HISTORICAL FUND	5,310
301	DEBT SERVICE - VOTED	176,524
401	CAPITAL IMPROVEMENTS	37,000
592	WATER AND SEWER	1,251,126



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 five years, the proposed 2018-2019 budget year, and the projected budget for the next two years. Note that the budget projections for 2019-20 and 2020-2021 are for planning purposes only, and are not adopted budgets.

	Actual 2013-14	Actual 2014-15	Actual 2015-16	Actual 2016-17	Budget 2017-18	Approved Budget 2018-19	Projected Budget 2019-20	Projected Budget 2020-21
Assessed Valuation								
Real	141,185,920	156,207,830	171,421,930	189,097,190	199,597,430	203,876,640	206,934,790	210,038,811
Personal	3,221,970	3,237,250	3,420,020	2,867,430	1,976,670	2,052,320	2,083,105	2,114,351
Total	144,407,890	159,445,080	174,841,950	191,964,620	201,572,100	205,928,960	209,017,894	212,153,163
Taxable Valuation								
Real	125,139,900	129,164,540	133,845,550	138,859,980	143,747,780	150,913,980	153,177,690	155,475,355
Personal	3,221,970	3,237,250	3,420,020	2,867,430	1,974,670	2,052,320	2,083,105	2,114,351
Total	128,361,870	132,401,790	137,265,570	141,727,410	145,722,450	152,966,300	155,260,795	157,589,706
Millage Rate								
General Operating - Charter	11.4248	11.3094	11.1364	10.8434	10.6232	10.3714	10.1536	9.9404
General Operating - 2015	0.0000	0.0000	2.8556	2.7804	2.7239	2.6593	2.6035	2.5488
General Operating - Police Pension						0.3500	0.7000	1.0500
Community Promotion	0.0000	0.0000	0.2704	0.3481	0.3375	0.3200	0.3133	0.3067
Infrastructure - 2015	2.4124	2.3880	2.9242	2.8472	2.7894	2.7232	2.6660	2.6100
Parks Improvement - 2015	0.0000	0.0000	0.7385	0.7190	0.7044	0.6877	0.6733	0.6591
Rubbish	1.7134	1.6960	1.6700	1.6260	1.5929	1.5551	1.5224	1.4905
Pool Operations	1.2722	1.2593	1.2400	1.2073	1.1827	1.1546	1.1304	1.1066
Library - 2015	0.3700	0.4949	0.3865	0.3763	0.3687	0.3675	0.3598	0.3522
Pool Debt	1.3000	1.5000	1.3380	1.2123	1.2450	1.2500	1.3550	1.3265
Total	18.4928	18.6476	22.5596	21.9600	21.5677	21.4388	21.4772	21.3909
Total Revenues								
101 General Fund	2,441,920	2,491,437	2,773,167	2,679,162	2,708,833	2,835,984	2,921,123	3,008,335
202 Major Streets	119,687	114,575	148,492	141,915	161,090	170,050	172,600	175,188
203 Local Streets	103,937	114,814	104,944	124,200	105,796	112,040	112,933	113,838
218 Infrastructure Improvements	302,787	309,218	594,568	3,583,599	437,400	407,031	413,136	419,333
226 Solid Waste	421,630	437,177	336,137	341,464	375,267	385,517	391,265	397,099
251 Pool/Fitness Facility	287,748	217,995	220,257	199,639	214,417	218,496	220,684	223,312
258 SCAF Parks Special Revenue Fund	0	(27,762)	10,246	180,000	65,000	65,000	65,000	65,000
259 SCAF Remainder Fund	70,252	43,242	7,189	102,865	104,143	107,036	109,275	111,768
260 Downtown Development Authority	71,252	77,739	103,522	96,039	94,128	100,541	102,032	103,547
266 Drug Forfeiture Fund	0	137	0	0	0	0	0	0
271 Library Services	46,480	64,086	51,850	51,465	52,542	54,949	55,773	56,610
297 Historical Fund	10,144	10,520	6,710	6,860	6,960	7,110	7,110	7,110
301 Debt Service - Voted	163,054	194,218	179,453	165,335	177,373	191,208	190,000	187,500
401 Capital Improvements	0	672,308	70,080	37,000	107,000	100,000	70,000	70,000
592 Water and Sewer	1,321,495	1,133,057	1,234,474	1,307,243	1,344,900	1,367,565	1,393,741	1,421,206
Total	5,360,386	5,852,761	5,937,409	9,016,786	5,954,849	6,122,527	6,224,672	6,359,847

B. Budget Summary

1. Key Budget Information

	Actual 2013-14	Actual 2014-15	Actual 2015-16	Actual 2016-17	Budget 2017-18	Approved Budget 2018-19	Projected Budget 2019-20	Projected Budget 2020-21
Total Expenditures								
101 General Fund	2,592,051	2,462,428	2,719,248	2,679,162	2,701,404	2,815,178	2,891,997	2,982,341
202 Major Streets	125,347	184,210	110,471	197,515	148,500	156,000	156,000	156,000
203 Local Streets	71,724	93,274	148,210	150,119	92,700	102,200	102,200	102,200
218 Infrastructure Improvements	211,980	772,135	705,890	1,360,000	982,250	1,037,750	313,175	313,450
226 Solid Waste	416,457	425,128	350,198	372,618	373,931	378,479	382,636	386,764
251 Pool/Fitness Facility	287,470	218,273	219,291	193,231	212,144	216,205	216,560	216,922
258 SCAF Parks Special Revenue Fund	0	0	0	0	0	20,000	20,000	20,000
259 SCAF Remainder Fund	55,061	33,174	409	759,000	100	25,100	100	100
260 Downtown Development Authority	49,540	93,748	145,324	86,532	89,730	70,730	153,230	93,230
266 Drug Forfeiture Fund	0	2	0	0	0	0	0	0
271 Library Services	53,636	53,722	53,719	55,681	53,970	55,940	56,776	57,624
297 Historical Fund	4,479	18,974	4,025	5,310	4,780	6,780	6,780	4,280
301 Debt Service - Voted	160,806	183,562	183,756	176,524	171,524	193,250	187,970	182,650
401 Capital Improvements	0	779,519	622	37,000	120,000	270,000	30,000	75,000
592 Water and Sewer	1,124,723	1,119,751	1,063,001	1,251,126	1,461,573	1,290,328	1,312,004	1,504,038
Total	5,153,274	6,437,900	5,976,057	7,323,818	6,412,606	6,637,941	5,829,427	6,094,599
End of Year Fund Balance								
101 General Fund	500,099	532,257	586,172	586,172	593,602	665,085	694,211	720,206
202 Major Street Fund	116,934	47,299	85,322	29,722	42,312	56,362	72,962	92,150
203 Local Street Fund	67,154	88,694	45,427	19,508	32,604	52,142	62,875	74,513
218 Infrastructure Improvements	90,807	(372,110)	(483,433)	1,740,166	1,195,316	852,179	952,140	1,058,023
226 Solid Waste Fund	34,174	46,221	32,161	1,007	2,343	28,982	37,611	47,946
251 Pool/Fitness Facility Fund	279	0	966	7,374	9,647	10,202	14,327	20,717
258 SCAF Parks Special Revenue Fund	0	1,972,238	1,982,484	2,162,484	2,227,484	2,202,746	2,247,746	2,292,746
259 SCAF Remainder Fund	3,260,566	1,270,634	1,277,415	445,707	549,750	581,622	690,797	802,465
260 Downtown Development Authority	89,551	73,542	31,740	41,247	45,645	79,355	28,157	38,474
266 Drug Forfeiture Fund	323	429	425	425	429	429	429	429
271 Library Fund	4,631	14,996	13,127	8,911	7,483	7,360	6,358	5,343
297 Historical Fund	17,167	8,713	11,399	12,949	15,129	5,809	6,139	8,969
301 Debt Service Fund	9,874	20,531	16,228	5,039	10,888	7,095	9,125	13,975
401 Capital Improvements	0	0	69,458	69,458	56,458	14,167	54,167	49,167
592 Water and Sewer	1,807,169	1,820,475	1,978,642	665,508	548,835	697,957	779,695	696,863
Total	5,998,728	5,523,919	5,471,960	5,795,677	5,337,925	5,261,492	5,656,737	5,921,985

Grant Summary

Following is a summary of grants awarded to the City of Pleasant Ridge from 2015 to-date.

Year	Grant	Amount
2015	Tree Planting (DTE Energy Foundation/MDNR)	\$4,000
2015	Woodward Corridor Neighborhood Bicycle Network (MDOT Transportation Alternatives Program)	\$2,200
2015	Woodward Streetscape Tree Plantings (MDOT)	\$2,580
2016	Community Energy Management (Michigan Energy Office)	\$5,825
2016	Gainsboro Park Project (CN EcoConnexions From the Ground Up/America In Bloom)	\$25,000
2017	Oakland County Local Road Improvement Program	\$5,627
2017	Filmer Trust Community Center Park Grant	\$10,000
2018	Tree Planting (DTE Energy Foundation/MDNR)	\$3,000
2018	Oakland County Local Road Improvement Program	\$8,865

2. Summary Graphs and Tables

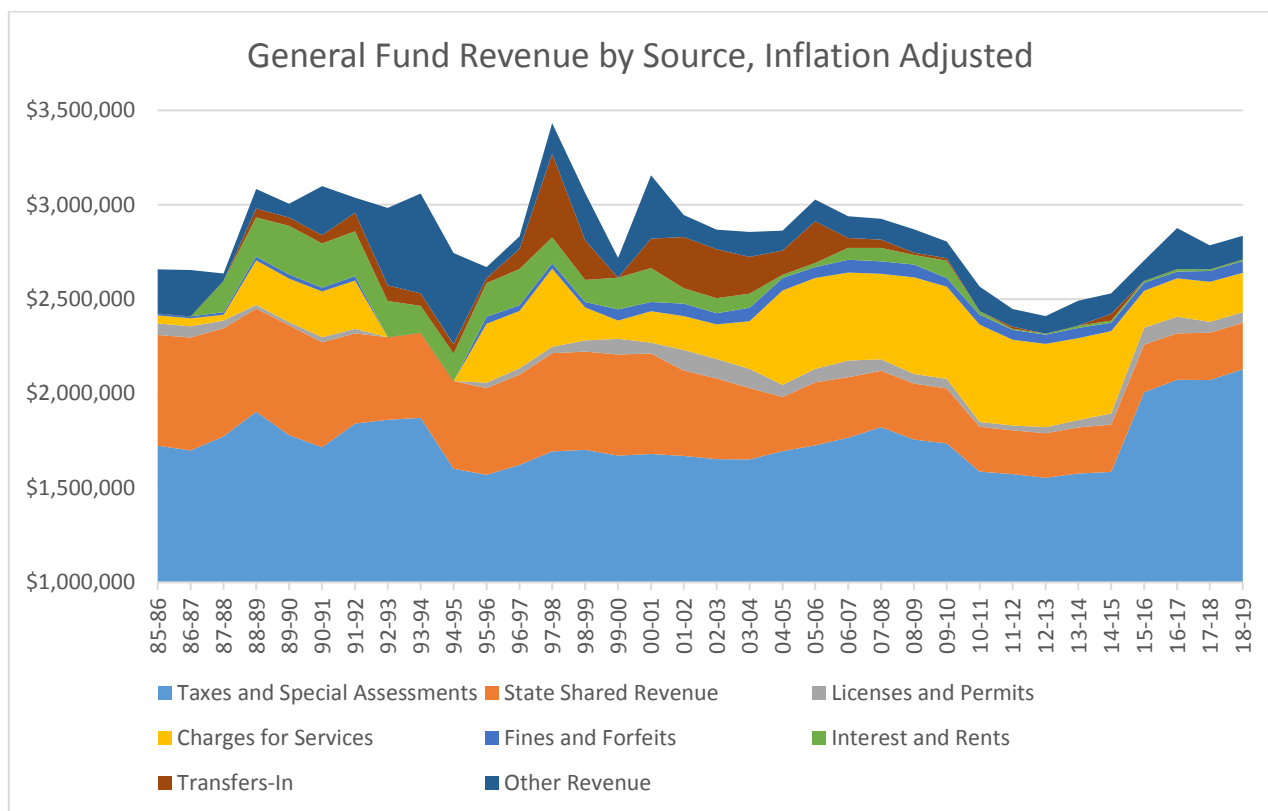
General Fund Revenue Trends. The following Figure 1 shows general fund revenue trends for the 1985-2018 period. All dollar values are adjusted into 2018 equivalent dollars to provide a consistent point of comparison. The figure shows that revenues generated by property taxes remained consistent at about \$1,600,000 per year until 2010, when they dropped to about \$1,500,000 per year. The voter-approved millages enacted since 2014 have increased total City property tax revenue to about \$2.1 million 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 - \$246,000 - in budget year 2018-19. Thus, 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 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, general fund revenue was restored to close to its long-term average at about \$2,800,000 starting in budget year 2015-16.

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 do so. Whatever tax reductions have been implemented at the State level have been offset by our need to increase local property tax rates.

Figure 1. General Fund Revenues by Source, Adjusted for inflation in 2018 equivalent dollars, 1985-Present

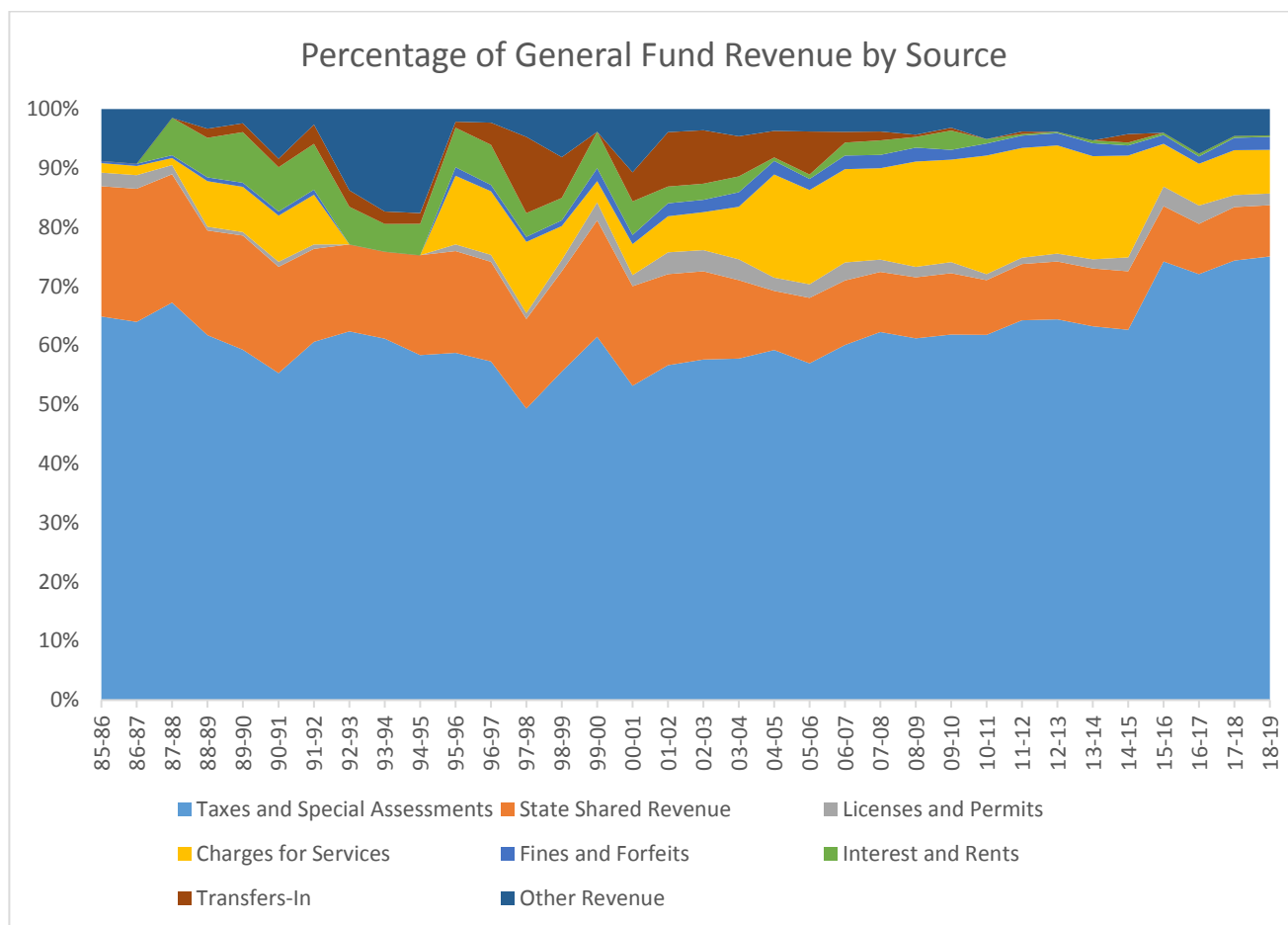


Source: Pleasant Ridge Budget Documents and BLS CPI-U data for the Detroit-Ann Arbor-Flint MSA

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 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.

The primary and most significant cause of property taxes representing a higher share of all City revenue is state shared revenue to the City has been decreasing as a percentage of overall City funding since the beginning of the 00s, highlighting the long-standing disinvestment in local government by Michigan's State government.

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



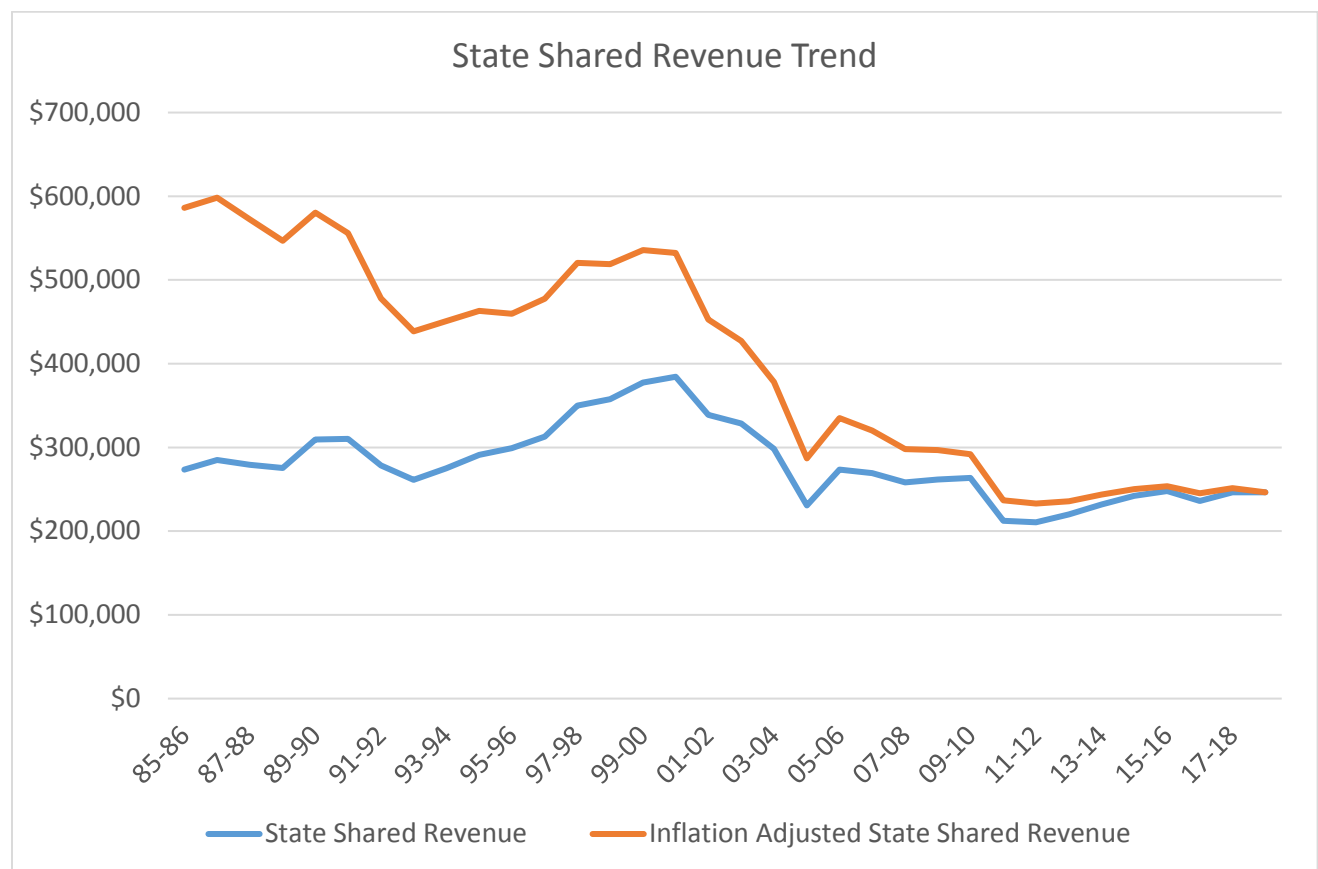
Source: Pleasant Ridge Budget Documents and BLS CPI-U data for the Detroit-Ann Arbor-Flint MSA

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, State revenue sharing has declined from the equivalent of nearly \$600,000 per year in the late 1980s to less than \$250,000 today. Shared revenues represented 23% of the City's general fund revenues in 1985, while today they represent just 8.5%.

Even on a non-inflation adjusted basis, the City received over \$300,000 from the state in the early 1990s, while this budget year we expect to receive about \$246,500.

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. Had the State fulfilled its constitutional and statutory obligation to continue to fund local governments, Pleasant Ridge would be able to reduce local property taxes by 2.5 mills a year; to invest in pressing issues such as our underfunded pension, public infrastructure; or some combination thereof.

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



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

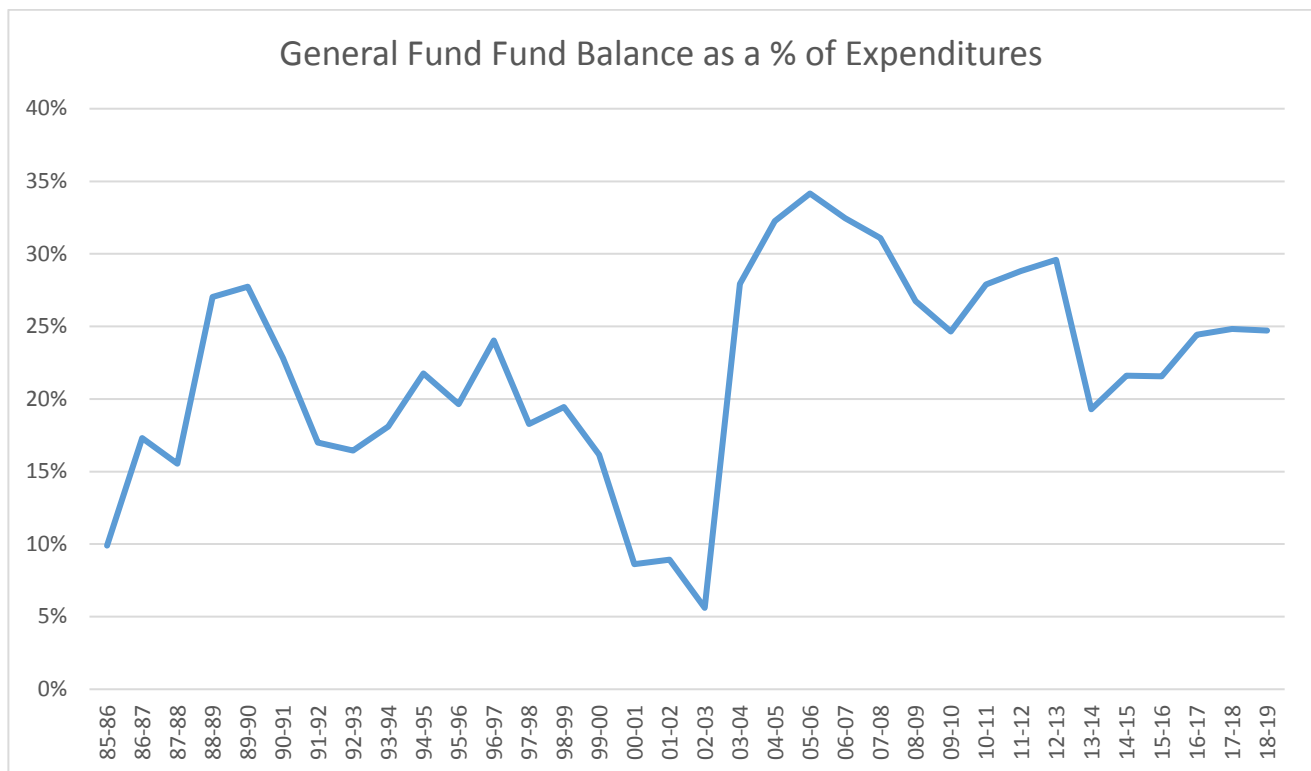
General Fund Fund Balance Trends. The Government Finance Officers Association (GFOA) recommends that local governments maintain a minimum of two-months' worth of expenses, or 16.66%, in unrestricted fund balance. It is further recommended that a small unit of government like Pleasant Ridge maintain a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

Figure 4 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%, until the mid-00s when the sale of the 24000 Woodward property increased fund balance to about 30%. The recession and drop in revenues required fund balance draws to maintain services, which drew fund balance down to about 20%. Since FY13-14, fund balance has been slowly but steadily increasing, and is project to be about 23.4% at the end of FY17-18.

The proposed 2017-18 budget proposes a modest increase in fund balance. As in previous years, there is little margin as the City continues to reinvest in maintenance items that were deferred during the recession when revenues declined. Outside pressures such as increasing annual required pension contributions continue to pressure our bottom line, although the police pension millage approved by the voters in November 2017 will provide significant relief from increasing costs related to our underfunded pension plan.

We have maintained a 25% fund balance over the past few years, and will work to keep ourselves in the 25-30% range in future years.

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

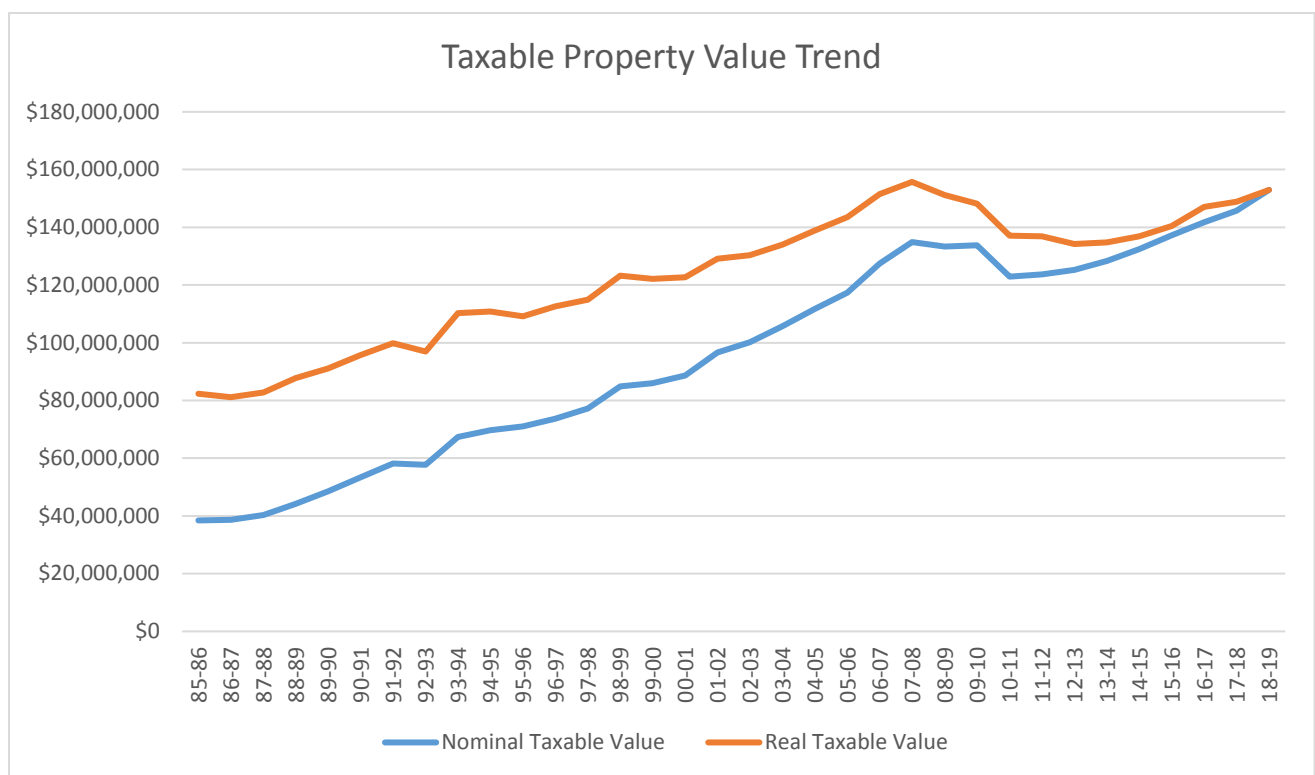


Property Value Trends. The following Figure 5 shows total (real + personal) taxable property value trends in the City of Pleasant Ridge. The inflation adjusted taxable property value has increased at a rate of about 1.8% per year. This small increase over the inflation rate is the result of certain development 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. In nominal terms, it took until 2015 for the City's tax base to again equal the peak pre-recession value from 2007.

However, on an inflation-adjusted basis the City is just now approaching, but has not yet equaled, taxable value levels last seen in 2007. This chart shows that in real terms, the City's tax base in has still not fully recovered from the 2008-2009 economic downturn.

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

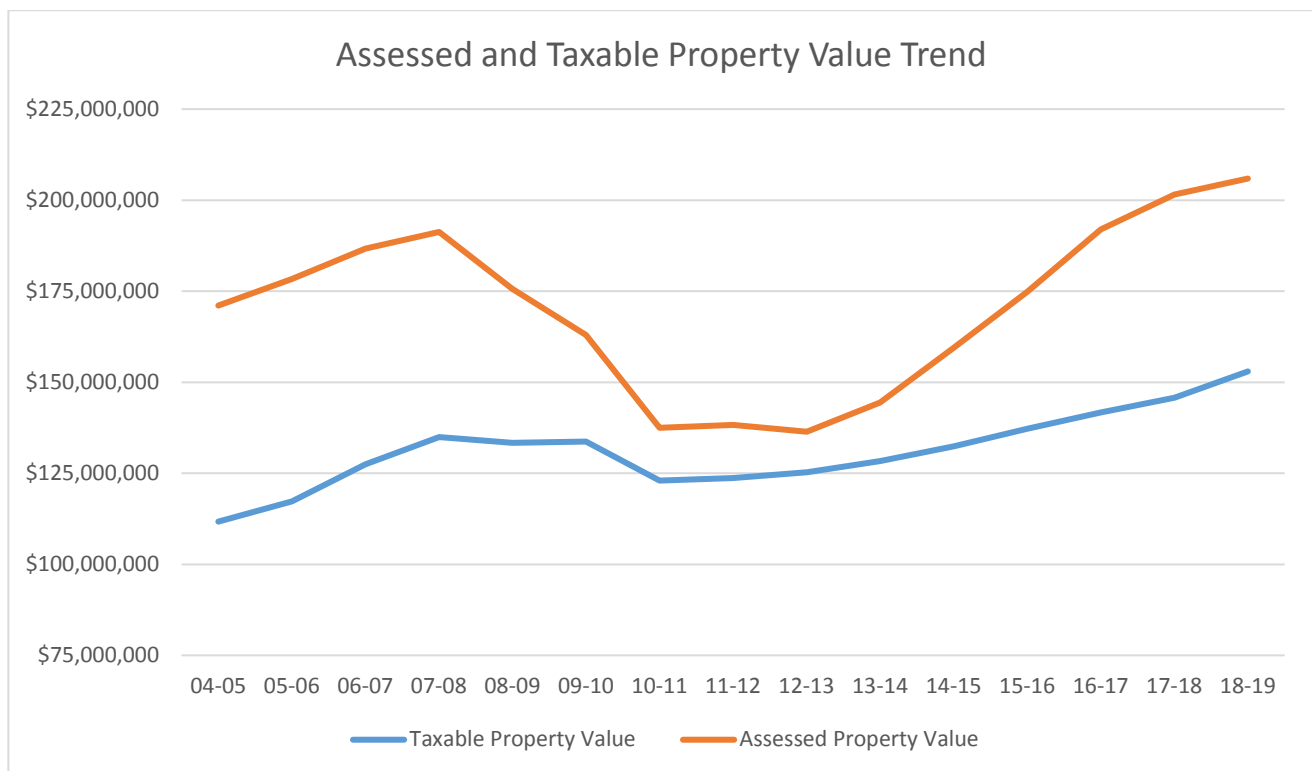


The following Figure 6 shows how Pleasant Ridge’s total assessed and taxable property values have changed over time since 2004. Assessed value is the true market value of all property in the City as determined by Oakland County Equalization (the City’s assessor). Taxable value is the value of property against which property taxes are levied.

The taxable value of a property may not increase more than 5% or the rate of inflation in any given year, whichever is lower. Over time, assessed property values tend to rise faster than taxable property values. The cap on taxable property value is removed when a property is sold, and the taxable value for that property becomes equal to the assessed value in the year following the sale.

When properties become uncapped, they usually cause the City’s total taxable property value to increase at a rate higher than inflation. To compensate for this, the Headlee Amendment then adjusts the City’s millage rate down to ensure that the total tax revenue collected by the City does not increase at a rate higher than inflation.

Figure 6. Taxable and Assessed Property Value, 2004-Present



3. City Commission Goals and Objectives

Following are the City Commission's 2018-2019 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.
- (5) Preserve and enhance Neighborhood Watch program.
- (6) Seek methods to promote school safety.

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.
- (6) Work with local transit authorities to improve existing bus stops.

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.

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

Objectives:

- (1) Improve utilization of the Community Center.
- (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.
- (5) Continue incremental facility upgrades at the community center and wellness center.

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.
- (5) Continue to foster a welcoming community to all people.

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 inform and engage residents.
- (2) When more than one feasible choice exists for issues of major consequence, consult or collaborate with residents prior to making decisions.
- (3) Encourage, support, and recognize volunteers and community members who do good work in the community.
- (4) 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.
- (5) 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. 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. Stevens, Kirinovic & Tucker P.C. have 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

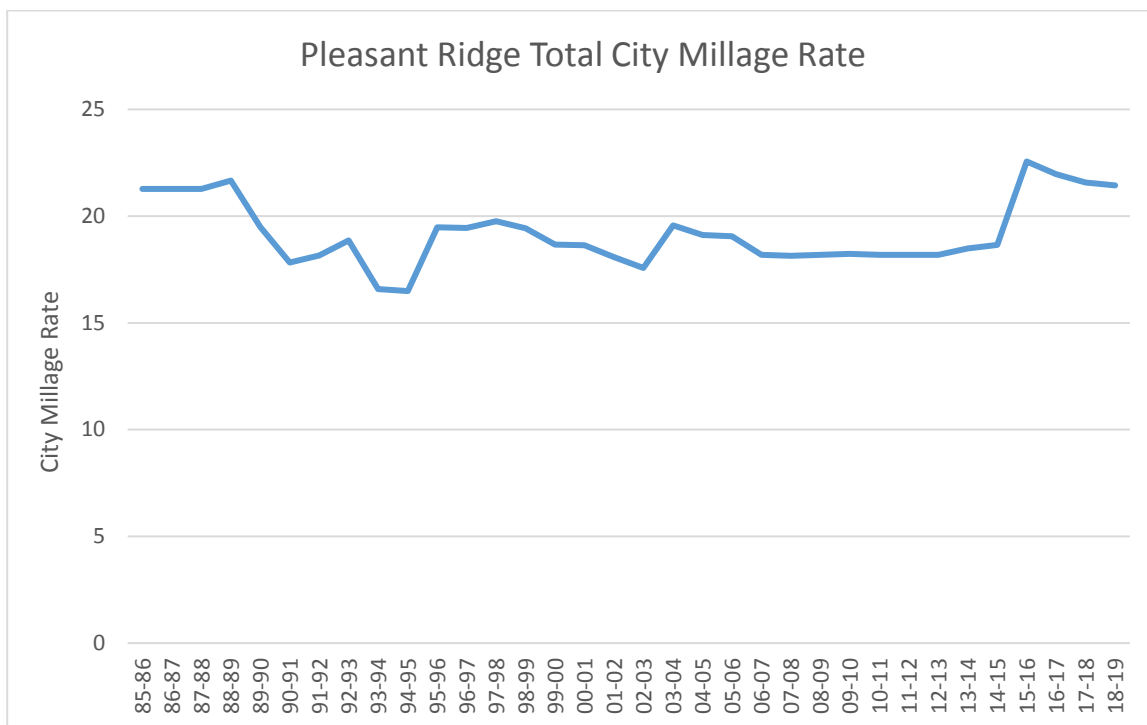
Millage Rate Information. The following Table 1 shows the breakdown of Pleasant Ridge millage rates from 2009 to present.

Table 1. Pleasant Ridge Property Tax Millage Components, 2009 to Present

	Original Amount	Expiration	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19
General Operating - Charter	20.0000	--	11.4248	11.4248	11.4248	11.4248	11.4248	11.3094	11.1363	10.8434	10.6232	10.3714
General Operating (2015)	2.9000	--							2.8556	2.7804	2.7239	2.6593
Police Pension (2018)	1.400	2032										0.3500
Infrastructure (2015)	3.0000	2034	2.4124	2.4124	2.4124	2.4124	2.4124	2.3880	2.9242	2.8472	2.7894	2.7232
Community Promotion	0.3431	--							0.2704	0.3481	0.3375	0.3200
Parks Improvement (2015)	0.7500	2024							0.7385	0.7190	0.7044	0.6877
Rubbish	3.0000	--	1.7134	1.7134	1.7134	1.7134	1.7134	1.6960	1.6700	1.6260	1.5929	1.5551
Pool Operations (2003)	1.4000	2028	1.2722	1.2722	1.2722	1.2722	1.2722	1.2593	1.2400	1.2073	1.1827	1.1546
Library (2015)	0.5000	2019	0.4100	0.3700	0.3700	0.3700	0.3700	0.4949	0.3865	0.3763	0.3687	0.3675
Pool Debt (2003)	unlimited	2028	1.0000	1.0000	1.0000	1.0000	1.3000	1.5000	1.3380	1.2123	1.2450	1.2500
Total Millage			18.2328	18.1928	18.1928	18.1928	18.4928	18.6476	22.5595	21.9600	21.5677	21.4388

The following Figure 7 shows the long term total Pleasant Ridge city millage rate trend from 1985 to present.

Figure 7. Total City Millage Rate (Homestead), 1985-Present



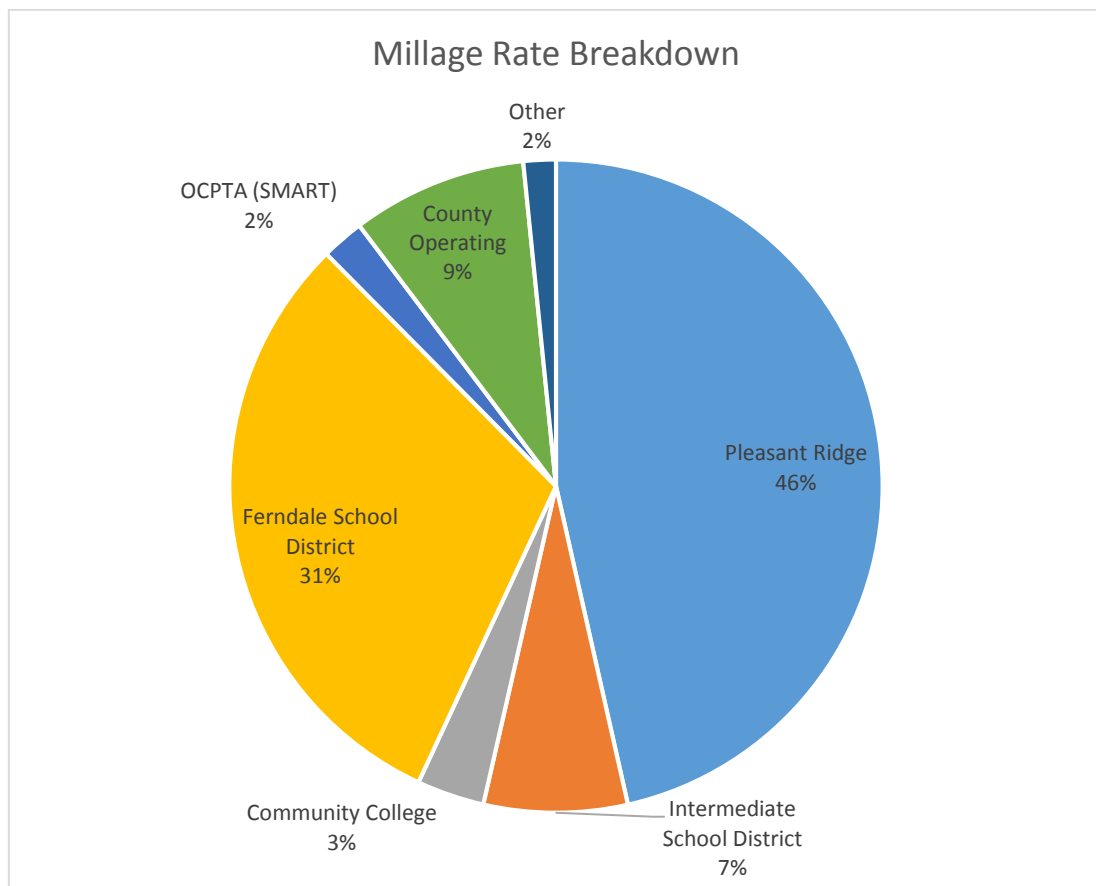
The 2018-2019 total City millage rates are reduced by 0.1289 mills compared to last year due to Headlee rollback. While the City experienced robust home sales and strong growth in sales prices, Headlee limits the City to a total tax revenue growth rate of 2.1%, requiring a rollback in local tax rates.

The community promotion millage authorized by PA 359 of 1925 (MCL 123.881) may generate up to \$50,000 annually. The 0.3200 mill levy will generate about \$48,000 for the City. The revenues are used to pay for community publications such as the Ridger, website maintenance, and the development of a new City website to replace our current one which is functionally obsolete.

Total Homestead Millage Rate Breakdown. The total homestead property tax rate for a property owner in Pleasant Ridge in 2018 is expected to be about 46.1406 mills.² Of every tax dollar paid by residents, 46% goes to the City, 31% goes to the Ferndale school district, and the remaining 23% goes to the County and other regional entities including SMART, the intermediate school district, community college, Oakland County parks, Metro Parks, the Zoo, and the Detroit Institute of Arts.

The following Figure 8 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 (0.2368 mills), the Detroit Zoo (0.0972 mills), the Art Institute Authority (0.1945 mills), and the Huron Clinton Metro Parks (0.2140 mills).

Figure 8. Total Pleasant Ridge Homestead Millage Rate Breakdown, 2017

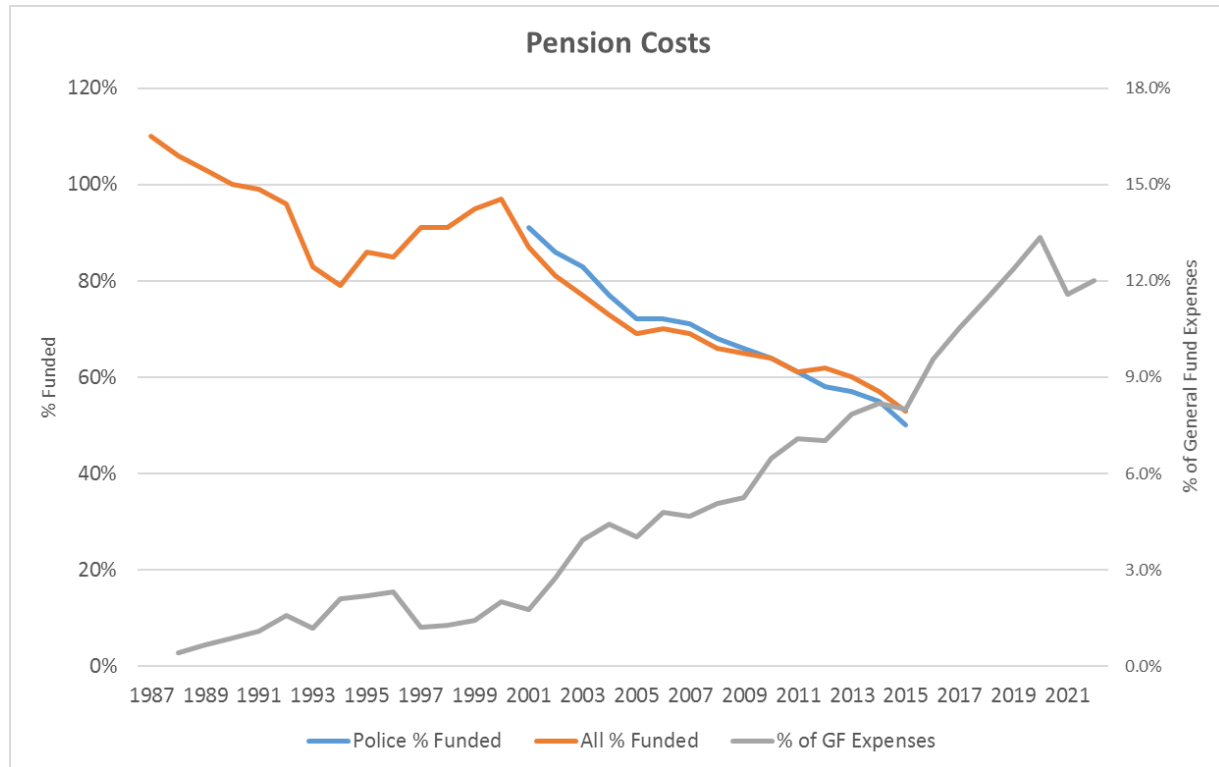


² As of the date of adoption of this budget, final tax rates for outside, non-Pleasant Ridge jurisdictions is not known. Those outside jurisdictions are also subject to Headlee Rollbacks, and their adopted tax rates have not yet been published. For the purposes of this document, the total millage rate uses estimated millage rates for non-Pleasant Ridge property taxes.

7. Pension Unfunded Liability

The City has had an underfunded pension fund since the early 1990s. The problem has grown steadily year over year since the early 2000s, and has become an acute financial problem in recent years. The following Figure 9 summarizes the funding level of the City's total and police pension funds (left scale), along with the City's actual and projected pension funding cost as a percentage of general fund expenses.

Figure 9. City Pension Funding Level and Expenses as a Percentage of General Fund Expenditures



The above Figure 9 shows that the City has experienced a decline from being close to 100% funded in the year 2000, to being just over 50% funded in 2016. Over the same 2000 – 2016 time period, pension costs have gone from 1.8% of general fund expenditures to 9.6% of general fund expenditures. By 2020, pension costs are projected to be 13.4% of total general fund expenditures.

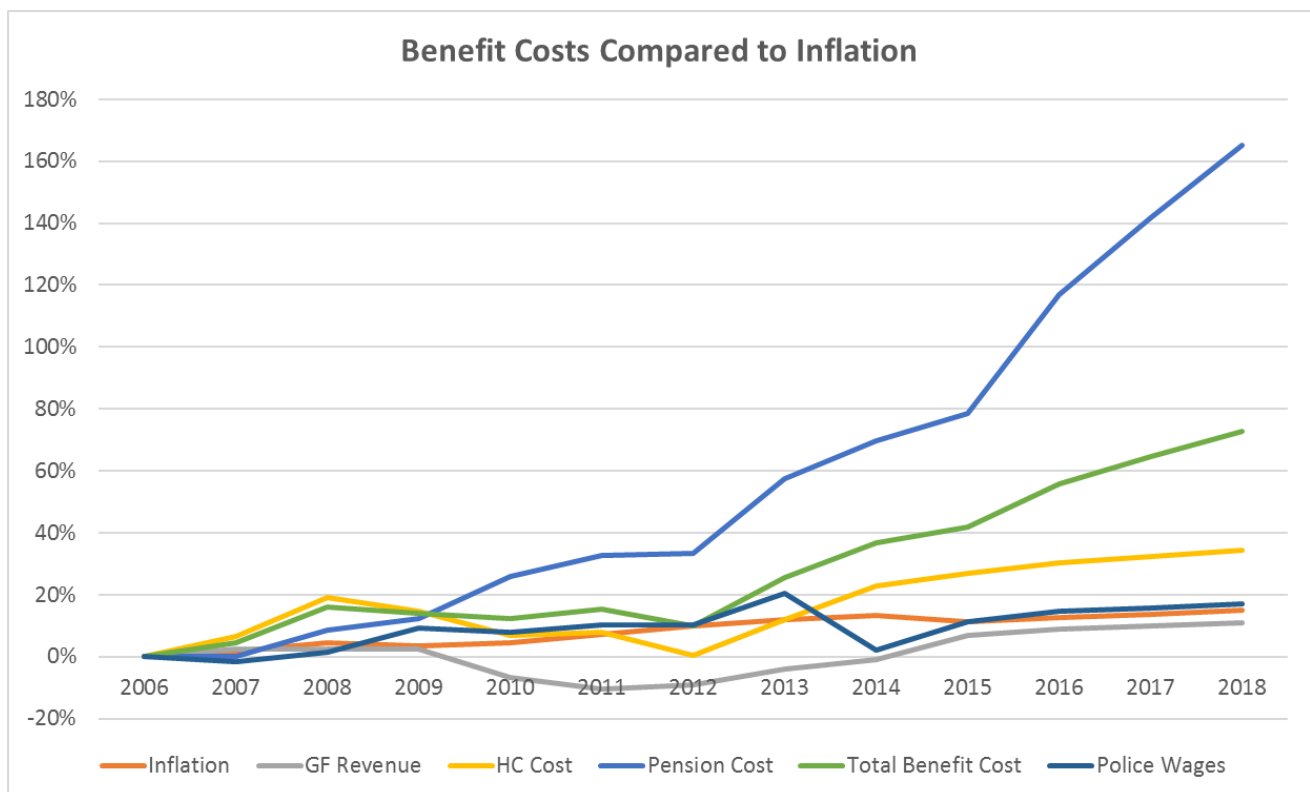
Benefit Costs Compared to Inflation

Another way of presenting costs is to benchmark them to inflation. The following chart shows how costs have increased using 2006 as a baseline. The chart shows that since 2006:

- Inflation has increased 13%
- General fund revenue has increased 9%³
- Pension costs have increased 120% (projected to increase by 165% by 2018)
- Total benefit costs have increased 56%
- Health care costs have increased 30%
- Police wages have increased 15%

This chart highlights how pension costs are increasing at a much, much higher rate than both revenues and other benefit and salary costs.

Figure 10. Benefit Costs Compared to Inflation, 2006 to 2018



³ General fund revenue has increased at a rate lower than inflation due to the loss in property values during the recession and limits on subsequent taxable value growth

Actions Taken to Address Unfunded Liability

The 01, 02, 10, and 11 groups are now closed to new hires. Employees hired after 2011 are in different pension groups with lower benefit levels and higher employee contribution amounts. The pension groups for employees hired after 2011 – groups 12 and 20, are fully funded or nearly so.

The following table is reproduced from the City's most recent Annual Actuarial Valuation Report published by MERS shows accrued liabilities, assets, and funding levels for all the City's employee groups. The full document is available for review at: <http://cityofpleasantridge.org/documents/budget/aav2016.pdf>

Actuarial Accrued Liabilities and Valuation Assets As of December 31, 2016

Table 6

Division	Actuarial Accrued Liability	Valuation Assets ¹	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
01 - GnrI Oth				
Active Employees	\$ 0	\$ 0	0.0%	\$ 0
Vested Former Employees	275,696	15,878	5.8%	259,818
Retirees And Beneficiaries	215,865	215,865	100.0%	0
Pending Refunds	0	0	0.0%	0
Total	\$ 491,561	\$ 231,743	47.1%	\$ 259,818
02 - Police				
Active Employees	\$ 1,054,481	\$ 122,435	11.6%	\$ 932,046
Vested Former Employees	52,322	0	0.0%	52,322
Retirees And Beneficiaries	2,218,596	1,493,245	67.3%	725,351
Pending Refunds	0	0	0.0%	0
Total	\$ 3,325,399	\$ 1,615,680	48.6%	\$ 1,709,719
10 - NonUnion				
Active Employees	\$ 735,830	\$ 68,146	9.3%	\$ 667,684
Vested Former Employees	94,962	94,962	100.0%	0
Retirees And Beneficiaries	684,140	684,140	100.0%	0
Pending Refunds	0	0	0.0%	0
Total	\$ 1,514,932	\$ 847,248	55.9%	\$ 667,684
11 - City Mgr				
Active Employees	\$ 0	\$ 0	0.0%	\$ 0
Vested Former Employees	0	0	0.0%	0
Retirees And Beneficiaries	693,891	470,734	67.8%	223,157
Pending Refunds	0	0	0.0%	0
Total	\$ 693,891	\$ 470,734	67.8%	\$ 223,157
12 - Non-Union after 7/1/2011				
Active Employees	\$ 24,908	\$ 25,612	102.8%	\$ (704)
Vested Former Employees	0	0	0.0%	0
Retirees And Beneficiaries	0	0	0.0%	0
Pending Refunds	2,263	2,263	100.0%	0
Total	\$ 27,171	\$ 27,875	102.6%	\$ (704)
20 - Police as of 7/1/2011				
Active Employees	\$ 41,093	\$ 36,630	89.1%	\$ 4,463
Vested Former Employees	0	0	0.0%	0
Retirees And Beneficiaries	0	0	0.0%	0
Pending Refunds	0	0	0.0%	0
Total	\$ 41,093	\$ 36,630	89.1%	\$ 4,463

The above table shows that the City's total unfunded liability is \$2,864,137, with nearly 60% of that unfunded liability being in the 02 – Police group. Given that the police group is the largest single source of the unfunded liability, the City is in the process of closing group 20 (which was created in 2011) and creating a new hybrid plan for new police officers hired after July 1, 2017. The hybrid plan combines a defined benefit with a 401k-style defined contribution component as a way of further controlling the City's future pension liabilities.

Summary of Actions Taken

Following is a summary of actions taken by the City to address the unfunded liability issue:

- Police and Administrative groups 02 and 10 were closed to new hires in 2010, replaced by groups with lower benefit levels. The new groups are fully or nearly fully funded.
- City Manager group closed. Current City Manager does not receive a pension.
- Police employee contribution increased from 0% to 2.5% in 2011.
- New police hires will receive a hybrid plan that has a small pension that is combined with a defined contribution, 401k-style plan.
- No retirement health care benefit for any administrative employees hired after 2011 and police hired after 2017. Instead, employees have access to a Health Care Savings Plan that allows them to save for retirement health care costs with a small City match.

Police Pension Millage

The voters approved a 1.4 mill police pension millage in November of 2017, with the first levy of 0.35 mills beginning July 1, 2018 and phasing in at an additional 0.35 mills per year until the maximum levy is reached. The millage will continue through FY2032-33.

In FY2018-19, the 0.35 mill levy is expected to generate \$52,538. The amount budgeted for police pension expenses for active and retired officers is \$185,000.

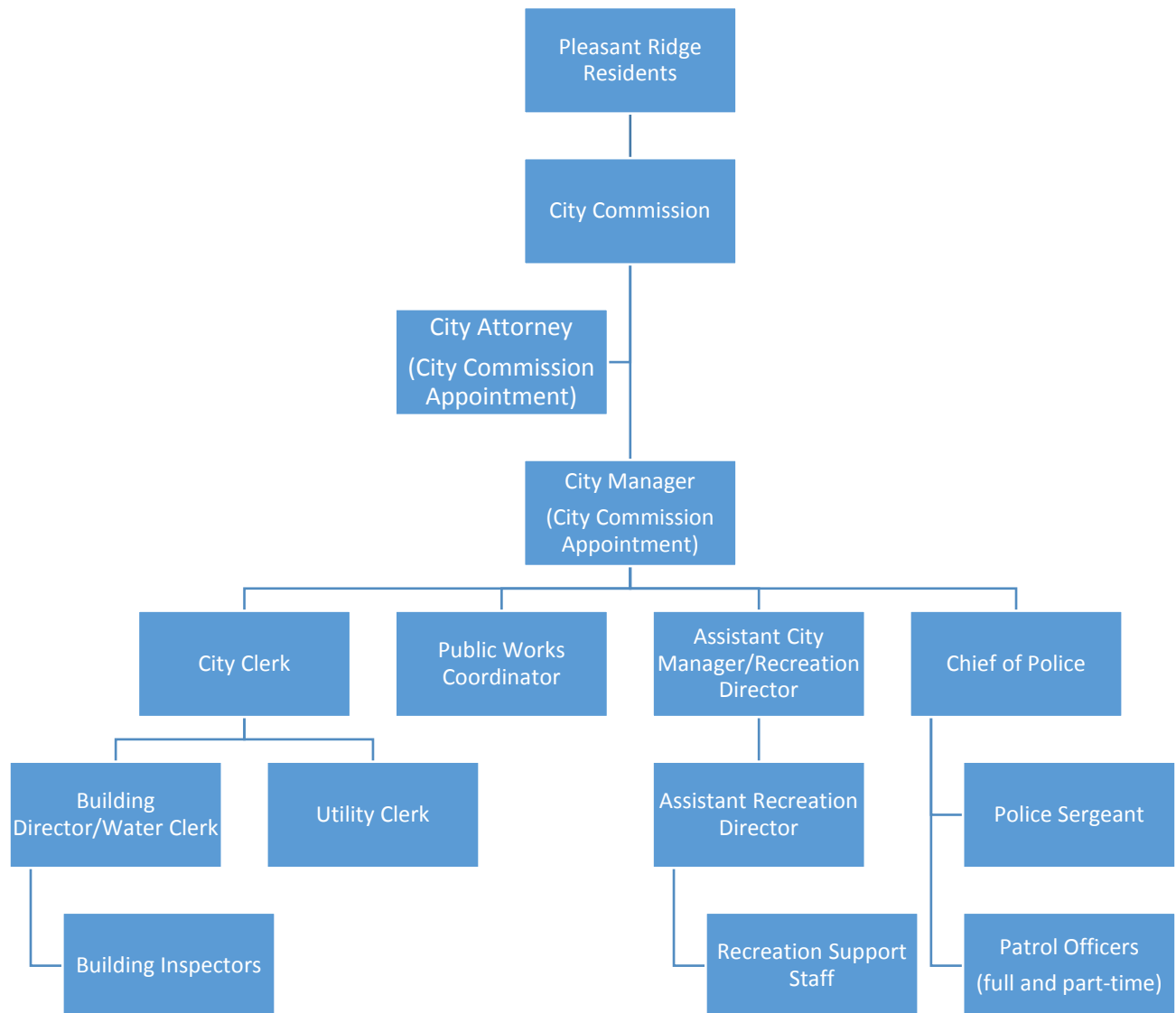
8. Personnel

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.

Position	Status	FY16-17	FY17-18	FY18-19
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	0.00	0.00	0.00
Public Works Manager	Full-Time	0.00	1.00	1.00
Utility/Building Clerk	Full-Time	1.00	1.00	1.00
Solid Waste Clerk	Part-Time	0.33	0.33	0.33
City Hall Total		3.33	4.33	4.33
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
Office Clerk	Part-Time	0.00	0.00	0.25
Crossing Guard	Part-Time	0.33	0.33	0.33
Police Total		6.81	6.81	7.06
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	1.00	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		5.73	5.73	5.73
Full Time Positions		11.00	12.00	12.00
Part Time Positions (FTE)		4.87	4.87	5.12
All Departments		15.87	16.87	17.12

Organization Chart



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

C. General Fund

101. 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. The FY2018-19 budget includes revenues of \$2,835,984 and expenditures of \$2,815,178 with a projected fund balance increase of \$20,805 resulting in a fund balance percentage of 23.62%.

REVENUES

SOURCE	Actual 2013-14	Actual 2014-15	Actual 2016-17	Budget 2017-18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Taxes and special assessments	1,510,071	1,542,534	1,998,594	2,028,116	2,126,314	2,209,412	2,294,553
Licenses and Permits	69,560	61,581	85,577	56,150	56,080	56,080	56,080
Federal and State Grants	5,569	7,979	16,095	24,920	26,000	26,000	26,000
State Shared Revenue	234,957	240,814	236,248	246,232	246,250	246,250	246,250
Charges for Services	445,529	423,505	196,409	206,915	211,540	213,581	215,652
Fines and Forfeits	39,071	40,515	33,088	56,500	62,500	62,500	62,500
Interest and Rents	14,782	7,730	13,804	8,500	8,500	8,500	8,500
Other revenue	121,381	161,883	193,334	99,500	98,800	98,800	98,800
Transfers-In	0	4,896	18	0	0	0	0
REVENUE TOTAL	2,441,920	2,491,437	2,773,167	2,726,833	2,835,984	2,921,123	3,008,335

EXPENDITURES

SOURCE	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
Mayor and Commission	33,028	14,897	15,631	28,050	22,300	22,300	22,300
City Manager	129,668	126,756	133,499	163,492	172,286	176,336	180,351
Elections	4,903	11,015	8,318	10,410	8,910	8,910	8,910
City Attorney	44,663	49,490	38,304	44,000	40,300	40,300	40,300
City Clerk	107,903	116,649	110,733	100,740	102,975	104,973	107,675
Information Technology	15,040	6,660	67,748	76,100	76,600	72,100	72,100
General Government	187,532	154,056	136,283	155,500	155,500	155,500	155,500
Cable TV	1,478	5,401	1,222	4,110	5,110	5,110	5,110
City Treasurer	92,116	86,433	82,606	120,305	113,920	117,856	121,216
Assessment	20,949	21,605	21,023	21,645	21,845	22,045	22,245
Police Services	841,777	785,101	777,024	1,003,005	1,054,687	1,120,270	1,192,278
Fire/Rescue	250,000	254,000	256,581	256,581	256,581	256,581	256,581
Building Department	24,658	37,297	60,349	65,150	65,059	65,399	65,743
Planning Commission	72,347	13,121	650	0	0	0	0
Public Works	150,179	125,886	196,132	202,530	220,875	225,223	228,564
Street Lighting	45,993	52,798	37,249	36,500	36,500	36,500	36,500
Recreation	400,871	363,897	425,808	392,036	396,730	407,595	411,967
Retirement Services	168,237	235,372	272,588	5,000	5,000	5,000	5,000
Transfers Out	709	1,994	77,500	52,000	60,000	50,000	50,000
EXPENDITURES TOTAL	2,592,051	2,462,428	2,719,248	2,737,154	2,815,178	2,891,997	2,982,341
Revenue over (under) expenditures	(150,131)	29,009	53,919	(10,321)	20,805	29,126	25,994
Fund Balance, beginning of the year	650,230	500,104	532,253	654,601	644,280	665,085	694,211
Fund Balance adjustments		3,144					
Fund Balance, end of the year	500,099	532,257	586,172	644,280	665,085	694,211	720,206
General Fund Balance %	19.29%	21.62%	21.56%	23.54%	23.62%	24.00%	24.15%

101. General Fund 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 property tax revenue is projected to grow modestly vs. fiscal year 2017-18. This modest increase is due to an allowed growth in tax revenue of 2.1% by the Headlee amendment, and as calculated by the state. Projected property tax revenue growth in future years is estimated at 1.5% annually.

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
GENERAL FUND REVENUE DETAIL							
Taxes and Special Assessments							
101-000-401.000	Property Taxes - Operating	1,864,322	1,901,533	1,900,093	1,947,670	1,976,885	2,006,539
101-000-401.001	Chargebacks from County	0	0	(4,183)	0	0	0
101-000-401.400	Property Taxes - Police Pension Millage	0	0	0	52,314	106,197	161,685
101-000-401.500	Property Taxes - Community Promo	47,618	48,083	48,042	47,830	47,830	47,830
101-000-410.000	Personal Property Taxes	0	0	0	0	0	0
101-000-410.500	Delinquent Tax Collection	313	0	361	0	0	0
101-000-445.000	Interest on Taxes	19,625	10,000	15,489	10,000	10,000	10,000
101-000-447.000	Property Tax Admin Fee	68,434	68,500	70,264	68,500	68,500	68,500
<i>Total taxes and special assessments</i>		<i>2,000,312</i>	<i>2,028,116</i>	<i>2,030,066</i>	<i>2,126,314</i>	<i>2,209,412</i>	<i>2,294,553</i>
Licenses and Permits							
101-000-476.000	Landlord Licenses	0	300	200	300	300	300
101-000-477.000	Electrical Permits	7,340	5,000	10,895	5,000	5,000	5,000
101-000-478.000	Building Permits	64,923	42,500	83,829	42,500	42,500	42,500
101-000-479.000	Plumbing and Mechanical Permits	12,638	7,500	15,715	7,500	7,500	7,500
101-000-480.000	Liquor License Fee Revenue	784	850	784	780	780	780
101-000-485.000	Dog Licenses	(783)	0	1,144	0	0	0
<i>Total licenses and permits</i>		<i>84,902</i>	<i>56,150</i>	<i>112,567</i>	<i>56,080</i>	<i>56,080</i>	<i>56,080</i>
Federal and State Grants							
101-000-530.000	CDBG	2,968	5,000	7,345	5,000	5,000	5,000
101-000-540.000	State Grant	0	0	3,000	0	0	0
101-000-544.000	302 Training Funds	1,223	1,000	1,074	1,000	1,000	1,000
101-000-573.000	Local Community Stabilization	18,920	18,920	48,474	20,000	20,000	20,000
<i>Total federal and state grants</i>		<i>23,111</i>	<i>24,920</i>	<i>59,893</i>	<i>26,000</i>	<i>26,000</i>	<i>26,000</i>
State Shared Revenue							
101-000-576.500	Sales Taxes - Statutory	46,232	46,232	30,820	46,250	46,250	46,250
101-000-576.750	Sales Taxes - Constitutional	203,183	200,000	141,090	200,000	200,000	200,000
101-000-576.751	Sales Taxes - Supplemental	0	0	1,364	0	0	0
<i>Total state shared revenue</i>		<i>249,415</i>	<i>246,232</i>	<i>173,274</i>	<i>246,250</i>	<i>246,250</i>	<i>246,250</i>
Charges for Services							
101-000-607.000	NSF Fees	120	400	180	400	400	400
101-000-608.000	Registration Fees	3,008	3,000	3,585	3,000	3,000	3,000
101-000-609.000	Administrative Fees	8,225	5,000	9,490	7,500	7,500	7,500
101-000-627.000	Administrative Charges	100,000	101,384	101,384	102,308	103,398	104,505

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
101-000-627.100	Charges for Services - Personnel	11,755	12,555	11,860	12,555	12,743	12,934
101-000-627.200	Charges for Services - IT	49,580	50,026	50,027	50,777	51,539	52,312
101-000-635.000	Copying Charges	140	50	271	50	50	50
101-000-641.100	Election Reimbursement	0	0	0	0	0	0
101-000-641.200	Spraying Reimbursement	514	250	0	0	0	0
101-000-641.300	Tree Planting Reimbursement	625	750	1,375	750	750	750
101-000-642.000	Sales	0	0	210	0	0	0
101-000-651.000	Use & Admission Fees	1,140	1,000	188	1,000	1,000	1,000
101-000-651.208	Admission - Dog Park	4,654	2,500	3,198	3,200	3,200	3,200
101-000-653.000	Registration Program Fees	62,781	30,000	32,221	30,000	30,000	30,000
<i>Total charges for services:</i>		<i>242,542</i>	<i>206,915</i>	<i>213,989</i>	<i>211,540</i>	<i>213,581</i>	<i>215,652</i>
Fines and Forfeits							
101-000-656.000	Municipal Fines	27,599	24,000	45,863	27,500	27,500	27,500
101-000-657.000	District Court Fines	28,810	32,500	36,870	35,000	35,000	35,000
<i>Total fines and forfeits:</i>		<i>56,409</i>	<i>56,500</i>	<i>82,733</i>	<i>62,500</i>	<i>62,500</i>	<i>62,500</i>
Interest and Rents							
101-000-665.000	Interest Income	7,350	4,000	8,103	4,000	4,000	4,000
101-000-667.000	4 Ridge Rental	4,885	4,500	4,795	4,500	4,500	4,500
<i>Total interest and rents:</i>		<i>12,235</i>	<i>8,500</i>	<i>12,898</i>	<i>8,500</i>	<i>8,500</i>	<i>8,500</i>
Other Revenue							
101-000-670.000	Cable Franchise and PEG Fees	88,361	60,000	50,086	60,000	60,000	60,000
101-000-671.000	Miscellaneous Other Revenues	24,216	5,000	11,732	5,000	5,000	5,000
101-000-674.000	Zoning Board of Appeal Fees	0	0	200	0	0	0
101-000-675.000	Contributions & Donations	12,019	5,000	5,000	5,000	5,000	5,000
101-000-679.000	Refunds & Rebates	26,292	24,500	26,434	24,500	24,500	24,500
101-000-679.300	Refunds & Rebates - Public Safety	7,789	4,000	4,559	4,000	4,000	4,000
101-000-681.000	Sidewalk Replacement/residents	3,250	0	0	0	0	0
101-000-696.000	Bond & Insurance Recoveries	0	1,000	362	300	300	300
<i>Total other revenue:</i>		<i>161,927</i>	<i>99,500</i>	<i>98,373</i>	<i>98,800</i>	<i>98,800</i>	<i>98,800</i>
Transfers-In							
101-000-699.208	Transfer In - Dog Park	0	0	0	0	0	0
101-000-699.212	Transfers In - Tree Planting	0	0	0	0	0	0
101-000-699.351	Transfers In - Debt Service	9	0	0	0	0	0
<i>Total transfers-in:</i>		<i>9</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
TOTAL REVENUES		2,830,862	2,726,833	2,783,793	2,835,984	2,921,123	3,008,335

101. General Fund Expenditures

Account Number	Description	Actual 2014-15	Amended 2015-16	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
GENERAL FUND APPROPRIATIONS							
Department 101 - Mayor and Commission							
101-101-715.000	Worker's Compensation	52	50	47	50	50	50
101-101-955.000	Miscellaneous Expenses	7,290	20,500	20,279	15,000	15,000	15,000
101-101-956.000	Conferences and Workshops	292	1,000	95	750	750	750
101-101-958.000	Memberships and Dues	6,600	6,500	5,599	6,500	6,500	6,500
<i>Totals for Department 101 - Mayor and Commission</i>		<i>14,234</i>	<i>28,050</i>	<i>26,020</i>	<i>22,300</i>	<i>22,300</i>	<i>22,300</i>
Department 172 - City Manager							
101-172-702.000	Administration Wages	93,147	92,737	83,144	97,350	98,810	100,292
101-172-702.250	Comptime Payout	0	0	0	0	0	0
101-172-711.000	Social Security & Medicare	7,967	8,000	7,128	7,500	7,613	7,727
101-172-712.000	Medical Insurance	4,861	6,150	4,538	6,150	6,150	6,150
101-172-712.001	Medical Insurance - Employee Cont.	0	0	0	0	0	0
101-172-712.003	Medical Insurance - Retirees	14,441	14,000	8,235	14,000	14,500	15,000
101-172-712.004	Medical Insurance - Retiree Cont.	(5,664)	(1,400)	(594)	(600)	(600)	(600)
101-172-712.006	Medical Insurance - HSA (Retirees)	950	950	0	950	950	950
101-172-713.000	Life Insurance	1,012	1,050	1,004	1,050	1,050	1,050
101-172-714.000	Retirement - DB (Active Employees)	0	0	0	0	0	0
101-172-714.003	Retirement - DB (Retirees)	10,164	13,215	11,010	16,596	18,281	19,903
101-172-714.500	Retirement - DC (Active Employees)	19,572	19,500	17,503	19,500	19,793	20,089
101-172-715.000	Worker's Compensation	64	50	58	50	50	50
101-172-716.000	Unemployment Compensation	23	40	19	40	40	40
101-172-720.000	Tuition, Training and Education	0	100	0	100	100	100
101-172-727.000	Office Supplies	0	0	0	0	0	0
101-172-728.000	Postage	0	0	0	0	0	0
101-172-731.000	Operating Supplies	19	100	0	100	100	100
101-172-790.000	Books & Periodicals	253	500	99	500	500	500
101-172-862.000	Automobile Allowance	6,000	6,000	5,500	6,000	6,000	6,000
101-172-956.000	Conferences and Workshops	37	1,500	0	2,000	2,000	2,000
101-172-958.000	Memberships and Dues	698	1,000	717	1,000	1,000	1,000
<i>Totals for Department 172 - City Manager</i>		<i>153,544</i>	<i>163,492</i>	<i>138,361</i>	<i>172,286</i>	<i>176,336</i>	<i>180,351</i>
Department 191 - Elections							
101-191-704.000	Part-Time Wages	3,923	4,000	2,008	4,000	4,000	4,000
101-191-711.000	Social Security & Medicare	0	0	0	0	0	0
101-191-715.000	Worker's Compensation	13	10	12	10	10	10
101-191-728.000	Postage	350	400	0	400	400	400
101-191-731.000	Operating Supplies	1,534	4,000	2,400	3,000	3,000	3,000
101-191-809.000	Contractual Services	1,280	2,000	966	1,500	1,500	1,500
<i>Totals for Department 191 - Elections</i>		<i>7,100</i>	<i>10,410</i>	<i>5,386</i>	<i>8,910</i>	<i>8,910</i>	<i>8,910</i>
Department 210 - City Attorney							
101-210-815.000	City Attorney Services	29,918	38,000	25,317	32,500	32,500	32,500
101-210-815.250	Court Prosecutions	1,219	6,000	5,188	7,500	7,500	7,500
101-210-815.500	Labor Relations Attorney	0	0	124	300	300	300

Account Number	Description	Actual 2014-15	Amended 2015-16	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
<i>Totals for Department 210 - City Attorney</i>		31,137	44,000	30,629	40,300	40,300	40,300
Department 215 - City Clerk							
101-215-702.000	Administration Wages	72,555	70,165	64,066	73,350	74,450	75,567
101-215-711.000	Social Security & Medicare	5,393	5,650	4,793	5,650	5,735	5,821
101-215-712.000	Medical Insurance	12,032	7,750	6,566	7,750	7,983	8,222
101-215-712.001	Medical Insurance - Employee Cont.	(1,076)	(775)	(393)	(775)	(798)	(822)
101-215-712.005	Medical Insurance - HSA	1,900	1,900	475	950	1,900	1,900
101-215-713.000	Life Insurance	151	195	156	195	195	195
101-215-714.000	Retirement - DB (Active Employees)	10,481	13,100	10,872	13,100	12,754	14,038
101-215-715.000	Worker's Compensation	148	125	135	125	125	125
101-215-716.000	Unemployment Compensation	15	30	13	30	30	30
101-215-728.000	Postage	0	0	0	0	0	0
101-215-731.000	Operating Supplies	1,050	1,250	941	1,250	1,250	1,250
101-215-861.000	Mileage Allowance	394	200	236	200	200	200
101-215-955.000	Miscellaneous Expenses	0	100	12	100	100	100
101-215-956.000	Conferences and Workshops	186	750	709	750	750	750
101-215-958.000	Memberships and Dues	245	300	245	300	300	300
101-215-970.000	Capital Outlay	0	0	0	0	0	0
<i>Totals for Department 215 - City Clerk</i>		103,474	100,740	88,826	102,975	104,973	107,675
Department 228 - Information Technology							
101-228-809.000	Contractual Services	9,892	18,000	13,455	16,500	12,000	12,000
101-228-851.000	Communications	40,956	42,500	31,945	42,500	42,500	42,500
101-228-928.000	Software Maintenance	6,061	6,000	7,063	6,000	6,000	6,000
101-228-970.000	Capital Outlay	0	3,500	6,781	5,500	5,500	5,500
101-228-983.000	Leased Assets	1,185	6,100	4,273	6,100	6,100	6,100
<i>Totals for Department 228 - Information Technology</i>		58,094	76,100	63,517	76,600	72,100	72,100
Department 248 - General Government							
101-248-727.000	Office Supplies	4,010	6,000	6,541	6,000	6,000	6,000
101-248-728.000	Postage	2,499	3,000	2,161	3,000	3,000	3,000
101-248-731.000	Operating Supplies	2,824	8,500	5,073	7,500	7,500	7,500
101-248-734.000	Building Maintenance Supplies	0	200	0	200	200	200
101-248-803.000	Janitorial Contract	2,338	3,000	2,143	3,000	3,000	3,000
101-248-809.000	Contractual Services	4,920	4,000	6,122	6,500	6,500	6,500
101-248-809.002	Payroll Administration	10,363	10,500	7,972	10,500	10,500	10,500
101-248-809.600	Contractual Services (Flag)	0	300	0	300	300	300
101-248-814.000	Engineering Services	0	0	0	0	0	0
101-248-851.000	Communications	0	0	0	0	0	0
101-248-880.000	Community Promotion	16,338	16,500	11,869	16,500	16,500	16,500
101-248-900.000	Printing & Publishing	12,472	14,000	2,657	5,000	5,000	5,000
101-248-910.000	Insurance & Bonds	54,694	56,000	60,437	60,000	60,000	60,000
101-248-920.000	Public Utilities	14,073	18,000	14,528	16,000	16,000	16,000
101-248-929.000	Equipment Maintenance	1,339	500	39	500	500	500
101-248-931.000	Building Maintenance	13,028	10,000	15,398	15,000	15,000	15,000
101-248-955.000	Miscellaneous Expenses	8,923	5,000	328	5,000	5,000	5,000
101-248-970.000	Capital Outlay	634	0	0	500	500	500
101-248-983.000	Leased Assets	4,232	0	0	0	0	0
<i>Totals for Department 248 - General Government</i>		152,687	155,500	135,268	155,500	155,500	155,500

C. General Fund

101. General Fund Expenditures

Account Number	Description	Actual 2014-15	Amended 2015-16	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Department 249 - Cable TV							
101-249-715.000	Worker's Compensation	4	10	9	10	10	10
101-249-731.000	Operating Supplies	1,075	1,500	0	1,500	1,500	1,500
101-249-809.000	Contractual Services	800	1,400	2,200	2,400	2,400	2,400
101-249-958.000	Memberships and Dues	1,190	1,200	1,190	1,200	1,200	1,200
<i>Totals for Department 249 - Cable TV</i>		<i>3,069</i>	<i>4,110</i>	<i>3,399</i>	<i>5,110</i>	<i>5,110</i>	<i>5,110</i>
Department 253 - City Treasurer							
101-253-714.003	Retirement - DB (Retirees)	20,962	26,205	21,744	24,000	26,436	28,782
101-253-715.000	Worker's Compensation	52	0	0	0	0	0
101-253-728.000	Postage	0	0	0	0	0	0
101-253-790.000	Books & Periodicals	0	0	0	0	0	0
101-253-801.000	Audit Contract	17,500	23,700	23,700	18,500	19,000	19,000
101-253-809.001	Accounting Services	65,200	65,250	59,433	66,620	67,620	68,634
101-253-890.000	Service Charges	5,012	4,500	1,922	4,500	4,500	4,500
101-253-905.000	Printing Checks	0	0	253	0	0	0
101-253-928.000	Software Maintenance	0	0	0	0	0	0
101-253-954.000	Overage/shortage	0	50	0	50	50	50
101-253-955.000	Miscellaneous Expenses	20	500	115	200	200	200
101-253-960.100	Credit Card Service Charge	10	100	10	50	50	50
<i>Totals for Department 253 - City Treasurer</i>		<i>108,756</i>	<i>120,305</i>	<i>107,177</i>	<i>113,920</i>	<i>117,856</i>	<i>121,216</i>
Department 254 - Assessing							
101-254-702.000	Administration Wages	300	300	480	300	300	300
101-254-711.000	Social Security & Medicare	23	25	37	25	25	25
101-254-804.000	County Assessor Fees	19,403	19,300	0	19,500	19,700	19,900
101-254-901.000	Printing Tax Bills	1,318	2,000	1,010	2,000	2,000	2,000
101-254-956.000	Conferences and Workshops	20	20	43	20	20	20
<i>Totals for Department 254 - Assessment</i>		<i>21,064</i>	<i>21,645</i>	<i>1,570</i>	<i>21,845</i>	<i>22,045</i>	<i>22,245</i>
Department 301 - Police Services							
101-301-702.000	Administration Wages	77,386	74,848	67,041	80,300	81,505	82,727
101-301-702.250	Comptime Payout	0	0	0	0	0	0
101-301-703.000	Overtime	17,056	15,000	11,762	17,500	17,500	17,500
101-301-704.000	Part-Time Wages	40,166	32,000	56,741	50,000	50,000	50,000
101-301-705.000	Full Time Wages	332,223	307,500	234,215	330,500	337,110	343,852
101-301-708.000	Crossing Guard Wages	3,580	3,600	2,980	3,600	3,654	3,709
101-301-711.000	Social Security & Medicare	21,363	20,000	21,079	22,400	22,400	22,400
101-301-712.000	Medical Insurance	79,779	81,500	71,656	81,500	84,760	88,150
101-301-712.001	Medical Insurance - Employee Cont.	(7,571)	(8,150)	(3,346)	(8,150)	(8,476)	(8,815)
101-301-712.002	Retirement - HCSP	0	0	2,317	4,000	0	0
101-301-712.003	Medical Insurance - Retirees	161,896	150,000	131,496	130,000	135,850	141,963
101-301-712.004	Medical Insurance - Retiree Cont.	(12,356)	(12,000)	(13,956)	(10,400)	(10,868)	(11,357)
101-301-712.005	Medical Insurance - HSA	8,550	8,550	5,225	10,450	8,550	8,550
101-301-712.006	Medical Insurance - HSA (Retirees)	8,550	8,550	713	8,550	8,550	8,550
101-301-713.000	Life Insurance	981	1,200	819	7,200	7,200	7,200
101-301-714.000	Retirement - DB (Active Employees)	49,022	63,500	41,294	67,500	77,500	95,000
101-301-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
101-301-714.003	Retirement - DB (Retirees)	107,741	117,300	115,727	117,500	160,000	195,000
101-301-714.500	Retirement - DC (Active Employees)	2,843	3,100	111	3,100	3,200	3,300
101-301-715.000	Worker's Compensation	7,036	6,000	6,423	6,000	6,000	6,000

Account Number	Description	Actual 2014-15	Amended 2015-16	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
101-301-716.000	Unemployment Compensation	84	200	70	200	200	200
101-301-717.000	Longevity	0	0	0	0	0	0
101-301-718.000	Uniform Allowance	2,690	4,500	3,719	4,500	4,500	4,500
101-301-718.100	Uniform Cleaning Allowance	2,850	3,450	3,950	4,000	4,000	4,000
101-301-718.200	Firearm Allowance	0	0	0	0	0	0
101-301-720.000	Tuition, Training and Education	1,468	4,000	7,071	5,000	5,000	5,000
101-301-720.500	302 Training Funds	696	1,000	0	650	650	650
101-301-727.000	Office Supplies	2,526	1,500	3,464	1,500	1,500	1,500
101-301-728.000	Postage	0	0	0	0	0	0
101-301-731.000	Operating Supplies	18,438	14,000	15,464	14,000	15,000	16,000
101-301-751.000	Gas & Oil	14,823	16,500	13,988	16,500	16,748	16,999
101-301-790.000	Books & Periodicals	0	0	13	0	0	0
101-301-803.000	Janitorial Contract	3,506	3,500	3,214	3,500	3,500	3,500
101-301-809.000	Contractual Services	1,371	1,500	900	1,500	1,500	1,500
101-301-809.200	Clemis/LEIN Services	11,522	11,500	12,811	12,000	12,500	13,000
101-301-809.911	Dispatch Contract	40,540	40,500	39,000	41,350	41,970	42,600
101-301-827.200	Charges for Services - IT	5,260	5,307	5,307	5,387	5,467	5,549
101-301-851.000	Communications	0	0	0	0	0	0
101-301-852.000	Radio Maintenance	0	0	0	0	0	0
101-301-929.000	Equipment Maintenance	107	1,500	1,386	1,500	1,500	1,500
101-301-930.000	Vehicle Maintenance	6,994	8,500	16,940	8,500	8,500	8,500
101-301-955.000	Miscellaneous Expenses	659	500	239	500	500	500
101-301-956.000	Conferences and Workshops	1,097	1,250	248	1,250	1,250	1,250
101-301-958.000	Memberships and Dues	285	300	964	300	300	300
101-301-970.000	Capital Outlay	14,038	11,000	3,312	11,000	11,250	11,500
101-301-995.100	Interest: Governmental Debt	464	0	238	0	0	0
<i>Totals for Department 301 - Police Services</i>		<i>1,027,663</i>	<i>1,003,005</i>	<i>884,595</i>	<i>1,054,687</i>	<i>1,120,270</i>	<i>1,192,278</i>
Department 339 - Fire/Rescue							
101-339-802.000	Fire Services Contract	256,581	256,581	256,581	256,581	256,581	256,581
<i>Totals for Department 339 - Fire/Rescue</i>		<i>256,581</i>	<i>256,581</i>	<i>256,581</i>	<i>256,581</i>	<i>256,581</i>	<i>256,581</i>
Department 371 - Community Development							
101-371-715.000	Worker's Compensation	19	25	17	25	25	25
101-371-727.000	Office Supplies	0	0	0	0	0	0
101-371-728.000	Postage	0	0	0	0	0	0
101-371-731.000	Operating Supplies	0	0	67	0	0	0
101-371-809.000	Contractual Services	23,775	20,500	7,605	20,000	20,000	20,000
101-371-811.000	Electrical Inspector Fees	1,950	2,000	1,650	2,000	2,000	2,000
101-371-812.000	Mechanical Inspector Fees	5,104	5,000	5,679	5,250	5,250	5,250
101-371-813.000	Building Inspector Fees	15,600	14,400	13,200	14,400	14,400	14,400
101-371-827.100	Charges for Services - Personnel	11,755	11,860	11,860	11,860	12,038	12,218
101-371-827.200	Charges for Services - IT	10,520	10,615	10,615	10,774	10,936	11,100
101-371-955.000	Miscellaneous Expenses	1,236	750	18	750	750	750
101-371-970.000	Capital Outlay	100	0	0	0	0	0
<i>Totals for Department 371 - Community Development</i>		<i>70,059</i>	<i>65,150</i>	<i>50,711</i>	<i>65,059</i>	<i>65,399</i>	<i>65,743</i>
Department 400 - Planning Commission							
101-400-809.000	Contractual Services	0	0	0	0	0	0
101-400-958.000	Memberships and Dues	0	0	0	0	0	0
<i>Totals for Department 400 - Planning Commission</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>

C. General Fund

101. General Fund Expenditures

Account Number	Description	Actual 2014-15	Amended 2015-16	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Department 440 - Public Works							
101-440-702.000	Administration Wages	22,548	24,745	20,141	25,500	25,883	26,271
101-440-711.000	Social Security & Medicare	1,617	1,775	1,498	1,775	1,802	1,829
101-440-712.000	Medical Insurance	5,650	6,500	11,745	12,100	12,584	13,087
101-440-712.001	Medical Insurance - Employee Cont.	(565)	(650)	(969)	(1,210)	(1,258)	(1,309)
101-440-712.002	Retirement - HCSP	0	0	0	0	0	0
101-440-712.003	Medical Insurance - Retirees	3,041	6,000	3,363	6,000	6,180	6,365
101-440-712.004	Medical Insurance - Retiree Cont.	0	0	0	0	0	0
101-440-712.005	Medical Insurance - HSA	1,900	1,900	475	950	1,900	1,900
101-440-713.000	Life Insurance	85	60	77	60	60	60
101-440-714.000	Retirement - DB (Active Employees)	0	0	0	0	0	0
101-440-714.003	Retirement - DB (Retirees)	18,231	22,900	16,815	22,900	25,224	27,463
101-440-714.500	Retirement - DC (Active Employees)	2,243	3,250	3,063	3,250	3,299	3,348
101-440-715.000	Worker's Compensation	0	0	0	0	0	0
101-440-716.000	Unemployment Compensation	0	0	0	0	0	0
101-440-731.000	Operating Supplies	2,958	4,000	3,569	3,000	3,000	3,000
101-440-809.000	Contractual Services	0	0	0	0	0	0
101-440-809.110	Contractual Services - General	7,510	0	0	0	0	0
101-440-809.130	Contractual Services - Parks	115,639	0	0	0	0	0
101-440-809.140	Contractual Services - Facilities	13,001	0	0	0	0	0
101-440-810.000	Public Works Contract	0	110,000	95,526	127,500	127,500	127,500
101-440-920.000	Public Utilities	0	0	2,261	0	0	0
101-440-955.000	Miscellaneous Expenses	5,953	4,000	1,295	4,000	4,000	4,000
101-440-958.000	Memberships and Dues	20	50	20	50	50	50
101-440-970.000	Capital Outlay	6,244	18,000	0	15,000	15,000	15,000
<i>Totals for Department 440 - Public Works</i>		<i>206,075</i>	<i>202,530</i>	<i>158,879</i>	<i>220,875</i>	<i>225,223</i>	<i>228,564</i>
Department 448 - Street Lighting							
101-448-921.000	Streetlighting	30,015	36,500	28,522	36,500	36,500	36,500
<i>Totals for Department 448 - Street Lighting</i>		<i>30,015</i>	<i>36,500</i>	<i>28,522</i>	<i>36,500</i>	<i>36,500</i>	<i>36,500</i>
Department 750 - Recreation							
101-750-702.000	Administration Wages	116,610	115,525	103,434	125,000	126,875	128,778
101-750-704.000	Part-Time Wages	42,952	35,000	24,322	30,000	30,000	30,000
101-750-711.000	Social Security & Medicare	13,609	11,000	9,517	11,000	11,000	11,000
101-750-712.000	Medical Insurance	23,272	22,000	21,757	23,500	24,440	25,418
101-750-712.001	Medical Insurance - Employee Cont.	(2,251)	(2,200)	(1,564)	(2,350)	(2,444)	(2,542)
101-750-712.002	Retirement - HCSP	0	0	870	1,000	0	0
101-750-712.003	Medical Insurance - Retirees	0	0	0	0	0	0
101-750-712.004	Medical Insurance - Retiree Cont.	0	0	0	0	0	0
101-750-712.005	Medical Insurance - HSA	3,800	3,800	1,900	3,800	3,800	3,800
101-750-713.000	Life Insurance	340	350	312	350	350	350
101-750-714.000	Retirement - DB (Active Employees)	12,168	14,400	12,136	15,000	16,523	17,989
101-750-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
101-750-714.003	Retirement - DB (Retirees)	0	0	0	0	0	0
101-750-714.500	Retirement - DC (Active Employees)	0	0	0	0	0	0
101-750-715.000	Worker's Compensation	2,511	2,100	2,294	2,100	2,100	2,100
101-750-716.000	Unemployment Compensation	21	50	18	50	50	50
101-750-720.000	Tuition, Training and Education	0	750	600	750	750	750
101-750-727.000	Office Supplies	5,850	3,500	3,591	3,500	3,500	3,500

Account Number	Description	Actual 2014-15	Amended 2015-16	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
101-750-728.000	Postage	0	0	900	0	0	0
101-750-728.500	Newsletter Delivery	1,895	2,000	(295)	750	750	750
101-750-729.000	Recreation Program Supplies	9,408	11,500	11,476	10,000	10,000	10,000
101-750-730.000	Special Program Supplies	45,888	36,500	36,489	37,500	37,500	37,500
101-750-731.000	Operating Supplies	7,458	6,500	11,541	7,500	7,500	7,500
101-750-736.000	Computer Supplies	0	0	0	0	0	0
101-750-790.000	Books & Periodicals	0	0	0	0	0	0
101-750-803.000	Janitorial Contract	12,175	11,050	11,049	12,100	12,100	12,100
101-750-803.700	Exterminator Service	519	750	611	600	600	600
101-750-809.000	Contractual Services	28,163	30,000	31,316	32,000	32,000	32,000
101-750-809.700	Alarm System	0	0	0	0	0	0
101-750-827.200	Charges for Services - IT	7,890	7,961	7,961	8,080	8,202	8,325
101-750-851.000	Communications	0	0	0	0	0	0
101-750-861.000	Mileage Allowance	316	500	156	500	500	500
101-750-883.000	Sports	6,696	6,000	11,858	7,500	7,500	7,500
101-750-884.000	Spring & Summer Sports	0	0	0	0	0	0
101-750-890.000	Service Charges	0	0	108	0	0	0
101-750-904.000	Printing Newsletter	0	0	0	0	0	0
101-750-920.000	Public Utilities	23,873	25,000	25,246	24,500	24,500	24,500
101-750-929.000	Equipment Maintenance	1,105	2,500	1,385	2,500	2,500	2,500
101-750-931.000	Building Maintenance	17,772	10,000	9,573	10,000	10,000	10,000
101-750-934.000	Parks Maintenance	2,209	6,000	3,161	5,000	5,000	5,000
101-750-955.000	Miscellaneous Expenses	(17)	0	0	0	0	0
101-750-955.300	Transportation	0	0	0	0	0	0
101-750-956.000	Conferences and Workshops	1,318	1,500	45	1,500	1,500	1,500
101-750-958.000	Memberships and Dues	435	500	603	500	500	500
101-750-961.000	Misc Program Supplies	0	0	13,436	0	0	0
101-750-970.000	Capital Outlay	20,892	27,500	11,639	22,500	30,000	30,000
<i>Totals for Department 750 - Recreation</i>		<i>406,877</i>	<i>392,036</i>	<i>367,445</i>	<i>396,730</i>	<i>407,595</i>	<i>411,967</i>
Department 863 - Retirement Services							
101-863-712.000	Medical Insurance	0	0	0	0	0	0
101-863-712.001	Medical Insurance - Employee Cont.	0	0	0	0	0	0
101-863-714.000	Retirement - DB (Active Employees)	0	0	0	0	0	0
101-863-714.002	OPEB Trust Contributions	5,000	5,000	5,000	5,000	5,000	5,000
<i>Totals for Department 863 - Retirement Services</i>		<i>5,000</i>	<i>5,000</i>	<i>5,000</i>	<i>5,000</i>	<i>5,000</i>	<i>5,000</i>
Department 966 - Transfers Out							
101-966-999.218	Transfers Out - Infrastructure	0	0	0	0	0	0
101-966-999.251	Transfers Out - Pool Operating	0	15,000	0	0	0	0
101-966-999.259	Transfers Out - SCAF-RF	0	0	0	0	0	0
101-966-999.351	Transfers Out - Debt Service	0	0	0	0	0	0
101-966-999.401	Transfers Out - Capital Improvement	107,000	37,000	37,000	60,000	50,000	50,000
<i>Totals for Department 966 - Transfers Out</i>		<i>107,000</i>	<i>52,000</i>	<i>37,000</i>	<i>60,000</i>	<i>50,000</i>	<i>50,000</i>
TOTAL APPROPRIATIONS		2,762,429	2,737,154	2,388,886	2,815,178	2,891,997	2,982,341
NET OF REVENUES/APPROPRIATIONS - FUND 101							
		68,433	(10,321)	394,907	20,805	29,126	25,994
BEGINNING FUND BALANCE		586,168	654,601	654,601	644,280	665,085	694,211
FUND BALANCE ADJUSTMENTS		0	0	0	0	0	0
ENDING FUND BALANCE		654,601	644,280	1,049,508	665,085	694,211	720,206

C. General Fund

101. General Fund Expenditures

Account Number	Description	Actual 2014-15	Amended 2015-16	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
		23.7%	23.5%	43.9%	23.6%	24.0%	24.1%

D. Special Revenue Funds

202. Major Street Fund

Fund 202 provides for the maintenance of major streets. Major activities include the maintenance and repair of traffic directional signage, pothole patching and other ongoing maintenance, street sweeping, and winter snow and ice removal.

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
FUND 202 - MAJOR STREET FUND							
REVENUES							
202-000-579.000	Act 51 Gas Tax Funding	141,781	161,040	140,088	170,000	172,550	175,138
202-000-579.750	Extra Public Act Funding	0	0	0	0	0	0
202-000-665.000	Interest Income	53	50	32	50	50	50
TOTAL REVENUES		141,834	161,090	140,120	170,050	172,600	175,188
APPROPRIATIONS							
Department 463 - Street Maintenance							
202-463-731.000	Operating Supplies	1,212	4,000	502	4,000	4,000	4,000
202-463-810.000	Public Works Contract	13,036	17,500	23,138	20,000	20,000	20,000
202-463-827.000	Administrative Service Charge	0	0	0	0	0	0
202-463-890.000	Service Charges	0	0	0	0	0	0
202-463-955.000	Miscellaneous Expenses	0	0	0	0	0	0
<i>Totals for Department 463 - Street Maintenance</i>		<i>14,248</i>	<i>21,500</i>	<i>23,640</i>	<i>24,000</i>	<i>24,000</i>	<i>24,000</i>
Department 474 - Traffic Services							
202-474-731.000	Operating Supplies	1,175	3,500	0	3,500	3,500	3,500
202-474-810.000	Public Works Contract	4,928	5,000	0	5,000	5,000	5,000
202-474-935.000	Traffic Control	4,118	4,500	3,638	4,500	4,500	4,500
<i>Totals for Department 474 - Traffic Services</i>		<i>10,221</i>	<i>13,000</i>	<i>3,638</i>	<i>13,000</i>	<i>13,000</i>	<i>13,000</i>
Department 478 - Winter Services							
202-478-731.000	Operating Supplies	2,571	10,000	10,610	10,000	10,000	10,000
202-478-810.000	Public Works Contract	16,844	20,000	32,426	20,000	20,000	20,000
<i>Totals for Department 478 - Winter Services</i>		<i>19,415</i>	<i>30,000</i>	<i>43,036</i>	<i>30,000</i>	<i>30,000</i>	<i>30,000</i>
Department 910 - Capital Assets							
202-910-970.446	Capital Outlay - Streets & Alleys	55,487	25,000	4,681	30,000	30,000	30,000
<i>Totals for Department 910 - Capital Assets</i>		<i>55,487</i>	<i>25,000</i>	<i>4,681</i>	<i>30,000</i>	<i>30,000</i>	<i>30,000</i>
Department 920 - Administration							
202-920-827.000	Administrative Service Charges	11,515	11,500	11,500	11,500	11,500	11,500
202-920-890.000	Service Charges	379	500	0	500	500	500
202-920-955.000	Miscellaneous Expenses	1,223	2,000	0	2,000	2,000	2,000
<i>Totals for Department 920 - Administration</i>		<i>13,117</i>	<i>14,000</i>	<i>11,500</i>	<i>14,000</i>	<i>14,000</i>	<i>14,000</i>
Department 966 - Transfers Out							
202-966-999.203	Transfers Out - Local Streets	70,000	45,000	45,000	45,000	45,000	45,000
202-966-999.401	Transfers Out - Capital Improvement	0	0	0	0	0	0

D. Special Revenue Funds

202. Major Street Fund

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
	<i>Totals for Department 966 - Transfers Out</i>	70,000	45,000	45,000	45,000	45,000	45,000
TOTAL APPROPRIATIONS		182,488	148,500	131,495	156,000	156,000	156,000
NET OF REVENUES/APPROPRIATIONS - FUND 202		(40,654)	12,590	8,625	14,050	16,600	19,188
BEGINNING FUND BALANCE		85,321	44,667	44,667	57,257	71,307	87,907
ENDING FUND BALANCE		44,667	57,257	53,292	71,307	87,907	107,095

203. Local Street Fund

Fund 203 provides for the maintenance of local streets. Major activities include the maintenance and repair of traffic directional signage, pothole patching and other ongoing maintenance, street sweeping, and winter snow and ice removal.

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Fund 203 - LOCAL STREET FUND							
REVENUES							
203-000-574.048	METRO Act	8,004	5,800	500	7,500	7,500	7,500
203-000-579.000	Act 51 Gas Tax Funding	48,356	54,916	47,784	59,500	60,393	61,298
203-000-665.000	Interest Income	43	40	45	40	40	40
203-000-679.000	Refunds & Rebates	5,627	0	0	0	0	0
203-000-699.202	Transfers In - Major Streets	70,000	45,000	45,000	45,000	45,000	45,000
TOTAL REVENUES		132,030	105,756	93,329	112,040	112,933	113,838
APPROPRIATIONS							
Department 463 - Street Maintenance							
203-463-731.000	Operating Supplies	715	1,000	377	1,000	1,000	1,000
203-463-810.000	Public Works Contract	14,459	12,500	18,842	17,500	17,500	17,500
203-463-814.000	Engineering Services	0	0	0	0	0	0
203-463-827.000	Administrative Service Charge	0	0	0	0	0	0
203-463-890.000	Service Charges	0	0	0	0	0	0
203-463-955.000	Miscellaneous Expenses	0	0	0	0	0	0
<i>Totals for Department 463 - Street Maintenance</i>		<i>15,174</i>	<i>13,500</i>	<i>19,219</i>	<i>18,500</i>	<i>18,500</i>	<i>18,500</i>
Department 474 - Traffic Services							
203-474-731.000	Operating Supplies	2,984	2,500	478	3,000	3,000	3,000
203-474-810.000	Public Works Contract	3,353	5,000	0	4,000	4,000	4,000
<i>Totals for Department 474 - Traffic Services</i>		<i>6,337</i>	<i>7,500</i>	<i>478</i>	<i>7,000</i>	<i>7,000</i>	<i>7,000</i>
Department 478 - Winter Services							
203-478-731.000	Operating Supplies	3,857	12,000	8,124	12,000	12,000	12,000
203-478-810.000	Public Works Contract	25,266	27,500	48,639	27,500	27,500	27,500
<i>Totals for Department 478 - Winter Services</i>		<i>29,123</i>	<i>39,500</i>	<i>56,763</i>	<i>39,500</i>	<i>39,500</i>	<i>39,500</i>
Department 910 - Capital Assets							
203-910-970.446	Capital Outlay - Streets & Alleys	92,841	25,000	3,121	30,000	30,000	30,000
<i>Totals for Department 910 - Capital Assets</i>		<i>92,841</i>	<i>25,000</i>	<i>3,121</i>	<i>30,000</i>	<i>30,000</i>	<i>30,000</i>
Department 920 - Administration							
203-920-814.000	Engineering Services	1,288	2,000	0	2,000	2,000	2,000
203-920-827.000	Administrative Service Charges	3,219	3,900	3,900	3,900	3,900	3,900
203-920-890.000	Service Charges	230	300	0	300	300	300
203-920-955.000	Miscellaneous Expenses	0	1,000	0	1,000	1,000	1,000
<i>Totals for Department 920 - Administration</i>		<i>4,737</i>	<i>7,200</i>	<i>3,900</i>	<i>7,200</i>	<i>7,200</i>	<i>7,200</i>
Department 966 - Transfers Out							
203-966-999.218	Transfers Out - Infrastructure	0	0	0	0	0	0
<i>Totals for Department 910 - Transfers Out</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>

D. Special Revenue Funds

203. Local Street Fund

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
TOTAL APPROPRIATIONS		148,212	92,700	83,481	102,200	102,200	102,200
NET OF REVENUES/APPROPRIATIONS - FUND 203		(16,182)	13,056	9,848	9,840	10,733	11,638
BEGINNING FUND BALANCE		45,428	29,246	29,246	42,302	52,142	62,875
ENDING FUND BALANCE		29,246	42,302	39,094	52,142	62,875	74,513

218. Infrastructure Improvements

Fund 218 provides for the City's infrastructure improvement program, consisting primarily of road reconstruction projects. The program is funded by a 20-year infrastructure improvement approved by the voters in 2014 as a renewal of an earlier 20-year millage. The City sold bonds with a face value of \$3,000,000 in April of 2017 to provide funding for the completion of the street reconstruction program in 2017 and 2018. The term of the bond is 15 years and it will be repaid using the infrastructure millage funds.

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Fund 218 - INFRASTRUCTURE IMPROVEMENTS							
ESTIMATED REVENUES							
218-000-406.000	Infrastructure Taxes	389,521	397,400	397,104	407,031	413,136	419,333
218-000-406.500	Parks Improvement Taxes	0	0	0	0	0	0
218-000-532.000	Local Grants	0	0	5,627	0	0	0
218-000-573.000	Local Community Stabilization	0	0	12,515	0	0	0
218-000-665.000	Interest Income	152,886	0	3,481	0	0	0
218-000-675.000	Contributions & Donations	0	36,000	35,550	0	0	0
218-000-679.000	Refunds & Rebates	29,460	0	0	0	0	0
218-000-698.000	Bond/Note Issuance @ Face Value	3,000,000	0	0	0	0	0
218-000-699.101	Transfers In - General Fund	0	0	0	0	0	0
218-000-699.203	Transfers In - Local Roads	0	0	0	0	0	0
218-000-699.259	Transfers In - SCAF	0	0	0	0	0	0
218-000-699.260	Transfers In - DDA	40,000	40,000	40,000	0	0	0
TOTAL REVENUES		3,611,867	473,400	494,277	407,031	413,136	419,333
APPROPRIATIONS							
Department 905 - Long-Term Debt Retirement							
218-905-816.000	Paying Agent Fees	0	0	500	0	0	0
218-905-816.001	Bond Issuance Costs	56,500	0	1,535	0	0	0
218-905-991.044	Principal: 2017 Street Bonds	0	0	0	150,000	155,000	160,000
218-905-995.044	Interest: 2017 Street Bonds	0	82,250	82,250	87,750	83,175	78,450
<i>Totals for department 910 - Long-Term Debt Retirement</i>		<i>56,500</i>	<i>82,250</i>	<i>84,285</i>	<i>237,750</i>	<i>238,175</i>	<i>238,450</i>
Department 910 - Capital Outlay							
218-910-970.446	Capital Outlay - Streets & Alleys	931,706	850,000	247,094	700,000	75,000	75,000
218-910-970.750	Capital Outlay - Recreation	108,359	90,000	127,903	100,000	0	0
<i>Totals for department 910 - Capital Outlay</i>		<i>1,040,065</i>	<i>940,000</i>	<i>374,997</i>	<i>800,000</i>	<i>75,000</i>	<i>75,000</i>
Department 920 - Service Charges							
218-920-890.000	Service Charges	122	0	81	0	0	0
<i>Totals for department 910 - Capital Outlay</i>		<i>122</i>	<i>0</i>	<i>81</i>	<i>0</i>	<i>0</i>	<i>0</i>
Department 966 - Transfers Out							
218-966-999.259	Transfers Out - SCAF-RF	0	0	0	0	0	0
218-966-999.401	Transfers Out - Capital Improvement	0	0	0	0	0	0
<i>Totals for department 966 - Transfers Out</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
TOTAL APPROPRIATIONS		1,096,687	1,022,250	459,363	1,037,750	313,175	313,450
NET OF REVENUES/APPROPRIATIONS - FUND 218		2,515,180	(548,850)	34,914	(630,719)	99,961	105,883

D. Special Revenue Funds
218. Infrastructure Improvements

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
	BEGINNING FUND BALANCE	(483,432)	2,031,748	2,031,748	1,482,898	852,179	952,140
	ENDING FUND BALANCE	2,031,748	1,482,898	2,066,662	852,179	952,140	1,058,023

226. Solid Waste Fund

Fund 226 provides for the collection and disposal of all solid waste, recycling services, and brush pickup/removal.

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Fund 226 - SOLID WASTE FUND							
ESTIMATED REVENUES							
226-000-403.000	Refuse Collection Taxes	222,448	226,937	226,765	232,437	235,924	239,463
226-000-531.000	Federal Grants	0	0	0	0	0	0
226-000-573.000	Local Community Stabilization	0	0	8,591	0	0	0
226-000-630.000	Service Charges	133,651	146,000	146,694	150,750	153,011	155,306
226-000-642.000	Sales	100	300	10	300	300	300
226-000-662.000	Utility Bill Penalties	1,773	2,000	2,097	2,000	2,000	2,000
226-000-665.000	Interest Income	105	30	59	30	30	30
TOTAL REVENUES		358,077	375,267	384,216	385,517	391,265	397,099
APPROPRIATIONS							
Department 248 - General Government							
226-248-702.000	Administration Wages	27,988	28,700	27,132	24,500	24,868	25,241
226-248-704.000	Part-Time Wages	4,264	3,200	1,706	3,200	3,248	3,297
226-248-711.000	Social Security & Medicare	2,546	2,400	1,095	2,400	2,436	2,473
226-248-712.000	Medical Insurance	3,501	5,050	5,904	5,750	5,865	5,982
226-248-712.001	Medical Insurance - Employee Cont.	(170)	0	(380)	0	0	0
226-248-712.002	Retirement - HCSP	0	0	1,031	500	500	500
226-248-712.003	Medical Insurance - Retirees	912	1,500	1,009	1,500	1,500	1,500
226-248-712.004	Medical Insurance - Retiree Cont.	0	0	(208)	0	0	0
226-248-712.005	Medical Insurance - HSA	0	0	380	100	100	100
226-248-713.000	Life Insurance	25	100	102	100	100	100
226-248-714.000	Retirement - DB (Active Employees)	922	750	531	750	841	841
226-248-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
226-248-714.003	Retirement - DB (Retirees)	7,447	0	0	1,050	1,050	1,050
226-248-714.500	Retirement - DC (Active Employees)	950	1,050	919	1,050	1,050	1,050
226-248-715.000	Worker's Compensation	166	250	199	250	250	250
226-248-716.000	Unemployment Compensation	8	25	7	25	25	25
226-248-890.000	Service Charges	627	500	0	500	500	500
<i>Totals for department 248 - General Government</i>		<i>49,186</i>	<i>43,525</i>	<i>39,427</i>	<i>41,675</i>	<i>42,333</i>	<i>42,908</i>
Department 528 - Refuse Collection & Disposal							
226-528-805.000	Refuse Collections Contract	196,263	203,000	174,524	210,105	213,257	216,455
226-528-806.250	Special Household Waste Prog	1,347	3,000	2,245	3,000	3,000	3,000
226-528-810.000	Public Works Contract	33,943	32,500	32,094	32,500	32,500	32,500
226-528-810.001	Leaf Collection	56,660	55,000	67,315	55,000	55,000	55,000
226-528-810.100	Street Sweeping	10,630	13,000	4,360	13,000	13,000	13,000
226-528-827.000	Administrative Service Charge	15,152	15,288	15,288	15,517	15,750	15,986
226-528-827.200	Charges for Services - IT	7,500	7,568	7,568	7,682	7,797	7,914
<i>Totals for department 528 - Refuse Collection & Disposal</i>		<i>321,495</i>	<i>329,356</i>	<i>303,394</i>	<i>336,804</i>	<i>340,303</i>	<i>343,855</i>

D. Special Revenue Funds

226. Solid Waste Fund

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
TOTAL APPROPRIATIONS		370,681	372,881	342,821	378,479	382,636	386,764
NET OF REVENUES/APPROPRIATIONS - FUND 226		(12,604)	2,386	41,395	7,039	8,629	10,335
BEGINNING FUND BALANCE		32,161	19,557	19,557	21,943	28,982	37,611
ENDING FUND BALANCE		19,557	21,943	60,952	28,982	37,611	47,946

251. Pool/Fitness Facility

Fund 251 provides for the operation and maintenance of the community pool and wellness center. Most revenues are provided by a 25-year operating millage approved by the voters in 2003.

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Fund 251 - POOL/FITNESS FACILITY							
ESTIMATED REVENUES							
251-000-408.000	Pool Operating Taxes	165,165	168,497	168,368	172,576	175,164	177,792
251-000-573.000	Local Community Stabilization	0	6,375	6,379	0	0	0
251-000-636.100	Pool Visitor Fees	363	500	322	500	500	500
251-000-636.200	Swimming Lesson Fees	8,588	5,000	2,575	5,000	5,000	5,000
251-000-636.300	Swim Team Fees	38,837	40,000	15,703	40,000	40,000	40,000
251-000-636.400	Synchronized Swimming Fees	400	400	0	400	0	0
251-000-665.000	Interest Income	56	20	37	20	20	20
251-000-698.000	Bond/Note Issuance @ Face Value	67,957	0	0	0	0	0
251-000-699.101	Transfers In - General Fund	0	15,000	0	0	0	0
251-000-699.258	Transfers In - SCAF-PSRF	0	0	0	0	0	0
251-000-699.259	Transfers In - SCAF	0	0	0	0	0	0
TOTAL REVENUES		281,366	235,792	193,384	218,496	220,684	223,312
APPROPRIATIONS							
Department 750 - Recreation							
251-750-970.000	Capital Outlay	67,957	0	0	0	0	0
251-750-983.000	Leased Assets	21,757	21,757	0	21,757	21,757	21,757
<i>Totals for department 750 - Recreation</i>		<i>89,714</i>	<i>21,757</i>	<i>0</i>	<i>21,757</i>	<i>21,757</i>	<i>21,757</i>
Department 759 - Pool/Fitness Facility Operations							
251-759-702.000	Administration Wages	7,220	10,000	9,161	13,500	13,500	13,500
251-759-704.000	Part-Time Wages	44,125	42,000	37,549	42,000	42,000	42,000
251-759-711.000	Social Security & Medicare	5,417	5,200	4,952	5,200	5,200	5,200
251-759-712.000	Medical Insurance	0	3,325	44	3,325	3,458	3,596
251-759-712.001	Medical Insurance - Employee Cont.	0	(333)	0	(333)	(346)	(360)
251-759-712.002	Retirement - HCSP	0	0	191	330	330	330
251-759-713.000	Life Insurance	0	0	0	0	0	0
251-759-714.000	Retirement - DB (Active Employees)	0	0	0	0	0	0
251-759-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
251-759-715.000	Worker's Compensation	1,071	1,050	931	1,050	1,050	1,050
251-759-716.000	Unemployment Compensation	0	0	0	0	0	0
251-759-727.000	Office Supplies	724	750	642	750	750	750
251-759-728.000	Postage	0	0	0	0	0	0
251-759-731.000	Operating Supplies	9,855	7,000	8,568	7,000	7,000	7,000
251-759-731.500	Pool Chemicals	7,586	7,000	6,217	7,000	7,000	7,000
251-759-738.000	Licenses & Permits	145	300	136	300	300	300
251-759-803.000	Janitorial Contract	8,035	12,500	7,366	12,500	12,500	12,500
251-759-809.000	Contractual Services	31	0	0	0	0	0
251-759-827.000	Administrative Service Charge	12,627	12,741	12,741	12,932	13,126	13,323
251-759-827.200	Charges for Services - IT	2,630	2,654	2,654	2,694	2,734	2,775
251-759-851.000	Communications	0	0	0	0	0	0

D. Special Revenue Funds

251. Pool/Fitness Facility

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
251-759-880.200	Swim Team	41,038	40,000	24,336	40,000	40,000	40,000
251-759-880.300	Suits & Sweats/uniforms	1,236	2,000	0	2,000	2,000	2,000
251-759-880.400	Synchronized Swimming	195	500	0	500	500	500
251-759-890.000	Service Charges	386	200	0	200	200	200
251-759-920.000	Public Utilities	11,984	12,000	12,249	12,000	12,000	12,000
251-759-920.300	Utilities - Water	11,552	18,000	17,434	18,000	18,000	18,000
251-759-929.000	Equipment Maintenance	2,816	5,000	3,930	5,000	5,000	5,000
251-759-929.500	Pool Maintenance	5,390	24,000	23,960	5,000	5,000	5,000
251-759-931.000	Building Maintenance	13,715	5,075	5,075	3,500	3,500	3,500
<i>Totals for dept 759 - Pool/Fitness Facility Operations</i>		<i>187,778</i>	<i>210,962</i>	<i>178,136</i>	<i>194,448</i>	<i>194,803</i>	<i>195,165</i>
TOTAL APPROPRIATIONS		277,492	232,719	178,136	216,205	216,560	216,922
NET OF REVENUES/APPROPRIATIONS - FUND 251		3,874	3,073	15,248	2,290	4,125	6,390
BEGINNING FUND BALANCE		965	4,839	4,839	7,912	10,202	14,327
ENDING FUND BALANCE		4,839	7,912	20,087	10,202	14,327	20,717

258. Segregated Capital Assets Fund – Parks Special Revenue Fund (SCAF-PSRF)

The Segregated Capital Assets Fund (SCAF) includes 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 supermajority vote of the Commission following the procedures set forth in Section 2-261 of the Code of Ordinances.

The restricted corpus (principal) amount of the SCAF is \$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 protected corpus (principal) balance be indexed for inflation. This left \$1,242,872 as the restricted corpus (principal) balance of the SCAF Remainder Fund (SCAF-RF). The SCAF-RF principal balance is not indexed for inflation.

The SCAF-PSRF was invested in 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.⁴ The baseline CPI-U value for the SCAF-PSRF is 221.784, the annual value for 2014 which was the most recent available annual published value when the SCAF-PSRF was invested. The SCAF-PSRF restricted corpus (principal) balance is updated each year using the annual CPI-U value for the year preceding for budgeting purposes.

The following table summarizes the yearly performance of the parks special revenue fund, the CPI-U value, and preceding year cash returns. The funds available for spending are the greater of the market value of the fund minus the inflation-indexed corpus value, or the preceding year cash returns. The SCAF-PSRF fund is projected to return \$45,000 in cash returns over the July 1, 2018 through June 30, 2019 period. A \$20,000 annual cash expenditure from the SCAF-PSRF for recreation capital projects is planned annually the next three budget years.

SCAF-PSRF Summary Table

Date	Market Value	CPI-U Value	Inflation-Indexed Corpus Value	Preceding Year Cash Returns	Available Funds
March 31, 2015	\$2,000,000	221.784	\$2,000,000	--	--
March 31, 2016	\$1,947,373	218.706	\$1,972,243	\$17,547	\$17,547
March 31, 2017	\$2,132,749	222.167	\$2,003,454	\$49,386	\$129,295
March 31, 2018	\$2,196,323	226.896	\$2,046,099	\$37,839*	\$150,224

* Cash returns (dividends + capital gains) are for partial FY17-18 as of 3/31/18

⁴ https://www.bls.gov/regions/midwest/data/consumerpriceindexhistorical_detroit_table.pdf

D. Special Revenue Funds

258. Segregated Capital Assets Fund – Parks Special Revenue Fund (SCAF-PSRF)

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Fund 258 - SCAF PARKS SPECIAL REVENUE FUND							
ESTIMATED REVENUES							
258-000-665.000	Interest Income	49,386	45,000	41,920	45,000	45,000	45,000
258-000-665.100	Unrealized/Realized Gain/Loss	160,876	20,000	118,346	20,000	20,000	20,000
TOTAL REVENUES		210,262	65,000	160,266	65,000	65,000	65,000
APPROPRIATIONS							
Department 966 - Transfers Out							
258-966-999.101	Transfers Out - General Fund	0	0	0	0	0	0
258-966-999.251	Transfers Out - Pool Operating	0	0	0	0	0	0
258-966-999.401	Transfers Out - Capital Improvement	0	100,000	100,000	20,000	20,000	20,000
<i>Totals for department 966 - Transfers Out</i>		<i>0</i>	<i>100,000</i>	<i>100,000</i>	<i>20,000</i>	<i>20,000</i>	<i>20,000</i>
TOTAL APPROPRIATIONS		0	100,000	100,000	20,000	20,000	20,000
NET OF REVENUES/APPROPRIATIONS - FUND 258		210,262	(35,000)	60,266	45,000	45,000	45,000
BEGINNING FUND BALANCE		1,982,484	2,192,746	2,192,746	2,157,746	2,202,746	2,247,746
ENDING FUND BALANCE		2,192,746	2,157,746	2,253,012	2,202,746	2,247,746	2,292,746

259. Segregated Capital Assets Fund Remainder Fund (SCAF-RF)

\$1,242,872 is the restricted corpus (principal) balance of the SCAF Remainder Fund (SCAF-RF). The SCAF-RF principal balance is not indexed for inflation. The SCAF-RF has been used to finance the construction of Gainsboro Park. The recreation expenditures will be repaid using the park improvement millage which runs through FY24-25.

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Fund 259 - SCAF REMAINDER FUND							
ESTIMATED REVENUES							
259-000-406.500	Parks Improvement Taxes	98,361	100,354	100,275	102,789	104,331	105,896
259-000-540.000	State Grant	0	0	25,000	0	0	0
259-000-665.000	Interest Income	1,668	3,789	729	4,247	4,944	5,872
259-000-665.100	Unrealized/Realized Gain/Loss	(435)	0	0	0	0	0
259-000-665.260	Interest Income - DDA	0	0	0	0	0	0
259-000-699.218	Transfers In - Infrastructure	0	0	0	0	0	0
259-000-699.101	Transfers In - General Fund	0	0	0	0	0	0
TOTAL REVENUES		99,594	104,143	126,004	107,036	109,275	111,768
APPROPRIATIONS							
Department 248 - General Government							
259-248-890.000	Service Charges	17	100	13	100	100	100
<i>Totals for department 248 - General Government</i>		<i>17</i>	<i>100</i>	<i>13</i>	<i>100</i>	<i>100</i>	<i>100</i>
Department 910 - Capital Assets							
259-910-970.750	Capital Outlay - Recreation	725,776	80,000	75,689	25,000	0	0
<i>Totals for department 248 - General Government</i>		<i>725,776</i>	<i>80,000</i>	<i>75,689</i>	<i>25,000</i>	<i>0</i>	<i>0</i>
Department 966 - Transfers Out							
259-966-999.218	Transfers Out - Infrastructure	0	0	0	0	0	0
259-966-999.251	Transfers Out - Pool Operating	0	0	0	0	0	0
259-966-999.351	Transfers Out - Debt Service	0	0	0	0	0	0
<i>Totals for department 966 - Transfers Out</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
TOTAL APPROPRIATIONS		725,793	80,100	75,702	25,100	100	100
NET OF REVENUES/APPROPRIATIONS - FUND 259		(626,199)	24,043	50,302	81,936	109,175	111,668
BEGINNING FUND BALANCE		1,277,415	475,643	475,643	499,686	581,622	690,797
FUND BALANCE ADJUSTMENTS		(175,573)					
ENDING FUND BALANCE		475,643	499,686	525,945	581,622	690,797	802,465

260. Downtown Development Authority

Fund 260 provides for the collection of TIFA taxes and the expenditure of funds on activities in support of the Downtown Development Authority's Development Plan. The DDA paid for the alley reconstruction from 10 Mile to Devonshire during the 2015-16 through 2017-18 budget years. Other notable DDA activities include maintenance and capital improvements to the Woodward Avenue streetscape, and beginning in 2016-17 the reinstatement of a development grant program to assist property owners in the DDA in making façade or property beautification improvements. In 2018-19 the DDA will continue to refine the development plans for a future project to comprehensively refresh the Woodward Avenue streetscape.

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Fund 260 - DOWNTOWN DEVELOPMENT AUTHORITY							
ESTIMATED REVENUES							
260-000-405.000	T.I.F.A. Taxes	93,069	93,003	92,710	99,416	100,907	102,420
260-000-410.500	Delinquent Tax Collection	341	100	690	100	100	102
260-000-540.000	State Grant	0	0	1,233	0	0	0
260-000-665.000	Interest Income	105	25	89	25	25	25
260-000-671.000	Miscellaneous Other Revenues	10	1,000	500	1,000	1,000	1,000
260-000-675.000	Contributions & Donations	0	0	0	0	0	0
TOTAL REVENUES		93,525	94,128	95,222	100,541	102,032	103,547
APPROPRIATIONS							
Department 730 - Development Activities							
260-730-731.000	Operating Supplies	0	0	0	0	0	0
260-730-740.200	Sales Tax Expense	0	30	1	30	30	30
260-730-809.000	Contractual Services	4,819	12,000	10,000	35,000	7,500	7,500
260-730-827.000	Administrative Service Charge	14,152	14,200	14,200	14,200	14,200	14,200
260-730-880.000	Community Promotion	0	6,500	1,766	4,500	4,500	4,500
260-730-890.000	Service Charges	503	500	0	500	500	500
260-730-955.000	Miscellaneous Expenses	51	1,000	55	1,000	1,000	1,000
260-730-955.200	Concerts in the Park	0	0	0	0	0	0
260-730-955.400	Brick Paver Program	0	0	0	0	0	0
260-730-955.500	Development Grant	594	5,500	0	5,500	5,500	5,500
260-730-970.000	Capital Outlay	0	30,000	20,000	10,000	120,000	60,000
260-730-991.100	Principal: Governmental Debt	0	0	0	0	0	0
260-730-995.100	Interest: Governmental Debt	0	0	0	0	0	0
260-730-999.218	Transfers Out - Infrastructure	40,000	40,000	40,000	0	0	0
<i>Totals for department 730 - Development Activities</i>		<i>60,119</i>	<i>109,730</i>	<i>86,022</i>	<i>70,730</i>	<i>153,230</i>	<i>93,230</i>
TOTAL APPROPRIATIONS		60,119	109,730	86,022	70,730	153,230	93,230
NET OF REVENUES/APPROPRIATIONS - FUND 260		33,406	(15,602)	9,200	29,811	(51,198)	10,317
BEGINNING FUND BALANCE		31,740	65,146	65,146	49,544	79,355	28,157
ENDING FUND BALANCE		65,146	49,544	74,346	79,355	28,157	38,474

271. Library Fund

Fund 271 provides for the collection of library services taxes and the annual payment of Pleasant Ridge's contract with the Huntington Woods library. Library services are funded by a 0.5 mill property tax adopted by the voters in 2014 for tax years 2015-16 through 2019-20. The City levies 0.3675 mills to generate the required revenue.

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Fund 271 - LIBRARY FUND							
ESTIMATED REVENUES							
271-000-407.000	Library Taxes	51,476	52,522	52,483	54,929	55,753	56,590
271-000-573.000	Local Community Stabilization	0	0	1,939	0	0	0
271-000-665.000	Interest Income	41	20	24	20	20	20
TOTAL REVENUES		51,517	52,542	54,446	54,949	55,773	56,610
APPROPRIATIONS							
Department 299 - Library							
271-299-800.000	Library Services Contract	40,597	41,597	41,409	42,370	43,006	43,651
271-299-827.000	Administrative Service Charge	13,031	13,148	13,148	13,345	13,545	13,749
271-299-890.000	Service Charges	236	225	0	225	225	225
<i>Totals for department 299 - Library</i>		<i>53,864</i>	<i>54,970</i>	<i>54,557</i>	<i>55,940</i>	<i>56,776</i>	<i>57,624</i>
TOTAL APPROPRIATIONS		53,864	54,970	54,557	55,940	56,776	57,624
NET OF REVENUES/APPROPRIATIONS - FUND 271		(2,347)	(2,428)	(111)	(991)	(1,003)	(1,015)
BEGINNING FUND BALANCE		13,126	10,779	10,779	8,351	7,360	6,358
ENDING FUND BALANCE		10,779	8,351	10,668	7,360	6,358	5,343

D. Special Revenue Funds

297. Historical Fund

Fund 297 provides for the funding of projects and activities undertaken by the Historical Commission. These activities are funded by the Commission's annual Home and Garden tour.

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Fund 297 - HISTORICAL FUND							
ESTIMATED REVENUES							
297-000-642.000	Sales	751	350	1,728	500	500	500
297-000-651.000	Use & Admission Fees	7,736	6,250	4,575	6,250	6,250	6,250
297-000-654.000	Ticket Sales & Field Trips	0	0	50	0	0	0
297-000-665.000	Interest Income	20	10	8	10	10	10
297-000-675.000	Contributions & Donations	2,265	350	1,749	350	350	350
TOTAL REVENUES		10,772	6,960	8,110	7,110	7,110	7,110
APPROPRIATIONS							
Department 803 - Historic Activities							
297-803-727.000	Office Supplies	0	0	0	0	0	0
297-803-728.500	Newsletter Delivery	0	0	0	0	0	0
297-803-731.000	Operating Supplies	4,015	3,500	4,100	5,500	5,500	3,000
297-803-740.200	Sales Tax Expense	10	30	23	30	30	30
297-803-827.000	Administrative Service Charge	0	0	0	0	0	0
297-803-890.000	Service Charges	94	100	0	100	100	100
297-803-931.000	Building Maintenance	399	650	625	650	650	650
297-803-955.000	Miscellaneous Expenses	704	500	385	500	500	500
297-803-970.000	Capital Outlay	0	13,650	11,850	0	0	0
<i>Totals for department 803 - Historic Activities</i>		<i>5,222</i>	<i>18,430</i>	<i>16,983</i>	<i>6,780</i>	<i>6,780</i>	<i>4,280</i>
TOTAL APPROPRIATIONS		5,222	18,430	16,983	6,780	6,780	4,280
NET OF REVENUES/APPROPRIATIONS - FUND 297		5,550	(11,470)	(8,873)	330	330	2,830
BEGINNING FUND BALANCE		11,399	16,949	16,949	5,479	5,809	6,139
ENDING FUND BALANCE		16,949	5,479	8,076	5,809	6,139	8,969

301. Debt Service (Voted Bonds)

This fund accounts for the repayment of the current portion of debt principal and interest due during the current fiscal year on general obligation unlimited tax debt, as approved by the electors. The debt was used to construct the pool and wellness center and was issued in 2003, and the final payment will be in 2029.

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Fund 301 - Debt Service (Voted Bonds)							
ESTIMATED REVENUES							
301-000-404.000	Debt Service Property Taxes	165,835	177,373	177,237	191,208	190,000	187,500
301-000-573.000	Local Community Stabilization	0	0	5,377	0	0	0
301-000-665.000	Interest Income	0	0	0	0	0	0
TOTAL REVENUES		165,835	177,373	182,614	191,208	190,000	187,500
APPROPRIATIONS							
Department 905 - Long-Term Debt Retirement							
301-905-809.000	Contractual Services	1,000	1,500	1,000	0	0	0
301-905-816.000	Paying Agent Fees	0	750	750	750	750	750
301-905-991.047	Principal: Community Center Debt	100,000	100,000	100,000	125,000	125,000	125,000
301-905-995.045	Interest: Community Center (Nat'l City)	0	0	0	33,750	31,110	28,450
301-905-995.047	Interest: Community Center Debt	75,525	71,524	71,525	33,750	31,110	28,450
<i>Totals for department 905 - Long-Term Debt Retirement</i>		<i>176,525</i>	<i>173,774</i>	<i>173,275</i>	<i>193,250</i>	<i>187,970</i>	<i>182,650</i>
TOTAL APPROPRIATIONS		176,525	173,774	173,275	193,250	187,970	182,650
NET OF REVENUES/APPROPRIATIONS - FUND 301		(10,690)	3,599	9,339	(2,042)	2,030	4,850
BEGINNING FUND BALANCE		16,228	5,538	5,538	9,137	7,095	9,125
ENDING FUND BALANCE		5,538	9,137	14,877	7,095	9,125	13,975

401. Capital Improvement Fund

The Capital Improvement Fund is being re-established to provide for non-infrastructure capital projects over \$5,000 in cost. The Capital Improvement Fund will allow the City to save for large purchases over multiple budget years to ensure that the City can maintain investment in its facilities and equipment. The Capital Improvement Fund has/will pay for new police vehicles in 2016 and 2018, and will be used to handle necessary buildings and facilities maintenance and improvements as necessary. The major project planned for 2018 is the renovation of the Big Room at the Community Center.

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Fund 401 - Capital Improvement Fund							
ESTIMATED REVENUES							
401-000-665.000	Interest Income	98	0	67	0	0	0
401-000-675.000	Contributions & Donations	0	88,000	88,637	20,000	0	0
401-000-699.101	Transfers In - General Fund	107,000	37,000	37,000	60,000	50,000	50,000
401-000-699.202	Transfers In - Major Streets	0	0	0	0	0	0
401-000-699.218	Transfers In - Infrastructure	0	0	0	0	0	0
401-000-699.258	Transfers In - SCAF-PSRF	0	100,000	100,000	20,000	20,000	20,000
TOTAL REVENUES		107,098	225,000	225,704	100,000	70,000	70,000
APPROPRIATIONS							
Department 901 - Capital Outlay							
401-901-970.440	Capital Outlay - Public Works	14,692	0	0	0	0	0
	<i>Totals for department 910 - Capital Assets</i>	<i>14,692</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
Department 910 - Capital Assets							
401-910-970.003	Capital Outlay - Facilities	23,248	10,000	2,400	125,000	10,000	10,000
401-910-970.300	Capital Outlay - Police	27,018	0	0	50,000	0	45,000
401-910-970.446	Capital Outlay - Streets & Alleys	0	0	0	0	0	0
401-910-970.750	Capital Outlay - Recreation	0	142,000	140,238	20,000	20,000	20,000
	<i>Totals for department 910 - Capital Assets</i>	<i>50,266</i>	<i>152,000</i>	<i>142,638</i>	<i>195,000</i>	<i>30,000</i>	<i>75,000</i>
Department 910 - Capital Assets							
401-920-890.000	Service Charges	431	0	0	0	0	0
	<i>Totals for department 910 - Capital Assets</i>	<i>431</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
TOTAL APPROPRIATIONS		65,389	152,000	142,638	195,000	30,000	75,000
NET OF REVENUES/APPROPRIATIONS - FUND 401		41,709	73,000	83,066	(95,000)	40,000	(5,000)
BEGINNING FUND BALANCE		69,458	111,167	111,167	184,167	89,167	129,167
ENDING FUND BALANCE		111,167	184,167	194,233	89,167	129,167	124,167

Revolving Energy Fund

The Capital Improvement Fund also serves as the City's revolving energy fund. The intent is to establish a self-sustaining fund that finances energy efficiency and renewable energy projects that captures a set portion of the cost savings generated by completed energy projects.

The revolving loan fund supports the previous and ongoing community energy management work undertaken by the City of Pleasant Ridge with support from EcoWorks and the Southeast Michigan Energy Office (SEMREO) and funded by the Michigan Energy Office. This fund provides a financing mechanism for the Pleasant Ridge Strategic Energy Plan, which is expected to be adopted in July of 2017.

The City has committed to allocating at least 50% of the savings achieved through energy efficiency and renewable energy projects to the Capital Improvement Fund, which will provide funding for future energy efficiency and renewable energy projects. The savings achieved from energy projects are calculated using calendar year 2016 as the baseline year. Each year, the metered energy use from all City facilities for the preceding calendar year is compiled and compared to the 2016 baseline year. The reduction in energy usage is calculated and converted into a dollar amount using the most recent years' average utility rates. 50% of this savings is then included in the General Fund transfer to the Capital Improvement Fund to serve as seed funding for additional energy efficiency and renewable energy projects.

The City Manager serves as the City's Energy Manager, and has responsibility for management and oversight of the revolving energy fund, energy project implementation, and implementation of the Strategic Energy Plan.

Specific energy fund policies are as follows:

- The purpose of the energy fund is to support the implementation of the City's Strategic Energy Plan.
- 50% of energy project savings are reinvested into the energy fund on an ongoing basis until the capital cost of all energy projects has been repaid. If all projects have been repaid, then the aggregate savings amount will be contributed to the energy fund for a minimum of 5 additional years.
- Savings are evaluated using metered energy usage when available. If metered payback is not available or measurable, an estimated payback may be used. If weather-adjusted energy usage is available, it can be used as a metric if appropriate.
- Energy projects will be prioritized based on 1) expected payback period, 2) recommendations of the Strategic Energy Plan, 3) total capital cost of project, and 4) discretion of the energy manager and City Commission.
- The use and funding of the revolving energy fund may be evaluated and adjusted from time to time by the energy manager and the City Commission.

Baseline City Facility Energy Use – 2015-2016 Two-Year Average

Utility	City Hall Usage	Community Center Usage	Total Usage	Cost per Unit
Electricity	44,594 kWh	182,360 kWh	226,954 kWh	\$0.121
Natural Gas	250 kcf	997.5 kcf	1,247.5 kcf	\$6.069

Annual Energy Usage Comparison

Year	Electricity			Natural Gas			Total Savings*
	Total kWh Used	Total Cost	Cost per kWh	Total MCF Used	Total Cost	Cost per MCF	
Baseline	226,954	\$27,461	\$0.121	1,248	\$7,571	\$6.07	
2017	185,152	\$22,072	\$0.119	1,318	\$8,320	\$6.31	\$4,983

* total savings is calculated by multiplying the current year cost per energy unit times the reduction/increase in usage for the current year compared to the baseline year

Completed Energy Project List

The following table lists energy projects completed since the creation of the revolving energy fund.

Project	Date Completed	Project Cost
City Hall LED Lighting Conversion	December 2016	\$800
Community Center LED Lighting Conversion	February 2017	\$8,900
Community Center 26 kWh Solar Energy System	September 2017	\$56,000

E. Enterprise Funds

592. Water and Sewer Fund

The water and sewer fund is responsible for the distribution of water and maintenance and repair of water mains, valves, hydrants, meters and other appurtenant parts of the system. This department is also responsible for the removal of sanitary sewerage and storm water, and maintenance of catch basins and other parts of the combined sewer system. Finally, the department also handles billing, record maintenance, and other customer-related activities associated with the utility.

The 2018-19 budget includes \$70,000 for sewer cleaning and inspection in the maintenance and repair line. A capital outlay project line of \$75,000 is also included. No specific projects are planned, but these capital outlay funds are budgeted to handle any sewer maintenance issues that are identified as part of the ongoing sewer cleaning and inspection project or as become necessary during the year.

The 2020-2021 projected budget includes a capital outlay of \$200,000 for water meter head replacements. The current water meter heads will be reaching their end of life in the next few years, and the City plans to begin a wholesale replacement project in 2020 or after. The decision to begin the project will be influenced by our experience with meter head battery failures. Once a significant number of batteries begin to fail, it is an indication that wholesale replacement of all meter heads in the City is necessary.

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
Fund 592 - WATER AND SEWER FUND							
ESTIMATED REVENUES							
592-000-642.000	Sales	905,280	979,900	965,633	997,565	1,017,516	1,037,867
592-000-645.000	Storm Water Runoff Fees	339,837	342,500	339,210	349,500	355,725	362,840
592-000-650.000	IWC Charges	6,109	8,000	4,534	6,000	6,000	6,000
592-000-662.000	Utility Bill Penalties	15,514	10,000	15,921	10,000	10,000	10,000
592-000-665.000	Interest Income	6,046	2,500	6,565	2,500	2,500	2,500
592-000-671.000	Miscellaneous Other Revenues	0	0	293	0	0	0
592-000-678.000	Res. Sewer Lead Reimbursement	0	0	0	0	0	0
592-000-679.000	Refunds & Rebates	2,935	2,000	0	2,000	2,000	2,000
TOTAL REVENUES		1,275,721	1,344,900	1,332,156	1,367,565	1,393,741	1,421,206

APPROPRIATIONS

Department 536 - Water & Sewer Systems

592-536-702.000	Administration Wages	36,861	38,722	34,644	35,000	35,525	36,058
592-536-704.000	Part-Time Wages	9,717	9,516	6,269	9,659	9,659	9,659
592-536-711.000	Social Security & Medicare	3,586	3,600	4,005	3,600	3,600	3,600
592-536-712.000	Medical Insurance	5,334	8,200	10,574	8,200	8,200	8,200
592-536-712.001	Medical Insurance - Employee Cont.	30	0	(739)	0	0	0
592-536-712.002	Retirement - HCSP	0	0	191	500	500	500
592-536-712.003	Medical Insurance - Retirees	2,129	800	2,351	800	800	800
592-536-712.005	Medical Insurance - HSA	0	0	570	500	500	500
592-536-713.000	Life Insurance	158	150	133	150	150	150
592-536-714.000	Retirement - DB (Active Employees)	923	1,400	531	0	0	0
592-536-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
592-536-714.003	Retirement - DB (Retirees)	17,936	22,900	14,338	22,900	25,224	27,463

E. Enterprise Funds
592. Water and Sewer Fund

Account Number	Description	Actual 2016-17	Budget 2017-18	Activity to 06/01/18	Requested 2018-19	Projected 2019-20	Projected 2020-21
592-536-714.500	Retirement - DC (Active Employees)	1,293	2,450	2,144	2,450	2,450	2,450
592-536-715.000	Worker's Compensation	166	225	199	225	225	225
592-536-716.000	Unemployment Compensation	7	20	5	20	20	20
592-536-728.000	Postage	1,396	3,000	2,165	3,000	3,000	3,000
592-536-736.000	Computer Supplies	1,985	1,000	0	1,000	1,000	1,000
592-536-809.000	Contractual Services	33,197	17,500	6,815	22,500	22,500	22,500
592-536-810.000	Public Works Contract	55,853	40,000	38,957	40,000	40,000	40,000
592-536-814.000	Engineering Services	3,500	5,000	0	5,000	5,000	5,000
592-536-818.000	Water Purchases	193,113	209,305	166,644	213,700	220,111	226,715
592-536-819.000	Sewage Treatment	217,820	234,156	195,126	236,700	241,434	246,263
592-536-819.500	Storm Water Treatment	340,506	342,500	284,857	348,750	355,725	362,840
592-536-820.000	IWC Charges	6,001	5,100	3,887	5,100	5,100	5,100
592-536-827.000	Administrative Service Charge	30,304	30,607	30,607	30,913	31,377	31,847
592-536-827.200	Charges for Services - IT	15,780	15,922	15,922	16,161	16,403	16,649
592-536-890.000	Service Charges	1,175	2,000	174	2,000	2,000	2,000
592-536-906.000	Printing Water Bills	3,305	3,900	2,363	3,900	3,900	3,900
592-536-910.000	Insurance & Bonds	10,000	10,000	10,000	10,000	10,000	10,000
592-536-929.000	Equipment Maintenance	829	3,000	1,630	2,000	2,000	2,000
592-536-937.000	Water Meter Maintenance	0	0	5,925	1,000	1,000	1,000
592-536-939.000	Sewer Maintenance	3,197	70,000	70,745	70,000	70,000	70,000
592-536-955.000	Miscellaneous Expenses	173	2,000	12	1,000	1,000	1,000
592-536-956.000	Conferences and Workshops	1,115	350	0	350	350	350
592-536-958.000	Memberships and Dues	1,464	2,000	1,792	2,000	2,000	2,000
592-536-968.000	Depreciation & Depletion	133,304	0	0	0	0	0
592-536-970.000	Capital Outlay	54,455	30,000	0	30,000	30,000	200,000
592-536-970.594	Capital Outlay - Sewer Projects	(55,136)	235,000	176,543	50,000	50,000	50,000
592-536-991.000	Principal: GWK Drain Debt	(1,753)	0	0	0	0	0
592-536-995.000	Interest: GWK Drain Debt	17,992	111,000	109,312	111,000	111,000	111,000
592-536-996.001	Paying Agent Fees	4	250	0	250	250	250
<i>Totals for department 536 - Water & Sewer Systems</i>		<i>1,147,719</i>	<i>1,461,573</i>	<i>1,198,691</i>	<i>1,290,328</i>	<i>1,312,004</i>	<i>1,504,038</i>
TOTAL APPROPRIATIONS		1,147,719	1,461,573	1,198,691	1,290,328	1,312,004	1,504,038
NET OF REVENUES/APPROPRIATIONS - FUND 592		128,002	(116,673)	133,465	77,237	81,738	(82,832)
BEGINNING FUND BALANCE		609,391	737,393	737,393	620,720	697,957	779,695
ENDING FUND BALANCE		737,393	620,720	870,858	697,957	779,695	696,863

Water and Sewer Enterprise Fund Fund Balance Notes

- Reported Fund Balance. In prior budgets, the fund balance for the water and sewer fund has been based on the net position in the City's annual financial statements. However, the net position includes noncurrent (i.e. non-liquid) assets such as capital assets that are being depreciated (mostly the pipes in the ground), along with noncurrent liabilities such as the noncurrent portion of long-term debt. Neither capital assets nor noncurrent debt has any impact on the ability of the water fund to handle the day to day operations of the water and sewer department. Similarly, they have no bearing on the ability of the water and sewer fund to fix a water main break or to repair a sewer.

For the above reasons, beginning with the 2017-18 budget, working capital is the water and sewer enterprise fund balance that is reported for budgetary purposes. Working capital is defined as cash and cash equivalents plus liquid investments minus current liabilities. Refer to the water and sewer enterprise fund statement of net position in the City's most recent financial statements for a detailed accounting of all current and noncurrent assets and liabilities.

- Water and Sewer Enterprise Fund Fund Balance Policy. The City's policy is to maintain a minimum fund balance of \$635,000 in the Water and Sewer Enterprise Fund. This is to provide sufficient liquidity to meet current, future, and emergency spending needs. The minimum fund balance target is derived as follows:
 - 90 days of operations ($\$1,390,000/4 = \$347,500$); plus
 - Annual debt service (\$111,000); plus
 - Emergency capital replacement, or 5% of net book value of assets ($\$962,699 * 0.05 = \$48,135$); plus
 - Planned capital replacement (average of \$125,000 annually)

The target minimum fund balance is therefore $\$362,180 + \$111,000 + \$48,135 + \$125,000 = \$631,635$, which rounds up to \$635,000.

Projected fund balance at the end of FY18-19 is \$697,957. For budgetary purposes, we are building fund balance in excess of our target reserve to save in advance for the expense to replace all water meter heads in the City and for future water main replacement projects.



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: June 6, 2018
Re: Police Union Contract Agreement

Overview

Attached is a proposed contract between the City of Pleasant Ridge and the Police Officers' Union. The current contract expires on June 30, 2018. The proposed contract would run from July 1, 2018 through June 30, 2022.

Administration and the police officers' union negotiated the terms of the contract amicably. The police officers have voted to approve the proposed contract. The final step in the process is for the City Commission to approve the contract.

Background

There are not major changes in this contract compared to the terms of the expiring contract. The City and the Union have negotiated changes in health care and pension benefits over the past two years that were amended into the current contract. These changes helped to address increasing costs associated with health care and the City's underfunded pension system, and have been carried over into the new contract. From the City's perspective, these changes were the most pressing issue relating to the contract, so the most contentious issues were already resolved before the negotiations around the proposed contract began.

The following is a summary of changes in the proposed contract compared to the current:

- Wages have been adjusted based on benchmarks from nearby communities. Pleasant Ridge officer wages are now in line with other similar nearby departments, most notably Lathrup Village as the primary point of comparison.
- Wages will increase 2.5% in year 2 of the contract, and will then be adjusted equal to the inflation rate multiplier used to determine how much City property taxes can increase in years 3 and 4 of the contract. This provides certainty that wage increases will match the City's property tax revenue increases.
- Time off (vacation, holiday, and sick time) now follow the City's fiscal year (July 1 to June 30) instead of the calendar year. The police officers were the last group in the City to make this change.

- The time off accrual schedule was compressed to lessen the number of steps. This has the impact of granting a few officers extra vacation time a year or two faster than they would otherwise have received it.
- Officers can earn an extra 12 hours of personal business time if they meet physical fitness standards to be adopted by the department.
- Officers will now receive City-provided short and long-term disability insurance benefits.
- A new Article 35 was added which includes an automatic contract opener if the City experiences a property tax revenue decline of more than 5% AND there are across the board wage cuts being implemented for all non-union staff. This is an emergency relief provision that will only take effect if the City experiences acute fiscal stress. The purpose of the opener is to discuss implementing salary or wage reductions for union employees that match reductions being implemented for non-union employees on an equal percentage basis. There is also a clawback provision in this section that automatically restores union wages if non-union wages are restored following the time of financial stress.

Requested Action

City Commission approval of the proposed agreement with the Pleasant Ridge Police Officers.

AGREEMENT

between

The City of Pleasant Ridge

and the

Michigan Fraternal Order of Police Labor Council

Representing

the

Pleasant Ridge Police Officers

July 1, 2018 through June 30, 2022

DRAFT: May 31, 2018

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AGREEMENT

This Agreement entered into this first day of July, 2018, between the City of Pleasant Ridge, a municipality in Oakland County, State of Michigan, hereinafter referred to as the "City" and the Michigan Fraternal Order of Police Labor Council, hereinafter referred to as the "Union."

ARTICLE 1. PURPOSE AND INTENT

1. The general purpose of this agreement is to set forth terms with respect to rates of pay, hours of employment, fringe benefits and other conditions of employment, and to promote orderly and peaceful relations between the City and the Union for the mutual interest of the City of Pleasant Ridge, its employees and the Pleasant Ridge Police Officers Association, its members, and the residents of the City of Pleasant Ridge.
2. The parties recognize the essential public services involved and that the interests of the community and the job security of the employees depend upon the success of the City and the Union in establishing proper service to the residents of the City.
3. The parties mutually recognize that the responsibility of both the employees and the City to the public requires that any dispute arising between the employees and the management be adjusted and settled in an orderly manner, without interruption of said service to the public.
4. To these ends the City and the Union encourage, to the fullest degree, friendly and cooperative relations between the respective representatives of all levels and among all employees.

NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE PREMISES AND THE MUTUAL PROMISES AND AGREEMENTS HEREINAFTER CONTAINED, IT IS AGREED THAT:

ARTICLE 2. RECOGNITION OF THE UNION

1. The City recognizes the Michigan Fraternal Order of Police Labor Council as the sole and exclusive bargaining agent to the extent permitted and required by Act 333, Public Acts of 1947 as amended by Act 379, Public Acts of 1965, for all uniformed police officers of the City of Pleasant Ridge below the rank of Sergeant who are sometimes hereinafter referred to as employees.
2. It shall be a condition of continued employment after thirty (30) days of service that all employees covered by this Agreement shall either maintain membership in the Michigan Fraternal Order of Police Labor Council ["FOPLC"] by paying the union dues, initiation fees and assessments, if any, or, a collective bargaining fee at least ninety percent (90%) equivalent to the union dues, initiation fees and assessments, if any, for the cost of negotiating and administering this Agreement.

Any employee who has failed to either maintain membership or pay their required collective bargaining service fee for a period of forty-five (45) days shall not be retained by the City; provided, however, no employee shall be terminated under this provision unless:

- a. The FOPLC has notified the employee by a letter addressed to his or her last known address, with a copy to the City, indicating he or she has been delinquent for forty-five (45) days in payment, specifying the current amount of delinquency and warning the employee that unless the amount is tendered within ten (10) calendar days of the date of the letter, he or she will be reported to the City for termination from employment; and
- b. The FOPLC shall furnish the City with written proof that the foregoing procedure has been followed and shall supply the City with a copy of the notice to the employee. The FOPLC shall further provide the City, after ten (10) days' notice, with written demand that the employee discharged in accordance with this provision and provide the City an affidavit signed by the Director of the Fraternal Order of Police or his/her designee certifying that the amount of delinquency does not exceed the union dues, initiation fees and assessments, if any, or collective bargaining service fee for the cost of administering and negotiating this Agreement.

All sums deducted from an employee's pay as provided for in this Agreement shall be forwarded by the City to the Michigan Fraternal Order of Police Labor Council at 1457 East 12 Mile Road, Madison Heights, Michigan 48071 and shall be made payable to the Fraternal Order of Police Labor Council. In the event a refund is due any employee for any sums deducted from wages earned and paid to the FOPLC, it shall be the responsibility of the affected employee to obtain the appropriate refund from the Michigan Fraternal Order of Police Labor Council.

The Michigan Fraternal Order of Police Labor Council shall indemnify the City against any and all claims, demands, suits or other forms of liability which may arise out of or by reason of action taken or not taken by the City for the purposes of complying with the provisions of this Article.

3. The City agrees to negotiate with the Union on matters relating to rates of pay, hours and conditions of employment, fringe benefits and other matters contained in this Agreement.
4. Employees and Union representatives all have the right to join the Union; to engage in lawful concerted activities for the purpose of collective negotiations or bargaining as to rates of pay, wages, hours of employment, fringe benefits or other conditions of employment or other mutual aid and protection; to express or communicate any view, grievance, complaint or opinion related to the conditions or compensation of public employment or their betterment, free from any and all restraint, interference, coercion, discrimination or reprisal.
5. The Union agrees to save and hold harmless the City from damage or other financial loss which the City may be required to pay or suffer because of enforcing the provisions of this Article.
6. The parties agree that the City may institute a part-time officer program. The part time officers will receive an hourly salary (no greater than the hourly salary set forth in the contract) as determined by the City. The City may credit prior law enforcement service and advance the employee on the salary schedule at the discretion of the City. The Department may not utilize part-time officers for more than an aggregate total of one hundred (100) hours per week. The hour maximum will not apply if all full-time officers decline an overtime assignment and the part- time officer volunteers to work the hours.

ARTICLE 3. RECOGNITION OF MANAGEMENT'S RESPONSIBILITY

1. It is recognized that the management of the City, the control of its properties and the maintenance of order and efficiency, are solely the responsibilities of the City. Other rights and responsibilities belonging solely to the City are hereby recognized, prominent among which, but by no means wholly inclusive, are:

The right to decide the number and location of its facilities, station, etc.; work to be performed within the unit; maintenance and repair; amount of labor and supervision necessary; machinery and tool equipment; methods; schedules of work, together with the selection, procurement, designing, engineering and the control of equipment and materials; and the right to purchase services of others, by contract or otherwise, except as they may be otherwise specifically limited in this Agreement.

2. It is further recognized that the responsibility of the Management of the City for the selection and direction of the working forces, including the right to hire, suspend, or discharge for just cause, assign, promote or transfer, to determine the amount of overtime to be worked, to relieve employees from duty because of lack of work or for other legitimate reasons, is vested exclusively in the City, subject only to the seniority rules, grievance procedure and other express provisions of this Agreement as herein set forth.
3. The City may, in its discretion, modify the duties of officers under this agreement to include the duties of a public safety officer. The City may further, in its discretion consolidate or merge services with other municipalities. Should the city choose to undertake a public safety officer program, the rates of compensation to be paid to officers under this agreement for the performance of public safety duties shall be subject to collective bargaining.

ARTICLE 4. REPRESENTATION AND BARGAINING

1. The Union shall be represented in all negotiations by the Michigan Fraternal Order of Police Labor Council and by a committee of not more than two (2) representatives elected by the membership. Any changes in the bargaining committee shall result in written notification to the other party.
2. The Union may be represented by legal counsel at any time.
3. On duty officers who are members of the committee shall be permitted to negotiate a working agreement and process grievances without loss of pay or benefits. However, the City shall endeavor to schedule negotiations when bargaining members are off duty. Grievance processing will not unreasonably interfere with police duties and responsibilities.

ARTICLE 5. JOINT RESPONSIBILITY

1. There shall be no strikes, concerted failure to report to work, picketing, slowdowns, or stoppages of work, during the term of this Agreement or during any period while negotiations are in progress between the parties hereto, for the amendment or renewal of this Agreement.

2. The City will not lock out an employee during the term of this Agreement or during any period while negotiations are in progress between the parties hereto for the amendment or renewal of this Agreement.

ARTICLE 6. SENIORITY

1. Probationary Period for New Hires
 - a. A new employee shall be a probationary employee until he has served for a period of one year from his date of employment. This probation is designed to acquaint the new employee with his work responsibility and management with the employee's work ability and attitude in the position. An employee may be terminated at any time during this probationary period.
 - b. The probationary period may be extended for a period of up to one additional year for good cause at the discretion of the Chief of Police. At any time during this additional year, the employee may be discharged or recommended for placement as a permanent employee upon the written recommendation by the Chief to the officer, Association and management. At the end of the probationary period the employee shall be entered on the seniority list as of the first day of his employment, or he shall be discharged from the department for failing to qualify.
 - c. Probationary employees shall have a performance review discussion with the Chief of Police every three (3) months during the probationary period. A copy of the evaluation checklist report shall be given to the probationary employee after the discussion.
2. The "Department" for purpose of seniority shall be the Police Department.
3. Seniority shall terminate if the employee:
 - a. Resigns, quits or retires.
 - b. Is discharged for just cause and is not reinstated.
 - c. Is absent for three (3) consecutive work days without notifying the City, unless as a result of justifiable cause.
 - d. Files a false reason to obtain a leave of absence or fails to return to work within three (3) days after termination of any leave of absence without a bona-fide excuse acceptable to the City.
 - e. Separates from the City following settlement covering total disability.
4. The Selective Service Act as presently existing or subsequently amended shall govern the re-employment right of servicemen.
5. Seniority shall in all cases accumulate while an employee is on an approved leave and for any approved extension thereof.

6. The City shall keep a seniority list of all Police Department employees. Each January 15th and July 15th an updated seniority list shall be provided by the City to members of the Pleasant Ridge Police Officers Association.
7. Employees shall notify the City of their proper post office address or change of address, and the City shall be entitled to rely upon this address for all purposes.
8. The selection of work shifts, vacations and holiday weeks will be by departmental seniority. The Chief of Police shall allow all patrol officers to select assignments by seniority. The shifts shall be set by the City. These shifts shall be set for a specific length of time, to be considered a shift period.

ARTICLE 7. LAYOFFS

When there is an indefinite reduction of employees in the Police Department, the following procedure shall govern in making layoffs. Nothing herein shall prevent the Association and the City from negotiating the work schedule to curtail layoffs.

1. All part-time employees shall be laid-off first. Part-time officers shall not be hired or brought back to work until all laid off, full time police officers have returned to work; or laid off full time police officers have severed employment with the City.
2. If additional layoffs are necessary, lowest seniority employees shall be laid off first.
3. Upon layoff of any employee, he shall be entitled to all his accrued sick leave, holidays, vacation leave and personal business days.
4. Recalls from layoff shall be by order of highest seniority, provided the employee is able to perform the work required.
5. Employees on the seniority list, when recalled to work, shall be given two calendar weeks' notice in which to report for work. Recalls shall be made by certified mail, return receipt requested. Copies of notices shall be given to the Association.
6. If any employee fails to report within two calendar weeks after being notified, or fails to file a satisfactory explanation acceptable to the City for not reporting, he will be considered as having voluntarily resigned.
7. The City may recall the next employee in order of seniority pending the reporting of the seniority employee recalled.
8. When employees are recalled to work or are laid off, the Association shall be given the names and order of recall or layoff.

ARTICLE 8. PROMOTIONS

1. Promotions of employees covered by this agreement to the rank of Sergeant shall be on a competitive basis. The process will consist of a written and oral exam. The oral exam shall be a board review conducted by three command officers from other departments not familiar with department members.

2. Eligibility for promotion shall be limited to employees who have completed five (5) years as a full time sworn police officer with at least three (3) of those five years in Pleasant Ridge, as of the date of the written exam.
3. A promotion list will be established based on the written and oral exam as follows: 60% of score shall be based on the written, and 40% shall be based on the oral board review. Candidates who receive a combined score of less than 70% will be disqualified. If no candidate achieves a 70% score the City may choose to re-test, or to choose to not disqualify the candidates and use the scores.
4. When making a promotion, the City may select from the top two candidates on the promotion list. If, at the end of the process, the merits, abilities, and qualifications of the employees being considered are deemed to be equal, seniority shall prevail.
5. The promotion list will expire 24 months from the date of publication, or at any time when there are fewer than two (2) candidates on the list.
6. The employee who is promoted will be granted a one (1) year probationary period to prove his/her ability. During the probationary period, the employee will have the opportunity to voluntarily revert to their former classification/rank and former rate of pay without loss of seniority. If it is determined by the City in its sole discretion at any time during the probationary period that the employee cannot perform the duties of their new position, they will be returned to their prior position without the loss of seniority, and neither the employee nor the Union shall have recourse to the grievance procedure over such return.

ARTICLE 9. SICK LEAVE

1. Sick leave is defined to mean the absence from duty of an employee because of his illness, incapacity or exposure to contagious disease.
2. Sick Leave Credits: Employees shall earn eight (8) hours of sick leave with pay for each calendar month of service completed, for an accrual of 96 hours per year
3. Sick Leave Use: Sick leave credits may be used at any time during the year when authorized pursuant to this Agreement.
4. Days Off, Holidays and Vacation Leave: Computation of sick leave days used shall not include regular days off, vacation leave or holidays.
5. Proof of Illness or Injury: The City may require a certificate from a doctor or other evidence that the illness or injury is bona fide prior to allowance of sick leave compensation. Medical certification shall not be required until after the third day of illness or injury.
6. Reporting Illness: Any employee who becomes ill and/ or unable to report for work must, unless circumstances beyond his control prevent such reporting, notify the officer on duty at least two hours prior to the starting time of his particular shift on the first day of his absence and each day thereafter if not hospitalized, or sick leave pay will not be granted.

7. Illness Not Qualifying for Use of Sick Leave Credits: No employee shall be paid for sick leave while absent from duty because of the following causes:
 - a. Disability arising from any injury purposely self-inflicted.
 - b. Sickness or disability sustained while on leave of absence.
8. An employee with accumulated sick leave credits may use such if he is absent during his scheduled work hours because of:
 - a. His bona fide personal illness or injury.
 - b. The serious illness or injury of a member of his immediate family, namely: spouse, child, father, mother, sister, brother, father-in-law, mother-in-law, stepfather, stepmother, or guardian.
 - c. A maximum 44 hours of sick time may be used for the birth of a child.
9. Employee's Presence Required: Sick leave credits may be used in surgical cases or critical illness of the members of the immediate family when the employee's presence is required by the attending physician to a maximum of seven 7 days, and the physician so certifies.
10. Sick Leave Credit Bank: Sick leave earned and not used may be accumulated in the employee's sick leave bank from year to year, to a total of four hundred eighty (480) hours. For all full-time employees hired after July 1, 2018, the maximum accumulation shall be three hundred sixty (360) hours.
11. Vacation, Holiday Use for Sick Leave: If the employee so elects, after all accrued sick leave credits have been used, vacation leave, holiday leave, personal business days and emergency leave days may be used and payment made therefore, to the extent of vacation leave and personal business days accrued, to which the employee is entitled.
12. Action Following Payment for All Leaves: When the employee is not working and receives his last check for sickness or disability, he will be placed on leave without pay for a period equal to his seniority at the time of layoff or three (3) years, whichever ends first. If at the end of that time, the employee is still unable to return to work, his employment shall be terminated. The employee shall be eligible for re-employment, provided he has completely recovered and has a doctor's certificate to that effect, subject to City physical examination and approval.
13. Protecting the Sick Leave Plan: The Union agrees to share the responsibility in protecting the Sick Leave Plan from abuses by employees, recognizing that the plan is intended to provide pay coverage under situations of actual need as outlined in the foregoing paragraphs.
14. Transfer of Sick Leave Credits: Each employee may transfer up to a maximum of eighty (80) sick hours credit from his sick leave bank when such employee is on leave due to non-duty illness, injury or disability after the employee has used his personal business days, vacation days and holidays. An employee may elect to use his/her accumulated overtime prior to or after transferring sick leave credits from another employee.

15. Record of Sick Leave Bank: Each July 1, the Chief of Police will provide to each member of the bargaining unit a list showing accumulated time in each employee's sick leave bank. If an employee believes that an error has been made, he shall notify the Chief of Police by no later than August 1. If the employee believes the list to be correct, he shall, as well, notify the Chief of Police by no later than August 1. The final list will be given to all bargaining unit members by no later than August 20th.
16. Retirement: On his day of retirement from the City, each employee shall receive compensation equal to his then daily rate of pay multiplied by the number of hours remaining in his sick hours bank, not to exceed 480 hours for officers hired before July 1, 2018, and not to exceed 240 hours for officers hired after July 1, 2018.
17. Voluntary Separation and Separation because of Death: On his day of voluntary separation from city employment, having completed eight (8) years of service, an employee shall receive compensation equal to his then daily rate of pay multiplied by the number of days remaining in his sick hour bank not to exceed four hundred eighty (480) hours. In the event of termination of employment because of death, the decedent employee's spouse and/or other beneficiary shall receive a benefit equal to such employee's then daily rate of pay multiplied by the number of hours remaining in his sick bank, not to exceed four hundred eighty (480) hours.
18. Discharge: In the event of the employee's discharge for-just cause, all accumulated or unused sick hour credits shall be canceled and not paid.
19. Workmen's Compensation Supplement: Any employee sustaining either disability or injury received in the discharge of his or her duties as an employee of the City, shall receive for one hundred and eighty (180) days period from the City, an amount to supplement income received under the Workmen's Compensation Act of Michigan, sufficient to maintain his or her income from both sources at an amount equal to his or her regular salary or wages. This one hundred and eighty-day (180) day period shall not be deducted from the employee's sick leave bank.
20. When an employee begins a fiscal year at his/her maximum accumulation in the sick leave bank, or reaches their maximum accumulation during a fiscal year, the employee shall continue to accrue 8 hours of sick time per month during the year. At the end of the fiscal year, any unused sick time in excess of their maximum allowed accumulation will be forfeited.

If the employee ends a fiscal year with more than their maximum allowed accumulation in the sick bank, and used 48 or fewer sick hours during the course of the preceding fiscal year, the employee shall be paid for 50% of the forfeited sick time at straight time on the first pay period in July.

example 1: an employee has 480 hours in their sick bank on July 1, 2018. The employee accrues an additional 96 hours of sick time during the course of the year, but uses 36 hours, leaving them with 540 hours in their sick bank on June 30, 2019. The 60 hours of excess sick time are eliminated and the sick bank resets to 480 hours on July 1, 2019, and the employee is paid for 30 hours (50% of the eliminated 60 hours) at straight time at the preceding fiscal years' pay rate with the first pay period in July.

example 2: an employee has 480 hours in their sick bank on July 1, 2018. The employee accrues an additional 96 hours of sick time during the course of the year, but uses 60 hours, leaving them with 516 hours in their sick bank on June 30, 2019. The 36 hours of excess sick time are eliminated and the sick bank resets to 480 hours on July 1, 2019, but the employee is not paid for any of the eliminated sick time because they used more than 48 hours during the preceding fiscal year.

example 3: an employee has 460 hours in their sick bank on July 1, 2018. The employee accrues an additional 96 hours of sick time during the course of the year, but uses 36 hours, leaving them with 520 hours in their sick bank on June 30, 2019. The 40 hours of excess sick time are eliminated and the sick bank resets to 480 hours on July 1, 2019, and the employee is paid for 20 hours (50% of the eliminated 60 hours) at straight time at the preceding fiscal years' pay rate with the first pay period in July.

ARTICLE 10. BEREAVEMENT LEAVE

1. An employee shall be allowed up to three (3) working days, five (5) days if out of state, as bereavement leave days, for each death in the immediate family. Bereavement leave days taken in excess of three working days will be deducted from employee's sick leave bank.
2. Immediate family is defined as follows: spouse, child, mother, father, brother, sister, stepmother, stepfather, grandmother, grandfather, guardian and spouse's immediate family.
3. Proof of Death: The City may require a certificate from a doctor or other evidence of death.
4. To be eligible for pay the employee must notify the Chief of Police or his designee of the leave.

ARTICLE 11. VACATION LEAVE

1. Vacation leave is authorized absence from duty with pay.
2. Vacation Earned: As of July 1, eligible employees shall receive:

5 days at the beginning of year 2
10 days at the beginning of year 3
15 days at the beginning of year 6
20 days at the beginning of year 11
22 days at the beginning of year 16

3. Vacation picks shall be picked in "draft style" by all employees below the rank of Sergeant in the police department by departmental seniority in one-week increments.

After all employees have chosen one week of vacation, the second round starts with the highest seniority person for a second pick for a week vacation.

Should an employee choose to pass any of their selections in any of the rounds, the employee that passed his selection may not bump an employee that has already chosen a specific week from the "draft" pick.

Once the vacation draft picks have been completed they shall be turned over to the Police Chief or his designee for scheduling and record keeping purposes.

Individual vacation days are not included in this draft style of picks. One-week vacation leave will take priority over individual vacation leave days until April 1 of each year.

No more than forty-four (44) hours of vacation time shall be scheduled in any given week.

The vacation picks process shall commence by no later than May 15th of each year.

4. Employees shall accrue vacation time during their first year of service. This vacation time will not be used until the following fiscal year. At the start of the following fiscal year, each employee shall be credited with vacation time prorated based on the actual time worked during the previous year.
5. **Earned Vacation:** Employees shall receive credit for a month's work for every month in which they work at least 80 hours, excluding vacation time and time coming.
6. **Vacation Deferred:** Vacation leave cannot be accumulated or deferred from one fiscal year to another.
7. **Vacation Pay Allowed:** Employees shall be allowed vacation pay in any of the following instances:
 - a. Any employee who is denied permission to take his vacation leave shall at their discretion be paid for such canceled vacation on the next scheduled pay day.
 - b. Any employee who gives twenty-one (21) calendar days' notice regarding termination of his employment with the City shall be entitled to his regular pay, compensatory time and for any unused portion of his vacation time, as of date of separation.
 - c. Any employee who is placed on indefinite layoff may be paid, at his option, his accrued and unused vacation time at the time of such layoff.
 - d. In the event of an employee's death, all vacation leave earned will be paid, at the then rate of pay, to his widow and/or other beneficiary.
8. **Vacation Pay Not Allowed:** Employees shall not be entitled to accrued vacation pay if any of the following apply:
 - a. If an employee separates himself from the City because of absence without leave.
 - b. If an employee fails to give at least twenty-one (21) calendar days' notice in advance of termination date.
 - c. If a probationary employee leaves the employee of the City before completing his probationary period.
 - d. If an employee is discharged for just cause.
9. Vacations will not be changed or canceled except by mutual agreement by the employee and the City. If vacation time is canceled due to a serious situation that cannot be anticipated by either party, the employee will be paid double time (2x) his rate of pay. Canceled vacation time will not be deducted from the vacation time bank.

ARTICLE 12. HOLIDAYS

1. An employee with one year of service prior to July 1 shall be granted a holiday leave of 112 hours for the following fourteen (14) paid holidays: Independence Day, Labor Day, Veterans Day, Thanksgiving Day, day after Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, Presidents Day, Good Friday, Easter, Memorial Day, and the officer's Birthday.

An officer with less than one (1) full year of service prior to July 1 will be granted a holiday leave equal to the number of holidays that fell during the period of employment.

2. Holiday Leave Defined: Holiday Leave is leave granted, with pay.
3. Holiday Leave Granted: The City grants fourteen (14) paid holidays, identified above. 112 hours for paid holidays shall be placed in a holiday bank on July 1 of each year. On or before that date, the employee may request to have the entire 112 hours be paid or placed in the Holiday Bank or he may request a minimum of one-half of the 112 hours (56 hours) to be placed in the Holiday Bank and the remaining 56 hours paid on his next regular paycheck.

Banked holidays must be used within that fiscal year (July 1 to June 30). Holidays may be used separately or in conjunction with vacation leave, both subject to the approval of the Chief of Police. Holiday leave will be selected by departmental seniority.

Employees that work a holiday will receive compensation at the rate of time and one-half for a maximum of eight hours.

4. Holiday Pay Allowed: Holiday pay will be paid when:
 - a. Departmental work load prevents taking time off.
 - b. Employee gives twenty-one (21) calendar days' notice prior to separation from the City.
 - c. If an employee is placed on indefinite layoff.
 - d. In the event of an employee's death, all leave earned will be paid at the then rate of pay to the employee's spouse and/or other beneficiary.
5. Holiday Pay Not Allowed: Employees shall not be entitled to accrued holiday pay if any of the following apply:
 - a. If an employee separates himself from the City because of absence without leave.
 - b. If an employee fails to give at least twenty-one (21) calendar days' notice in advance of termination date.
 - c. If a probationary employee leaves the City before completing his probationary period.
 - d. If the employee is discharged for just cause.
6. The Association allows the City to utilize the relief shift personnel and/or part-time employees to cover requested personal business days in attempt to minimize overtime.

7. If holiday week leaves are canceled due to work load, employee will be notified in writing seven (7) days prior to the holiday time.
8. All payments under this article shall be in the next payroll period.

ARTICLE 13. PERSONAL TIME

1. Personal Business Time Granted: Personal business time is leave with pay to permit the employee to dispose of any personal business. This time may be used in conjunction with holiday time or vacation time. Employees are granted 32 hours of personal business time per year. Employees will be guaranteed personal business time by providing at least fifteen (15) day advance notice in writing. The Association agrees that one officer may use personal business time per any given day. Personal business time may not be used for the fourteen (14) designated holidays, unless an agreeable arrangement can be reached with whoever must work to cover that shift.
2. Physical fitness standards will be determined by the City and the union. Officers meeting said standards will receive 12 hours of extra personal business time, provided that the use of the personal business time cannot create overtime without prior approval of the Police Chief or his/her designee. Participation in such standards is strictly voluntary and there will be no discipline issued as a result of this section.
3. Personal Emergency Leave Time Granted: Each employee is granted three (3) emergency leave days (non-cumulative) a year, not charged to sick days, with approval of the Chief.

ARTICLE 14. UNIFORM ALLOWANCE

The City grants to each employee:

1. The uniform allowance for patrol officers will be \$750.00. Uniforms shall be kept in excellent condition according to the standards of the City. This amount shall be paid annually to the officer with his/her first paycheck in July. The Police Chief may compel an officer to replace worn or disheveled uniforms or equipment at the officer's cost.
2. The uniform maintenance and cleaning allowance for patrol officers will be \$600.00 to be paid annually in one check with his/her first paycheck in December.
3. When any new employee is hired he/she will be allowed to spend up to the current yearly uniform allowance for his/her classification. After the first year of employment, the uniform allowance for that employee will be prorated until the next July 1st.
4. Uniforms damaged beyond repair in the line of duty will be replaced by the City with no charge to the employee's allowance.
5. Any employee who is terminated is required to return his uniform(s) and any other City equipment in reasonable condition prior to receiving his final paycheck.
6. If an employee resigns during his first year of employment the employee will be required to reimburse the City the full cost of any uniforms/equipment purchased by him with the uniform

allowance. The employee is also required to return any City identification cards, shoulder patches and badges which identify them as a Pleasant Ridge Police Department employee.

ARTICLE 15. TRAINING and EDUCATION

1. Training. The City promotes policies, programs, and training for officers to maintain a professional department and to enable officers to better serve the community.
2. Overnight accommodation shall be provided by the City for any multi-day training program that is located more than 75 miles from the City, or for any one-day training program that is located more than 100 miles from the City. The City shall also provide a \$20 per diem for meals for any training that qualifies for overnight lodging.
3. The City shall provide a \$10 per diem for meals for any off-site training located within Oakland, Macomb, or Wayne Counties where lunch is not provided as part of the training program.
4. Tuition Reimbursement. After three years of seniority, the City will reimburse an employee up to \$1,000 per calendar year toward the cost of higher education at a State of Michigan accredited college or university for classes related to the field of police work (e.g. law enforcement, criminal justice, etc.) with prior approval by the City Manager. Reimbursement may include cost of tuition and/or books required for the course. To qualify for reimbursement, the employee must show official proof of at least a 3.0 GPA.

ARTICLE 16. LIFE INSURANCE, LIABILITY INSURANCE, and DISABILITY INSURANCE

1. The City will provide the full premium for group term life insurance, Double Indemnity, in the amount of fifty thousand dollars (\$50,000.00).
2. The City will provide basic liability insurance coverage in the amount of \$10,000,000 in accordance with its existing public liability insurance policy.
3. The City will provide short and long-term disability insurance for all officers. The policy will have the following minimum level of benefits:
 - a. Short Term Disability Benefits: 50% of base pay with \$500 weekly maximum following a 15-day waiting period, with a 24-week maximum benefit duration.
 - b. Long Term Disability Benefits: 60% of base pay up to a maximum monthly benefit of \$4,000 following a 180-day waiting period. The ending age for coverage shall be 65, and the term disability shall be as defined in the City's selected policy.

ARTICLE 17. HOSPITALIZATION - MEDICAL COVERAGE

1. Active Employees.

- a. The City will provide full-time active employees with medical and prescription drug benefits consistent with the Platinum metal tier as defined under the Affordable Care Act. The health care plan shall be a Blue Cross Blue Shield of Michigan plan. The Platinum level of benefits may be achieved through a combination of medical insurance and cash contributions to a Health Savings Account. The combination of medical insurance and Health Savings Account contributions will be determined prior to the beginning of each calendar year to remain compliant with the Affordable Care Act. New employees shall become eligible to participate in the hospitalization plan on the first day of the month after ninety (90) days of employment with the City. In the first ninety (90) days of employment a new employee may purchase coverage through the City at their own expense.
 - b. The City shall provide for dental coverage, Community Dental Plan 2 w/DO- FACR, with a maximum \$1,000.00 per member, through agreement with Blue Cross-Blue Shield of Michigan.
2. Retiree Health Care (employees hired before July 1, 2017).
 - a. The City shall provide health insurance, optical insurance and dental insurance the same as effective upon retirement date for employee/retiree and spouse who retire under MERS with a minimum of 25 years of service and age 50. For purposes of this section, "spouse," means that person to whom the employee is married, if any, on the date of retirement. The foregoing insurance shall not be provided if the retiree is eligible for health insurance equal to or better than what is offered by the current employer of the retiree. If in disagreement between the City and Retiree of "equal to or better than", an independent insurance consultant agreed upon by both parties will decide equal to or better than. All fees for consultant to be covered evenly between the City and Retiree. Upon reaching Medicare eligibility, the retiree shall be responsible for enrolling in and receiving coverage under Medicare Part A and B. The health, dental and optical insurance shall be the same as then provided to active employees.
 - b. The City shall provide Michigan Blue Cross-Blue Shield Blue Vision (24/24/24) Optical Program, providing for coverage for employees and family examination once each two years, and glasses provided to those needing corrective lenses.
 - c. The City shall provide Michigan Blue Cross-Blue Shield Optical Program for employee/retiree and spouse who retire under Municipal Employees Retirement System.
 3. Retiree Health Care (employees hired after July 1, 2017). Employees shall be provided a retiree health savings plan in lieu of employer-provided retiree health insurance. The Employer will contribute 3% of base wage on behalf of each employee for each month in which the employee is compensated at least 120 hours. The employee will also contribute 1% of base wage into the RHSP, pro-rated monthly, through payroll deduction. Employee accounts will be invested in a qualified plan under the provisions of the Internal Revenue Service. Employees who retire or otherwise terminate employment with the City will be entitled to apply their contribution and their vested City contribution for qualified medical expenses including the cost of health insurance in accordance with IRS regulations. Employees will be vested in the City contributions under the plan according to the following schedule: two years of seniority: 25%, four years of seniority: 50%, six years of seniority: 100%.

4. Health Insurance Buy-Out. Any employee who voluntarily elects not to obtain medical/optical/dental coverage shall be entitled to a three thousand (\$3,000.00) yearly cash payment if coverage is not provided for the entire year. Payments shall be made by separate check on the first paycheck in December and the first paycheck in July of each year to cover each preceding six (6) month period. An employee may re-enroll during the enrollment period established by the carrier. If this occurs payments will be prorated accordingly.
5. Employees will be allowed to fund the co-pay from the sick leave bank if it is necessary to use a non-network physician, hospital or drug store.

ARTICLE 18. RATES OF PAY

1. Police officers covered by this agreement shall receive the following base rate of pay:

Fiscal Year beginning July 1, 2018: \$66,475 (\$31.96 hourly)

Fiscal Year beginning July 1, 2019: 2.5% raise OR cost of living increase, whichever is greater

Fiscal Year beginning July 1, 2020: Cost of living increase

Fiscal Year beginning July 1, 2021: Cost of living increase

For the purposes of this section, the cost of living increase shall be the most recent available inflation rate multiplier used in the capped value formula published by the State of Michigan Department of Treasury. The City shall provide the inflation rate multiplier bulletin published by the State of Michigan to the Union and the membership as soon as it is available, which is usually in the December preceding the beginning of the next fiscal year.

2. Officers that are certified as Emergency Medical Responders (formerly known as Medical First Responder training) shall be compensated with a \$0.50 hourly wage increase beyond the above listed wages. The City shall be responsible for the cost of training and certification of the Officer as an Emergency Medical Responder.
3. Probationary Pay: Probationary pay is defined as the rate of pay for a new employee during the first four (4) years of employment with the City. Probationary Pay shall be as follows:
 - a. Start to 1st year 75%
 - b. At start of 2nd year 80%
 - c. At start of 3rd year 85%
 - d. At start of 4th year 90%
 - e. At start of 5th year 100% of base pay
4. All employees will be paid by electronic funds transfer every two (2) weeks on Wednesday.

ARTICLE 19. RETIREMENT

1. Employees Hired Before July 1, 2017:

- a. The City shall provide a system of retirement benefits under Plan B-4 (2.50% F.A.C.) effective July 1, 1998 pursuant to the Michigan Municipal Employees Retirement Act, being Public Act 135 of 1945, as amended for employees hired prior to July 1, 2011. For any employee hired after July 1, 2011 but before July 1, 2018, the City shall provide a system of retirement benefits under Plan B-3 (2.25% FAC).
 - b. The City agrees to elect to waive the provisions of Section 47 of the above Act, relating to the reduction of benefits in the case of retirement prior to age 60, provided, however, that the election shall provide that such waiver shall be limited to employees who have 25 or more years of credited service.
 - c. The City shall provide a vesting period upon completion of eight (8) years of service.
 - d. Employees shall contribute 2.5% of payroll to MERS.
2. Employees Hired After July 1, 2017. The City shall provide a MERS Hybrid Plan with the following retirement benefits:
- a. The Defined Benefit (“DB”) component shall consist of the following provisions:
 - (i) Benefit Multiplier of 1.0%.
 - (ii) Final Average Compensation (FAC) shall be based on the highest consecutive 3 years.
 - (iii) Compensation for the DB portion of the Plan is defined as base wages.
 - (iv) Vesting shall be 6 years.
 - (v) Early normal retirement with unreduced benefits at age 55 with 25 years of service.
 - (vi) The DB component shall be exclusively funded by the City, with no member contributions permitted.
 - b. The Defined Contribution (“DC”) component shall consist of the following provisions:
 - (i) Vesting:
 - 25% after 2 years of service
 - 50% after 4 years of service
 - 100% after 6 years of service

In the event of disability or death a participant’s (or his/her beneficiary’s) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.
 - (ii) Early normal retirement at age 55 with 25 years of service.
 - (iii) The City contribution shall be the difference between the percentage of payroll contributed by the City to fund the DB Component of this Plan as determined annually by the Plan’s actuaries (both normal and UAL costs) and 9.0%. There shall be no minimum City contribution to the DC Component of this plan should the cost to fund the DB Component meet or exceed 9.0% of payroll.

- (iv) The mandatory Employee contribution to the DC Component of the Plan shall be 5.0% of payroll. Voluntary employee contributions may be made after-tax, subject to the Section 415(c) limitations of the Internal Revenue Code.
- 3. The notice requirements for the employee's eligibility for any pay or fringe benefit payment shall be revised to provide twenty-one (21) calendar days' notice of resignation.

ARTICLE 20. HOURS OF WORK AND SHIFTS

- 1. Shifts: A shift is defined to be eight (8), ten (10), or twelve (12) consecutive hours of service performed by an employee, unless modified by the Chief due to circumstances of emergencies. Overtime shall not be paid for these shifts until an employee exceeds the eight (8), ten (10), or twelve (12) hours of work scheduled for that shift. Overtime shall be paid for any hours of service performed by an employee in excess of eighty (80) hours per two-week pay period. The City shall establish the shifts, the working hours for each, and the employee assigned to each shift. The city shall not schedule more than 44 hours of work on consecutive days, without providing two (2) consecutive days off (excluding special event scheduling, training, or overtime).
- 2. Schedules shall be posted for two (2) three-month intervals and selected for six months by seniority. Opportunity for shift selection shall be initiated at least forty-five (45) days prior to the commencement to the shift schedule. The first shift period shall start on the first Sunday in July, and the last shift period shall end the Saturday prior to the first Sunday in July. Actual shift starting times and days off for each shift shall be selected by the City.
- 3. The City shall not schedule split days off unless agreed upon between the City and the Police Officer.
- 4. Officers shall be allowed to trade shifts with prior approval by the Chief of Police. Such approval shall not be unreasonably withheld. Trading shifts shall not cause the payment of overtime.
- 5. Unless authorized by the Chief of Police, no more than sixteen (16) hours paid leave shall be authorized per day and no more than eighty (80) hours paid leave in each calendar week shall be authorized by the Department for Police Officers. This provision shall apply to the use of personal business days in conformance with the contract, or those situations in which additional hours over and above eighty (80) hours would not cause the payment of overtime.
- 6. The schedule of work will be posted in the Department at least two weeks before the workweek. The schedule will be signed and dated by the Chief of Police or the Command Officer. A workweek begins Sunday at 12:01 AM. and ends Saturday at 12:00 A.M

ARTICLE 21. ATTENDANCE

- 1. Employees are expected to be regular in their attendance and to observe the working hours established by the Chief.
- 2. Habitual tardiness and absenteeism may be cause for disciplinary action, up to and including discharge.

3. Arrangements for time off must be made with the City in advance, and in accordance with the provisions of leave regulations under which the time off is to be taken.
4. If, for legitimate reason, the employee is unable to report for work at the established time set by the City for his shift to begin, the senior employee on duty shall be notified at least one (1) hour beforehand, unless the employee is prevented from doing so by reasons beyond his control. Failure to do so may result in disciplinary action up to and including discharge, subject to the grievance procedure.
5. A continuing record of each employee's vacation leave, sick leave and all other absences shall be kept by the Chief on the employee's personnel record and shall show all leaves earned and used and all other absences.

ARTICLE 22. ARMED SERVICES

Employees who are members of the National Guard or other such units of the Armed Forces are permitted to take leaves of absence without pay during the annual training period of their units. This leave shall not exceed two (2) weeks during each fiscal year unless required by proper government authority.

ARTICLE 23. LEAVE WITHOUT PAY

1. Seniority employees may be granted leaves of absence without pay for periods up to thirty (30) days for reasons acceptable to the City. All requests for leaves without pay shall be in writing. Extensions may be granted, in writing, where proper justification is shown. Seniority shall accumulate during approved leaves.
2. Employees granted a leave of absence shall not accrue vacation or sick leave or any other leave credits or other leave days during the leave of absence.
3. The employee shall be reinstated in his former position upon expiration of his leave and his return to duty on time, Should the employee fail to report for duty within three (3) days after expiration of the leave of absence, such failure may be cause for dismissal.

ARTICLE 24. JURY DUTY

When an employee is required to serve on a jury, he will be excused from his regular duties on the days he is required to and does appear in court. On days when his attendance in court is not necessary, the employee will be required to work all scheduled hours on his shift. The city will pay the employee his regular rate of pay while he is on jury duty. Any jury pay or fee must be turned over to the City Treasurer.

ARTICLE 25. SUSPENSION OF LEAVES

1. Leaves provided for in this agreement may be temporarily suspended during any period of emergency declared by the City.
2. It is agreed that leave time will be suspended beginning the afternoon shift of the Thursday before the Annual Woodward Dream Cruise event through the day shift the Sunday following the event.

ARTICLE 26. OVERTIME

1. Compensatory time will be awarded on a time-and-one-half basis for any time worked beyond the regularly scheduled forty (40) hours (or 44 hours if on a 12-hour schedule). Each employee may accumulate up to a maximum of one hundred and twenty (120) hours of compensatory time. The use of compensatory time is subject to prior Department approval and shall not cause overtime. Each July, in the first pay period, all employees will be paid for all compensatory time in excess of forty (40) hours. At the option of the employee, the employee will be paid for all accumulated compensatory time.
2. Field Training Officers will accrue two hours of compensatory time for each 12-hour shift working with a probationary employee, up to a maximum of 6 weeks in any fiscal year. If a FTO works with probationary employee(s) for more than 6 weeks a year, compensatory time will not be awarded after the 6th week of shifts.
3. Court time shall be fixed at a minimum of three (3) hours overtime for all municipal court appearances, other City Courts, Probate Courts, and Circuit Court appearances. Court overtime shall be at the indicated time-and-one-half basis. For paid Court appearances the employee shall receive his regular days' pay, but must turn over to the City the fees received for his appearance in Court.
4. Overtime shall be credited after the first fifteen (15) minutes past the end of the duty shift, or fifteen (15) minutes before the shift, and shall be adjusted to the closest half-hour period. Overtime shall also apply when an off-duty officer is called in and reports in response to such call.
5. In-service training time, including range training, shall be credited as overtime. Employees shall receive a minimum two- hour call-in for training classes canceled after the employee's arrival.
6. Pay for overtime, compensatory time and court time shall be at the employee's option.
7. A minimum of two hours overtime shall be provided for all call-in overtime.
8. All overtime accumulated in the officer's overtime bank shall be paid, at the then rate of base pay and at the time-and-one-half rate, to the officer when he leaves the Department or, upon his death, to his widow and/or beneficiary.
9. Each July 15th, the Chief of Police will provide to each member of the bargaining unit a list showing accumulated overtime in each employee's overtime bank. If an employee believes that an error has been made, he shall notify the Chief of Police by no later than August 15th. If the employee believes the list to be correct, he shall, as well, notify the Chief of Police by no later than August 15th. The final list will be given to all bargaining unit members by no later than August 20th.
10. Predetermined overtime will be posted for a minimum of 72 hours to allow time for officers to sign up for the overtime shift.

Predetermined overtime shifts will be selected in the following order: first by the officer with the lowest amount of overtime listed for the year, continuing to the employee with the highest amount of overtime listed for the year. A written record of the officer's responses will be kept on file.

The shift must be selected within 72 hours of posting the schedule. After 72 hours, no change to the schedule will be made, it is the responsibility of each officer to regularly check the schedule for availability of overtime.

Once posted, any officer signing-up for an overtime shift must initial and date the schedule at the time of selecting the overtime shift.

If no one signs up for a posted vacant shift, the officer on duty the shift prior to the vacant shift will work the vacant shift (i.e., not relieved of duty). If there is more than one officer on duty on the shift prior to the vacant shift, the officer with the lowest number of overtime hours will have first choice to work. If neither officer accepts the overtime, the senior officer will decide who will work the vacant shift. No officer shall work more than sixteen (16) consecutive hours.

The vacant shift may be split with the officer that is due to report to work for the shift following the vacant shift, if that officer chooses to report early for his regular shift. If not, the officer on the shift prior will work the entire shift.

11. The following procedures must be followed to cover a police officer shift call-in:
 - a. If an officer calls in for a shift that would create overtime: No schedules shall be switched, nor part time officers called to cover the overtime needed, without first completing ARTICLE 26, sections 11(b) thorough (g).
 - b. The Police Officer on duty must remain on duty until relieved. No officer shall be scheduled for more than sixteen (16) consecutive hours of work.
 - c. The senior officer on duty shall call all police officers, starting with the officer with the lowest accumulated overtime. This includes the Chief of Police and the Sergeant(s).
 - d. When leaving a voice message on an employee's answering machine, the message must contain all the following information:
 - (i) Callers name
 - (ii) Time of call.
 - (iii) Reason for the Call.
 - e. The officer on duty shall allow five (5) minutes waiting period from the time of leaving the message to allow that employee to return the call before calling the next person.
 - f. Should an officer have an eight (8) hour layover shift, (i.e., returning to work in eight (8) hours at the end of their scheduled shift) or has worked sixteen (16) consecutive hours and no relief has been secured, the Chief of Police will be immediately notified and advised. Should this situation occur, it is understood that the Chief of Police is responsible for relief of that officer.
 - g. It is understood that the officer on duty will use reasonable judgment when calling for overtime. For example, there should be a minimum of two (2) hours available for overtime; not calling every officer for one (1) hour of overtime.

- h. The Chief of Police or his designee has sole and final authority in determining the need for overtime and scheduling. Any violations of the overtime policy by the Administration will result in compensation of an amount equal to the current contract call-in time to those officer's that would have been available to work said shift. Any violations of the overtime policy by a police department employee will result in disciplinary action of eight (8) hours off without pay.

ARTICLE 27. GRIEVANCE PROCEDURE

1. STEP ONE. Any officer having an alleged grievance shall discuss the matter with a representative of the Union or local union representative within five (5) days of the occurrence.
2. STEP TWO. If not settled in this discussion, the grievance shall be presented in writing on a form supplied by the Michigan Fraternal Order of Police Labor Council signed by the aggrieved officer to the Chief of Police with the knowledge and grievance number of the FOPLC.

The written grievance shall be discussed by the local union representative and/or FOPLC representative of the Union, the officer, and the Chief of Police. The Chief shall give his decision within five (5) days of receipt of the written grievance.

The written grievance shall contain a factual statement outlining the acts constituting the grievance, the date, the time, and the place of occurrence and the relief requested. The written grievance shall contain a statement of the section(s) of the collective bargaining agreement to have been violated.

3. STEP THREE. If the alleged grievance remains unresolved within five (5) working days after the action of the Chief of Police, the grievance shall then be submitted to the City Manager, in writing, by the representative and the officer. The City Manager will present his decision in writing within five (5) working days. The local union representative and/or FOPLC representative and the officer shall submit their statement of position and all relevant information with such notice. If the grievance is not submitted within five (5) days, it will be considered closed based on the last disposition.
4. STEP FOUR. In the event the alleged grievance remains unresolved within five (5) working days, it shall be submitted to the City Police Board in writing by the representative of the FOPLC and/or local union representative and the officer. The Police Board will present their decision within five (5) working days, in writing.
5. STEP FIVE. In the event the alleged grievance is not settled in STEP FOUR, the Police Officers Association, represented by the Michigan Fraternal Order of Police Labor Council (FOPLC), shall have the right to request arbitration within fifteen (15) working days after receipt of the STEP FOUR written determination from the City Police Board. Only the Michigan Fraternal Order of Police Labor Council (FOPLC) has the right to invoke arbitration on behalf of the employee. Should the parties fail to agree upon impartial arbitrator, then within a reasonable period, not more than ten (10) days after the end of said period, a request for a list of arbitrators will be made to either the American Arbitration Association (AAA), the Federal Mediation and Conciliation Service (FMCS), or the Michigan Employment Relations Commission (MERC), by the Michigan Fraternal Order of Police Labor Council (FOPLC). The parties will be bound by the rules and procedures of the arbitration service selected. Nothing shall preclude the parties from attempting to settle this dispute after request for arbitration has been made.

- a. The arbitrator so selected will hear the matter promptly and will issue his/her decision no later than thirty (30) days from the date of the close of the hearings. The arbitrator's decision will be in writing and will set forth his/her findings of fact, reasoning and conclusion on the issue submitted.
 - b. The power of the arbitrator stems from this agreement, and his/her function is to interpret and apply this agreement and to pass upon the alleged violation submitted. He/she shall have no power to add to, subtract from or modify any terms of this Agreement. Further, the arbitrator shall have no authority to (1) substitute his/her discretion or judgment for employer's discretion or judgment with respect to any matter this Agreement consigns or reserves to employer's discretion or judgment, (2) interpret any policy, practice or rule except as necessary in interpreting or applying this Agreement, (3) formulate or add any new policy or rule (4) establish or change any wage or classification. The decision of the arbitrator shall be final and binding upon the Employer, the Union and the grievant.
 - c. The costs for the arbitrator's services, including his/her expenses, shall be borne equally by both parties. Each party shall pay for its own expenses for any witnesses called by them.
 - d. All claims for back wages shall be limited to the amount of wage that the employee would otherwise have earned less any unemployment compensation or compensation for personal services that he may have earned, or could with reasonable effort have earned, from any source during the period in question.
6. Any grievance that may arise must follow the steps of the above procedure as outlined or shall be considered dropped or automatically closed. All "days" stated in the above steps are to be considered "working days."
 7. All records, reports, or other information pertaining to a pending grievance of an involved officer shall be made available as is legally required upon the aggrieved officers request and for inspection of the Union represented by the Michigan Fraternal Order of Police Labor Council (FOPLC).
 8. No officer shall be discharged or remain disciplined except for just cause. The claim of any officer that he has been unjustly disciplined shall be processed as a grievance including, if necessary, arbitration.
 9. A grievance affecting many employees may be treated as a policy grievance and entered directly into at the third step of the grievance procedure upon agreement by the City and the Union, represented by the Michigan Fraternal Order of Police Labor Council (FOPLC).

ARTICLE 28. WEAPONS, FIREARMS AND AMMUNITION

1. Employees must leave all City issued duty handguns in the Police Department at the end of each shift unless given permission by the Chief or his designee to take the weapon home for upcoming training or special event. While the firearms are in the employee's possession outside of the workplace, the firearms must be secured by lock and adequate security to prevent handling by anyone other than the employee.
2. Individual officer-issued secondary handguns, and/or off duty handguns, and/or assigned rifles, may be taken outside of the department at the end of the shift. The weapons may only be

possessed and used by the employee for law enforcement purposes and/or training. While the firearms are in the employee's possession outside of the workplace, the firearms must be secured by lock and adequate security to prevent handling by anyone other than the employee.

3. The City shall pay the cost of the ammunition used in the mandatory annual qualifications with the second gun carried on duty only. The City has the right to inspect and record all information i.e. make, model and serial numbers, etc., of all hand guns owned by employees if carried on or off duty, under the badge and/or identification of the Police Department. This is to be conducted by a certified range officer and reported to the Chief of Police.

ARTICLE 29. DEFERRED COMPENSATION PLAN

The City agrees to allow any employee(s) of the Association who may so desire to enroll in the deferred compensation plan offered by the City. The plan administrator at the time of this contract agreement is MERS.

ARTICLE 30. ON DUTY SHOOTING INVOLVEMENT

In the event of a shooting while on duty, a department command officer shall debrief the officer to permit the officer's feelings to be heard and to deal with moral, ethical and/or psychological effects of the incident. This debriefing will be confidential and will take place before the end of the officer's shift.

The City will also immediately permit the officer to contact the appropriate firm or agency to obtain psychological counseling (if desired) during the shift in which such shooting occurred. Should the officer wish to avail himself of this psychological counseling, the City shall process the proper forms for a Workers Compensation claim within 24 hours of the incident. The City shall not incur any obligation for costs under this program and the officer shall not incur any detriment for such first counseling session.

In the event additional counseling is necessary, the counselor must submit a report to the City detailing such a need along with related details. Beyond the first counseling session, the standard contract provisions between the City of Pleasant Ridge and the Michigan Fraternal Order of Police Labor Council (FOPLC) shall prevail; for example, any such additional counseling sessions that require additional time off during the officer's regularly scheduled shift shall be charged against the officer's leave banks.

ARTICLE 31. MAINTENANCE OF OPERATORS LICENSE

Any employee that does, or may, as a part of his employment operate a City owned vehicle, must provide proof of a valid Michigan operator's license to the Chief of Police. Any change in such status must be reported immediately to the Chief of Police. Failure to provide proof or report a status change may result in discipline.

ARTICLE 32. BENEFIT PAYOFF

1. A new employee will not be allowed to take earned time off for the first sixty (60) days of employment other than scheduled time off and emergency sick time, as approved by the Chief of Police. All Holidays worked during the first sixty (60) days will be considered to have been earned on the sixty-first (61st) day of employment. All earned time off will be paid on a prorated basis and

may be taken in the following year of employment.

For example, an employee is hired on January 1, 2019 and works through June 30, 2019, or 50% of the year 2019. On July 1, 2019, that employee has earned and will receive 50% of the total time off entitled to a one (1) year employee (i.e. vacation, holidays and personal business days). Those earned days may be taken during the fiscal year of July 1, 2019 through June 30, 2020.

2. At the end of at least one (1) year of employment seniority, an employee who resigns or retires with notice as required under the Contract shall receive the following payoffs from the City upon resignation or retirement: 100% of the total time off allowed as of July 1 of that given year and, depending on the date of separation, a payoff at a prorated basis for all time off allowed during that current year.

For example: an employee resigns or retires on October 1, 2019. That employee has earned and will receive 100% of the total time off allowed for the fiscal year July 1, 2018 through June 30, 2019. And, the employee will receive payoff prorated at 25% (1/4 of the current fiscal year) of the total leave earned for the current year in which they have worked. In this example, the officer has worked three (3) of the twelve (12) months of the fiscal year July 1, 2019 through June 30, 2020.

ARTICLE 33. SECONDARY EMPLOYMENT

The City has developed a Secondary Employment Policy in coordination with the Union and Police Commissioner. The City reserves the right to alter or change the policy whenever deemed to be in the best interest of the City and will notify the Union before making any changes. It is agreed that violations of the existing Secondary Employment Policy will result in disciplinary action by the City.

ARTICLE 34. MERS CONFERENCE

The City shall allow one union member to attend the Municipal Employees Retirement System conference held each year. The city shall pay for lodging and transportation expenses incurred by the officer.

ARTICLE 35. CONTRACTUAL UNDERSTANDING

The City and the Union agree that this contract will be reopened if the City is implementing salary or wage cuts for all full-time non-union employees due to a property tax revenue decline of 5% or more in any one fiscal year. The purpose of reopening the contract shall be to negotiate salary or wage adjustments for union employees. The City agrees that any requested reductions in salary or wages for members of the union may not exceed the percentage reductions in salary or wages being implemented for all non-union employees. If salary or wage cuts are later restored or partially restored for non-union employees, they shall be equally restored or partially restored for union employees.

The City shall provide at least 30 days advance written notice to the Union if the contract is to be reopened under the terms of this section.

ARTICLE 36. EMERGENCY MANAGER

An emergency manager appointed under the Local Financial Stability and Choice Act shall be allowed to reject, modify, or terminate this collective bargaining agreement as allowed in the Act.

ARTICLE 37. DURATION

1. This Agreement shall be effective as of July 1, 2018 and shall remain in full force and effect through June 30, 2022.
2. If negotiations extend beyond the expiration date of this Agreement, the terms and provisions of this Agreement shall remain in full force and effect, pending agreement upon a new contract.
3. This agreement incorporates the entire understanding of the parties on all issues that were or could have been the subject of negotiations.

ARTICLE 38. SAVINGS AND SEVERABILITY

If any article or section of this Agreement or any supplement thereto, should be held invalid by option of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section should be restrained by such tribunal, the remainder of the Agreement and supplements shall not be affected. Thereby, and the parties shall enter immediate collective bargaining negotiations to arrive at a mutually satisfactory replacement for such Article or Section.

IN WITNESS WHEREOF, the parties hereto have executed this agreement this ____ day of _____, 2018.

CITY OF PLEASANT RIDGE

MICHIGAN FRATERNAL ORDER
OF POLICE LABOR COUNCIL

Kurt Metzger, Mayor

FOPLC Labor Representative

Attest:

Amy Drealan, City Clerk

Jason Nagy, Union President

Approved as to substance:

James Breuckman, City Manager

Approved as to form:

Craig Lange, City Labor Attorney