

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

**City Commission Meeting
May 11, 2021
Agenda**

Honorable Mayor, City Commissioners and Residents: This shall serve as your official notification of the Regular City Commission Meeting to be held Tuesday, May 11, 2021, at 7:30 p.m., via teleconference as described below. The following items are on the Agenda for your consideration:

REGULAR CITY COMMISSION MEETING – 7:30 P.M.

1. **Meeting Called to Order.**
2. **Pledge of Allegiance.**
3. **Roll Call.**
4. **PUBLIC DISCUSSION – items not on the Agenda.**
5. **Governmental Reports.**
6. **City Commission Liaison Reports.**
 - **Commissioner Perry – Planning/DDA.**
 - **Commissioner Scott – Historical Commission.**
 - **Commissioner Wahl – Recreation Commission.**
 - **Commissioner Budnik – Ferndale Public Schools.**
7. **Proclamation declaring the first Friday in June as National Gun Violence Awareness Day.**
8. **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, April 13, 2021.
 - b. Monthly Disbursement Report.
 - c. Proclamation declaring Saturday, May 15, 2021 as Police Memorial Day and May 9–15, 2021 as Police Week.
 - d. Resolution committing funds to the Woodward Avenue Cycle Track.
 - e. Reappointment of James Breuckman as delegate and Amy Allison as alternate to the South Oakland County Resource Recovery Authority (SOCRRA) and the South Oakland County Water Authority (SOCWA) Board of Trustees.
9. **Establishing public hearings on Tuesday, June 8, 2021 at 7:30 p.m., to solicit public comments on the following:**
 - a. Proposed fiscal year 2021-2022 Millage Rates.
 - b. Proposed fiscal year 2021-2022 Combined City Budgets.
10. **2021-2022 Utility Bill rates.**

- 11. 2021 Community Pool Supplemental Rules.**
- 12. City Manager's Report.**
- 13. Other Business.**
- 14. Adjournment.**

Due to the COVID-19 State of Emergency declared by the Governor's Executive Order 2020-4, the limitation on public assemblies of Executive Order 2020-11, and the permitting of public meetings by remote participation allowed by Governor's Executive Order 2020-15, the May 11, 2021, Pleasant Ridge City Commission meeting will be conducted via remote participation.

All members of the public will be permitted to participate during the public comment and public hearing portions of the meeting. There are two ways that members of the public can participate in the meeting 1) by joining the Zoom meeting by computer videoconference, or 2) by watching the meeting livestream on the City's YouTube channel or public access channel and providing comments by email at appropriate times during the meeting. If you have any ADA questions, please call the Clerk's Office (248) 541-2901.



City of Pleasant Ridge

23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

2021 PROCLAMATION DECLARING THE FIRST FRIDAY IN JUNE TO BE NATIONAL GUN VIOLENCE AWARENESS DAY

This proclamation declares the first Friday in June to be National Gun Violence Awareness Day in the City of Pleasant Ridge to honor and remember all victims and survivors of gun violence and to declare that we as a country must do more to reduce gun violence.

WHEREAS, every day, more than 100 Americans are killed by gun violence, alongside more than 230 who are shot and wounded, and on average there are more than 13,000 gun homicides every year; and

WHEREAS, Americans are 25 times more likely to die by gun homicide than people in other high-income countries; and

WHEREAS, **Michigan** has 1,212 gun deaths every year, with a rate of 12.1 deaths per 100,000 people. Michigan has the 31st highest rate of gun deaths in the US; and

WHEREAS, gun homicides and assaults are concentrated in cities, with more than half of all firearm related gun deaths in the nation occurring in 127 cities; and

WHEREAS, cities across the nation, including in Pleasant Ridge, are working to end the senseless violence with evidence-based solutions; and

WHEREAS, protecting public safety in the communities they serve is the mayors' highest responsibility; and

WHEREAS, support for the Second Amendment rights of law-abiding citizens goes hand-in-hand with keeping guns away from people with dangerous histories; and

WHEREAS, mayors and law enforcement officers know their communities best, are the most familiar with local criminal activity and how to address it, and are best positioned to understand how to keep their citizens safe; and

WHEREAS, gun violence prevention is more important than ever as the COVID-19 pandemic continues to exacerbate gun violence after more than a year of increased gun sales, increased calls to suicide and domestic violence hotlines, and an increase in city gun violence;

WHEREAS, in January 2013, Hadiya Pendleton was tragically shot and killed at age 15; and on June 4, 2021 to recognize the 24th birthday of Hadiya Pendleton (born: June 2, 1997), people across the United States will recognize National Gun Violence Awareness

Day and wear orange in tribute to:

- (1) Hadiya Pendleton and other victims of gun violence; and
- (2) the loved ones of those victims; and

WHEREAS, the idea was inspired by a group of Hadiya's friends, who asked their classmates to commemorate her life by wearing orange; they chose this color because hunters wear orange to announce themselves to other hunters when out in the woods and orange is a color that symbolizes the value of human life; and

WHEREAS, anyone can join this campaign by pledging to wear orange on June 4th, the first Friday in June in 2021, to help raise awareness about gun violence; and

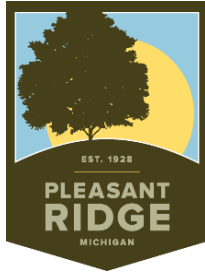
WHEREAS, by wearing orange on June 4, 2021 Americans will raise awareness about gun violence and honor the lives of gun violence victims and survivors; and

WHEREAS, we renew our commitment to reduce gun violence and pledge to do all we can to keep firearms out of the wrong hands, and encourage responsible gun ownership to help keep our children safe.

NOW, THEREFORE BE IT RESOLVED, that Mayor Kurt Metzger of the City of Pleasant Ridge declares the first Friday in June, June 4, 2021, to be National Gun Violence Awareness Day. I encourage all citizens to support their local communities' efforts to prevent the tragic effects of gun violence and to honor and value human lives.

*Signed this 11th day of May 2021, 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
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

**Regular City Commission Meeting
April 13, 2021**

Having been duly publicized, Mayor Metzger called the meeting to order at 7:30pm.

Present: Mayor Metzger, Commissioners Budnik, Perry, Scott, Wahl,
Also Present: City Manager Breuckman. City Clerk Allison.
Absent: None

Public Discussion

None.

Governmental Reports

Chief Kevin Nowak, Pleasant Ridge Police Department, gave a brief crime update and police department statistics and updates.

Chief Teresa Robinson, Ferndale Fire Department, gave an update regarding fire department activities and events.

Shawsheen Stamper, Recreation Director, gave an update regarding the tentative 2021 Pool Season, the process to reopen the pool for the season and recreation related updates. Comments from the public were provided by Natalie Fuoco, 21 Millington, Christine and Tim Matyas, 106 Elm Park, Tom McEvoy, 77 Oakdale, Jessica Herzig, 1 Sylvan and Valerie Weiss, 1 Kenberton.

City Commission Liaison Reports

Commissioner Budnik gave a report for Huntington Woods Library board representatives and events happening at the library. Check the website for opening times and activities.

Commissioner Perry gave an update from the Planning Commission/DDA, next meeting will be held Monday, April 26th.

Commissioner Scott gave an update from the Historical Commission. September 11, 2021 is the date for the 2021 Garden Tour, called the “Outdoor Sanctuaries of Pleasant Ridge.” Looking for homeowners willing to showcase their garden on the tour.

Commissioner Wahl gave an update from the Recreation Commission. She detailed upcoming events related to the Recreation Department.

Consent Agenda

21-3506

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

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

Interlocal Agreement with the City of Ferndale for Inspection Services

21-3507

Motion by Commissioner Perry, second by Commissioner Scott, that the interlocal agreement between the City of Pleasant Ridge and the City of Ferndale for Inspection Services, be approved, and that the Mayor be authorized to signed the interlocal agreement.

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

City Manager's Report

Town Hall meeting to be held via Zoom on Tuesday, April 20th at 7pm regarding the lead service line replacement project and water main replacement project.

HydroCorp is in the process of the water meter replacement program.

Other Business

Allison discussed the upcoming November General Election, to be held November 2, 2021. There will be two City Commission seats and the Mayor seat will be elected at that time. Nominating petitions for these offices will be available on April 20th and will be due by 4pm on July 20th.

With no further business or discussion, Mayor Metzger adjourned the meeting at 9:14pm.

Mayor Kurt Metzger

Amy M. Allison, City Clerk

April 2021

ACCOUNTS PAYABLE

PAYROLL LIABILITIES	\$	9,037.02
ACCOUNTS PAYABLE	\$	502,006.48
TAX LIABILITIES	\$	105,918.63

TOTAL	\$	511,043.50
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PAYROLL

April 7, 2021	\$	36,874.12
April 21, 2021	\$	36,233.39

TOTAL	\$	73,107.51
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CHECK REGISTER FOR CITY OF PLEASANT RIDGE
PAYROLL LIABILITIES
April 2021

PG 1

Check Date	Check	Vendor Name	Description	Amount
4/7/2021	6410500234	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 1,940.47
4/7/2021	6410500235	ICMA - VANTAGEPOINT	RETIREMENT CONTRIBUTIONS	\$ 80.00
4/7/2021	6410500236	ALERUS FINANCIAL	HCSP CONTRIBUTIONS	\$ 610.36
4/7/2021	6410500237	FOPLC	UNION DUES	\$ 188.00
4/7/2021	6410500238	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 1,702.74
4/21/2021	6410500214	FOPLC	UNION DUES	\$ 188.00
4/21/2021	6410500215	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 1,843.04
4/21/2021	6410500216	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 32.09
4/21/2021	6410500217	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 1,764.12
4/21/2021	6410500218	ALERUS FINANCIAL	HCSP CONTRIBUTIONS	\$ 608.20
2/24/2021	6410500219	ICMA - VANTAGEPOINT	RETIREMENT CONTRIBUTIONS	\$ 80.00
TOTAL PAYROLL LIABILITIES				\$ 9,037.02

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
TAX LIABILITIES
April 2021

PG 2

Check Date	Check	Vendor Name	Description	Amount
4/1/2021	2817	PAMELA & ROBERT WYNN	2020 TAX OVERPAYMENT	\$ 15.45
4/15/2021	2818	FERNDAL SCHOOL DISTRICT	2020 TAX COLLECTIONS	\$ 31,076.02
4/15/2021	2819	OAKLAND COUNTY TREASURER	2020 TAX COLLECTIONS	\$ 74,232.55
4/15/2021	2820	ROY AND JILL LAMPHIER	2020 TAX OVERPAYMENT	\$ 594.61
TOTAL TAX LIABILITIES				\$ 105,918.63

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
ACCOUNTS PAYABLE
April 2021

PG 3

Check Date	Check	Vendor Name	Description	Amount
04/07/2021	24431	SMITHSHOP	GAINSBORO PARK PAVILION PROJECT	\$ 13,855.20
04/07/2021	24432	ADKISON, NEED & ALLEN P.L.L.C.	ATTORNEY SERVICES	\$ 1,685.00
04/07/2021	24433	AEFS INC	LOCKER ROOM RENOVATIONS	\$ 3,192.00
04/07/2021	24434	AEFS INC	COMMUNITY CENTER RENOVATIONS	\$ 4,400.00
04/07/2021	24435	ANDERSON, ECKSTEIN & WESTRICK	ENGINEERING SERVICES	\$ 16,171.90
04/07/2021	24436	ARIANA FITREM	RECREATION PROGRAM REFUND-SOCCER	\$ 50.00
04/07/2021	24437	BADGER METER, INC.	WATER METER SUPPORT	\$ 48.06
04/07/2021	24438	BELL EQUIPMENT COMPANY	STREET SWEEPER MAINTENANCE	\$ 1,548.00
04/07/2021	24439	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTH INSURANCE BENEFITS	\$ 8,036.66
04/07/2021	24440	CHRISTINA SCHINDLER	RECREATION PROGRAM REFUND - BUNNY PICS	\$ 7.00
04/07/2021	24441	CITY OF FERNDALE	INSPECTION SERVICES	\$ 1,500.00
04/07/2021	24442	CITY OF PLEASANT RIDGE-GENERAL	WATER PURCHASES	\$ 513.75
04/07/2021	24443	CITY OF ROYAL OAK	DPW SERVICES	\$ 890.25
04/07/2021	24444	COMMUNITY MEDIA NETWORK	MEETING BROADCASTING SERVICES	\$ 250.00
04/07/2021	24445	D'ANGELO BROTHERS	WATER SERVICE REPAIRS	\$ 1,991.00
04/07/2021	24446	DAVEY TREE EXPERT COMPANY	TREE MAINTENANCE SERVICES	\$ 1,100.00
04/07/2021	24447	DETROIT EDISON COMPANY	STREETLIGHTING SERVICES-MARCH 2021	\$ 3,905.89
04/07/2021	24448	DETROIT SPECTRUM PAINTERS INC	COMMUNITY CENTER REPAIRS	\$ 725.00
04/07/2021	24449	ERADICO SERVICES INC	EXTERMINATION SERVICES	\$ 116.00
04/07/2021	24450	EUGENE LUMBERG	ATTORNEY SERVICES	\$ 405.00
04/07/2021	24451	GREAT AMERICA FINANCIAL SRV	TELEPHONE LEASE SERVICES	\$ 86.60
04/07/2021	24452	GREAT LAKES WATER AUTHORITY	IWC CHARGES	\$ 531.46
04/07/2021	24453	HYDROCORP	CROSS CONNECTION PROGRAM	\$ 125.00
04/07/2021	24454	KATHI SNOW	SUPPLY REIMBURSEMENT	\$ 800.00
04/07/2021	24455	MAGGIE JOHNSON	RECREATION PROGRAM REFUND-BUNNY PICS	\$ 14.00
04/07/2021	24456	MICHELLE DELACOURT	NEWSLETTER PUBLICATION	\$ 400.00
04/07/2021	24457	NYE UNIFORM	UNIFORM PURCHASES	\$ 57.95
04/07/2021	24458	O'REILY AUTO PARTS	VEHICLE MAINTENANCE SUPPLIES	\$ 17.79
04/07/2021	24459	OAKLAND COUNTY HEALTH DEPT	ANNUAL POOL INSPECTION POOL ID 634320-1	\$ 86.00
04/07/2021	24460	OAKLAND COUNTY TREASURER	SEWERAGE TREATMENT	\$ 99,250.94
04/07/2021	24461	OAKLAND SCHOOLS	PRINTING & MAILING UTILITY BILLS AND NOT	\$ 1,597.89
04/07/2021	24462	PATRICK THOMPSON DESIGNS, INC	DESIGN SERVICES PAVILION PROJECT	\$ 1,495.00
04/07/2021	24463	PLANTE & MORAN PLLC	ACCOUNTING SERVICES	\$ 5,757.00
04/07/2021	24464	SAMANTHA SHARP	RECREATION PROGRAM REFUND-BUNNY PICS	\$ 7.00
04/07/2021	24465	SCHEER'S ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 9.81
04/07/2021	24466	SOCRRA	REFUSE COLLECTION AGREEMENT	\$ 9,713.00
04/07/2021	24467	SOCWA	WATER PURCHASES	\$ 11,553.31
04/07/2021	24468	THE BANK OF NEW YORK	ADMINISTRATIVE FEES ON BONDS	\$ 750.00
04/07/2021	24469	TOSHIBA FINANCIAL SERVICES	COPIER LEASE AGREEMENT	\$ 953.09
04/07/2021	24470	UNIFIRST CORPORATION	MAT RENTAL AND JANITORIAL SERVICES	\$ 368.78
04/07/2021	24471	USZTAN CONSTRUCTION	GAINSBORO PARK PAVILION PROJECT	\$ 41,515.35
04/07/2021	24472	WETMORE TIRE AND AUTO	VEHICLE MAINTENANCE	\$ 510.00
04/07/2021	24473	WEX BANK	FUEL PURCHASES	\$ 1,277.39
04/07/2021	24474	INLAND WATERS	SEWER REHABILITATION PROJECT	\$ 103,983.66
04/07/2021	24475	ROBERT CAMPBELL	TILE FRAMING REIMBURSEMENT	\$ 111.30
04/07/2021	24476	SOCWA	WATER LINE REPLACEMENT PROJECT	\$ 3,387.00

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
ACCOUNTS PAYABLE
April 2021

PG 4

Check Date	Check	Vendor Name	Description	Amount
04/15/2021	24477	AMERICAN SOCCER COMPANY, INC	RECREATION PROGRAM SUPPLIES	\$ 962.85
04/15/2021	24478	BELL EQUIPMENT COMPANY	DPW VEHICLE MAINTENANCE	\$ 75.70
04/15/2021	24479	BRILAR	DPW SERVICES - FEBRUARY 2021	\$ 31,002.93
04/15/2021	24480	CITY OF FERNDALE	BUILDING INSPECTION SERVICES	\$ 2,587.50
04/15/2021	24481	CITY OF ROYAL OAK	DPW SERVICES	\$ 5,197.24
04/15/2021	24482	CREGGER COMPANY	BERME BOND RETURN-42 MAYWOOD	\$ 2,500.00
04/15/2021	24483	DAVEY TREE EXPERT COMPANY	TREE REMOVAL SERVICES	\$ 770.00
04/15/2021	24484	ERIN GRIGORIOU	RECREATION ACTIVITY REFUND-BUNNY PICS	\$ 14.00
04/15/2021	24485	HUNT SIGN COMPANY, LTD	STREETSIGN PURCHASES	\$ 8,877.00
04/15/2021	24486	LEGAL SHIELD	PREPAID LEGAL SERVICES EXPENSE	\$ 77.70
04/15/2021	24487	MICHIGAN MUNICIPAL LEAGUE	Q-1 2021 UNEMPLOYMENT CONTRIBUTION	\$ 75.26
04/15/2021	24488	MUNICIPAL CODE CORPORATION	CODE UPDATE SERVICES	\$ 350.00
04/15/2021	24489	SIR SPEEDY	ENVELOPE PRINTING	\$ 160.31
04/15/2021	24490	SOCRRA	REFUSE COLLECTION AGREEMENT	\$ 351.76
04/15/2021	24491	STEWART HEATING AND COOLING	BUILDING MAINTENANCE	\$ 1,486.00
04/15/2021	24492	TEPEL BROTHER PRINTING	NEWSLETTER PUBLICATION	\$ 1,914.00
04/15/2021	24493	UNUM LIFE INSURANCE COMPANY	LIFE INSURANCE BENEFITS	\$ 477.07
Total Accounts Payable				\$ 401,629.35

CHECK REGISTER FOR CITY OF PLEASANT RIDGE

PG 5

ELECTRONIC PAYMENTS

May 2021

Check Date	Check	Vendor Name	Description	Amount
04/12/2021	2463	MUNICIPAL EMP.RETIREMENT SYST.	RETIREMENT CONTRIBUTIONS	\$ 34,755.66
04/12/2021	2464	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTHCARE BENEFITS	\$ 15,424.45
04/12/2021	2465	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTHCARE BENEFITS	\$ 15,424.45
4/28/2021	2523	MUNICIPAL EMP.RETIREMENT SYST.	RETIREMENT CONTRIBUTIONS	\$ 34,772.57
Total Electronic Payments				\$ 100,377.13



City of Pleasant Ridge

23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

PROCLAMATION

WHEREAS, *National Police Week is to honor the service and sacrifice of those law enforcement officers killed in the line of duty, while protecting our communities and safeguarding our democracy.*

WHEREAS, *the dedicated men and women who have chosen law enforcement as a career face extraordinary risks and dangers in preserving our freedom and security; and*

WHEREAS, *it is fitting and proper that we express our gratitude for the dedicated service and courageous deeds of law enforcement officers and for the contributions they have made to the security and well-being of all our people; and*

WHEREAS, *by a joint resolution approved October 1, 1962, the Congress has requested the President to designate May 15 of each year as Peace Officers Memorial Day and the calendar week during which such May 15 occurs as Police Week; and*

WHEREAS, *the members of the City of Pleasant Ridge Police Department play an essential role in safeguarding the rights and freedoms of the citizens of our community.*

NOW, THEREFORE, *as evidence of our sincere appreciation for our police officers and all others, the Mayor and City Commission are proud to proclaim the week of May 9 to May 15, 2021, as **Police Week in the City of Pleasant Ridge** and May 15, 2021, as **Police Memorial Day**.*

FURTHER, *The City of Pleasant Ridge hereby joins with other communities across this nation to honor all peace officers for their dedicated service and call upon all our citizens to make every effort to express their thanks to our men and women who make it possible for us to leave our homes and family in safety each day and return knowing they are protected by men and women willing to sacrifice their lives if necessary, to guard our loved ones, property and government against all who would violate the law.*

In Witness Whereof, *I Kurt Metzger, Mayor of the City of Pleasant Ridge, do hereby set my hand and affix the official Seal of the City on this 11th day of May 2021, affirming the vote of the Pleasant Ridge City Commission.*

Kurt Metzger Mayor



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: May 6, 2021
Re: Funding and Maintenance Resolution for Woodward Cycle Track

Overview

The attached resolution is required by MDOT to commit funding for the construction and maintenance of the Woodward Avenue Cycle Track.

Background

The Woodward Cycle Track project is being predominantly funded by \$1 million in grant funding from MDOT and EGLE. The City will be responsible for a local match of about \$500,000 towards construction of the project. Afterwards, the City will be responsible for the maintenance and upkeep of non-motorized improvements in the right of way.

This is not a new requirement. The City is currently responsible for maintaining the sidewalks, streetscape improvements, and parking lanes along Woodward. We do not anticipate notable cost increases due to the maintenance involved with this project since we are already maintaining everything in the Woodward right of way other than through travel lanes.

Requested Action

Approval of the attached resolution.



City of Pleasant Ridge

23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

RESOLUTION COMMITTING FUNDS TO THE WOODWARD AVENUE CYCLE TRACK PROJECT

WHEREAS, the City of Pleasant Ridge has initiated a cycle track project along Woodward Avenue; and

WHEREAS, this project is in accordance with adopted Complete Street Ordinance and Community Master; and

WHEREAS, this project has involved partnerships with the Michigan Department of Transportation and Department of Environment, Great Lakes, and Energy; and

WHEREAS, the City of Pleasant Ridge submitted an application to the Michigan Department of Transportation's Transportation Alternatives Program Committee (hereinafter "MDOT TAP Committee") for the Woodward Avenue Cycle Track Project; and

WHEREAS, the MDOT TAP Committee has given a commitment to the City of Pleasant Ridge TAP Project; and

NOW, THEREFORE BE IT RESOLVED:

1. That the City of Pleasant Ridge does certify that local community funding is secured, available, and committed for use in constructing the project. The Fiscal Year 2022 City budget provides the matching funds for project construction.
2. That the City of Pleasant Ridge commits to owning, operating and funding/implementing a maintenance program over the design life of the facility constructed with TAP Funds.
3. That the City of Roseville authorizes James Breuckman, City Manager to act as the City's agent during development and construction and to enter a project agreement upon receipt of a funding award.

Adopted: Yeas:
 Nays:

I, Amy M. Allison duly certified Clerk of the City of Pleasant Ridge do hereby certify that the foregoing is a true and accurate copy of a resolution unanimously adopted by the Pleasant Ridge City Commission at its Regular Meeting held Tuesday, May 11, 2021

IN WITNESS WHEREOF, I do hereby set my hand and cause the Corporate Seal of the City this 11th day May 2021.

Amy M. Allison
City Clerk



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: May 6, 2021
Re: Proposed Fiscal Year 2022 Budget Call for Public Hearing

Overview

Attached is the proposed Fiscal Year 2022 budget which will take effect July 1 of this year, if approved.

Background

Last year's budget was developed during a time of disruption and uncertainty, as the world faced many known and unknown unknowns. We collectively altered our personal, family, and work lives to address the COVID-19 crisis. This spring is a time of continued disruption as Michigan is exiting a third wave in the COVID pandemic, but also hope as vaccines continue to roll out. Currently, about 50% of Michigan adults are vaccinated.

Last year we did not know what the impacts of the COVID pandemic would be on local, State, or Federal finances. We budgeted for a worst-case scenario which fortunately did not come to pass. Federal stimulus seems to have blunted the worst of the financial impacts from the pandemic, and Pleasant Ridge real estate values enjoyed a particularly strong year over the past 12 months. Our worst-case scenario did not materialize, and this spring we are able to return to a normal set of expectations surrounding our budget process once again.

Revenue

Assessed property values rose at a brisk 6% this past year. Our total taxable value grew 4% 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 rate multiplier for FY21 is 1.4%, so our local tax rate has been again adjusted downward to ensure that total property tax revenues only increase 1.4% compared to last year. The police pension millage continuing to phase in this year and adding an additional 0.25 mills to our local tax rate, partially offsetting the Headlee rollback to our local millage rates. The total City property tax rate will decrease from 21.4224 mills in 2020 to 21.3110 mills in 2021.

Accomplishments

With the budget uncertainty last spring, capital projects were either delayed or cancelled. We had intended on starting the lead service line and water infrastructure replacement program in current FY21, but we delayed implementation of that last spring. This past year we completed the following major projects:

- Construction of the new pavilions at the pool and Gainsboro Park.
- Continued street tree plantings – we have now planted over 475 new street trees over the past four years.
- Purchased new pool furniture with Foundation support.
- Purchased new workout equipment for the wellness center. Purchasing instead of leasing created a larger up-front expense in FY21 but will save the City money over time by eliminating annual lease payments and interest costs.
- We continue to address our unfunded pension liability. Starting in FY18-19 and continuing for the next 11 years we will be making additional contributions to eliminate that unfunded liability. We can do this because of the police pension millage that was approved by the voters in November 2017.

Our efforts in recent years have substantially overhauled our recreation facilities, improved City Hall, addressed infrastructure needs, and provided our police with the up-to-date equipment they need to do their jobs.

Challenges

We have made great progress in addressing challenges to the City in recent years, and the City is on the most stable footing in nearly two decades. This is largely due to the voters supporting operating and police pension millages over the past five years that provide funding to replace that which was lost after the recession that began in 2008 and the nearly \$300,000 annual reduction in revenue sharing support we receive from the State. We have also implemented measures to reduce operating and employee benefit costs which put us on a sustainable path into the future.

However, there will always be challenges facing the City:

- The largest challenge facing the City is our aging water infrastructure and State mandate to remove all lead from the water distribution system.

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 all State requirements for purity, including lead and copper levels.

However, the water distribution system is nearing 100 years old, and our water mains are reaching the limits of their design life.

The new State-imposed requirement that we replace all lead service lines in the water system over the next 20 years takes effect this year. The State is mandating that the City replace private water service leads as part of this work, so not only do we have to replace the public portion, but we must

also replace the service line from the water stop box all the way to the meter inside of each house.

Our \$25 million water infrastructure replacement project will replace nearly all water mains and all lead service lines in the City over the coming 25-30 years. Water rates are being raised 35% this year to pay for this infrastructure work, but the voters may be asked to consider a new millage to provide some or all of the funding for the water infrastructure project. If the millage is placed on the November ballot and is passed, water rates would be reduced accordingly.

- 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.

Projections

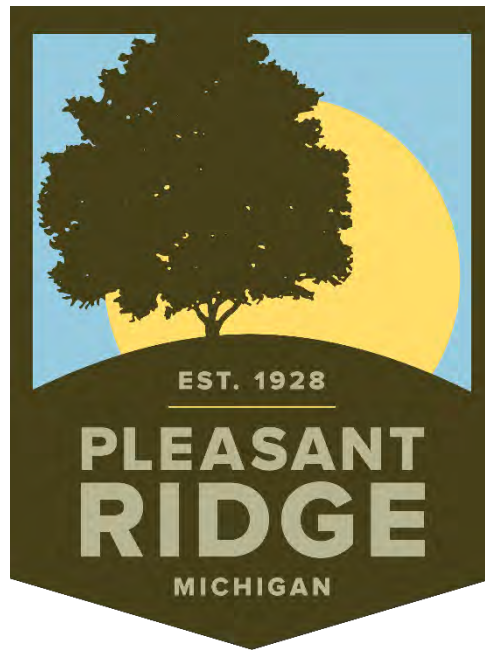
We continue to present a three-year budget. The budget now shows FY22 budget numbers to be adopted, alongside projections for FY23 and FY24 (only the FY22 budget is adopted, the two following years are for planning purposes only). The presentation of three budget years helps the City to plan for future 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

Scheduling the public hearing for the proposed FY22 budget and property tax millage rates for June 8, 2021.



City of Pleasant Ridge FY22 Annual Budget

DRAFT: May 5, 2021

Mayor

Kurt Metzger

City Commissioners

Chris Budnik

Ann Perry

Bret Scott

Amanda Wahl

City Manager

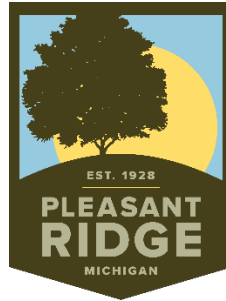
James Breuckman

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A. Introduction

1. City Manager's Letter



May 5, 2021

RE: Proposed Fiscal Year 2022 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 2022 for your review and consideration. A public hearing to solicit public comment on this document is scheduled for June 8, 2021 at 7:30pm.

Overview

Last year's budget was developed during a time of disruption and uncertainty, as the world faced many known and unknown unknowns. We collectively altered our personal, family, and work lives to address the COVID-19 crisis. This spring is a time of continued disruption as Michigan is exiting a third wave in the COVID pandemic, but also hope as vaccines continue to roll out. Currently, about 50% of Michigan adults are vaccinated.

Last year we did not know what the impacts of the COVID pandemic would be on local, State, or Federal finances. We budgeted for a worst-case scenario which fortunately did not come to pass. Federal stimulus seems to have blunted the worst of the financial impacts from the pandemic, and Pleasant Ridge real estate values enjoyed a particularly strong year over the past 12 months. Our worst case scenario did not materialize, and this spring we are able to once again return to a normal set of expectations surrounding our budget process.

Assessed property values rose at a brisk 6% this past year. Our total taxable value grew 4% 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 rate multiplier for FY21 is 1.4%, so our local tax rate has been again adjusted downward to ensure that total property tax revenues only increase 1.4% compared to last year. The police pension

millage continuing to phase in this year and adding an additional 0.25 mills to our local tax rate, partially offsetting the Headlee rollback to our local millage rates. The total City property tax rate will decrease from 21.4224 mills in 2020 to 21.3110 mills in 2021.

Accomplishments

With the budget uncertainty last spring, capital projects were either delayed or cancelled. We had intended on starting the lead service line and water infrastructure replacement program in current FY21, but we delayed implementation of that last spring. This past year we completed the following major projects:

- Construction of the new pavilions at the pool and Gainsboro Park.
- Continued street tree plantings – we have now planted over 475 new street trees over the past four years.
- Purchased new pool furniture with Foundation support,
- Purchased new workout equipment for the wellness center. Purchasing instead of leasing created a larger up-front expense in FY21, but will save the City money over time by eliminating annual lease payments and interest costs.
- We continue to address our unfunded pension liability. Starting in FY18-19 and continuing for the next 11 years we will be making additional contributions to eliminate that unfunded liability. We can do this because of the police pension millage that was approved by the voters in November 2017.

Our efforts in recent years have substantially overhauled our recreation facilities, improved City Hall, addressed infrastructure needs, and provided our police with the up-to-date equipment they need to do their jobs.

Challenges

We have made great progress in addressing challenges to the City in recent years, and the City is on the most stable footing in nearly two decades. This is largely due to the voters supporting operating and police pension millages over the past five years that provide funding to replace that which was lost after the recession that began in 2008 and the nearly \$300,000 annual reduction in revenue sharing support we receive from the State. We have also implemented measures to reduce operating and employee benefit costs which put us on a sustainable path into the future.

However, there will always be challenges facing the City:

- The largest challenge facing the City is our aging water infrastructure and State mandate to remove all lead from the water distribution system.

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 all State requirements for purity, including lead and copper levels.

However, the water distribution system is nearing 100 years old and our water mains are reaching the limits of their design life.

The new State-imposed requirement that we replace all lead service lines in the water system over the next 20 years takes effect this year. The State is mandating that the City replace private water service leads as part of this work, so not only do we have to replace the public portion, but we must also replace the service line from the water stop box all the way to the meter inside of each house.

Overall, our water infrastructure replacement project will replace nearly all water mains and all lead service lines in the City over the coming 25-30 years. Water rates are being raised 35% this year to pay for this infrastructure work, but the voters may be asked to consider a new millage to pay for the water infrastructure project. If the millage is placed on the ballot and is passed, water rates would be reduced accordingly.

- 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.

Projections

We continue to present a three-year budget. The budget now shows FY22 budget numbers to be adopted, alongside projections for FY23 and FY24 (only the FY22 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 continues to be such a special place.

Respectfully,



James Breuckman
City Manager

2. Public Hearing Notice – Proposed FY22 Budget

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

NOTICE OF A PUBLIC HEARING ON THE PROPOSED FY 2022 CITY BUDGET AND 2021 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 via Zoom Teleconference on Tuesday, June 8, 2021, at 7:30 p.m. Zoom meeting information is:

www.zoom.us

Meeting ID: 899 0049 8733

Passcode: 259087

THE PROPOSED 2020-2021 COMBINED CITY BUDGET AND MILLAGE RATES.

The current FY21 (July 1, 2020 through June 30, 2021) and the proposed FY22 (July 1, 2021 through June 30, 2022) millage rates are as follows:

	20-21	21-22
General Operating - Charter	10.0604	9.8903
General Operating (2015)	2.5795	2.5359
General Operating – Police Pension	1.0500	1.3032
Infrastructure Improvement (2015)	2.6415	2.5968
Community Promotion	0.2994	0.2850
Parks Improvement (2015)	0.6670	0.6557
Rubbish	1.5084	1.4829
Pool Operations	1.1199	1.1009
Library	0.3564	0.3503
Debt	1.1700	1.1100
Total Millage:	21.4525	21.3110

The City may not adopt its proposed FY 2022 budget until after the public hearing. A copy of the proposed FY 2022 budget and the proposed 2021 property tax millage rates are 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 2022 and the proposed property tax millage rate. All interested citizens are encouraged to attend and to submit comments.

Amy M. Allison
City Clerk

Published: The Daily Tribune
May __, 2021
AFFIDAVIT REQUESTED

3. Budget Resolution

**City of Pleasant Ridge
Budget Resolution
General Appropriations Act
Fiscal Year 2022**

WHEREAS, the City Manager has prepared and submitted to the City Commission the proposed budget for fiscal year 2022; and

WHEREAS, the City Commission has advertised the tentative millage rates in the Daily Tribune on May __, 2021, 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 8, 2021; 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, 2021 and ending June 30, 2022 be adopted; and

BE IT FURTHER RESOLVED, that the revenue and transfers-in, and expenditures and transfers-out for the fiscal year 2022 are estimated as follows and hereby appropriated by the City Commission to meet the liabilities of the City of Pleasant Ridge in the ensuing fiscal year as follows:

REVENUES

101	GENERAL FUND	
	Taxes and special assessments	\$2,461,589
	Licenses and Permits	\$100,300
	Federal and State Grants	\$24,000
	State Shared Revenue	\$256,000
	Charges for Services	\$212,955
	Fines and Forfeits	\$60,000
	Interest and Rents	\$9,000
	Other revenue	\$81,250
	Transfers-In	\$0
	Total General Fund Revenue:	\$3,205,095
202	MAJOR STREETS	\$185,050
203	LOCAL STREETS	\$115,540
218	INFRASTRUCTURE IMPROVEMENTS	\$447,000
226	SOLID WASTE	\$418,599
251	POOL/FITNESS FACILITY	\$229,556
258	SCAF PARKS SPECIAL REVENUE FUND	\$50,000
259	SCAF REMAINDER FUND	\$112,601
260	DOWNTOWN DEVELOPMENT AUTHORITY	\$108,323
266	DRUG FORFEITURE FUND	\$0
271	LIBRARY SERVICES	\$59,375
297	HISTORICAL FUND	\$5,610
301	DEBT SERVICE - VOTED	\$192,644
401	CAPITAL IMPROVEMENTS	\$100,000
592	WATER and SEWER	\$2,140,552

EXPENDITURES

101	GENERAL FUND	
	Mayor and Commission	\$27,550
	City Manager	\$188,530
	Elections	\$10,760
	City Attorney	\$26,500
	City Clerk	\$119,215
	Information Technology	\$74,000
	General Government	\$145,150
	Cable TV	\$3,410
	City Treasurer	\$117,550
	Assessment	\$22,155
	Police Services	\$1,266,403
	Fire/Rescue	\$256,581
	Building Department	\$81,094
	Planning Commission	\$0
	Public Works	\$291,261
	Street Lighting	\$44,000
	Recreation	\$387,037
	Retirement Services	\$5,000
	Transfers Out	\$100,000
	Total General Fund Expenditures:	\$3,166,195
202	MAJOR STREETS	\$195,500
203	LOCAL STREETS	\$116,700
218	INFRASTRUCTURE IMPROVEMENTS	\$744,000
226	SOLID WASTE	\$421,514
251	POOL/FITNESS FACILITY	\$208,017
258	SCAF PARKS SPECIAL REVENUE FUND	\$0
259	SCAF REMAINDER FUND	\$200
260	DOWNTOWN DEVELOPMENT AUTHORITY	\$241,250
266	DRUG FORFEITURE FUND	\$0
271	LIBRARY SERVICES	\$58,288
297	HISTORICAL FUND	\$6,280
301	DEBT SERVICE - VOTED	\$203,837
401	CAPITAL IMPROVEMENTS	\$75,100
592	WATER and SEWER	\$1,429,543

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	9.8903
General Operating (2015)	2.5359
General Operating – Police Pension	1.3032
Infrastructure Improvement (2015)	2.5968
Community Promotion	0.2850
Parks Improvement (2015)	0.6557
Rubbish	1.4829
Pool Operations	1.1009
Library	0.3503
Debt	1.1100
Total Millage:	21.3110

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. Allison, 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 8, 2021.



Amy M. Allison, 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 FY22 budget year, and the projected budget for the next two years. Note that the budget projections for FY23 and 24 are for planning purposes only and are not adopted budgets.

	Actual 2017-18	Actual 2018-19	Actual 2019-20	Budget 2020-21	Budget 2021-22	Projected Budget 2022-23	Projected Budget 2023-24
Assessed Valuation							
Real	199,597,430	203,876,640	210,406,390	217,633,410	217,633,410	221,986,078	228,645,661
Personal	1,976,670	2,052,320	2,157,500	3,004,390	3,004,390	3,064,478	3,156,412
Total	201,572,100	205,928,960	212,563,890	220,637,800	220,637,800	225,050,556	231,802,073
Taxable Valuation							
Real	143,747,780	150,913,980	158,053,770	163,959,250	163,959,250	167,238,435	169,747,012
Personal	1,974,670	2,052,320	2,157,500	3,004,390	3,004,390	3,064,478	3,110,445
Total	145,722,450	152,966,300	160,211,270	166,963,640	166,963,640	170,302,913	172,857,456
	2.8%	7.9%	4.7%	4.2%	0.0%		
Millage Rate							
General Operating - Charter	10.6232	10.3714	10.2085	10.0604	9.8903	9.7321	9.5763
General Operating - 2015	2.7239	2.6593	2.6175	2.5795	2.5359	2.4953	2.4554
General Operating - Police Pension		0.35	0.7000	1.0500	1.3032	1.2823	1.2618
Community Promotion	0.3375	0.3200	0.3100	0.2994	0.2850	0.2804	0.2760
Infrastructure - 2015	2.7894	2.7232	2.6804	2.6415	2.5968	2.5553	2.5144
Parks Improvement - 2015	0.7044	0.6877	0.6769	0.6670	0.6557	0.6452	0.6349
Rubbish	1.5929	1.5551	1.5306	1.5084	1.4829	1.4592	1.4358
Pool Operations	1.1827	1.1546	1.1364	1.1199	1.1009	1.0833	1.0660
Library - 2015	0.3687	0.3675	0.3617	0.3564	0.3503	0.3447	0.3392
Pool Debt	1.2450	1.2500	1.1900	1.1700	1.1100	1.0922	1.0748
Total	21.5677	21.4388	21.4120	21.4525	21.3110	20.9700	20.6345
Total Revenues							
101 General Fund	2,935,429	3,166,466	3,140,795	3,047,738	3,205,095	3,268,734	3,303,860
202 Major Streets	169,066	179,847	189,216	185,050	185,050	204,050	211,050
203 Local Streets	127,857	143,700	118,569	115,540	115,540	122,040	124,540
218 Infrastructure Improvements	496,853	442,791	445,628	439,208	447,000	528,160	534,406
226 Solid Waste	390,173	397,018	399,613	408,567	418,599	424,413	430,308
251 Pool/Fitness Facility	232,940	219,268	189,548	226,236	229,556	233,286	235,950
258 SCAF Parks Special Revenue Fund	156,270	134,022	118,972	50,000	50,000	52,500	55,000
259 SCAF Remainder Fund	126,196	106,349	119,364	106,973	112,601	114,157	115,734
260 Downtown Development Authority	95,449	96,578	102,854	114,745	108,323	109,800	111,333
266 Drug Forfeiture Fund	0	0	0	0	0	0	0
271 Library Services	54,455	55,481	57,058	58,200	59,375	60,206	61,048
297 Historical Fund	9,155	3,172	13,171	610	5,610	6,110	6,110
301 Debt Service - Voted	182,614	192,813	192,071	195,347	192,644	195,341	198,076
401 Capital Improvements	336,005	222,940	197,530	180,000	100,000	100,000	100,000
592 Water and Sewer	1,353,044	1,313,312	1,411,878	1,488,858	2,140,552	2,182,923	2,226,141
Total	6,665,506	6,673,757	6,696,267	6,617,072	7,369,945	7,601,719	7,713,556

B. Budget Summary
1. Key Budget Information

	Actual 2017-18	Actual 2018-19	Actual 2019-20	Budget 2020-21	Budget 2021-22	Projected Budget 2022-23	Projected Budget 2023-24
Total Expenditures							
101 General Fund	2,821,199	2,954,829	2,888,175	2,992,341	3,166,195	3,218,745	3,259,936
202 Major Streets	139,886	140,639	183,049	195,500	195,500	195,500	195,500
203 Local Streets	91,437	104,758	128,519	119,200	116,700	116,700	116,700
218 Infrastructure Improvements	751,830	1,044,890	904,331	388,450	744,000	443,825	448,425
226 Solid Waste	393,045	375,893	400,421	412,928	421,514	426,163	430,881
251 Pool/Fitness Facility	216,438	237,151	147,417	204,289	208,017	208,248	208,483
258 SCAF Parks Special Revenue Fund	100,000	0	100,000	100,000	0	0	0
259 SCAF Remainder Fund	75,707	23,700	207	100	200	200	200
260 Downtown Development Authority	86,022	28,860	56,779	121,230	241,250	91,250	91,250
266 Drug Forfeiture Fund	0	0	0	0	0	0	0
271 Library Services	54,557	55,582	56,726	57,536	58,288	59,102	59,927
297 Historical Fund	18,759	3,445	6,150	1,780	6,280	6,780	6,780
301 Debt Service - Voted	173,275	194,275	188,213	184,149	203,837	197,462	191,087
401 Capital Improvements	164,361	223,820	260,473	231,100	75,100	20,100	75,100
592 Water and Sewer	1,243,355	1,158,377	1,140,484	1,752,611	1,429,543	3,000,896	1,371,660
Total	6,329,871	6,546,219	6,460,944	6,761,214	6,866,425	7,984,972	6,455,928
End of Year Fund Balance							
101 General Fund	768,833	980,448	1,233,021	1,288,424	1,327,323	1,377,312	1,421,236
202 Major Street Fund	73,847	113,055	119,222	108,772	98,322	106,872	122,422
203 Local Street Fund	65,666	104,608	94,658	90,998	89,838	95,178	103,018
218 Infrastructure Improvements	1,776,771	1,174,672	715,969	766,727	469,727	554,062	640,043
226 Solid Waste Fund	16,686	37,811	37,003	32,642	29,727	27,977	27,405
251 Pool/Fitness Facility Fund	21,340	3,458	45,589	67,536	89,075	114,113	141,580
258 SCAF Parks Special Revenue Fund	2,249,015	2,383,037	2,402,008	2,352,008	2,402,008	2,454,508	2,509,508
259 SCAF Remainder Fund	526,132	608,781	727,938	834,811	947,212	1,061,169	1,176,703
260 Downtown Development Authority	74,572	142,290	188,367	181,882	48,955	67,505	87,589
266 Drug Forfeiture Fund	429	429	429	429	429	429	429
271 Library Fund	10,677	10,576	10,908	11,572	12,658	13,762	14,883
297 Historical Fund	7,345	7,072	14,093	12,923	12,253	11,583	10,913
301 Debt Service Fund	14,877	13,415	17,274	28,472	17,279	15,158	22,146
401 Capital Improvements	282,812	281,932	218,989	167,889	192,789	272,689	297,589
592 Water and Sewer	847,082	1,000,625	1,272,019	1,008,266	1,719,275	901,302	1,755,784
Total	6,736,084	6,862,209	7,097,487	6,953,351	7,456,871	7,073,619	8,331,247

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
2018	Filmer Trust Community Center Big Room Grant	\$10,000
2019	SEMCOG Multi-Community Planning Grant – Woodward Bike & Pedestrian Audit (joint grant with Ferndale)	\$50,000
2019	EGLE (Michigan Department of Environment, Great Lakes, and Energy) 319 Nonpoint Source Pollution Control Grant – Woodward Avenue Streetscape	\$608,498
2020	MDOT (Michigan Department of Transportation) Transportation Alternatives Program – Woodward Cycle Track	\$402,332
2022	Oakland County Local Road Improvement Program	\$9,755

2. Summary Graphs and Tables

General Fund Revenue Trends. The following Figure 1 shows general fund revenue trends for the 1985-2021 period. All dollar values are adjusted into 2021 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 \$2.4 million per year.

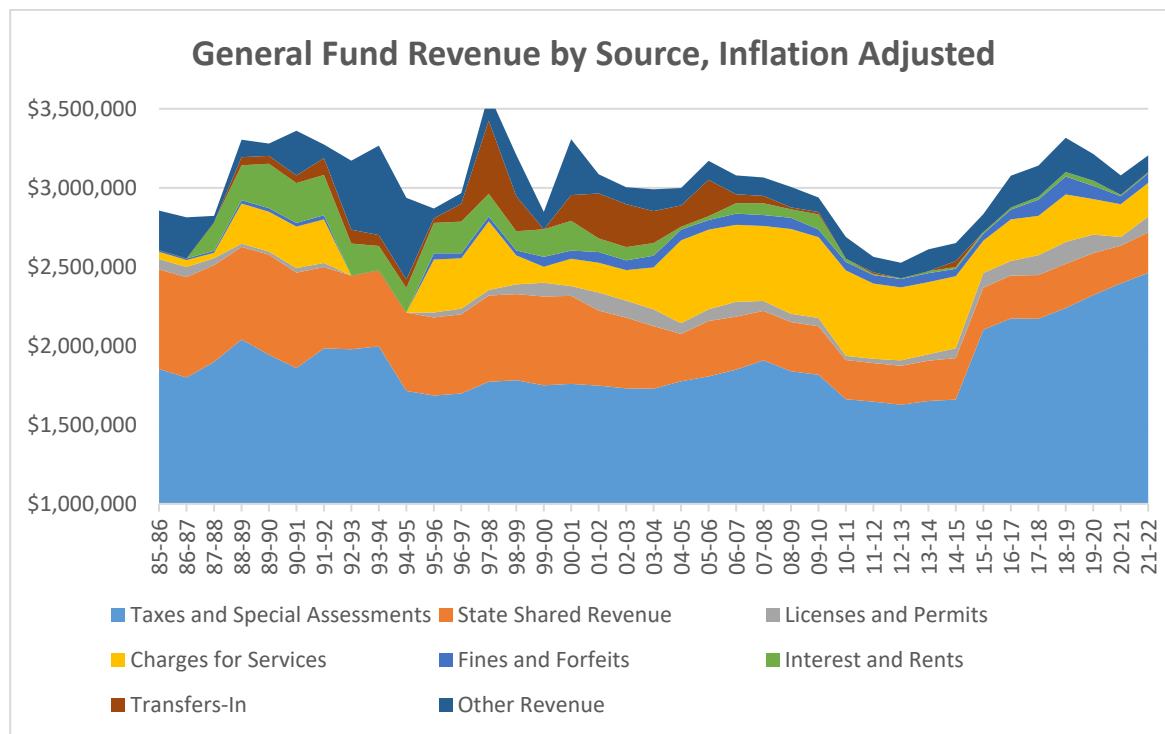
The figure also shows that state revenue sharing as a source of general fund revenue has dropped precipitously over the years. In 1985 it provided the equivalent of about \$630,000 in today's dollars, while it is projected to provide less than half of that - \$252,000 - in FY22. Thus, other sources of 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 was consistent at about \$3 million per year between 1988 and 2010. From budget year 2010-11 until 2014-15, general fund revenue dropped to about \$2.5 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 \$3.1 million starting with budget year 2015-16.

While the City continues to 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.

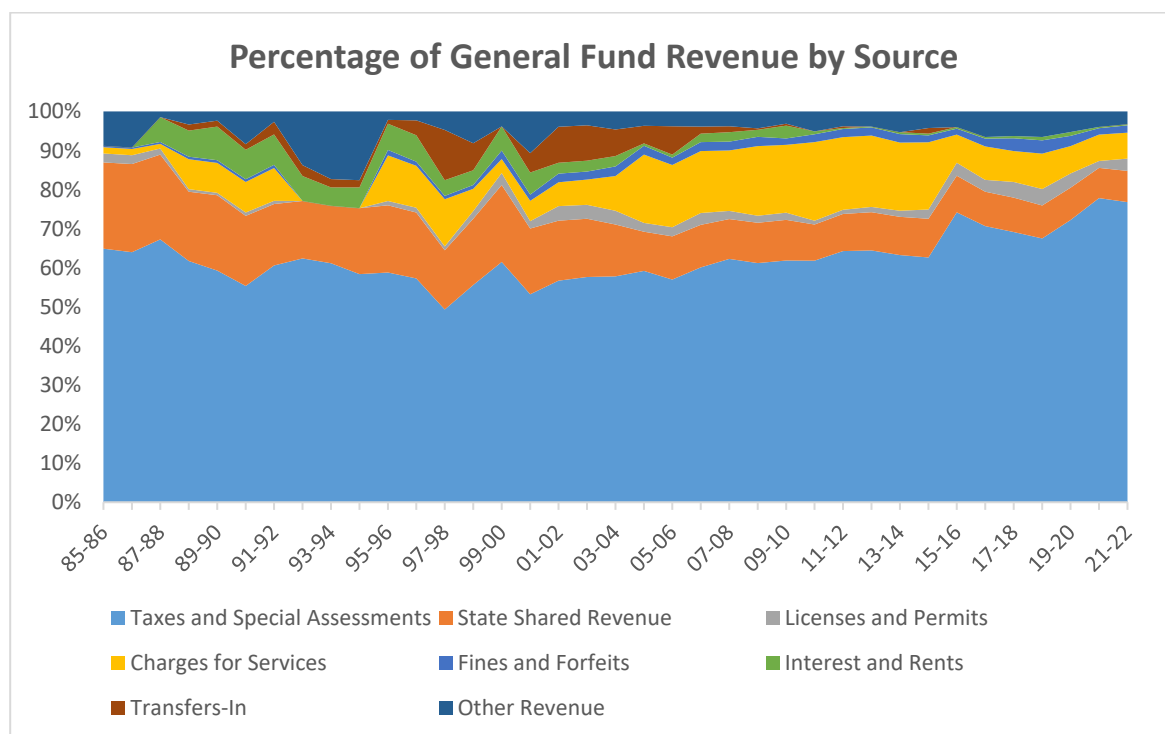
Figure 2 presents the same data as Figure 1, except that each revenue source is presented as a percentage of the whole. This figure demonstrates that as other funding sources have decreased the general fund has become more reliant on locally generated property tax revenue. Today, property taxes provide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

Figure 1. General Fund Revenues by Source, Adjusted for inflation in 2019 equivalent dollars, 1985-Present



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

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



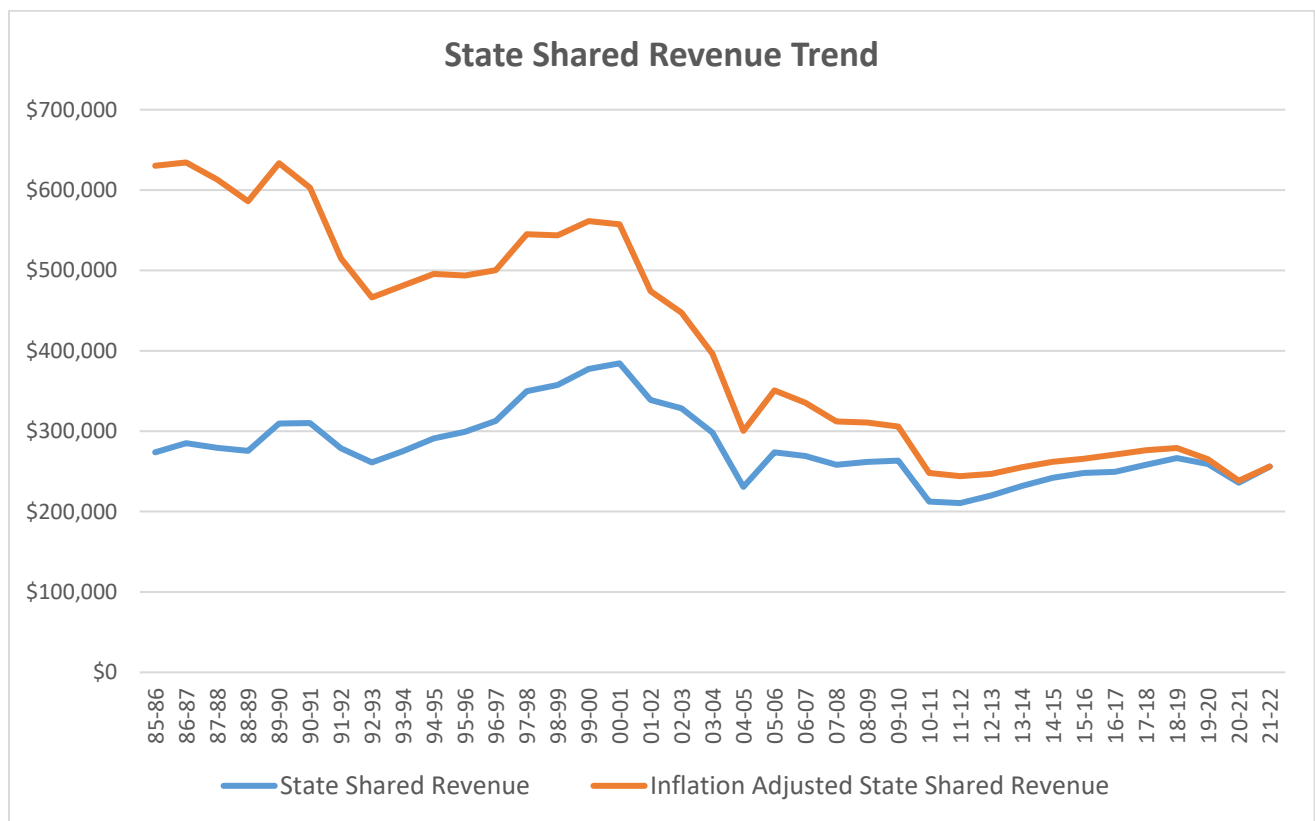
Source: Pleasant Ridge Budget Documents and BLS CPI-U data for the Detroit-Ann Arbor-Flint MSA

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 \$630,000 per year in the late 1980s to about \$250,000 today. Shared revenues represented 23% of the City’s general fund revenues in 1985, while today they represent just 8.4%.

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 \$252,000.

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



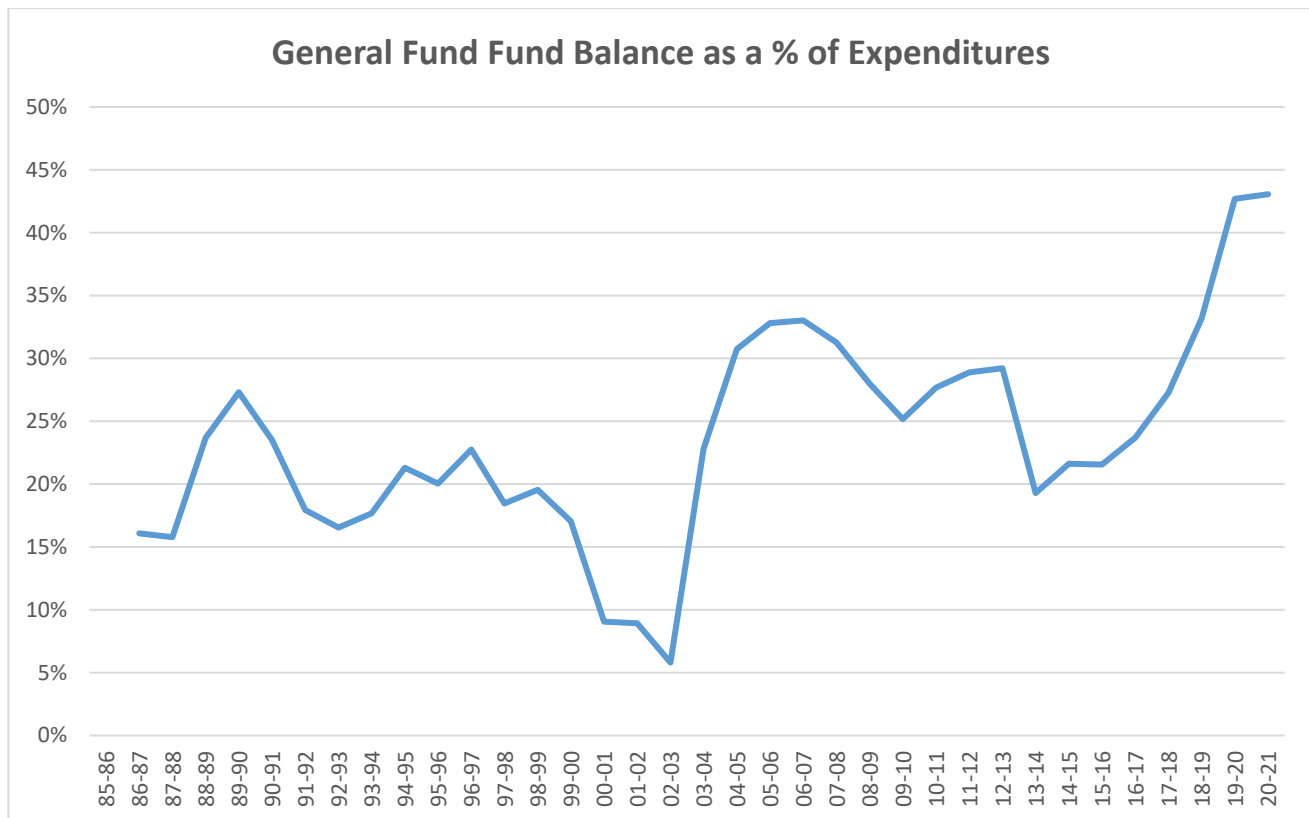
Source: Pleasant Ridge Budget Documents and BLS CPI-U data for the Detroit-Ann Arbor-Flint MSA

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 75% 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, due to focused efforts to grow fund balance it has been steadily increasing and is projected to be nearly 45% at the end of FY22.

The proposed FY22 budget proposes a modest increase in fund balance. 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 has offset increasing costs related to our underfunded pension plan and will allow the City to eliminate the unfunded liability over time.

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

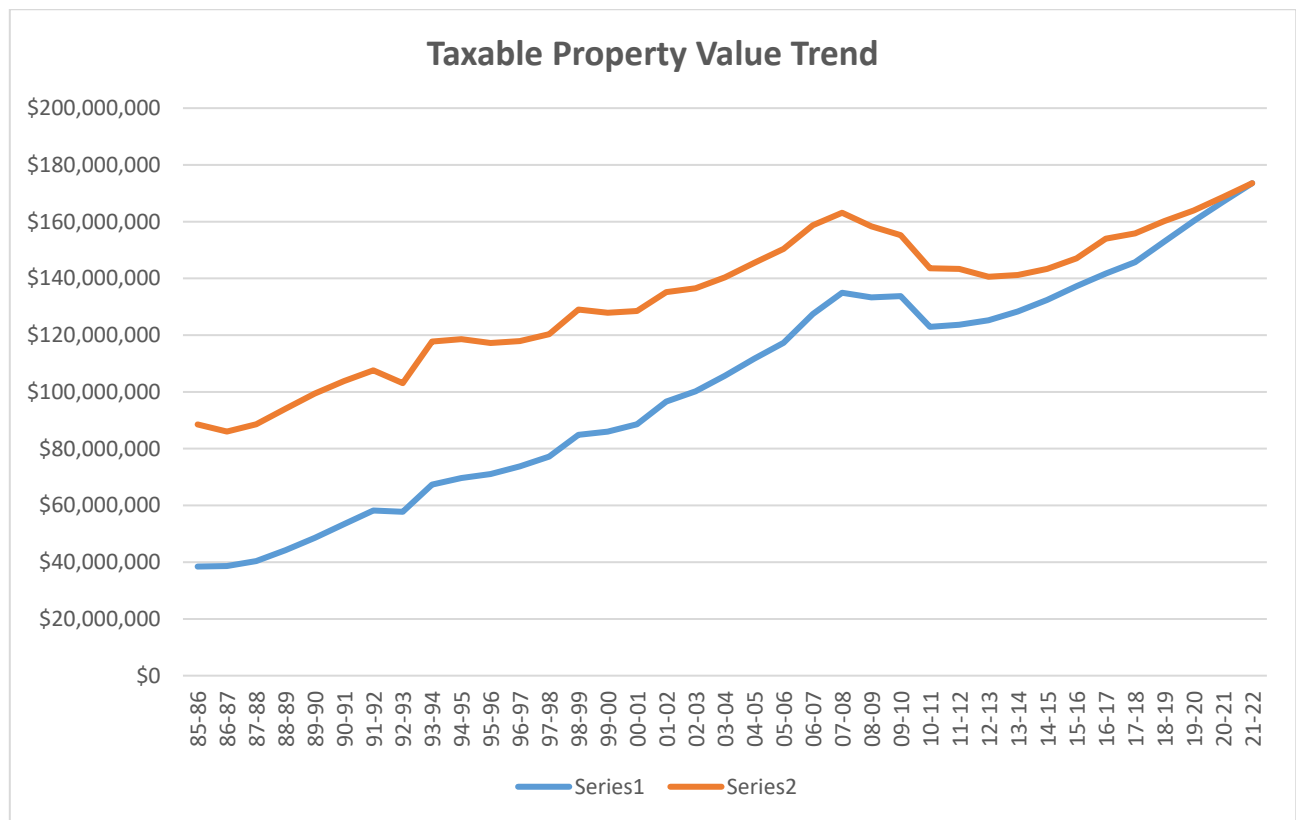


Property Value Trends. The following Figure 5 shows total (real + personal) taxable property value trends in the City of Pleasant Ridge. The inflation adjusted taxable property value has increased at a rate of about 1.8% per year. This small increase over the inflation rate is the result of certain development 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 in nominal terms.

However, on an inflation-adjusted basis it took the City until 2019 to return to 2007 taxable value levels. This chart highlights the issues with Headlee and Prop A, which allow for unlimited declines in taxable property values during recessions and downturns but limit the restoration of taxable property values to the rate of inflation.

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

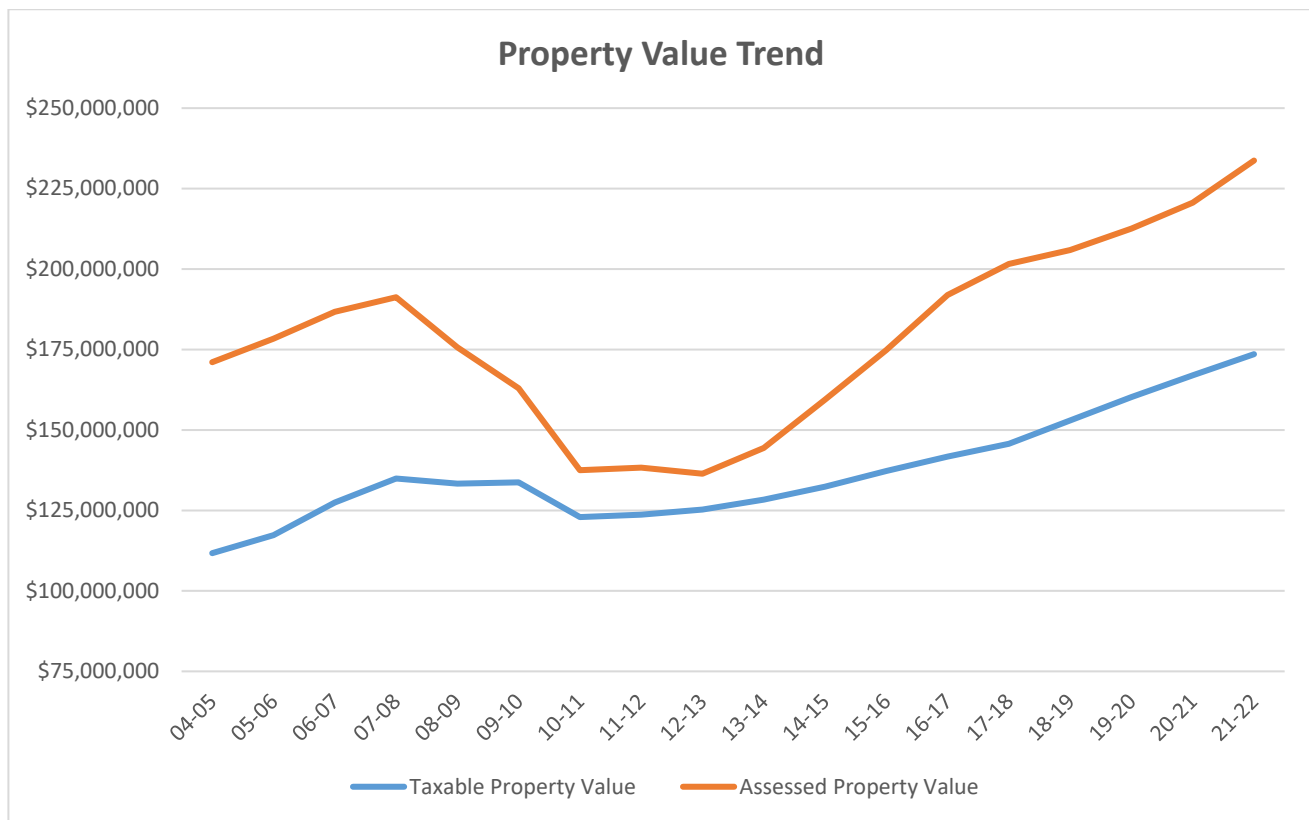


The following Figure 6 shows how Pleasant Ridge’s total assessed and taxable property values have changed over time since 2004. Assessed value is the true market value of all property in the City as determined by Oakland County Equalization (the City’s assessor). Taxable value is the value of property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

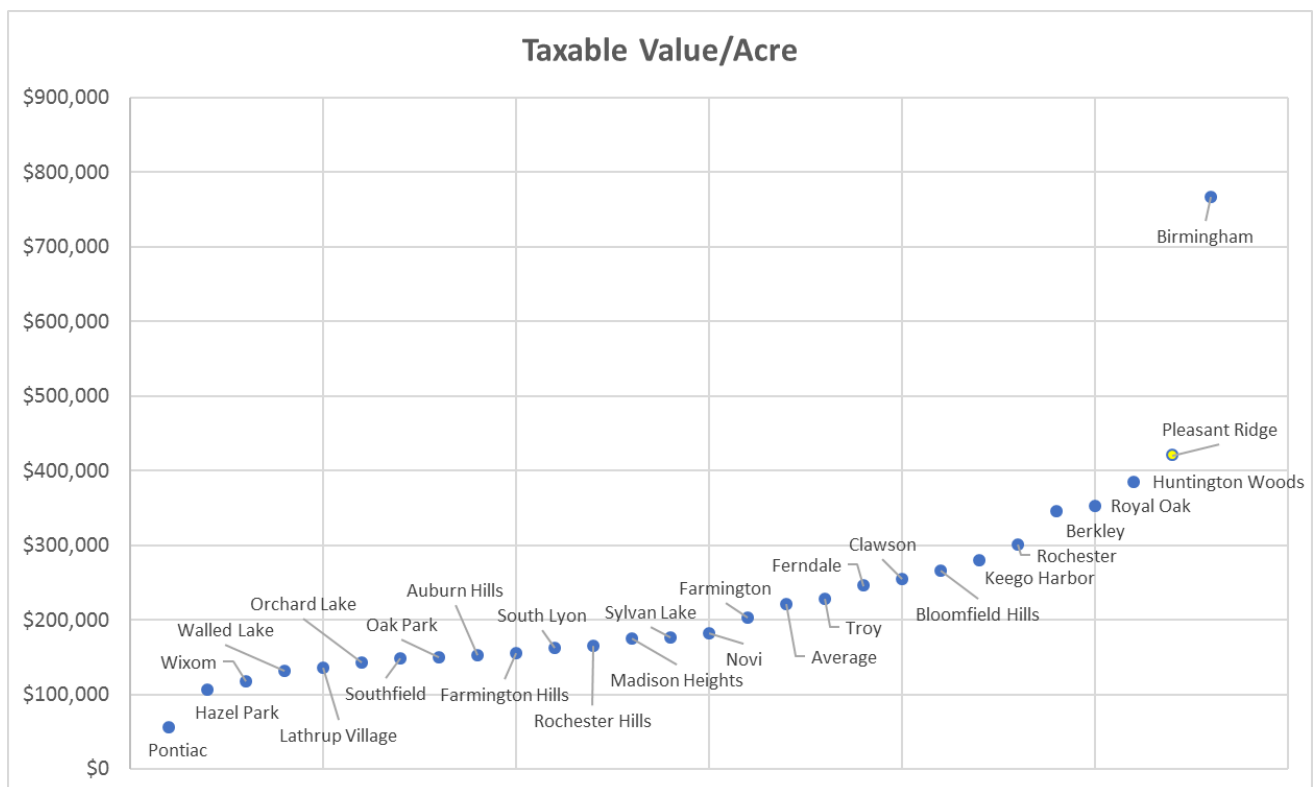
Figure 6. Taxable and Assessed Property Value, 2004-Present



Taxable Value per Acre. Property tax revenue is generated by multiplying the value of land by a property tax millage rate. While we tend to think about taxable value in terms of an entire City, or for individual parcels, a way of comparing how productively land is used in different communities is by looking at taxable value per acre of land. A community with a higher taxable value per acre has a stronger base from which to sustain itself. A standard residential street costs about the same to maintain regardless of where it is, but a community that has a higher value per acre has greater intrinsic resources to be able to pay for maintenance of that infrastructure.

The following Figure 7 shows that Pleasant Ridge has the second highest taxable value per acre in the County. This attests that 1) Pleasant Ridge is a desirable place to live, and 2) that our development pattern is inherently more sustainable than many newer communities. Older communities, particularly ones that have downtowns, have higher value per acre across the county than newer automobile-oriented communities. In the long run, more compact, walkable places generate more value per acre of land and have a stronger base from which to sustain themselves and their infrastructure into the future.

Figure 7. Taxable Value per Acre, Oakland County Cities, 2019



3. City Commission Goals and Objectives

Following are the City Commission's 2020-2021 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) During the COVID pandemic maintain clean, safe, and sanitary conditions at all City facilities and adjust City services and events to protect the health of residents and City Staff.
- (2) Preserve effective levels of police staffing and equipment to ensure high quality public safety service delivery.
- (3) Maintain or improve existing fire/EMS service delivery.
- (4) Review any strategies possible to improve police and dispatch service.
- (5) Implement traffic calming measures where necessary to ensure appropriate vehicle travel speeds.
- (6) Preserve and enhance Neighborhood Watch program.

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

Objectives:

- (1) Implement the lead service line and water main replacement program according to the EGLE approved 30-year asset management plan.
- (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 public transportation options for residents and visitors.

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 at least 75%.
- (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) Continue extra contributions to the defined benefit pension to reduce the City's unfunded liability.

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

Objectives:

- (1) Continue necessary maintenance tasks at the community center, pool, and parks.
- (2) Achieve excellence in the offering and delivery of recreation services to residents of all ages.
- (3) Encourage active, healthy lifestyles for City residents.
- (4) Continue incremental facility upgrades at the wellness and community center.

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

Objectives:

- (1) Deliver consistent 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.
- (6) Ensure the transition of the Roosevelt school building from Lower Elementary to C.A.S.A. does not negatively impact the neighborhood.

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 community survey every five years 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 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. Maner Costerisan Certified Public Accountants has fulfilled this requirement. The auditor's report is included in the City's Comprehensive Annual Financial Report (CAFR) and is available to the public on the City's website and through the State of Michigan Department of Treasury local audit and finance division website.¹

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

5. Fund Structure

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

a. *Governmental Funds*

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

b. *Proprietary Funds*

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

6. Millage Rate Information

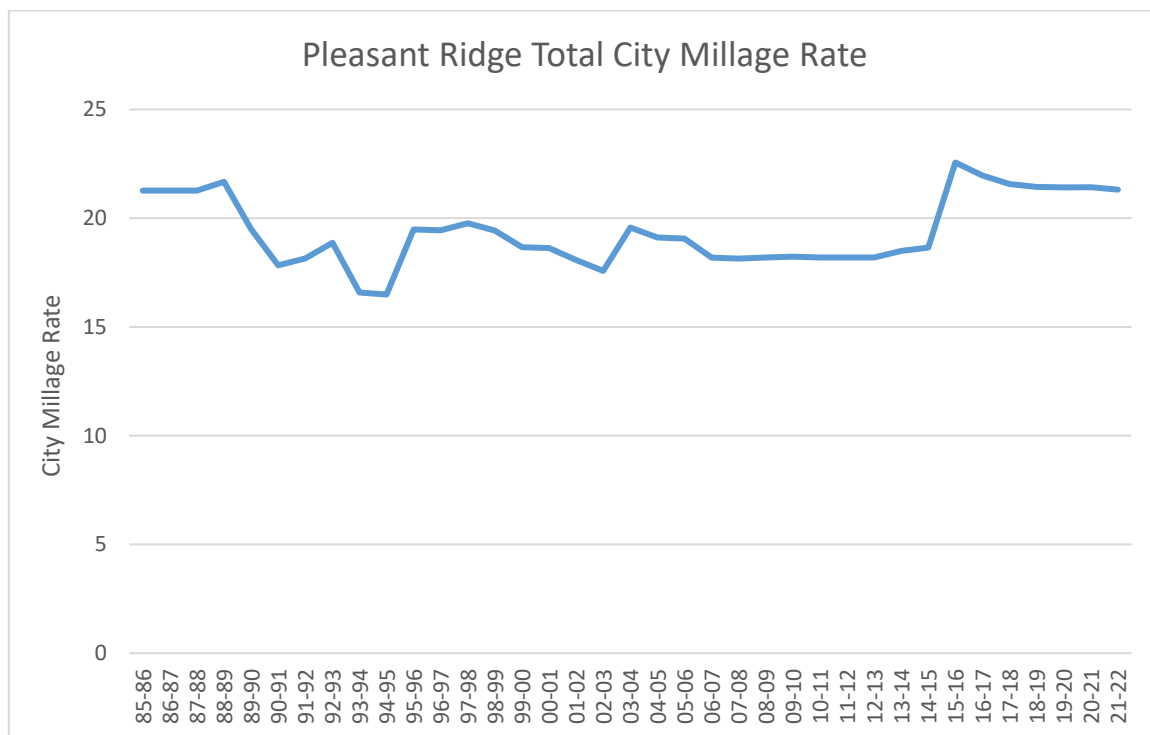
Millage Rate Information. The following Table 1 shows the breakdown of Pleasant Ridge millage rates from 2014 to present.

Table 1. Pleasant Ridge Property Tax Millage Components, 2014 to Present

	Original Amount	Expiration	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22
General Operating - Charter	20.0000	--	11.3094	11.1363	10.8434	10.6232	10.3714	10.2085	10.0604	9.8903
General Operating (2015)	2.9000	--		2.8556	2.7804	2.7239	2.6593	2.6175	2.5795	2.5359
Police Pension (2018)	1.400	2032					0.3500	0.7000	1.0500	1.3032
Infrastructure (2015)	3.0000	2034	2.3880	2.9242	2.8472	2.7894	2.7232	2.6804	2.6415	0.285
Community Promotion	0.3431	--		0.2704	0.3481	0.3375	0.3200	0.3100	0.300	2.5968
Parks Improvement (2015)	0.7500	2024		0.7385	0.7190	0.7044	0.6877	0.6769	0.6670	0.6557
Rubbish	3.0000	--	1.6960	1.6700	1.6260	1.5929	1.5551	1.5306	1.5084	1.4829
Pool Operations (2003)	1.4000	2028	1.2593	1.2400	1.2073	1.1827	1.1546	1.1364	1.1199	1.1009
Library (2019)	0.5000	2025	0.4949	0.3865	0.3763	0.3687	0.3675	0.3617	0.3564	0.3503
Pool Debt (2003)	unlimited	2028	1.5000	1.3380	1.2123	1.2450	1.2500	1.1900	1.1700	1.11
Total Millage			18.6476	22.5595	21.9600	21.5677	21.4388	21.4120	21.4531	21.3110

The following Figure 8 shows the long term total Pleasant Ridge city millage rate trend from 1985 to present.

Figure 8. Total City Millage Rate (Homestead), 1985-Present

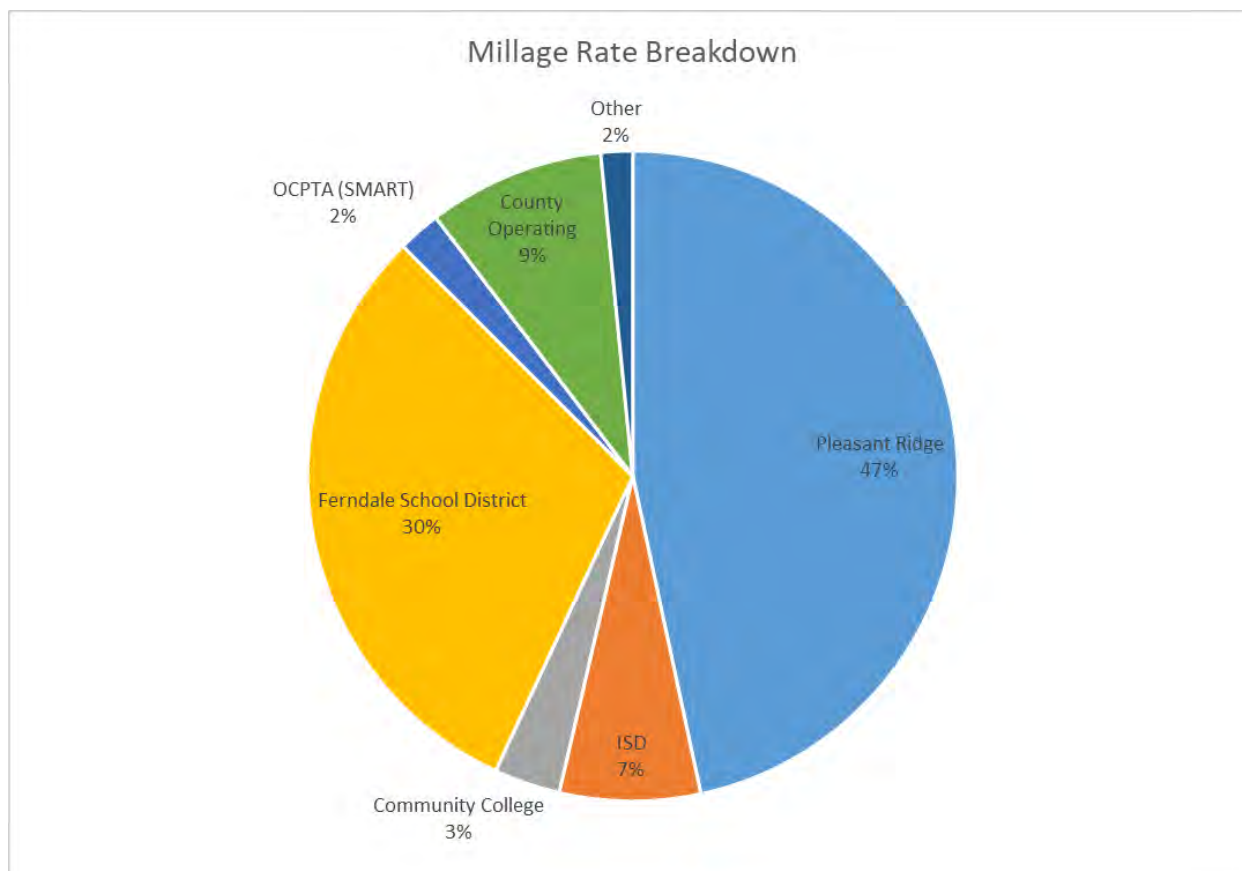


The 2021 total City millage rates are reduced by 0.1114 mills compared to last year due to Headlee rollback. While the City experienced robust home sales and strong growth in sales prices, Headlee limits the City to a total tax revenue growth rate of 1.5%, requiring a rollback in local tax rates.

The community promotion millage authorized by PA 359 of 1925 (MCL 123.881) may generate up to \$50,000 annually. The 0.3000 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 maintenance of the City website.

Total Homestead Millage Rate Breakdown. The total homestead property tax rate for a property owner in Pleasant Ridge in 2020 is expected to be about 45.9961 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, and “other” entities that include Oakland County Parks (0.2306 mills), the Detroit Zoo (0.0963 mills), the Art Institute Authority (0.1910 mills), and the Huron Clinton Metro Parks (0.2096 mills).

Figure 9. Total Pleasant Ridge Homestead Millage Rate Breakdown, 2021

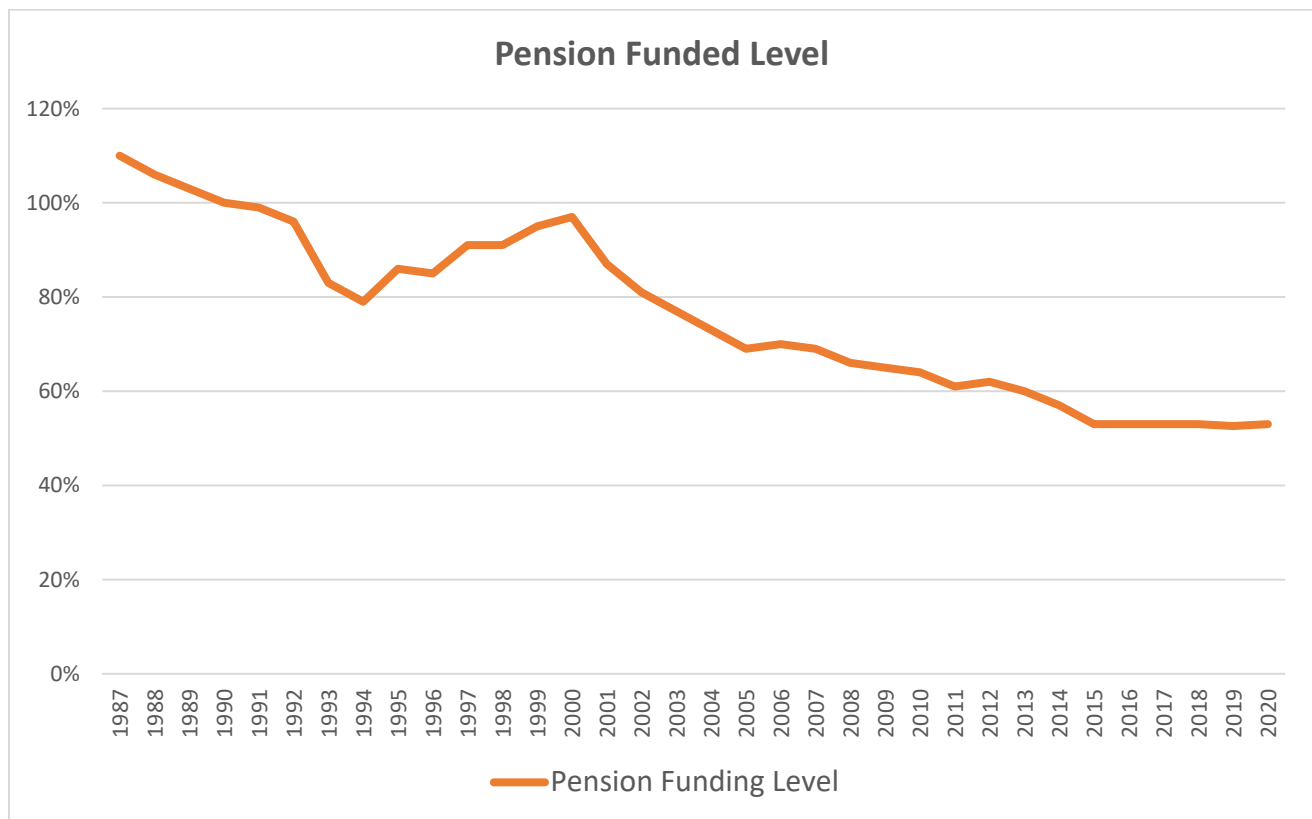


² As of the date of adoption of this budget, final tax rates for outside, non-Pleasant Ridge jurisdictions is not known. Those outside jurisdictions are also subject to Headlee Rollbacks, and their adopted tax rates have not yet been published. For the purposes of this document, the total millage rate 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 2000s. 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 10 summarizes the funding level of the City's pension funds (left scale).

Figure 10. City Pension Funding Level



The above Figure 10 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 2020. Over the same 2000 – 2020 time, pension costs have gone from 1.8% of general fund expenditures to 15% of general fund expenditures.

Passage of the police pension millage in November 2017 has allowed the City to increase our annual contribution to the pension fund and has helped stem the decline in funding level. However, MERS changed their actuarial assumptions again in 2019, reducing the expected rate of return on assets, which again has lowered the actuarial funded level of the pension fund.

The extra funding provided by the Police Pension millage has allowed the City to increase our annual contributions to the pension fund by 66%, from \$287,000 in FY18 to \$475,000 in FY20. While our pension funded level has not yet increased due to actuarial changes used by MERS, the additional funding has stopped the declines in our funding level. Over the coming decade we hope to eliminate the unfunded liability in our pension fund through increased contributions and as new police officers enter the new hybrid pension program.

Actions Taken to Address Unfunded Liability

The 01, 02, 10, and 11 divisions are now closed to new hires. These represent the large majority of the fund's assets and liabilities. These groups include retired police officers and administrators, and employees hired before 2011.

Employees hired after 2011 are in different pension divisions with lower benefit levels and higher employee contribution amounts. The pension divisions for employees hired after 2011 – groups 12, 20, and HA are fully funded or nearly so. Divisions 12 and 20 are overfunded due to departure of employees before they vested, leaving excess funds in those groups. However, the total amount of valuation assets in divisions 12, 20 and HA are small, representing only 1.5% of the City's overall pension fund actuarial liability.

In short, the unfunded liability issue is one that we are on a path to resolving, but it will take time to unwind the underfunding status of older pension divisions.

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.³

**Table 6: Actuarial Accrued Liabilities and Valuation Assets
as of December 31, 2018**

Division	Actuarial Accrued Liability					Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
	Active Employees	Vested Former Employees	Retirees and Beneficiaries	Pending Refunds	Total			
01 - Gnr/Oth	\$ 0	\$ 272,296	\$ 222,572	\$ 0	\$ 494,868	\$ 310,967	62.8%	\$ 183,901
02 - Police	783,567	4,279	2,621,315	0	3,409,161	1,530,863	44.9%	1,878,298
10 - NonUnion	875,847	60,856	727,080	0	1,663,783	941,992	56.6%	721,791
11 - City Mgr	0	0	691,210	0	691,210	430,448	62.3%	260,762
12 - Non-Union after 7/1/2011	14,980	0	0	9,685	24,665	43,228	175.3%	(18,563)
20 - Police as of 7/1/2011	59,445	0	0	5,103	64,548	77,521	120.1%	(12,973)
HA - Police hired after 7/1/17	2,972	0	0	0	2,972	2,666	89.7%	306
Total	\$ 1,736,811	\$ 337,431	\$ 4,262,177	\$ 14,788	\$ 6,351,207	\$ 3,337,685	52.6%	\$ 3,013,522

The above table shows that the City's total unfunded liability is \$3,013,522, with nearly two-thirds of that unfunded liability being in the 02 – Police division. Given that the police group is the largest single source of the unfunded liability, the City has closed division 20 (which was created in 2011) and creating a new hybrid plan division HA 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 divisions 02 and 10 were closed to new hires in 2011, replaced by divisions 12, 20, and HA with lower benefit levels. The new divisions are fully or nearly fully funded.
- City Manager division 11 closed in 2014. Current City Manager does not receive a defined benefit 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.

³ AAV reports are available on the City's website at: https://cityofpleasantridge.org/lsvr_document/pension-fund-annual-actuarial-valuation-reports/

- 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. FY22 is the first year that the maximum will be levied. With Headlee rollbacks, the maximum levy is 1.3032. The millage will continue through FY2032-33.

In FY22, the 1.3032 mill levy is expected to generate \$220,813. The amount budgeted for police pension expenses for active and retired officers is \$355,500.

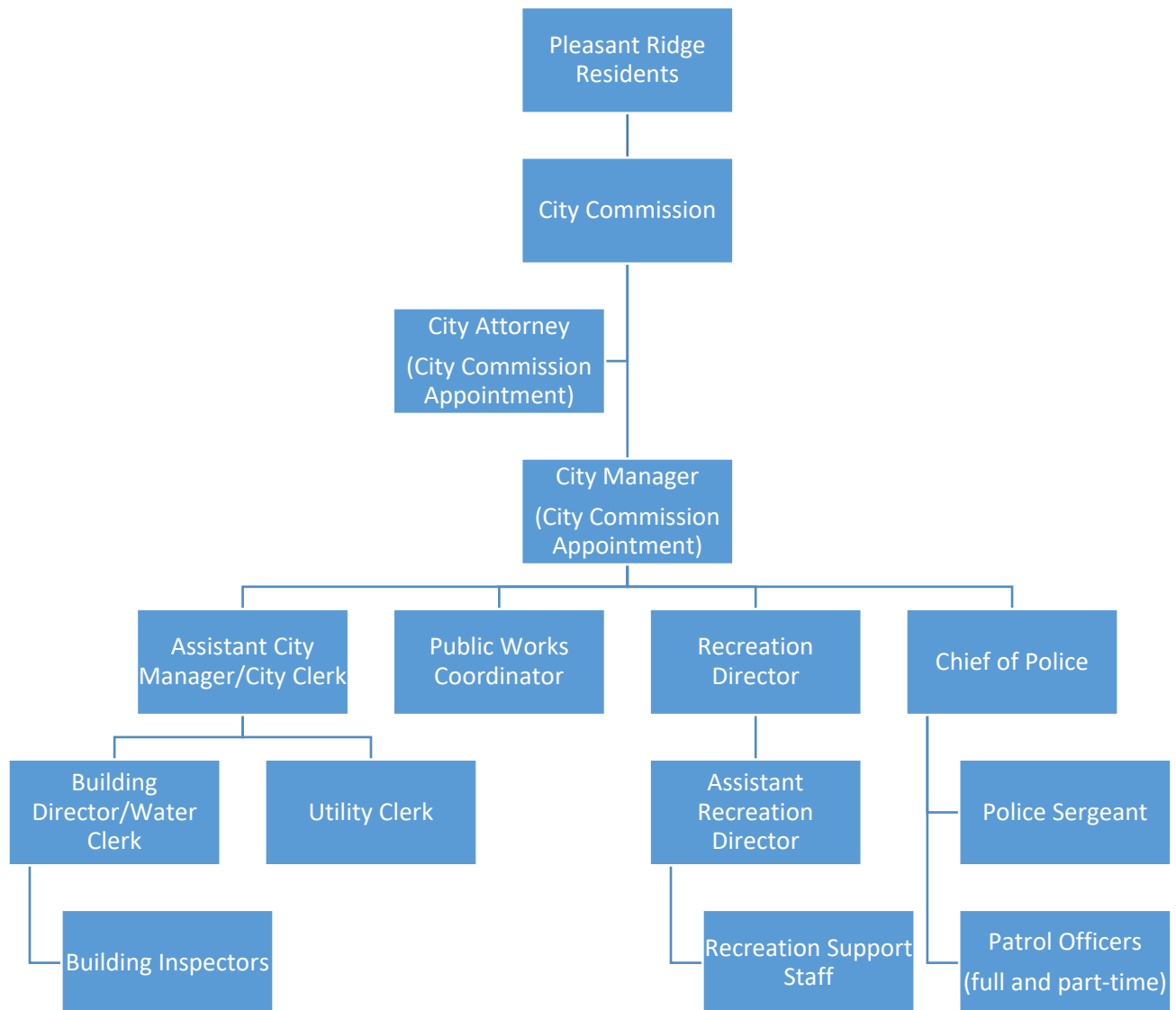
8. Personnel

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	FY21
City Hall		
City Manager	Full-Time	1.00
City Clerk	Full-Time	1.00
City Treasurer	Part-Time	0.00
Public Works Manager	Full-Time	1.00
Utility/Building Clerk	Full-Time	1.00
Solid Waste Clerk	Part-Time	0.33
City Hall Total		4.33
Police Department		
Chief	Full-Time	1.00
Sergeant	Full-Time	1.00
Patrol Officer	Full-Time	5.00
Patrol Officer (1)	Part-Time	0.20
Office Clerk	Part-Time	0.00
Crossing Guard	Part-Time	0.30
Police Total		7.5
Recreation Department		
Director	Full-Time	1.00
Recreation Assistant	Full-Time	1.00
Building Supervisor	Part-Time	1.00
Playground Supervisor	Seasonal	0.44
Life Guard (senior)	Seasonal	0.44
Life Guard	Seasonal	1.75
Pool Instructors	Seasonal	0.10
Recreation Total		5.73
Full Time Positions		13.00
Part Time Positions (FTE)		4.56
All Departments		17.56

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. It is the City's policy goal to maintain a minimum 25-30% undesignated General Fund fund balance to maintain cash flow, solvency, and to set aside for unforeseen emergencies or cash shortfalls caused by revenue declines or delays. FY22 budget includes revenues of \$3,209,071 and expenditures of \$3,168,145 with a projected end of year fund balance percentage of 42%.

REVENUES

SOURCE	Actual 2017-18	Actual 2018-19	Actual 2019-20	Budget 2020-21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Taxes and special assessments	2,030,066	2,137,853	2,268,316	2,371,569	2,461,589	2,494,158	2,527,182
Licenses and Permits	117,153	133,085	114,770	53,780	100,300	100,300	100,300
Federal and State Grants	56,818	47,419	49,752	22,500	24,000	24,000	24,000
State Shared Revenue	258,266	266,525	259,190	236,000	256,000	256,000	256,000
Charges for Services	232,688	286,841	219,574	206,089	212,955	220,026	222,128
Fines and Forfeits	95,648	107,920	81,991	50,000	60,000	80,000	80,000
Interest and Rents	16,720	27,166	31,979	9,000	9,000	13,000	13,000
Other revenue	128,070	159,657	115,223	98,800	81,250	81,250	81,250
Transfers-In	0	0	0	0	0	0	0
REVENUE TOTAL	2,935,429	3,166,466	3,140,795	3,047,738	3,205,095	3,268,734	3,303,860

EXPENDITURES

DEPARTMENT							
Mayor and Commission	29,313	15,490	24,601	27,550	27,550	27,550	27,550
City Manager	157,713	167,267	179,032	182,276	188,530	197,096	203,134
Elections	5,446	7,442	15,144	9,510	10,760	10,760	10,760
City Attorney	33,794	17,083	18,563	26,500	26,500	26,500	26,500
City Clerk	100,231	103,617	113,876	115,073	119,215	122,485	125,099
Information Technology	68,654	92,627	73,122	58,500	74,000	74,000	74,000
General Government	144,312	152,121	117,728	145,400	145,150	145,150	145,150
Cable TV	3,799	2,400	2,675	3,410	3,410	3,410	3,410
City Treasurer	117,249	113,776	115,605	117,050	117,550	120,956	124,285
Assessment	21,495	21,347	22,530	22,155	22,155	22,355	22,555
Police Services	978,006	1,061,769	1,123,144	1,219,015	1,266,403	1,285,234	1,304,397
Fire/Rescue	256,581	256,581	256,581	256,581	256,581	256,581	256,581
Building Department	55,721	75,951	67,619	67,462	81,094	81,509	81,931
Planning Commission	0	0	0	0	0	0	0
Public Works	245,125	262,262	273,689	261,086	291,261	297,284	302,342
Street Lighting	34,605	37,227	43,884	38,000	44,000	44,000	44,000
Recreation	402,155	382,869	375,382	387,773	387,037	398,876	403,242
Retirement Services	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Transfers Out	162,000	180,000	60,000	50,000	100,000	100,000	100,000
EXPENDITURES TOTAL	2,821,199	2,954,829	2,888,175	2,992,341	3,166,195	3,218,745	3,259,936
Revenue over (under) expenditures	114,230	211,637	252,620	55,397	38,899	49,989	43,924
Fund Balance, beginning of the year	654,603	768,837	980,449	1,233,027	1,288,424	1,327,323	1,377,312
Fund Balance adjustments							
Fund Balance, end of the year	768,833	980,474	1,233,069	1,288,424	1,327,323	1,377,312	1,421,236
General Fund Balance %	27.25%	33.18%	42.69%	43.06%	41.92%	42.79%	43.60%

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 FY21. This modest increase is due to growth in tax revenue of 1.4% as allowed by the Headlee amendment, and as calculated by the state.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
GENERAL FUND REVENUE DETAIL							
Taxes and Special Assessments							
101-000-401.000	Property Taxes - Operating	2,004,884	2,063,382	1,970,538	2,105,486	2,134,963	2,164,852
101-000-401.001	Chargebacks from County	0	0	0	0	0	0
	Property Taxes - Police Pension						
101-000-401.400	Millage	111,988	175,312	167,613	220,813	223,905	227,039
101-000-401.500	Property Taxes - Community Promo	48,623	48,875	46,671	48,290	48,290	48,290
101-000-410.000	Personal Property Taxes	0	0	0	0	0	0
101-000-410.500	Delinquent Tax Collection	159	0	1,419	0	0	0
101-000-445.000	Interest on Taxes	25,718	10,000	5,998	10,000	10,000	10,000
101-000-447.000	Property Tax Admin Fee	76,944	74,000	76,543	77,000	77,000	77,000
	<i>Total taxes and special assessments</i>	<i>2,268,316</i>	<i>2,371,569</i>	<i>2,268,782</i>	<i>2,461,589</i>	<i>2,494,158</i>	<i>2,527,182</i>
Licenses and Permits							
101-000-476.000	Landlord Licenses	840	500	1,100	750	750	750
101-000-477.000	Electrical Permits	7,745	7,500	8,810	8,250	8,250	8,250
101-000-478.000	Building Permits	86,588	35,000	66,338	75,000	75,000	75,000
101-000-479.000	Plumbing and Mechanical Permits	18,020	9,500	18,725	15,000	15,000	15,000
101-000-480.000	Liquor License Fee Revenue	866	780	825	800	800	800
101-000-485.000	Dog Licenses	711	500	(491)	500	500	500
	<i>Total licenses and permits</i>	<i>114,770</i>	<i>53,780</i>	<i>95,307</i>	<i>100,300</i>	<i>100,300</i>	<i>100,300</i>
Federal and State Grants							
101-000-522.000	CDBG	1,996	5,000	5,989	5,500	5,500	5,500
101-000-528.000	Other Federal Grants	0	0	76,283	0	0	0
101-000-530.000	CDBG	0	0	0	0	0	0
101-000-540.000	State Grant	4,255	0	0	0	0	0
101-000-544.000	302 Training Funds	1,040	1,000	725	1,000	1,000	1,000
101-000-573.000	Local Community Stabilization	42,461	16,500	20,007	17,500	17,500	17,500
	<i>Total federal and state grants</i>	<i>49,752</i>	<i>22,500</i>	<i>103,004</i>	<i>24,000</i>	<i>24,000</i>	<i>24,000</i>
State Shared Revenue							
101-000-576.500	Sales Taxes - Statutory	41,150	46,000	32,920	46,000	46,000	46,000
101-000-576.750	Sales Taxes - Constitutional	218,040	190,000	161,482	210,000	210,000	210,000
101-000-576.751	Sales Taxes - Supplemental	0	0	0	0	0	0
	<i>Total state shared revenue</i>	<i>259,190</i>	<i>236,000</i>	<i>194,402</i>	<i>256,000</i>	<i>256,000</i>	<i>256,000</i>
Charges for Services							
101-000-607.000	NSF Fees	450	400	330	400	400	400
101-000-608.000	Registration Fees	2,625	3,000	2,745	3,000	3,000	3,000
101-000-609.000	Administrative Fees	8,775	7,500	9,580	7,500	7,500	7,500

C. General Fund
101. General Fund Revenues

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
101-000-627.000	Administrative Charges	104,369	104,701	104,700	105,625	106,690	107,769
101-000-627.100	Charges for Services - Personnel	12,555	12,555	12,555	12,755	13,010	13,270
101-000-627.200	Charges for Services - IT	51,997	52,933	52,934	53,675	54,427	55,188
101-000-635.000	Copying Charges	998	50	401	50	50	50
101-000-641.100	Election Reimbursement	70	0	0	0	0	0
101-000-641.200	Spraying Reimbursement	331	0	0	0	0	0
101-000-641.300	Tree Planting Reimbursement	1,600	750	959	750	750	750
101-000-642.000	Sales	50	0	0	0	0	0
101-000-651.000	Use & Admission Fees	1,906	1,000	70	1,000	1,000	1,000
101-000-651.208	Admission - Dog Park	4,710	3,200	4,080	3,200	3,200	3,200
101-000-653.000	Registration Program Fees	29,138	20,000	30,445	25,000	30,000	30,000
<i>Total charges for services:</i>		<i>219,574</i>	<i>206,089</i>	<i>218,799</i>	<i>212,955</i>	<i>220,026</i>	<i>222,128</i>
Fines and Forfeits							
101-000-656.000	Municipal Fines	48,372	20,000	19,492	25,000	40,000	40,000
101-000-657.000	District Court Fines	33,619	30,000	26,149	35,000	40,000	40,000
<i>Total fines and forfeits:</i>		<i>81,991</i>	<i>50,000</i>	<i>45,641</i>	<i>60,000</i>	<i>80,000</i>	<i>80,000</i>
Interest and Rents							
101-000-665.000	Interest & Dividend Income	19,932	5,000	6,622	5,000	5,000	5,000
101-000-667.000	4 Ridge Rental	11,647	4,000	324	4,000	8,000	8,000
101-000-669.000	Property Rental	400	0	0	0	0	0
<i>Total interest and rents:</i>		<i>31,979</i>	<i>9,000</i>	<i>6,946</i>	<i>9,000</i>	<i>13,000</i>	<i>13,000</i>
Other Revenue							
101-000-670.000	Cable Franchise and PEG Fees	58,634	60,000	31,413	55,000	55,000	55,000
101-000-671.000	Miscellaneous Other Revenues	36,064	5,000	19,430	5,000	5,000	5,000
101-000-674.000	Zoning Board of Appeal Fees	0	0	500	0	0	0
101-000-675.000	Contributions & Donations	410	5,000	1,000	1,000	1,000	1,000
101-000-679.000	Refunds & Rebates	20,115	24,500	2,802	20,000	20,000	20,000
101-000-679.300	Refunds & Rebates - Public Safety	0	4,000	228	250	250	250
101-000-681.000	Sidewalk Replacement/residents	0	0	0	0	0	0
101-000-695.000	Other Financing Sources	0	0	0	0	0	0
101-000-696.000	Bond & Insurance Recoveries	0	300	0	0	0	0
<i>Total other revenue:</i>		<i>115,223</i>	<i>98,800</i>	<i>55,373</i>	<i>81,250</i>	<i>81,250</i>	<i>81,250</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	0	0	0	0	0	0
<i>Total transfers-in:</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
TOTAL REVENUES		3,140,795	3,047,738	2,988,254	3,205,095	3,268,734	3,303,860

101. General Fund Expenditures

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
GENERAL FUND APPROPRIATIONS							
Department 101 - Mayor and Commission							
101-101-715.000	Worker's Compensation	48	50	71	50	50	50
101-101-955.000	Miscellaneous Expenses	19,197	20,000	7,101	20,000	20,000	20,000
101-101-956.000	Conferences and Workshops	100	1,000	195	1,000	1,000	1,000
101-101-958.000	Memberships and Dues	5,256	6,500	5,682	6,500	6,500	6,500
<i>Totals for Department 101 - Mayor and Commission</i>		<i>24,601</i>	<i>27,550</i>	<i>13,049</i>	<i>27,550</i>	<i>27,550</i>	<i>27,550</i>
Department 172 - City Manager							
101-172-702.000	Administration Wages	110,157	107,125	83,866	112,000	114,240	116,525
101-172-702.250	Comptime Payout	0	0	0	0	0	0
101-172-711.000	Social Security & Medicare	9,121	7,500	7,058	9,300	9,430	9,562
101-172-712.000	Medical Insurance	4,933	6,150	4,143	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	5,786	9,000	5,135	6,500	10,000	11,000
101-172-712.004	Medical Insurance - Retiree Cont.	(1,108)	(600)	(466)	(600)	(600)	(600)
101-172-712.006	Medical Insurance - HSA (Retirees)	0	950	0	0	0	0
101-172-713.000	Life Insurance	679	750	634	750	750	750
101-172-714.000	Retirement - DB (Active Employees)	0	0	0	0	0	0
101-172-714.003	Retirement - DB (Retirees)	20,124	20,000	20,890	22,030	24,266	26,419
101-172-714.500	Retirement - DC (Active Employees)	21,582	21,961	17,708	22,960	23,419	23,888
101-172-715.000	Worker's Compensation	59	50	87	50	50	50
101-172-716.000	Unemployment Compensation	20	40	12	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	80	0	0	0
101-172-728.000	Postage	0	0	0	0	0	0
101-172-731.000	Operating Supplies	53	100	38	100	100	100
101-172-790.000	Books & Periodicals	228	400	164	400	400	400
101-172-862.000	Automobile Allowance	6,000	6,000	5,000	6,000	6,000	6,000
101-172-956.000	Conferences and Workshops	250	2,000	495	2,000	2,000	2,000
101-172-958.000	Memberships and Dues	1,148	750	998	750	750	750
<i>Totals for Department 172 - City Manager</i>		<i>179,032</i>	<i>182,276</i>	<i>145,842</i>	<i>188,530</i>	<i>197,096</i>	<i>203,134</i>
Department 191 - Elections							
101-191-704.000	Part-Time Wages	5,288	4,500	3,960	4,500	4,500	4,500
101-191-711.000	Social Security & Medicare	8	0	40	0	0	0
101-191-715.000	Worker's Compensation	12	10	19	10	10	10
101-191-728.000	Postage	284	250	3,453	250	250	250
101-191-731.000	Operating Supplies	4,120	3,000	6,124	3,000	3,000	3,000
101-191-809.000	Contractual Services	2,503	1,250	0	1,250	1,250	1,250
101-191-900.000	Printing & Publishing	2,929	500	5,794	1,250	1,250	1,250
101-191-970.000	Capital Outlay	0	0	2,333	500	500	500
<i>Totals for Department 191 - Elections</i>		<i>15,144</i>	<i>9,510</i>	<i>21,723</i>	<i>10,760</i>	<i>10,760</i>	<i>10,760</i>
Department 210 - City Attorney							
101-210-815.000	City Attorney Services	14,007	20,000	15,491	20,000	20,000	20,000

C. General Fund

101. General Fund Expenditures

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
101-210-815.250	Court Prosecutions	4,556	6,000	3,645	6,000	6,000	6,000
101-210-815.500	Labor Relations Attorney	0	500	0	500	500	500
<i>Totals for Department 210 - City Attorney</i>		<i>18,563</i>	<i>26,500</i>	<i>19,136</i>	<i>26,500</i>	<i>26,500</i>	<i>26,500</i>
Department 215 - City Clerk							
101-215-702.000	Administration Wages	86,833	85,298	63,996	88,330	90,097	91,899
101-215-711.000	Social Security & Medicare	6,679	5,650	4,757	6,760	6,855	6,951
101-215-712.000	Medical Insurance	6,572	7,750	6,144	7,750	7,983	8,222
101-215-712.001	Medical Insurance - Employee Cont.	(613)	(775)	(550)	(775)	(798)	(822)
101-215-712.005	Medical Insurance - HSA	1,225	950	1,088	950	1,900	1,900
101-215-713.000	Life Insurance	587	195	542	195	195	195
101-215-714.000	Retirement - DB (Active Employees)	10,909	13,250	10,303	13,250	13,500	14,000
101-215-715.000	Worker's Compensation	138	125	204	125	125	125
101-215-716.000	Unemployment Compensation	13	30	8	30	30	30
101-215-727.000	Office Supplies	0	0	94	0	0	0
101-215-728.000	Postage	0	0	0	0	0	0
101-215-731.000	Operating Supplies	547	1,250	0	1,250	1,250	1,250
101-215-861.000	Mileage Allowance	295	200	265	200	200	200
101-215-955.000	Miscellaneous Expenses	0	100	0	100	100	100
101-215-956.000	Conferences and Workshops	461	750	0	750	750	750
101-215-958.000	Memberships and Dues	230	300	266	300	300	300
101-215-970.000	Capital Outlay	0	0	0	0	0	0
<i>Totals for Department 215 - City Clerk</i>		<i>113,876</i>	<i>115,073</i>	<i>87,117</i>	<i>119,215</i>	<i>122,485</i>	<i>125,099</i>
Department 228 - Information Technology							
101-228-809.000	Contractual Services	26,494	20,000	13,535	26,000	26,000	26,000
101-228-851.000	Communications	18,103	16,000	14,024	15,000	15,000	15,000
101-228-928.000	Software Maintenance	13,420	9,000	15,093	14,500	14,500	14,500
101-228-970.000	Capital Outlay	6,827	7,000	10,458	10,000	10,000	10,000
101-228-983.000	Leased Assets	8,278	6,500	8,255	8,500	8,500	8,500
<i>Totals for Department 228 - Information Technology</i>		<i>73,122</i>	<i>58,500</i>	<i>61,365</i>	<i>74,000</i>	<i>74,000</i>	<i>74,000</i>
Department 248 - General Government							
101-248-727.000	Office Supplies	1,140	3,000	1,459	2,000	2,000	2,000
101-248-728.000	Postage	3,092	3,000	1,220	3,000	3,000	3,000
101-248-731.000	Operating Supplies	6,281	4,500	8,098	7,500	7,500	7,500
101-248-733.000	Janitorial Supplies	460	500	259	500	500	500
101-248-734.000	Building Maintenance Supplies	0	200	109	200	200	200
101-248-803.000	Janitorial Contract	2,338	2,500	195	250	250	250
101-248-809.000	Contractual Services	5,470	6,500	4,823	6,500	6,500	6,500
101-248-809.002	Payroll Administration	8,914	10,000	7,676	10,000	10,000	10,000
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	11,300	17,700	10,069	17,700	17,700	17,700
101-248-900.000	Printing & Publishing	11,526	12,000	6,125	12,000	12,000	12,000
101-248-910.000	Insurance & Bonds	48,806	60,000	49,751	60,000	60,000	60,000
101-248-920.000	Public Utilities	10,207	10,000	8,550	10,000	10,000	10,000
101-248-929.000	Equipment Maintenance	63	500	0	500	500	500
101-248-931.000	Building Maintenance	6,079	12,500	6,830	12,500	12,500	12,500
101-248-955.000	Miscellaneous Expenses	2,052	2,500	1,671	2,500	2,500	2,500
101-248-970.000	Capital Outlay	0	0	0	0	0	0

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
101-248-983.000	Leased Assets	0	0	0	0	0	0
<i>Totals for Department 248 - General Government</i>		<i>117,728</i>	<i>145,400</i>	<i>106,835</i>	<i>145,150</i>	<i>145,150</i>	<i>145,150</i>
Department 249 - Cable TV							
101-249-715.000	Worker's Compensation	0	10	13	10	10	10
101-249-731.000	Operating Supplies	0	500	0	500	500	500
101-249-809.000	Contractual Services	2,675	2,400	1,750	2,400	2,400	2,400
101-249-958.000	Memberships and Dues	0	500	0	500	500	500
<i>Totals for Department 249 - Cable TV</i>		<i>2,675</i>	<i>3,410</i>	<i>1,763</i>	<i>3,410</i>	<i>3,410</i>	<i>3,410</i>
Department 253 - City Treasurer							
101-253-714.003	Retirement - DB (Retirees)	21,818	24,000	20,607	24,000	26,436	28,782
101-253-715.000	Worker's Compensation	0	0	0	0	0	0
101-253-728.000	Postage	0	0	0	0	0	0
101-253-801.000	Audit Contract	22,600	19,000	21,850	19,500	19,500	19,500
101-253-809.001	Accounting Services	67,800	69,250	57,570	69,250	70,220	71,203
101-253-890.000	Service Charges	2,660	4,500	7,735	4,500	4,500	4,500
101-253-905.000	Printing Checks	0	0	0	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	607	200	0	200	200	200
101-253-960.100	Credit Card Service Charge	120	50	90	50	50	50
<i>Totals for Department 253 - City Treasurer</i>		<i>115,605</i>	<i>117,050</i>	<i>107,852</i>	<i>117,550</i>	<i>120,956</i>	<i>124,285</i>
Department 254 - Assessing							
101-254-702.000	Administration Wages	1,020	810	900	810	810	810
101-254-711.000	Social Security & Medicare	78	25	69	25	25	25
101-254-804.000	County Assessor Fees	19,590	19,700	0	19,700	19,900	20,100
101-254-901.000	Printing Tax Bills	1,782	1,600	1,012	1,600	1,600	1,600
101-254-956.000	Conferences and Workshops	60	20	0	20	20	20
<i>Totals for Department 254 - Assessment</i>		<i>22,530</i>	<i>22,155</i>	<i>1,981</i>	<i>22,155</i>	<i>22,355</i>	<i>22,555</i>
Department 301 - Police Services							
101-301-702.000	Administration Wages	88,698	87,950	68,842	89,709	91,503	93,333
101-301-702.250	Comptime Payout	0	0	0	0	0	0
101-301-703.000	Overtime	19,467	17,500	17,672	17,500	17,500	17,500
101-301-704.000	Part-Time Wages	53,971	50,000	11,422	10,000	10,000	10,000
101-301-705.000	Full Time Wages	332,315	352,500	260,856	431,850	440,487	449,297
101-301-708.000	Crossing Guard Wages	4,525	3,800	738	3,800	3,853	3,907
101-301-711.000	Social Security & Medicare	29,292	28,000	19,482	28,000	28,000	28,000
101-301-712.000	Medical Insurance	67,356	77,000	67,186	59,500	60,333	61,178
101-301-712.001	Medical Insurance - Employee Cont.	(5,702)	(7,700)	(5,438)	(5,950)	(6,033)	(6,118)
101-301-712.002	Retirement - HCSP	6,317	4,500	5,029	6,300	6,388	6,478
101-301-712.003	Medical Insurance - Retirees	111,879	130,000	89,284	82,500	83,655	84,826
101-301-712.004	Medical Insurance - Retiree Cont.	(8,539)	(10,400)	(16,317)	(6,600)	(6,692)	(6,786)
101-301-712.005	Medical Insurance - HSA	9,800	9,000	9,727	12,100	12,100	12,100
101-301-712.006	Medical Insurance - HSA (Retirees)	5,763	6,000	3,988	5,500	5,500	5,500
101-301-713.000	Life Insurance	3,406	5,000	2,980	3,700	3,700	3,700
101-301-714.000	Retirement - DB (Active Employees)	70,838	70,000	59,160	62,500	63,375	64,262
101-301-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
101-301-714.003	Retirement - DB (Retirees)	201,191	230,000	186,876	300,000	304,200	308,459

C. General Fund

101. General Fund Expenditures

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
101-301-714.500	Retirement - DC (Active Employees)	9,135	10,000	4,128	7,700	7,808	7,917
101-301-715.000	Worker's Compensation	6,540	6,500	9,691	6,500	6,500	6,500
101-301-716.000	Unemployment Compensation	72	200	44	200	200	200
101-301-717.000	Longevity	0	0	0	0	0	0
101-301-718.000	Uniform Allowance	5,713	6,500	6,391	7,350	7,350	7,350
101-301-718.100	Uniform Cleaning Allowance	4,200	4,000	3,300	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	1,883	5,000	0	5,000	5,000	5,000
101-301-720.500	302 Training Funds	0	650	0	650	650	650
101-301-727.000	Office Supplies	1,469	1,500	927	1,500	1,500	1,500
101-301-728.000	Postage	0	0	0	0	0	0
101-301-731.000	Operating Supplies	14,656	16,000	18,918	17,500	17,500	17,500
101-301-751.000	Gas & Oil	13,930	17,500	11,063	17,500	17,745	17,993
101-301-790.000	Books & Periodicals	0	0	0	0	0	0
101-301-803.000	Janitorial Contract	3,506	3,500	292	500	500	500
101-301-809.000	Contractual Services	2,970	12,000	14,371	15,000	15,000	15,000
101-301-809.200	Clemis/LEIN Services	8,285	12,000	4,741	12,000	12,360	12,731
101-301-809.911	Dispatch Contract	39,000	41,350	32,500	41,350	41,929	42,516
101-301-827.200	Charges for Services - IT	5,516	5,615	5,615	5,694	5,773	5,854
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	1,761	1,500	255	1,500	1,500	1,500
101-301-930.000	Vehicle Maintenance	8,314	10,000	6,962	10,000	10,000	10,000
101-301-955.000	Miscellaneous Expenses	110	500	178	500	500	500
101-301-956.000	Conferences and Workshops	875	1,250	0	1,250	1,250	1,250
101-301-958.000	Memberships and Dues	115	300	365	300	300	300
101-301-970.000	Capital Outlay	4,517	10,000	0	10,000	10,000	10,000
101-301-995.100	Interest: Governmental Debt	0	0	0	0	0	0
<i>Totals for Department 301 - Police Services</i>		<i>1,123,144</i>	<i>1,219,015</i>	<i>901,228</i>	<i>1,266,403</i>	<i>1,285,234</i>	<i>1,304,397</i>
Department 339 - Fire/Rescue							
101-339-802.000	Fire Services Contract	256,581	256,581	213,817	256,581	256,581	256,581
<i>Totals for Department 339 - Fire/Rescue</i>		<i>256,581</i>	<i>256,581</i>	<i>213,817</i>	<i>256,581</i>	<i>256,581</i>	<i>256,581</i>
Department 371 - Community Development							
101-371-704.000	Part-Time Wages	0	0	4,890	7,200	7,200	7,200
101-371-711.000	Social Security & Medicare	0	0	374	0	0	0
101-371-715.000	Worker's Compensation	18	25	26	0	0	0
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	0	0	0	0
101-371-809.000	Contractual Services	13,203	17,500	10,533	15,000	15,000	15,000
101-371-811.000	Electrical Inspector Fees	1,800	2,000	3,900	8,000	8,000	8,000
101-371-812.000	Mechanical Inspector Fees	10,991	9,000	4,838	8,000	8,000	8,000
101-371-813.000	Building Inspector Fees	18,019	14,400	11,775	18,000	18,000	18,000
101-371-827.100	Charges for Services - Personnel	12,555	12,555	12,555	12,755	13,010	13,270
101-371-827.200	Charges for Services - IT	11,033	11,232	11,232	11,389	11,549	11,710
101-371-955.000	Miscellaneous Expenses	0	750	134	750	750	750
101-371-970.000	Capital Outlay	0	0	0	0	0	0
<i>Totals for Department 371 - Community Development</i>		<i>67,619</i>	<i>67,462</i>	<i>60,257</i>	<i>81,094</i>	<i>81,509</i>	<i>81,931</i>

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
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>
Department 440 - Public Works							
101-440-702.000	Administration Wages	26,551	29,580	21,216	30,172	30,775	31,391
101-440-711.000	Social Security & Medicare	1,875	1,775	1,456	1,775	1,800	1,825
101-440-712.000	Medical Insurance	11,776	12,100	10,875	12,100	12,584	13,087
101-440-712.001	Medical Insurance - Employee Cont.	(1,117)	(1,210)	(972)	(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	2,893	3,500	2,568	3,500	3,605	3,713
101-440-712.004	Medical Insurance - Retiree Cont.	(277)	0	(233)	0	0	0
101-440-712.005	Medical Insurance - HSA	1,225	950	1,088	950	1,900	1,900
101-440-713.000	Life Insurance	246	200	228	200	200	200
101-440-714.000	Retirement - DB (Active Employees)	0	0	0	0	0	0
101-440-714.003	Retirement - DB (Retirees)	12,876	12,500	12,375	13,000	14,320	15,590
101-440-714.500	Retirement - DC (Active Employees)	3,624	4,141	2,998	4,224	4,309	4,395
101-440-715.000	Worker's Compensation	9	0	0	0	0	0
101-440-716.000	Unemployment Compensation	0	0	0	0	0	0
101-440-731.000	Operating Supplies	6,020	5,000	6,165	5,000	5,000	5,000
101-440-809.000	Contractual Services	0	0	0	0	0	0
101-440-809.110	Contractual Services - General	0	0	0	0	0	0
101-440-809.130	Contractual Services - Parks	0	0	0	0	0	0
101-440-809.140	Contractual Services - Facilities	0	0	0	0	0	0
101-440-810.000	Public Works Contract	193,212	175,000	106,890	200,000	202,500	205,000
101-440-920.000	Public Utilities	4,320	3,000	3,591	3,000	3,000	3,000
101-440-931.000	Building Maintenance	0	0	0	0	0	0
101-440-955.000	Miscellaneous Expenses	1,167	2,000	80	1,000	1,000	1,000
101-440-958.000	Memberships and Dues	20	50	0	50	50	50
101-440-970.000	Capital Outlay	9,269	12,500	35,420	17,500	17,500	17,500
<i>Totals for Department 440 - Public Works</i>		<i>273,689</i>	<i>261,086</i>	<i>203,745</i>	<i>291,261</i>	<i>297,284</i>	<i>302,342</i>
Department 448 - Street Lighting							
101-448-921.000	Streetlighting	43,884	38,000	34,660	44,000	44,000	44,000
<i>Totals for Department 448 - Street Lighting</i>		<i>43,884</i>	<i>38,000</i>	<i>34,660</i>	<i>44,000</i>	<i>44,000</i>	<i>44,000</i>
Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Department 750 - Recreation							
101-750-702.000	Administration Wages	104,138	112,300	89,849	114,546	116,837	119,174
101-750-704.000	Part-Time Wages	21,903	30,000	4,873	20,000	30,000	30,000
101-750-711.000	Social Security & Medicare	9,288	11,000	6,906	11,000	11,000	11,000
101-750-712.000	Medical Insurance	15,245	16,500	14,500	16,500	17,160	17,846
101-750-712.001	Medical Insurance - Employee Cont.	(1,437)	(1,250)	(1,304)	(1,250)	(1,250)	(1,250)
101-750-712.002	Retirement - HCSP	3,114	2,250	2,721	2,250	2,250	2,250
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	3,508	4,100	3,263	4,100	4,100	4,100
101-750-713.000	Life Insurance	872	350	911	350	350	350
101-750-714.000	Retirement - DB (Active Employees)	11,962	12,500	13,632	12,500	13,769	14,991

C. General Fund

101. General Fund Expenditures

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
101-750-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
101-750-714.003	Retirement - DB (Retirees)	9,836	8,000	9,273	9,000	9,000	9,000
101-750-714.500	Retirement - DC (Active Employees)	0	0	0	0	0	0
101-750-715.000	Worker's Compensation	2,336	2,100	3,461	2,500	2,500	2,500
101-750-716.000	Unemployment Compensation	18	50	11	50	50	50
101-750-720.000	Tuition, Training and Education	0	750	0	750	750	750
101-750-727.000	Office Supplies	485	2,000	247	2,000	2,000	2,000
101-750-728.000	Postage	0	0	0	0	0	0
101-750-728.500	Newsletter Delivery	1,090	750	539	750	750	750
101-750-729.000	Recreation Program Supplies	3,846	7,500	0	7,500	6,000	6,000
101-750-730.000	Special Program Supplies	28,985	30,000	2,888	30,000	30,000	30,000
101-750-731.000	Operating Supplies	1,796	5,000	1,922	5,000	4,000	4,000
101-750-733.000	Janitorial Supplies	1,775	0	866	0	0	0
101-750-734.000	Building Maintenance Supplies	270	0	0	0	0	0
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	13,804	12,100	1,058	12,100	12,100	12,100
101-750-803.700	Exterminator Service	1,636	600	612	600	600	600
101-750-809.000	Contractual Services	17,581	28,000	8,106	28,000	28,000	28,000
101-750-809.700	Alarm System	0	0	0	0	0	0
101-750-827.200	Charges for Services - IT	8,274	8,423	8,423	8,541	8,660	8,782
101-750-851.000	Communications	0	0	0	0	0	0
101-750-861.000	Mileage Allowance	173	500	0	500	500	500
101-750-883.000	Sports	5,372	7,500	963	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	464	0	402	0	0	0
101-750-904.000	Printing Newsletter	0	0	0	0	0	0
101-750-920.000	Public Utilities	25,535	24,500	23,277	25,000	25,000	25,000
101-750-929.000	Equipment Maintenance	39	2,500	31	2,500	2,500	2,500
101-750-931.000	Building Maintenance	19,106	15,000	7,299	15,000	15,000	15,000
101-750-934.000	Parks Maintenance	8,802	7,500	11,458	12,500	12,500	12,500
101-750-955.000	Miscellaneous Expenses	24	0	0	0	0	0
101-750-955.300	Transportation	0	0	0	0	0	0
101-750-956.000	Conferences and Workshops	1,277	1,500	0	1,500	1,500	1,500
101-750-958.000	Memberships and Dues	675	750	0	750	750	750
101-750-961.000	Misc Program Supplies	0	0	0	0	0	0
101-750-970.000	Capital Outlay	53,590	35,000	120	35,000	35,000	35,000
<i>Totals for Department 750 - Recreation</i>		<i>375,382</i>	<i>387,773</i>	<i>216,307</i>	<i>387,037</i>	<i>398,876</i>	<i>403,242</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	0	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
	Transfers Out - Capital						
101-966-999.401	Improvement	60,000	50,000	0	100,000	100,000	100,000

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
	<i>Totals for Department 966 - Transfers Out</i>	60,000	50,000	0	100,000	100,000	100,000
TOTAL APPROPRIATIONS		2,888,175	2,992,341	2,201,677	3,166,195	3,218,745	3,259,936
NET OF REVENUES/APPROPRIATIONS - FUND 101		252,620	55,397	786,577	38,899	49,989	43,924
BEGINNING FUND BALANCE		980,449	1,233,027	1,233,027	1,288,424	1,327,323	1,377,312
FUND BALANCE ADJUSTMENTS		(48)	0	0	0	0	0
ENDING FUND BALANCE		1,233,021	1,288,424	2,019,604	1,327,323	1,377,312	1,421,236

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 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
FUND 202 - MAJOR STREET FUND							
REVENUES							
202-000-579.000	Act 51 Gas Tax Funding	189,043	185,000	155,076	185,000	204,000	211,000
202-000-579.750	Extra Public Act Funding	0	0	0	0	0	0
202-000-665.000	Interest & Dividend Income	173	50	4	50	50	50
TOTAL REVENUES		189,216	185,050	155,080	185,050	204,050	211,050
APPROPRIATIONS							
Department 463 - Street Maintenance							
202-463-731.000	Operating Supplies	0	1,000	48	1,000	1,000	1,000
202-463-809.000	Contractual Services	0	0	0	0	0	0
202-463-810.000	Public Works Contract	23,270	27,500	13,635	27,500	27,500	27,500
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>23,270</i>	<i>28,500</i>	<i>13,683</i>	<i>28,500</i>	<i>28,500</i>	<i>28,500</i>
Department 474 - Traffic Services							
202-474-731.000	Operating Supplies	300	2,500	4,526	2,500	2,500	2,500
202-474-810.000	Public Works Contract	0	1,500	39	1,500	1,500	1,500
202-474-935.000	Traffic Control	6,915	6,500	3,462	6,500	6,500	6,500
<i>Totals for Department 474 - Traffic Services</i>		<i>7,215</i>	<i>10,500</i>	<i>8,027</i>	<i>10,500</i>	<i>10,500</i>	<i>10,500</i>
Department 478 - Winter Services							
202-478-731.000	Operating Supplies	6,016	12,500	9,751	12,500	12,500	12,500
202-478-810.000	Public Works Contract	19,789	25,000	32,705	25,000	25,000	25,000
<i>Totals for Department 478 - Winter Services</i>		<i>25,805</i>	<i>37,500</i>	<i>42,456</i>	<i>37,500</i>	<i>37,500</i>	<i>37,500</i>
Department 910 - Capital Assets							
202-910-970.446	Capital Outlay - Streets & Alleys	69,782	60,000	41,968	60,000	60,000	60,000
<i>Totals for Department 910 - Capital Assets</i>		<i>69,782</i>	<i>60,000</i>	<i>41,968</i>	<i>60,000</i>	<i>60,000</i>	<i>60,000</i>
Department 920 - Administration							
202-920-827.000	Administrative Service Charges	11,500	11,500	11,500	11,500	11,500	11,500
202-920-890.000	Service Charges	207	500	460	500	500	500
202-920-955.000	Miscellaneous Expenses	270	2,000	3,631	2,000	2,000	2,000
<i>Totals for Department 920 - Administration</i>		<i>11,977</i>	<i>14,000</i>	<i>15,591</i>	<i>14,000</i>	<i>14,000</i>	<i>14,000</i>

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Department 966 - Transfers Out							
202-966-999.203	Transfers Out - Local Streets	45,000	45,000	45,000	45,000	45,000	45,000
202-966-999.401	Transfers Out - Capital Improvement	0	0	0	0	0	0
<i>Totals for Department 966 - Transfers Out</i>		<i>45,000</i>	<i>45,000</i>	<i>45,000</i>	<i>45,000</i>	<i>45,000</i>	<i>45,000</i>
TOTAL APPROPRIATIONS		183,049	195,500	166,725	195,500	195,500	195,500
NET OF REVENUES/APPROPRIATIONS - FUND 202							
BEGINNING FUND BALANCE		6,167	(10,450)	(11,645)	(10,450)	8,550	15,550
ENDING FUND BALANCE		113,055	119,222	119,222	108,772	98,322	106,872
		119,222	108,772	107,577	98,322	106,872	122,422

D. Special Revenue Funds

203. Local Street Fund

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 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 203 - LOCAL STREET FUND							
REVENUES							
203-000-569.000	State Grants - Other	0	0	0	0	0	0
203-000-574.048	METRO Act	8,930	7,500	0	7,500	7,500	7,500
203-000-579.000	Act 51 Gas Tax Funding	64,429	63,000	52,851	63,000	69,500	72,000
203-000-665.000	Interest & Dividend Income	210	40	4	40	40	40
203-000-679.000	Refunds & Rebates	0	0	0	0	0	0
203-000-699.202	Transfers In - Major Streets	45,000	45,000	45,000	45,000	45,000	45,000
TOTAL REVENUES		118,569	115,540	97,855	115,540	122,040	124,540
APPROPRIATIONS							
Department 463 - Street Maintenance							
203-463-731.000	Operating Supplies	0	1,000	72	500	500	500
203-463-809.000	Contractual Services	0	0	0	0	0	0
203-463-810.000	Public Works Contract	43,223	25,000	23,085	25,000	25,000	25,000
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>		43,223	26,000	23,157	25,500	25,500	25,500
Department 474 - Traffic Services							
203-474-731.000	Operating Supplies	2,468	4,000	7,303	4,000	4,000	4,000
203-474-810.000	Public Works Contract	905	3,000	0	1,000	1,000	1,000
<i>Totals for Department 474 - Traffic Services</i>		3,373	7,000	7,303	5,000	5,000	5,000
Department 478 - Winter Services							
203-478-731.000	Operating Supplies	4,011	12,500	10,037	12,500	12,500	12,500
203-478-810.000	Public Works Contract	26,045	27,500	49,057	27,500	27,500	27,500
<i>Totals for Department 478 - Winter Services</i>		30,056	40,000	59,094	40,000	40,000	40,000
Department 910 - Capital Assets							
203-910-970.446	Capital Outlay - Streets & Alleys	47,775	40,000	34,572	40,000	40,000	40,000
<i>Totals for Department 910 - Capital Assets</i>		47,775	40,000	34,572	40,000	40,000	40,000
Department 920 - Administration							
203-920-814.000	Engineering Services	0	1,000	420	1,000	1,000	1,000
203-920-827.000	Administrative Service Charges	3,900	3,900	3,900	3,900	3,900	3,900
203-920-890.000	Service Charges	192	300	554	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>		4,092	6,200	4,874	6,200	6,200	6,200

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
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>	0	0	0	0	0	0
<hr/>							
TOTAL APPROPRIATIONS		128,519	119,200	129,000	116,700	116,700	116,700
<hr/>							
NET OF REVENUES/APPROPRIATIONS - FUND 203		(9,950)	(3,660)	(31,145)	(1,160)	5,340	7,840
BEGINNING FUND BALANCE		104,608	94,658	94,658	90,998	89,838	95,178
ENDING FUND BALANCE		94,658	90,998	63,513	89,838	95,178	103,018

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 is being repaid using the annual infrastructure millage funds.

Together with the DDA Fund 260, Fund 218 is funding the local match for the Woodward streetscape project in FY22. The DDA will repay Fund 218 for this expense over the coming years.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 218 - INFRASTRUCTURE IMPROVEMENTS							
ESTIMATED REVENUES							
218-000-406.000	Infrastructure Taxes	418,975	431,208	411,802	440,000	446,160	452,406
218-000-406.500	Parks Improvement Taxes	0	0	0	0	0	0
218-000-532.000	Local Grants	0	0	0	0	0	0
218-000-573.000	Local Community Stabilization	3,332	3,000	2,144	2,000	2,000	2,000
218-000-665.000	Interest & Dividend Income	23,321	5,000	5,381	5,000	5,000	5,000
218-000-675.000	Contributions & Donations	0	0	0	0	0	0
218-000-679.000	Refunds & Rebates	0	0	0	0	0	0
218-000-698.000	Bond/Note Issuance @ Face Value	0	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	0	0	0	0	75,000	75,000
TOTAL REVENUES		445,628	439,208	419,327	447,000	528,160	534,406
APPROPRIATIONS							
Department 905 - Long-Term Debt Retirement							
218-905-816.000	Paying Agent Fees	500	0	500	500	500	500
218-905-816.001	Bond Issuance Costs	0	0	0	0	0	0
218-905-991.044	Principal: 2017 Street Bonds	155,000	160,000	160,000	170,000	175,000	185,000
218-905-995.044	Interest: 2017 Street Bonds	83,175	78,450	78,450	73,500	68,325	62,925
<i>Totals for department 910 - Long-Term Debt Retirement</i>		<i>238,675</i>	<i>238,450</i>	<i>238,950</i>	<i>244,000</i>	<i>243,825</i>	<i>248,425</i>
Department 910 - Capital Outlay							
218-910-970.003	Capital Outlay - Facilities	2,092	0	0	0	0	0
218-910-970.446	Capital Outlay - Streets & Alleys	442,504	50,000	28,950	500,000	200,000	200,000
218-910-970.750	Capital Outlay - Recreation	220,658	100,000	92,590	0	0	0
<i>Totals for department 910 - Capital Outlay</i>		<i>665,254</i>	<i>150,000</i>	<i>121,540</i>	<i>500,000</i>	<i>200,000</i>	<i>200,000</i>
Department 920 - Service Charges							
218-920-890.000	Service Charges	402	0	814	0	0	0
<i>Totals for department 910 - Capital Outlay</i>		<i>402</i>	<i>0</i>	<i>814</i>	<i>0</i>	<i>0</i>	<i>0</i>

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
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		904,331	388,450	361,304	744,000	443,825	448,425
NET OF REVENUES/APPROPRIATIONS - FUND 218							
		(458,703)	50,758	58,023	(297,000)	84,335	85,981
BEGINNING FUND BALANCE		1,174,672	715,969	715,969	766,727	469,727	554,062
ENDING FUND BALANCE		715,969	766,727	773,992	469,727	554,062	640,043

D. Special Revenue Funds

226. Solid Waste Fund

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 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 226 - SOLID WASTE FUND							
ESTIMATED REVENUES							
226-000-403.000	Refuse Collection Taxes	239,246	246,237	235,153	249,684	253,180	256,724
226-000-531.000	Federal Grants	0	0	0	0	0	0
226-000-573.000	Local Community Stabilization	1,903	0	1,224	1,000	1,000	1,000
226-000-630.000	Service Charges	156,121	160,000	111,679	165,585	167,903	170,254
226-000-642.000	Sales	169	300	395	300	300	300
226-000-662.000	Utility Bill Penalties	1,940	2,000	0	2,000	2,000	2,000
226-000-665.000	Interest & Dividend Income	234	30	2	30	30	30
TOTAL REVENUES		399,613	408,567	348,453	418,599	424,413	430,308
APPROPRIATIONS							
Department 248 - General Government							
226-248-702.000	Administration Wages	30,385	30,500	26,430	35,070	35,771	36,487
226-248-704.000	Part-Time Wages	0	3,200	0	3,200	3,245	3,290
226-248-711.000	Social Security & Medicare	2,242	2,400	1,923	2,400	2,434	2,468
226-248-712.000	Medical Insurance	6,265	5,750	5,668	5,750	5,865	5,982
226-248-712.001	Medical Insurance - Employee Cont.	(612)	0	(515)	0	0	0
226-248-712.002	Retirement - HCSP	659	500	582	500	500	500
226-248-712.003	Medical Insurance - Retirees	868	1,500	770	1,000	1,000	1,000
226-248-712.004	Medical Insurance - Retiree Cont.	(83)	0	(70)	0	0	0
226-248-712.005	Medical Insurance - HSA	690	100	870	1,000	1,000	1,000
226-248-713.000	Life Insurance	265	100	273	250	250	250
226-248-714.000	Retirement - DB (Active Employees)	216	750	478	500	600	700
226-248-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
226-248-714.003	Retirement - DB (Retirees)	0	1,050	0	0	0	0
226-248-714.500	Retirement - DC (Active Employees)	1,087	1,050	899	1,100	1,150	1,200
226-248-715.000	Worker's Compensation	202	250	300	250	250	250
226-248-716.000	Unemployment Compensation	7	25	4	25	25	25
226-248-890.000	Service Charges	59	500	475	500	500	500
<i>Totals for department 248 - General Government</i>		<i>42,250</i>	<i>47,675</i>	<i>38,087</i>	<i>51,545</i>	<i>52,590</i>	<i>53,652</i>
Department 528 - Refuse Collection & Disposal							
226-528-805.000	Refuse Collections Contract	212,673	225,070	164,313	232,947	236,209	239,516
226-528-806.250	Special Household Waste Prog	2,584	3,000	2,459	2,500	2,500	2,500
226-528-810.000	Public Works Contract	48,449	40,000	41,082	37,500	37,500	37,500
226-528-810.001	Leaf Collection	64,440	60,000	55,688	62,500	62,500	62,500
226-528-810.100	Street Sweeping	6,270	13,000	5,860	10,000	10,000	10,000
226-528-827.000	Administrative Service Charge	15,889	16,175	16,175	16,401	16,631	16,864
226-528-827.200	Charges for Services - IT	7,866	8,008	8,008	8,120	8,234	8,349
<i>Totals for department 528 - Refuse Collection & Disposal</i>		<i>358,171</i>	<i>365,253</i>	<i>293,585</i>	<i>369,969</i>	<i>373,574</i>	<i>377,229</i>
TOTAL APPROPRIATIONS		400,421	412,928	331,672	421,514	426,163	430,881

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
NET OF REVENUES/APPROPRIATIONS - FUND 226		(808)	(4,361)	16,781	(2,915)	(1,750)	(572)
BEGINNING FUND BALANCE		37,811	37,003	37,003	32,642	29,727	27,977
ENDING FUND BALANCE		37,003	32,642	53,784	29,727	27,977	27,405

D. Special Revenue Funds

251. Pool/Fitness Facility

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 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 251 - POOL/FITNESS FACILITY							
ESTIMATED REVENUES							
251-000-408.000	Pool Operating Taxes	177,628	182,816	174,586	186,536	190,266	192,930
251-000-573.000	Local Community Stabilization	1,413	1,400	909	1,000	1,000	1,000
251-000-636.100	Pool Visitor Fees	2,090	500	665	500	500	500
251-000-636.200	Swimming Lesson Fees	1,925	4,000	0	4,000	4,000	4,000
251-000-636.300	Swim Team Fees	5,675	37,500	31,797	37,500	37,500	37,500
251-000-636.400	Synchronized Swimming Fees	0	0	0	0	0	0
251-000-665.000	Interest & Dividend Income	157	20	4	20	20	20
251-000-671.000	Miscellaneous Other Revenues	660	0	70	0	0	0
251-000-698.000	Bond/Note Issuance @ Face Value	0	0	0	0	0	0
251-000-699.101	Transfers In - General Fund	0	0	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		189,548	226,236	208,031	229,556	233,286	235,950
APPROPRIATIONS							
Department 750 - Recreation							
251-750-970.000	Capital Outlay	25,695	12,000	0	12,000	12,000	12,000
251-750-983.000	Leased Assets	9,692	0	0	0	0	0
<i>Totals for department 750 - Recreation</i>		<i>35,387</i>	<i>12,000</i>	<i>0</i>	<i>12,000</i>	<i>12,000</i>	<i>12,000</i>
Department 759 - Pool/Fitness Facility Operations							
251-759-702.000	Administration Wages	0	0	0	0	0	0
251-759-704.000	Part-Time Wages	28,395	42,000	0	55,000	55,000	55,000
251-759-711.000	Social Security & Medicare	2,883	5,200	0	5,200	5,200	5,200
251-759-712.000	Medical Insurance	0	0	0	0	0	0
251-759-712.001	Medical Insurance - Employee Cont.	0	0	0	0	0	0
251-759-712.002	Retirement - HCSP	0	0	0	0	0	0
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	948	1,050	1,405	1,050	1,050	1,050
251-759-716.000	Unemployment Compensation	0	0	0	0	0	0
251-759-727.000	Office Supplies	0	0	0	0	0	0
251-759-728.000	Postage	0	0	0	0	0	0
251-759-731.000	Operating Supplies	2,668	8,500	1,448	8,500	8,500	8,500
251-759-731.500	Pool Chemicals	0	7,500	0	6,500	6,500	6,500
251-759-733.000	Janitorial Supplies	68	150	0	150	150	150
251-759-738.000	Licenses & Permits	70	150	156	150	150	150
251-759-803.000	Janitorial Contract	8,034	9,000	670	9,000	9,000	9,000
251-759-809.000	Contractual Services	0	0	0	0	0	0

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
251-759-827.000	Administrative Service Charge	13,992	13,480	14,230	13,669	13,860	14,054
251-759-827.200	Charges for Services - IT	2,759	2,809	2,809	2,848	2,888	2,929
251-759-851.000	Communications	0	0	0	0	0	0
251-759-880.200	Swim Team	18,918	42,500	0	42,500	42,500	42,500
251-759-880.300	Suits & Sweats/uniforms	(725)	0	0	0	0	0
251-759-880.400	Synchronized Swimming	260	250	0	250	250	250
251-759-890.000	Service Charges	151	200	823	200	200	200
251-759-920.000	Public Utilities	11,687	12,500	3,960	12,500	12,500	12,500
251-759-920.300	Utilities - Water	6,893	16,000	339	10,000	10,000	10,000
251-759-929.000	Equipment Maintenance	837	6,000	0	3,500	3,500	3,500
251-759-929.500	Pool Maintenance	10,887	12,500	5,227	12,500	12,500	12,500
251-759-931.000	Building Maintenance	3,305	12,500	12,116	12,500	12,500	12,500
251-759-970.000	Capital Outlay	0	0	0	0	0	0
<i>Totals for dept 759 - Pool/Fitness Facility Operations</i>		<i>112,030</i>	<i>192,289</i>	<i>43,183</i>	<i>196,017</i>	<i>196,248</i>	<i>196,483</i>
TOTAL APPROPRIATIONS		147,417	204,289	43,183	208,017	208,248	208,483
NET OF REVENUES/APPROPRIATIONS - FUND 251		42,131	21,947	164,848	21,539	25,038	27,467
BEGINNING FUND BALANCE		3,458	45,589	45,589	67,536	89,075	114,113
ENDING FUND BALANCE		45,589	67,536	210,437	89,075	114,113	141,580

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 the SCAF-PSRF 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 SCAF-PSRF, 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 \$50,000 in cash returns over the July 1, 2021 through June 30, 2022 period.

A total of \$300,000 has been withdrawn from the SCAF-PSRF over the course of its existence to support recreation capital investments: \$100,000 in FY18 to fund the renovation of the Big Room at the Community Center, and \$100,000 each in FY20 and FY21 to support the construction of the pavilions at the pool and Gainsboro Park. Even with these withdrawals, the SCAF-PSRF fund has grown to \$2,742,926 as of March 31, 2021. When the \$300,000 of withdrawals are included, the SCAF-PSRF has grown by 54% in the 6 years since 2015.

⁴

https://data.bls.gov/timeseries/CUURS23BSA0?amp%253bdata_tool=XGtable&output_view=data&include_graphs=true

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	\$52,867	\$150,224
March 31, 2019	\$2,309,551	232.250	\$2,094,380	\$58,791	\$215,171
March 31, 2020	\$2,104,435	235.267	\$2,121,587	\$59,952	\$59,952
March 31, 2021	\$2,742,926	237.659	\$2,143,157	\$55,606	\$599,769

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 258 - SCAF PARKS SPECIAL REVENUE FUND							
ESTIMATED REVENUES							
258-000-665.000	Interest & Dividend Income	59,962	50,000	44,456	50,000	52,500	55,000
258-000-665.100	Unrealized/Realized Gain/Loss	59,010	0	396,462	0	0	0
TOTAL REVENUES		118,972	50,000	440,918	50,000	52,500	55,000
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	100,000	100,000	100,000	0	0	0
	<i>Totals for department 966 - Transfers Out</i>	<i>100,000</i>	<i>100,000</i>	<i>100,000</i>	<i>0</i>	<i>0</i>	<i>0</i>
TOTAL APPROPRIATIONS		100,000	100,000	100,000	0	0	0
NET OF REVENUES/APPROPRIATIONS - FUND 258							
		18,972	(50,000)	340,918	50,000	52,500	55,000
BEGINNING FUND BALANCE							
		2,383,036	2,402,008	2,402,008	2,352,008	2,402,008	2,454,508
ENDING FUND BALANCE							
		2,402,008	2,352,008	2,742,926	2,402,008	2,454,508	2,509,508

D. Special Revenue Funds

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

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 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 259 - SCAF REMAINDER FUND							
ESTIMATED REVENUES							
259-000-406.500	Parks Improvement Taxes	105,802	105,973	103,979	111,101	112,657	114,234
259-000-540.000	State Grant	0	0	0	0	0	0
259-000-573.000	Local Community Stabilization	842	0	541	500	500	500
259-000-665.000	Interest & Dividend Income	12,720	1,000	4,421	1,000	1,000	1,000
259-000-665.100	Unrealized/Realized Gain/Loss	0	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		119,364	106,973	108,941	112,601	114,157	115,734
APPROPRIATIONS							
Department 248 - General Government							
259-248-890.000	Service Charges	207	100	159	200	200	200
<i>Totals for department 248 - General Government</i>		<i>207</i>	<i>100</i>	<i>159</i>	<i>200</i>	<i>200</i>	<i>200</i>
Department 910 - Capital Assets							
259-910-970.750	Capital Outlay - Recreation	0	0	0	0	0	0
<i>Totals for department 248 - General Government</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</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		207	100	159	200	200	200
NET OF REVENUES/APPROPRIATIONS - FUND 259		119,157	106,873	108,782	112,401	113,957	115,534
BEGINNING FUND BALANCE		608,781	727,938	727,938	834,811	947,212	1,061,169
FUND BALANCE ADJUSTMENTS							
ENDING FUND BALANCE		727,938	834,811	836,720	947,212	1,061,169	1,176,703

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. In FY22 the DDA will fund the reconstruction of the Woodward streetscape, including the addition of a cycle track from Sylvan to I-696, a \$1.6 million project that is being funded in part by \$1 million in grants from EGLE and MDOT.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 260 - DOWNTOWN DEVELOPMENT AUTHORITY							
ESTIMATED REVENUES							
260-000-405.000	T.I.F.A. Taxes	93,651	91,870	93,189	105,448	106,925	108,422
260-000-410.500	Delinquent Tax Collection	225	100	657	100	100	101
260-000-540.000	State Grant	0	0	0	0	0	0
260-000-573.000	Local Community Stabilization	3,514	2,500	3,474	2,500	2,500	2,535
260-000-665.000	Interest & Dividend Income	464	25	9	25	25	25
260-000-671.000	Miscellaneous Other Revenues	0	250	0	250	250	250
260-000-675.000	Contributions & Donations	5,000	20,000	28,481	0	0	0
TOTAL REVENUES		102,854	114,745	125,810	108,323	109,800	111,333
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	0	0	0	0
260-730-809.000	Contractual Services	40,720	100,000	71,170	25,000	0	0
260-730-827.000	Administrative Service Charge	14,200	14,200	14,200	14,200	14,200	14,200
260-730-880.000	Community Promotion	1,350	3,000	0	1,000	1,000	1,000
260-730-890.000	Service Charges	448	500	1,146	500	500	500
260-730-955.000	Miscellaneous Expenses	0	500	0	50	50	50
260-730-955.200	Concerts in the Park	0	0	0	0	0	0
260-730-955.400	Brick Paver Program	61	0	0	0	0	0
260-730-955.500	Development Grant	0	3,000	0	500	500	500
260-730-970.000	Capital Outlay	0	0	0	200,000	0	0
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	0	0	0	0	75,000	75,000
<i>Totals for department 730 - Development Activities</i>		<i>56,779</i>	<i>121,230</i>	<i>86,516</i>	<i>241,250</i>	<i>91,250</i>	<i>91,250</i>
TOTAL APPROPRIATIONS		56,779	121,230	86,516	241,250	91,250	91,250
NET OF REVENUES/APPROPRIATIONS - FUND 260		46,075	(6,485)	39,294	(132,927)	18,550	20,083
BEGINNING FUND BALANCE		142,292	188,367	188,367	181,882	48,955	67,505
ENDING FUND BALANCE		188,367	181,882	227,661	48,955	67,505	87,589

D. Special Revenue Funds

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 2019 for tax years 2020-21 through 2024-25. The City levies 0.3564 mills to generate the required revenue.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 271 - LIBRARY FUND							
ESTIMATED REVENUES							
271-000-407.000	Library Taxes	56,532	58,180	55,557	59,355	60,186	61,028
271-000-573.000	Local Community Stabilization	450	0	289	0	0	0
271-000-665.000	Interest & Dividend Income	76	20	1	20	20	20
TOTAL REVENUES		57,058	58,200	55,847	59,375	60,206	61,048
APPROPRIATIONS							
Department 299 - Library							
271-299-800.000	Library Services Contract	43,038	43,400	43,640	44,008	44,624	45,248
271-299-827.000	Administrative Service Charge	13,665	13,911	13,911	14,106	14,303	14,503
271-299-890.000	Service Charges	23	225	190	175	175	175
<i>Totals for department 299 - Library</i>		<i>56,726</i>	<i>57,536</i>	<i>57,741</i>	<i>58,288</i>	<i>59,102</i>	<i>59,927</i>
TOTAL APPROPRIATIONS		56,726	57,536	57,741	58,288	59,102	59,927
NET OF REVENUES/APPROPRIATIONS - FUND 271		332	664	(1,894)	1,086	1,104	1,121
BEGINNING FUND BALANCE		10,576	10,908	10,908	11,572	12,658	13,762
ENDING FUND BALANCE		10,908	11,572	9,014	12,658	13,762	14,883

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 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 297 - HISTORICAL FUND							
ESTIMATED REVENUES							
297-000-642.000	Sales	4,150	250	400	250	250	250
297-000-651.000	Use & Admission Fees	6,441	0	0	5,000	5,500	5,500
297-000-654.000	Ticket Sales & Field Trips	0	0	320	0	0	0
297-000-665.000	Interest & Dividend Income	30	10	1	10	10	10
297-000-675.000	Contributions & Donations	2,550	350	0	350	350	350
TOTAL REVENUES		13,171	610	721	5,610	6,110	6,110
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	5,930	500	111	5,000	5,500	5,500
297-803-740.200	Sales Tax Expense	0	30	0	30	30	30
297-803-827.000	Administrative Service Charge	0	0	0	0	0	0
297-803-890.000	Service Charges	30	100	75	100	100	100
297-803-931.000	Building Maintenance	150	650	0	650	650	650
297-803-955.000	Miscellaneous Expenses	40	500	50	500	500	500
297-803-970.000	Capital Outlay	0	0	0	0	0	0
<i>Totals for department 803 - Historic Activities</i>		<i>6,150</i>	<i>1,780</i>	<i>236</i>	<i>6,280</i>	<i>6,780</i>	<i>6,780</i>
TOTAL APPROPRIATIONS		6,150	1,780	236	6,280	6,780	6,780
NET OF REVENUES/APPROPRIATIONS - FUND 297		7,021	(1,170)	485	(670)	(670)	(670)
BEGINNING FUND BALANCE		7,072	14,093	14,093	12,923	12,253	11,583
ENDING FUND BALANCE		14,093	12,923	14,578	12,253	11,583	10,913

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 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 301 - Debt Service (Voted Bonds)							
ESTIMATED REVENUES							
301-000-404.000	Debt Service Property Taxes	190,384	195,347	186,769	192,644	195,341	198,076
301-000-573.000	Local Community Stabilization	1,687	0	1,102	0	0	0
301-000-665.000	Interest & Dividend Income	0	0	0	0	0	0
TOTAL REVENUES		192,071	195,347	187,871	192,644	195,341	198,076
APPROPRIATIONS							
Department 905 - Long-Term Debt Retirement							
301-905-809.000	Contractual Services	1,000	1,500	1,000	1,500	1,500	1,500
301-905-816.000	Paying Agent Fees	0	750	0	750	750	750
301-905-991.047	Principal: Community Center Debt	125,000	125,000	125,000	150,000	150,000	150,000
301-905-995.047	Interest: Community Center Debt	62,213	56,899	56,900	51,587	45,212	38,837
<i>Totals for department 905 - Long-Term Debt Retirement</i>		<i>188,213</i>	<i>184,149</i>	<i>182,900</i>	<i>203,837</i>	<i>197,462</i>	<i>191,087</i>
TOTAL APPROPRIATIONS		188,213	184,149	182,900	203,837	197,462	191,087
NET OF REVENUES/APPROPRIATIONS - FUND 301		3,858	11,198	4,971	(11,193)	(2,121)	6,989
BEGINNING FUND BALANCE		13,416	17,274	17,274	28,472	17,279	15,158
ENDING FUND BALANCE		17,274	28,472	22,245	17,279	15,158	22,146

401. Capital Improvement Fund

The Capital Improvement Fund provides 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 pays for new police vehicles and is used to fund building and facilities maintenance and improvements, as necessary. The major project planned for 2020 is the construction of covered pavilions at Gainsboro Park and the pool.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 401 - Capital Improvement Fund							
ESTIMATED REVENUES							
401-000-665.000	Interest & Dividend Income	2,530	0	807	0	0	0
401-000-675.000	Contributions & Donations	35,000	30,000	0	0	0	0
401-000-699.101	Transfers In - General Fund	60,000	50,000	0	100,000	100,000	100,000
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	100,000	100,000	100,000	0	0	0
TOTAL REVENUES		197,530	180,000	100,807	100,000	100,000	100,000
APPROPRIATIONS							
Department 901 - Capital Outlay							
401-901-970.440	Capital Outlay - Public Works	0	0	0	0	0	0
	<i>Totals for department 910 - Capital Assets</i>	<i>0</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	141,930	0	0	0	0	0
401-910-970.300	Capital Outlay - Police	59,165	31,000	30,989	55,000	0	55,000
401-910-970.446	Capital Outlay - Streets & Alleys	0	0	0	0	0	0
401-910-970.750	Capital Outlay - Recreation	59,099	200,000	123,376	20,000	20,000	20,000
	<i>Totals for department 910 - Capital Assets</i>	<i>260,194</i>	<i>231,000</i>	<i>154,365</i>	<i>75,000</i>	<i>20,000</i>	<i>75,000</i>
Department 910 - Capital Assets							
401-920-890.000	Service Charges	279	100	443	100	100	100
	<i>Totals for department 910 - Capital Assets</i>	<i>279</i>	<i>100</i>	<i>443</i>	<i>100</i>	<i>100</i>	<i>100</i>
TOTAL APPROPRIATIONS		260,473	231,100	154,808	75,100	20,100	75,100
NET OF REVENUES/APPROPRIATIONS - FUND 401		(62,943)	(51,100)	(54,001)	24,900	79,900	24,900
BEGINNING FUND BALANCE		281,932	218,989	218,989	167,889	192,789	272,689
ENDING FUND BALANCE		218,989	167,889	164,988	192,789	272,689	297,589

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 was adopted in 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			Savings*
	Total kWh Used	Total Cost	Cost per kWh	Total MCF Used	Total Cost	Cost per MCF	
2016 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
2018	162,655	\$19,474	\$0.120	1,208	\$8,012	\$6.64	\$7,698
2019	158,323	\$20,875	\$0.132	1,145	\$7,613	\$6.65	\$9,049
					TOTAL		\$21,730

* 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
	TOTAL	\$65,700

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 FY22 budget includes capital outlays for lead service line replacement. By State mandate the water utility is responsible for replacing all lead service leads, both public and private portions, from the main to the meter inside of each home and business. About 60% of water customers have complete or partial lead service leads, so this will be an extraordinary cost that will be borne by the ratepayers to the utility over the coming 20 years. Water rates are being raised by 35% this year to provide the funding necessary to replace lead service lines and water mains over the coming decades. It is our intent that this be the only large water rate increase to pay for the project. Water customers should expect to see rate-of-inflation water rate increases in future years, we do not anticipate or plan on any further large rate increases.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 592 - WATER AND SEWER FUND							
ESTIMATED REVENUES							
592-000-642.000	Sales	1,019,179	1,101,188	771,062	1,738,602	1,773,374	1,808,841
592-000-645.000	Storm Water Runoff Fees	355,131	365,670	242,795	379,950	387,549	395,300
592-000-650.000	IWC Charges	4,700	4,500	3,925	4,500	4,500	4,500
592-000-662.000	Utility Bill Penalties	14,586	10,000	0	10,000	10,000	10,000
592-000-665.000	Interest & Dividend Income	16,282	7,500	8,056	7,500	7,500	7,500
592-000-671.000	Miscellaneous Other Revenues	2,000	0	0	0	0	0
592-000-678.000	Res. Sewer Lead Reimbursement	0	0	1,500	0	0	0
592-000-679.000	Refunds & Rebates	0	0	0	0	0	0
TOTAL REVENUES		1,411,878	1,488,858	1,027,338	2,140,552	2,182,923	2,226,141

APPROPRIATIONS

Department 536 - Water & Sewer Systems

592-536-702.000	Administration Wages	39,135	41,050	34,916	45,900	46,818	46,818
592-536-704.000	Part-Time Wages	0	7,500	0	7,500	7,500	7,500
592-536-711.000	Social Security & Medicare	2,854	3,600	2,506	3,600	3,600	3,600
592-536-712.000	Medical Insurance	10,945	8,200	10,018	8,200	8,200	8,200
592-536-712.001	Medical Insurance - Employee Cont.	(1,038)	0	(904)	0	0	0
592-536-712.002	Retirement - HCSP	608	500	582	500	500	500
592-536-712.003	Medical Insurance - Retirees	2,025	800	1,797	800	800	800
592-536-712.004	Medical Insurance - Retiree Cont.	(194)	0	(163)	0	0	0
592-536-712.005	Medical Insurance - HSA	1,470	500	1,305	500	500	500
592-536-713.000	Life Insurance	355	150	365	150	150	150
592-536-714.000	Retirement - DB (Active Employees)	216	0	478	0	0	0
592-536-714.001	Retirement - Employee Contribution	0	0	0	0	0	0

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 05/04/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
592-536-714.003	Retirement - DB (Retirees)	4,292	18,000	3,713	18,000	19,827	21,586
592-536-714.500	Retirement - DC (Active Employees)	2,536	2,450	2,099	2,450	2,450	2,450
592-536-715.000	Worker's Compensation	202	225	300	225	225	225
592-536-716.000	Unemployment Compensation	6	20	3	20	20	20
592-536-728.000	Postage	2,873	3,000	2,413	3,000	3,000	3,000
592-536-736.000	Computer Supplies	0	0	0	0	0	0
592-536-809.000	Contractual Services	7,101	15,000	12,452	15,000	15,000	15,000
592-536-810.000	Public Works Contract	20,131	45,000	19,506	40,000	40,000	40,000
592-536-814.000	Engineering Services	4,416	5,000	8,084	5,000	5,000	5,000
592-536-818.000	Water Purchases	189,483	221,820	196,587	227,366	233,050	238,876
592-536-819.000	Sewage Treatment	219,911	240,087	199,781	232,000	236,640	241,373
592-536-819.500	Storm Water Treatment	329,225	365,628	303,280	379,950	387,549	395,300
592-536-820.000	IWC Charges	3,123	6,200	2,093	6,200	6,200	6,200
592-536-827.000	Administrative Service Charge	31,222	31,534	31,534	31,849	32,295	32,747
592-536-827.200	Charges for Services - IT	16,549	16,847	16,847	17,083	17,322	17,565
592-536-890.000	Service Charges	1,215	2,000	873	2,000	2,000	2,000
592-536-906.000	Printing Water Bills	1,477	3,900	736	3,900	3,900	3,900
592-536-910.000	Insurance & Bonds	20,000	10,000	20,000	10,000	10,000	10,000
592-536-929.000	Equipment Maintenance	0	2,000	0	2,000	2,000	2,000
592-536-937.000	Water Meter Maintenance	1,094	300,000	190,277	10,000	10,000	10,000
592-536-939.000	Sewer Maintenance	66,648	75,000	57,440	20,000	20,000	20,000
592-536-955.000	Miscellaneous Expenses	0	1,000	16	1,000	1,000	1,000
592-536-956.000	Conferences and Workshops	0	350	0	350	350	350
592-536-958.000	Memberships and Dues	1,339	2,000	1,385	2,000	2,000	2,000
592-536-964.000	Refunds	0	2,000	0	2,000	2,000	2,000
592-536-968.000	Depreciation & Depletion	0	0	0	0	0	0
592-536-970.000	Capital Outlay	7,801	150,000	31,561	250,000	0	1,650,000
592-536-970.594	Capital Outlay - Sewer Projects	141,387	60,000	107,608	120,000	120,000	120,000
592-536-991.000	Principal: GWK Drain Debt	566	94,000	1,249	101,000	101,000	101,000
592-536-995.000	Interest: GWK Drain Debt	11,508	17,000	9,156	9,750	9,750	9,750
592-536-996.001	Paying Agent Fees	3	250	0	250	250	250
<i>Totals for department 536 - Water & Sewer Systems</i>		<i>1,140,484</i>	<i>1,752,611</i>	<i>1,269,893</i>	<i>1,579,543</i>	<i>1,350,896</i>	<i>3,021,660</i>
TOTAL APPROPRIATIONS		1,140,484	1,752,611	1,269,893	1,579,543	1,350,896	3,021,660
NET OF REVENUES/APPROPRIATIONS - FUND 592		271,394	(263,753)	(242,555)	561,009	832,027	(795,519)
BEGINNING FUND BALANCE		1,000,625	1,272,019	1,272,019	1,008,266	1,569,275	2,401,302
ENDING FUND BALANCE		1,272,019	1,008,266	1,029,464	1,569,275	2,401,302	1,605,784

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 \$640,000 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 ($\$1,657,010/4 = \$414,250$); 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 \$150,000 annually)

The target minimum fund balance is therefore $\$414,250 + \$111,000 + \$48,135 + \$150,000 = \$637,735$, which rounds up to \$723,385.

Projected fund balance at the end of FY22 is \$1,006,386. For budgetary purposes, we are building fund balance in excess of our target reserve to save in advance for the expense of the water main and lead service line replacement project.



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
 To: City Commission
 Date: May 6, 2021
 Re: Fiscal Year 2022 Utility Bill Rates

Overview

Following are the proposed utility rates for FY22, including the water and sewer usage rate, ready-to-serve charge, storm water runoff treatment charge, and garbage pick-up fee.

The average Pleasant Ridge utility customer will see a 35% increase in their total bill. The cost increase is being driven by the State's mandate that the City replace all public and private lead service lines at public cost. For more information about the upcoming water infrastructure project, refer to the information online at: www.cityofpleasantry.org/departments/water-and-sewer/

The City Commission will consider whether to place a water infrastructure property tax millage on the November general election ballot. If that happens, and if a water infrastructure millage is approved by the voters, water rates for FY23 starting July 1, 2022 would be reduced to the greatest extent allowed by the new millage revenue.

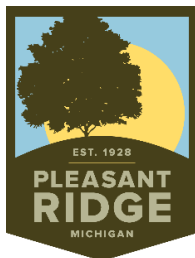
Proposed Rate Structure

The proposed rate structure is as follows:

Ready-to-Serve Charge per bill (6 bills) (residential):	\$82.50
Ready-to-Serve Charge per bill (6 bills) (nonresidential):	
5/8 inch meter	\$82.50
3/4 inch meter	\$114.47
1 inch meter	\$167.30
1 ½ inch meter	\$211.32
2 inch meter	\$237.70
3 inch meter	\$316.97
Water charge per 1,000 cubic feet of water:	\$71.40
Sewage disposal charge per 1,000 cubic feet of water:	\$34.75
Garbage Collection Charge per bill (6 bills):	\$23.75
Stormwater Charge per equivalent residential unit per bill (6 bills):	\$50.35

Requested Action

Approval of the resolution setting utility rates for FY22 starting July 1, 2021.



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

RESOLUTION

Adopting FY22 Utility Bill Rates

WHEREAS, Section 74-255 of the Pleasant Ridge City Code provides that the City Commission shall by resolution establish a consumption rate and a ready-to-serve charge for water and sewer services, and Section 70-262 of the Pleasant Ridge City Code provides that the City Commission shall by resolution establish a storm water service charge.

BE IT RESOLVED, that effective for the period beginning July 1, 2021 the rates to be charged for each premise having a connection to the city water distribution and sewer system shall be:

Ready-to-Serve Charge per bill (6 bills) (residential):	\$82.50
Ready-to Serve Charge per bill (6 bills) (nonresidential):	
5/8 inch meter	\$82.50
3/4 inch meter	\$114.47
1 inch meter	\$167.30
1 ½ inch meter	\$211.32
2 inch meter	\$237.70
3 inch meter	\$316.97
Water charge per 1,000 cubic feet of water:	\$71.40
Sewage disposal charge per 1,000 cubic feet of water:	\$34.75
Garbage collection charge (6 bills)	\$23.75
Storm water charge per equivalent residential unit (6 bills)	\$50.35

I, Amy M. Allison, do hereby attest that the foregoing is a true and accurate copy of a Resolution adopted by the Pleasant Ridge City Commission at its meeting held Tuesday, May 11, 2021.

Amy M. Allison, City Clerk



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
 To: City Commission
 Date: May 6, 2021
 Re: 2021 Supplemental Pool Rules

Overview

Attached is a draft set of supplemental pool rules for the 2021 swim season. The general pool rules are still in effect, but operating adjustments are necessary due to State COVID pandemic rules and orders. The attached supplemental rules will only be in effect for the 2021 swim season and are subject to change and amendment in response to updated State guidance and rules.

Background

There are a few major limitations and changes to the pool that create a need to reconsider some of our standard rules.

Most importantly, our capacity is limited to 50%, creating a need to create a system to allow all residents equitable access to the pool. Recreation staff has created a time-block and reservation system to allow residents to pre-register for swim times.

We must also consider our guest policy given the capacity limitations. With less room for swimmers, it is important to consider resident access to the pool as our primary focus.

There are several other policy considerations that are less impactful than the capacity limitation but will impact how residents experience the pool this year. For instance, masks were going to be required on the pool deck by earlier State orders, but the new May 6 set of rules eliminates the need to wear masks on the pool deck. There are also policies regarding food, locker room usage, and the lost and found.

Some policies are determined by State rule, with little room for choice on the City's part. Other policies, such as the guest policy, are entirely up to the City Commission to decide. Text in green blocks is staff commentary, sometimes including a list of options for the Commission to consider. The green block text will be eliminated from the final supplemental rule document.

Requested Action

City Commission action to approve the attached supplemental pool rules for the 2021 swim season. The City Commission action should identify any policies to be adjusted, and where multiple options exist, what the chosen policy will be. Staff also requests that the City Commission authorize staff to administratively amend or adjust the policies based on our operating experience as the season progresses or based on updated State guidance and rules over the summer. Prior notice will be given to the City Commission of any such changes before they are implemented.



City of Pleasant Ridge

2021 Supplemental Pool Rules

The following supplemental rules are in place for the 2021 pool season. The standard pool rules¹ are still valid and in effect unless they conflict with one of the supplemental rules below.

These supplemental rules are adopted to comply with State and County rules and orders for pools during the COVID-19 pandemic. These rules are subject to change if State and/or County rules are amended or changed. If updated State or County rules relax restrictions that are adopted into these supplemental rules, such as pool capacity limits or mask requirements while outdoors on the pool deck, these rules will be revised accordingly. Refer to www.michigan.gov/coronavirus for State rules and guidance.

These supplemental pool rules were adopted by the City Commission on May 11, 2021. Staff will administratively update the rules as necessary and appropriate to adapt to changing conditions and external guidance.

Pool Capacity

The pool can operate at 50% capacity per State of Michigan rules.² This permits 66 swimmers at any one time.

Swim Time Blocks

- With the reduced capacity it is likely that demand will exceed the number of swimmers we can host at times during the swim season. To provide certainty for residents there will be two-hour time blocks that residents can register for in advance.
- There will be 30 minutes in between swim blocks to allow the departing swimmers to leave, to allow staff to clean the pool facility, reset the deck, check pool chemistry, and to check in arriving swimmers for the next time block.
- You may arrive at any time during the time block you are registered for. You are not required to arrive at the beginning of the time block. You will have to depart at the end of the time block, so if you arrive late, you will have a shorter amount of time to swim.
- You should arrive not earlier than 5 minutes before your time block starts.
- Resident children aged 11 and up may attend on their own. They or a parent will have to register for a time slot in advance.

¹ <https://cityofpleasantridge.org/wp-content/uploads/2018/01/pool-rules.pdf>

² [Section 4.d of the May 6, 2021 Gatherings and Face Mask Order](#)

Decision Items: Length of time blocks and length of time in between blocks.

Staff is recommending 2-hour blocks with 30 minutes in between. This can be subject to change once we gain experience with the new system.

2-hour blocks ensure that we have enough slots each day to accommodate our typical busier-day pool attendance from past years while providing a reasonably long enough time in the pool. Three-hour blocks reduce the total number of people who can attend the pool each day, while 90-minute blocks are perhaps a bit too short.

Registration System

- Residents will be able to register for one swim block per day.
- Reservations for each day will open one week in advance, and residents can register for the time block up until 10 minutes prior if spots are available.
- Each person who will be coming to the pool must have a registration, including adults, children, or infants.
- Residents can register for swim time blocks online at: pleasantridge.activityreg.com.
- Residents may be able to come to the pool after a time block has started if space is available. The online registration system closes 10 minutes before the time block begins, but residents can call the pool at 248-541-2902 and pool staff can reserve space(s) for you to come up to the pool during the current time block.

The registration system will require one extra step before attending the pool this year, but it will take less than a minute to reserve your space online or to make a phone call to the pool to see if you can make a spontaneous visit during a time block that has already begun.

Pool Key Tags

ALL residents must have their own pool key tag this year, including adults, children, and infants. If you have old tags, bring them to the Community Center to renew. For new tags bring picture ID for all persons in your household. If you do not have a picture ID for a child, bring a birth certificate or other valid government-issued identification.

Tags must be obtained before you arrive at the pool to swim. We will not be issuing tags during swim blocks; you will have to obtain them at the Community Center in advance.

Guest Policy

Given the capacity limitations imposed by State order, guests are prohibited/limited at the pool in 2021.

Possible Policies:

1. Allow no guests.
2. Allow limited guests.
 - a. How many guest passes is a reasonable number per household? 5? 10?
 - b. Restrict the number of guest passes that may be used in each time slot?
 - c. Allow guests during certain days/times, but not others?
3. Allow each household to purchase a caregiver/grandchild pass or passes. The passholders would be treated like residents for purposes of signing up and attending the pool.
 - a. The amount such passes would cost would have to be determined by the Commission.
 - b. How to verify identity if this is intended to be for grandchildren? Do we care?
 - c. Is there a limit on how many passes each household can buy? Can a household buy 2 grandchildren passes? Seven? What is the limit?

Discussion: Practically, managing more complex guest rules could be a challenge. We must work within the limitations of the recreation software. We also have a brand-new pool staff who will be running a pool season for the first time with a new set of rules and procedures. Staff will implement whatever guest policy the Commission likes, but we caution that simplicity of execution should be a consideration to ensure that we can effectively and fairly implement the policy.

Staff will also learn more about pool usage patterns as the season progresses, and if the State increases the capacity limits for pools it may make accommodating guests more feasible for us. Whatever the initial policy, it may be subject to amendment based on changing conditions throughout the summer.

Mask Policy

Swimmers are not required to wear masks while swimming or outdoors on the pool deck.³ Masks are required while indoors, either at the pool check in desk or while using the restroom facilities in the locker rooms.

Food Policy

The concession stand will not be open this year. Food may not be consumed on the pool deck, but swimmers will be able to bring a water bottle.

The May 6, 2021 State of Michigan order only allows the consumption of food or beverages at recreational facilities when people are seated, groups are separated by at least 6 feet, no more than 6 persons are seated at a table, and groups do not intermingle.⁴ It will not be possible for pool staff to ensure compliance with this rule, so food and drink other than water bottles are not permitted at the pool.

³ [Section 8.o of the May 6, 2021 Gatherings and Face Mask Order](#) allows outdoor gatherings under 100 persons to occur without a mask requirement.

⁴ [Section 3.a.3 of the May 6, 2021 Gatherings and Face Mask Order](#)

Decision item: While it is possible that we can meet the rule's requirements on the pool deck, we also will not be able to effectively enforce compliance with the rule. The Commission can decide to allow pool users to bring their own food and drink with the understanding that the rule will apply but it will be the responsibility of pool users to make sure that it is followed.

Prohibiting food and drink is the best way to ensure that the City does not run into issues with pool users not following the rules and potentially causing some scrutiny or other actions from the County or State.

We know that we can trust most residents, but that the food and drink rules will not be universally followed. This is a potential point where the City could be exposed to some risk, even if that risk is low.

Locker Room Policy

The lockers and showers will not be available this year. Please arrive at the pool in your swimsuit. The toilets and sinks in the locker rooms will be available for use this summer.

Lost and Found Policy

The City will not be maintaining a lost and found pile or space this year. Anything left at the pool will be discarded at the end of each day.

Pavilion Rental

The pavilion is available for rent during the two-hour time blocks. Contact the community center during business hours. During the 2021 pool season all persons who will attend an event at the pavilion must have a valid pool registration and must register for the time block.

Decision Item: Allowing the pavilion to be rented may help alleviate an issue that sometimes occurs at the pool where users who were having an event would show up early and turf the tables. This was stressful for the people holding the event who wanted the tables, and stressful for other pool users who wanted to use the tables.

Allowing the pavilion to be rented for events and gatherings would allow for a sanctioned use of that area at a set time. Other pool users would still be able to use the tables and chairs on the pool deck and would have prior notice that the pavilion was rented during a specific time.

It is unclear if allowing renting the pavilion in 2021 is necessary. With guests likely to be limited or prohibited, per the Commission's decision on the guest item above, there probably will not be as much demand to hold gatherings at the pool this summer compared to a normal year.

Allowing the pavilion to be rented for gatherings may help address the past turfing issues, but it also may not be necessary or advisable to allow rentals this summer while COVID restrictions are in place.

Pleasant Ridge Community Pool Rules

The following rules and regulations are designed to ensure safe and sanitary operation of the Pleasant Ridge Community Pool and to comply with the State of Michigan regulations for public swimming pools. Parents are requested to emphasize to their children the importance of observing the rules and heeding the instruction of pool personnel. Please review these rules before visiting the pool.

All injuries, however slight, must be reported to the lifeguard office.

**The Pleasant Ridge Community Pool is a first come/first served facility.
There may be times when the pool is operating at capacity,
and admission cannot be guaranteed.**

ADMISSION

- The pool is open to persons who possess a valid membership ID card. The card must be presented by the pool patron each time they enter the pool.
- Children ages 7 and under and who can not swim the length of the pool by themselves, must be supervised in the pool by an adult or approved babysitter at least 15 years of age. Parents are responsible to watch their children at all times.
- Guests must be accompanied by a resident. The resident is responsible for the actions and conduct of his/her guests.
- Residents must remain in the pool complex while their guest(s) are visiting. When the resident leaves, the guest must also leave.

GENERAL RULES

- **No person shall be under the influence of drugs or alcohol while in the facility. Alcohol and drugs are strictly prohibited within the facility. If alcohol is detected in the pool enclosure, you may have your household pass suspended for the season or longer.**
- Smoking and use of smokeless tobacco is not permitted.
- Glass containers are not permitted.
- Animals of any kind are not permitted in the facility, except for working dogs.
- Abusive or inappropriate language will not be permitted at any time.
- NO RUNNING or ROUGH PLAY.
- No squirt guns, squirting devices, ball throwing or playing.
- Radios must be restricted to personal sound devices with headphones.
- The City of Pleasant Ridge is not responsible for personal property.
- Please secure items left in a locker with a lock. Items found on deck will be left at the office in the "lost and found." All lost and found will be donated to charity two weeks after it is lost.
- Guests with special needs are welcome; staff is pleased to provide assistance when requested.
- All aquatic personnel are responsible for the enforcement of all Michigan Department of Health "Public Swimming Pool Rules."
- All infants must be changed in the restrooms and swim diapers must be disposed of in the proper containers.
- The City of Pleasant Ridge reserves the right to limit admissions due to safety considerations.
- Admission to the pool may be refused to any person having a contagious, infectious condition or communicable disease; including open blisters, cuts, sores, wounds, etc. These guests will not be allowed in the pool.
- No skateboards, rollerblades/skates, or bikes are allowed inside of the Pool/Wellness center.
- Please direct any problems, concerns, or questions to the Manager in charge.
- Discipline is handled per basis, and can include warnings or dismissal from the pool for the day/season.

POOL RULES

- Only proper swim attire will be permitted in the pool enclosure. No jean shorts, under garments, t-shirts or cut-offs will be allowed due to health code violation.
- Rubber or plastic pants with elastic at the legs and waist must be worn over all diapers, with the exception of swim diapers.
- Showers are required before entering the pool or activity.
- Guests are responsible for providing their own towels.
- Parents and Guardians are responsible for their children.
- Parents (or a supervisor 15 years of age or older) must actively watch their children. This means that reading, lying down, talking or facing away from the child is not permitted anytime the child is in the pool or on the deck.
- Spitting, spouting water, blowing of the nose or discharging bodily waste in the pool is strictly prohibited.

Pleasant Ridge Community Pool Rules



- Only U.S. Coast Guard approved flotation devices are permitted in the pool. No Swimmies, water wings, floaties, rafts, body boards, or inflatable's are permitted in the pool. Only U.S. Coast Guard approved flotation devices are permitted.
- No snorkeling or SCUBA equipment is allowed, including masks with a nose piece. Guests may use goggles.
- Diving is ONLY permitted off the diving board. **NO FLIPS.**
- Flipping, throwing, sitting on the shoulders, piggyback rides, and other unsafe activities are not permitted.
- Holding, standing or hanging on the pool lane lines, ladders, and rope is prohibited.
- Use only the designated pool entrance/exit.
- No food, gum or drinks are permitted in the pool. A designated area is provided where food and drinks must be consumed.
- Adult swim is the last 10 minutes of every hour. All patrons under the age of 16 must exit the entire pool.
- Discipline is handled per occurrence, and can include warnings or dismissal from the pool for the day/season.
- **NO SQUIRT GUNS OR BALL PLAYING IN THE POOL OR ON THE POOL DECK.**

Lifeguards have the right to stop any play which they deem dangerous. Guests must obey lifeguard's instructions at all times. Please direct any problems, concerns, or questions to the Manager in charge.

DIVING GUIDELINES

- To avoid an injury, remember to dive straight off the board; do not dive to the side.
- Flips or back dives are not permitted off the board or side of the pool.
- After diving, swim straight to the side and exit the water.
- All dives are at the discretion of the staff.
- To ensure safe diving, only one person is allowed on the board and ladder at a time.
- Only one bounce is permitted on the diving board per dive.
- Children wearing approved flotation devices are not allowed to jump off the diving boards.

RESTROOMS/LOCKER ROOMS

- Eating, drinking or smoking will not be permitted in these areas.
- Loitering is prohibited.
- Lockers may be used on a single visit basis only.
- Patrons using the facility must shower and enter the pool through the provided entrance through the locker rooms.
- Patrons may not occupy a locker over night.
- The City of Pleasant Ridge and its staff are not responsible for any items which are lost, damaged, stolen, left in the lockers or pool area.

WEATHER/CLOSING POLICIES

- **Thunder/Lightning:** The pool will be cleared immediately. Patrons must leave the pool deck area. The pool will remain closed for 30 minutes after each occurrence of thunder/lightning.
- **Severe Weather:** The facility will close in the event of a severe weather warning (tornado watch/warning or thunder storm warning). Patrons will be asked to leave or take shelter depending on the severity of the storm.
- **Cold Weather/Rain:** If the air temperature is below 70 degrees, steady rain, or the total attendance is fewer than 20 people in a two hour period, the pool will close. If the pool closes during general swim, it may re-open at the discretion of the management. Please call before returning to the pool.
- **Contamination:** The pool will be cleared in the event of contamination. The closing period is dictated by the extent of the contamination. The Management staff will determine the length of time required.
- **Swim Meets:** The pool will close at 4:00 for all evening swim meets.

The City of Pleasant Ridge staff reserve the right to restrict any activity and/or use of equipment that may be deemed as dangerous. The staff also reserves the right to restrict use to any person who is misusing or disrupting said activity or equipment.