



# City of Pleasant Ridge FY22 Annual Budget

Adopted: June 8, 2021

**Mayor**

Kurt Metzger

**City Commissioners**

Chris Budnik

Ann Perry

Bret Scott

Amanda Wahl

**City Manager**

James Breuckman



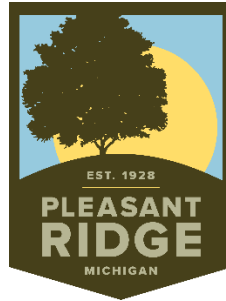
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## A. Introduction

### 1. City Manager's Letter



June 3, 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 was a time of continued disruption as Michigan experienced a third wave in the COVID pandemic, but also hope as vaccines continue to roll out. Currently, about 60% of Michigan adults have received at least one vaccine shot, about 47% are fully vaccinated, and COVID hospitalizations are at their lowest point since the pandemic started. All State COVID rules are expected to end on July 1 of this year.

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.

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 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 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](https://www.zoom.us)

Meeting ID: 899 0049 8733

Passcode: 259087

#### THE PROPOSED 2021-2022 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  
June 2, 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	\$12,500
	Other revenue	\$81,250
	Transfers-In	\$0
	Total General Fund Revenue:	\$3,208,595
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	\$188,780
	Elections	\$10,760
	City Attorney	\$26,500
	City Clerk	\$119,865
	Information Technology	\$75,250
	General Government	\$146,150
	Cable TV	\$3,410
	City Treasurer	\$117,550
	Assessment	\$22,670
	Police Services	\$1,266,703
	Fire/Rescue	\$256,581
	Building Department	\$79,194
	Planning Commission	\$0
	Public Works	\$291,261
	Street Lighting	\$44,000
	Recreation	\$394,937
	Retirement Services	\$5,000
	Transfers Out	\$100,000
	Total General Fund Expenditures:	\$3,176,160
	Increase in General Fund Fund Balance:	\$32,434
202	MAJOR STREETS	\$195,500
203	LOCAL STREETS	\$116,700
218	INFRASTRUCTURE IMPROVEMENTS	\$744,500
226	SOLID WASTE	\$424,014
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.



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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
<b>Assessed Valuation</b>							
Real	199,597,430	203,876,640	210,406,390	217,633,410	230,661,630	235,274,863	242,333,108
Personal	1,976,670	2,052,320	2,157,500	3,004,390	3,056,030	3,117,151	3,210,665
<b>Total</b>	<b>201,572,100</b>	<b>205,928,960</b>	<b>212,563,890</b>	<b>220,637,800</b>	<b>233,717,660</b>	<b>238,392,013</b>	<b>245,543,774</b>
<b>Taxable Valuation</b>							
Real	143,747,780	150,913,980	158,053,770	163,959,250	170,496,900	173,906,838	176,515,441
Personal	1,974,670	2,052,320	2,157,500	3,004,390	3,056,030	3,117,151	3,163,908
<b>Total</b>	<b>145,722,450</b>	<b>152,966,300</b>	<b>160,211,270</b>	<b>166,963,640</b>	<b>173,552,930</b>	<b>177,023,989</b>	<b>179,679,348</b>
<b>Millage Rate</b>							
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
<b>Total</b>	<b>21.5677</b>	<b>21.4388</b>	<b>21.4120</b>	<b>21.4525</b>	<b>21.3110</b>	<b>20.9700</b>	<b>20.6345</b>
<b>Total Revenues</b>							
101 General Fund	2,935,429	3,166,466	3,140,795	3,047,738	3,208,595	3,270,734	3,305,860
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
<b>Total</b>	<b>6,665,506</b>	<b>6,673,757</b>	<b>6,696,267</b>	<b>6,617,072</b>	<b>7,373,445</b>	<b>7,603,719</b>	<b>7,715,556</b>

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
<b>Total Expenditures</b>							
101 General Fund	2,821,199	2,954,829	2,888,175	2,992,341	3,176,160	3,219,264	3,260,459
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	744,500	444,325	448,925
226 Solid Waste	393,045	375,893	400,421	412,928	424,014	428,663	433,381
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
<b>Total</b>	<b>6,329,871</b>	<b>6,546,219</b>	<b>6,460,944</b>	<b>6,761,214</b>	<b>6,879,390</b>	<b>7,988,491</b>	<b>6,459,452</b>
<b>End of Year Fund Balance</b>							
101 General Fund	768,833	980,448	1,233,021	1,288,418	1,320,852	1,372,322	1,417,722
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	469,227	553,062	638,543
226 Solid Waste Fund	16,686	37,811	37,003	32,642	27,227	22,977	19,905
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
<b>Total</b>	<b>6,736,084</b>	<b>6,862,209</b>	<b>7,097,487</b>	<b>6,953,345</b>	<b>7,447,400</b>	<b>7,062,628</b>	<b>8,318,733</b>

## 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	SEMOG 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
2020	Oakland County Local Road Improvement Program	\$9,755
2020	MDOT Tree Planting	\$5,000

## 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.

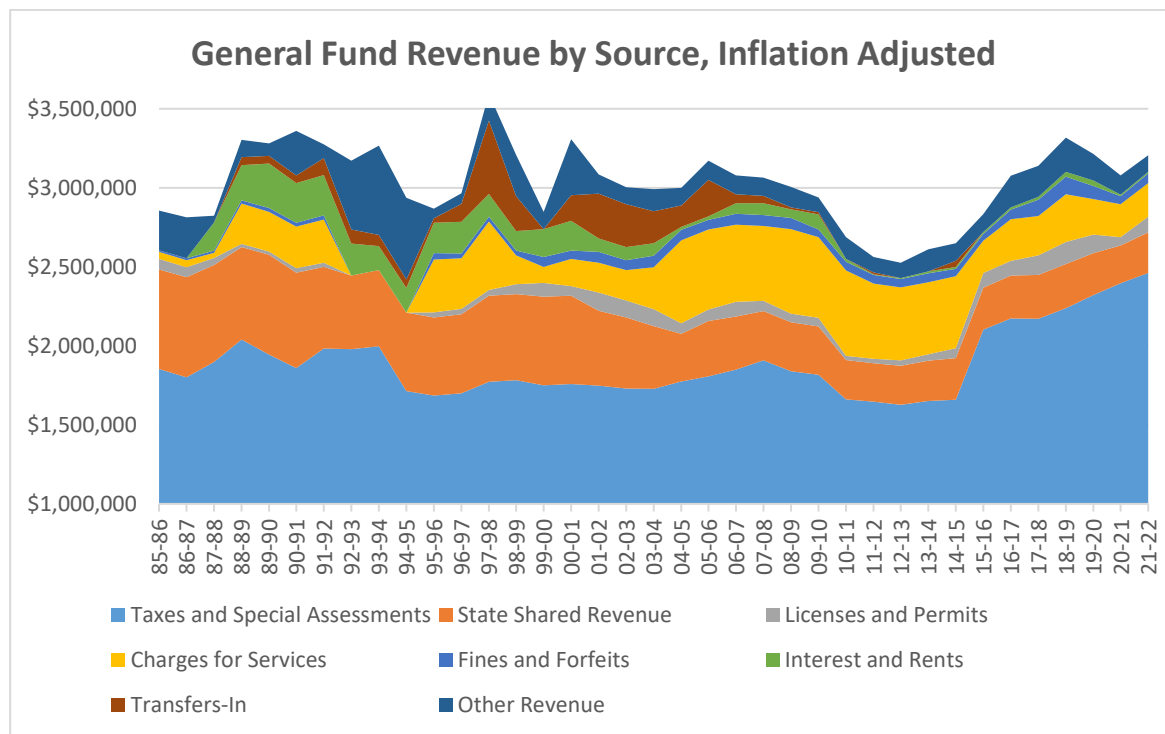
The figure also shows that state revenue sharing as a source of general fund revenue has dropped precipitously over the years. In 1985 it provided the equivalent of about \$630,000 in today's dollars, while it is projected to provide less than half of that - \$252,000 - in FY22. Thus, other sources of 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.

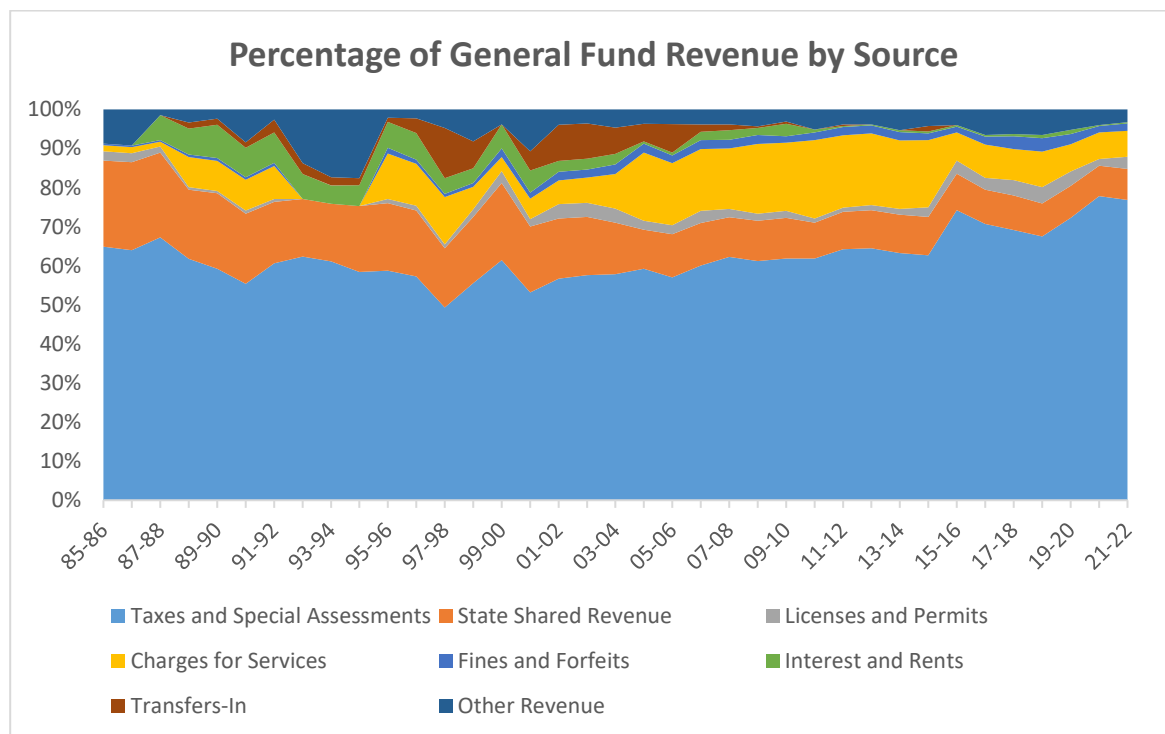
Figure 2 presents the same data as Figure 1, except that each revenue source is presented as a percentage of the whole. This figure demonstrates that as other funding sources have decreased the general fund has become more reliant on locally generated property tax revenue. Today, property taxes provide 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

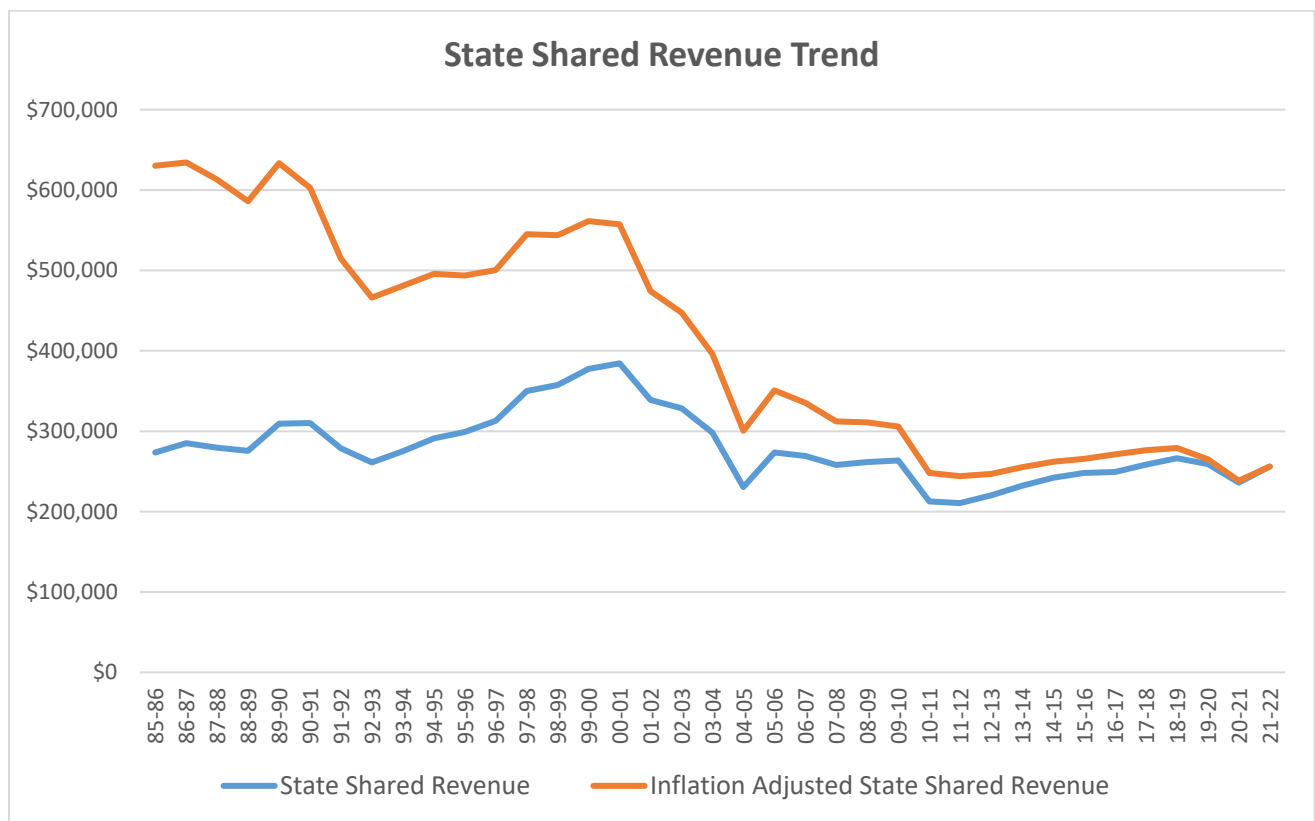


**State Shared Revenue Trend.** One of the main drivers impacting Pleasant Ridge's general fund budget over the past 15 years has been the decline in state shared revenues. Figure 3 shows that, on an inflation adjusted basis, State revenue sharing has declined from the equivalent of nearly \$630,000 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



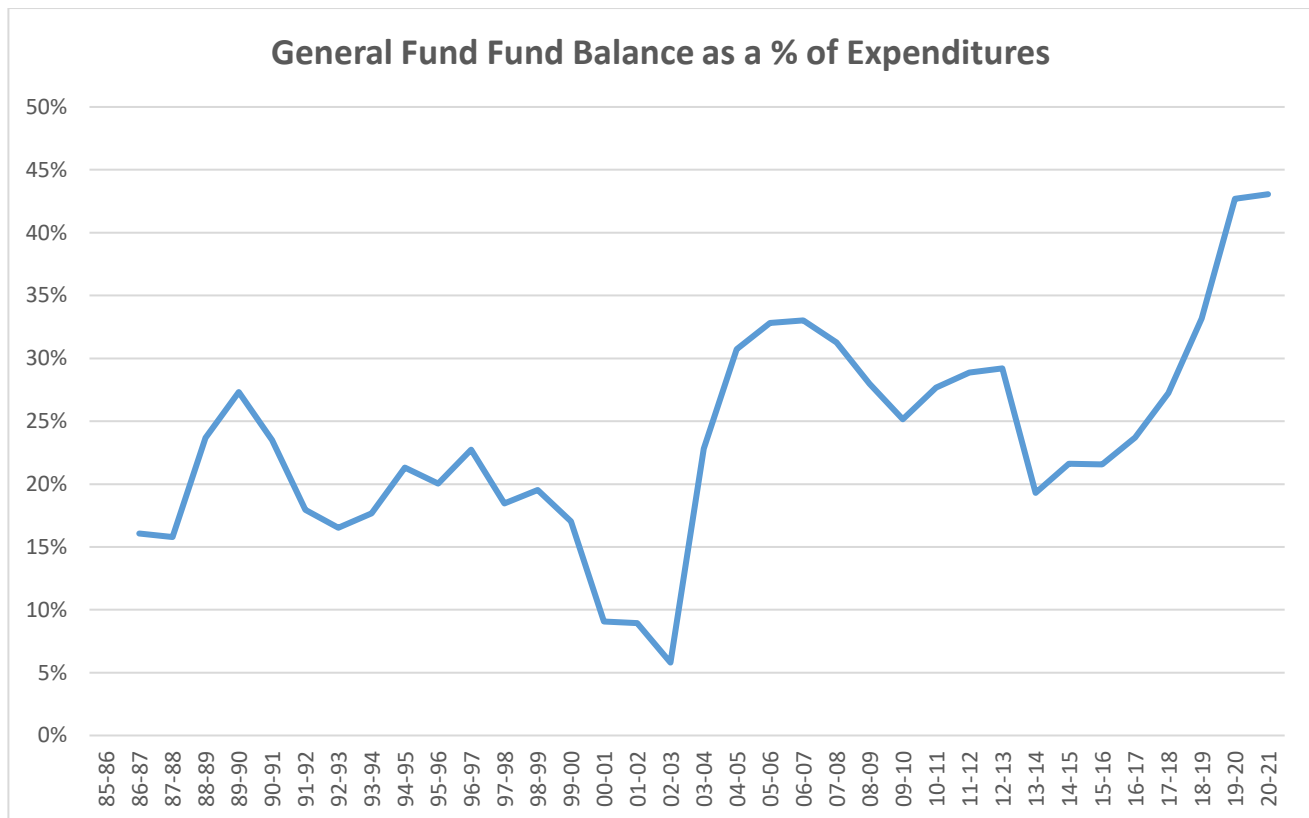
Source: Pleasant Ridge Budget Documents and BLS CPI-U data for the Detroit-Ann Arbor-Flint MSA

**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*

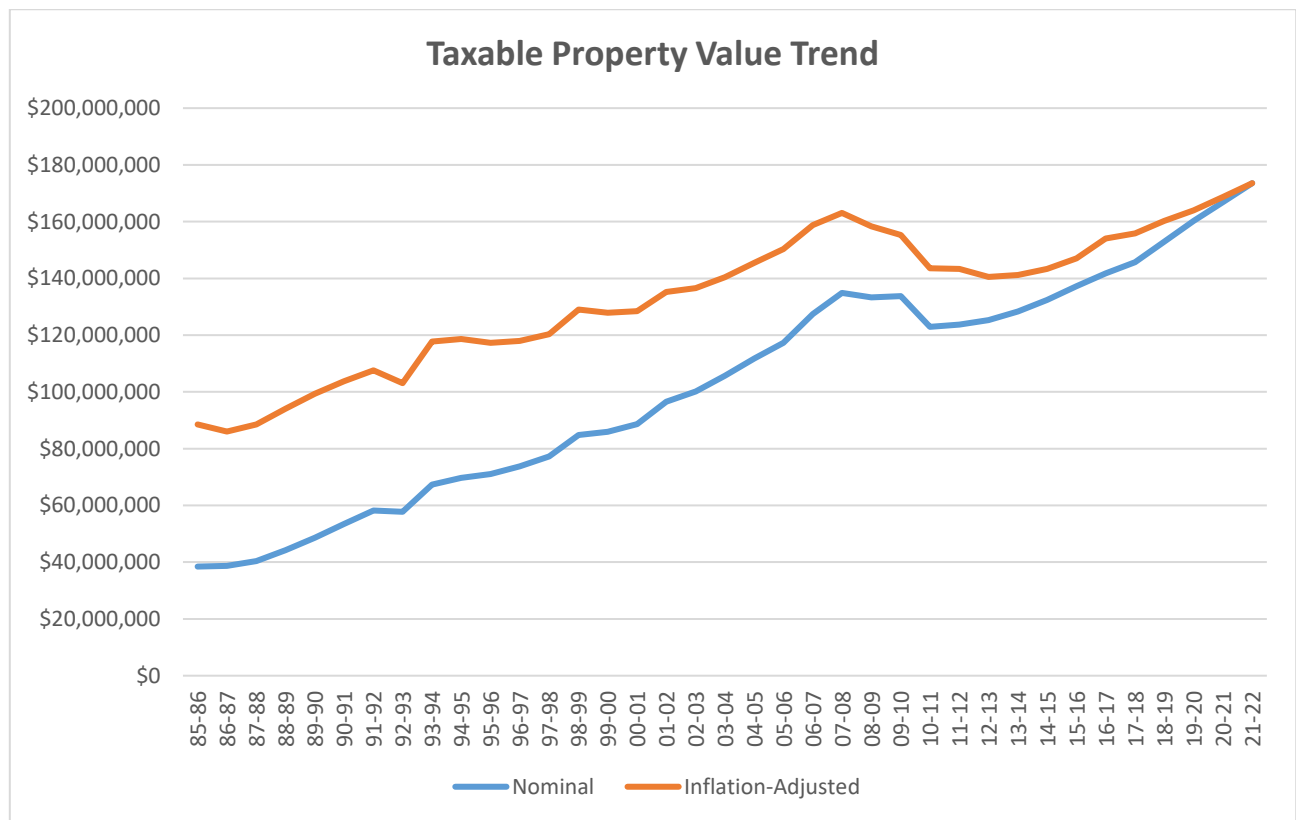


**Property Value Trends.** The following Figure 5 shows total (real + personal) taxable property value trends in the City of Pleasant Ridge. The inflation adjusted taxable property value has increased at a rate of about 1.8% per year. This small increase over the inflation rate is the result of certain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

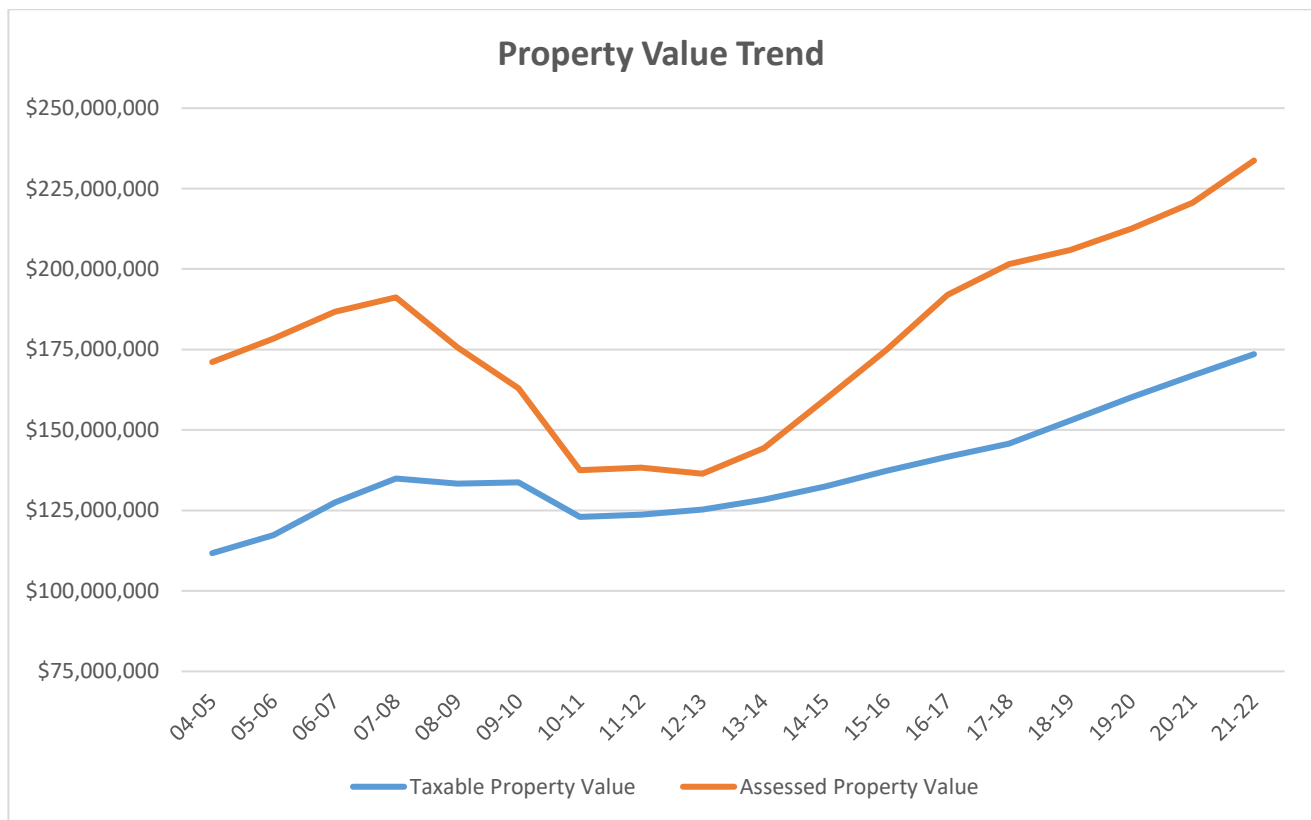


The following Figure 6 shows how Pleasant Ridge’s total assessed and taxable property values have changed over time since 2004. Assessed value is the true market value of all property in the City as determined by Oakland County Equalization (the City’s assessor). Taxable value is the value of property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

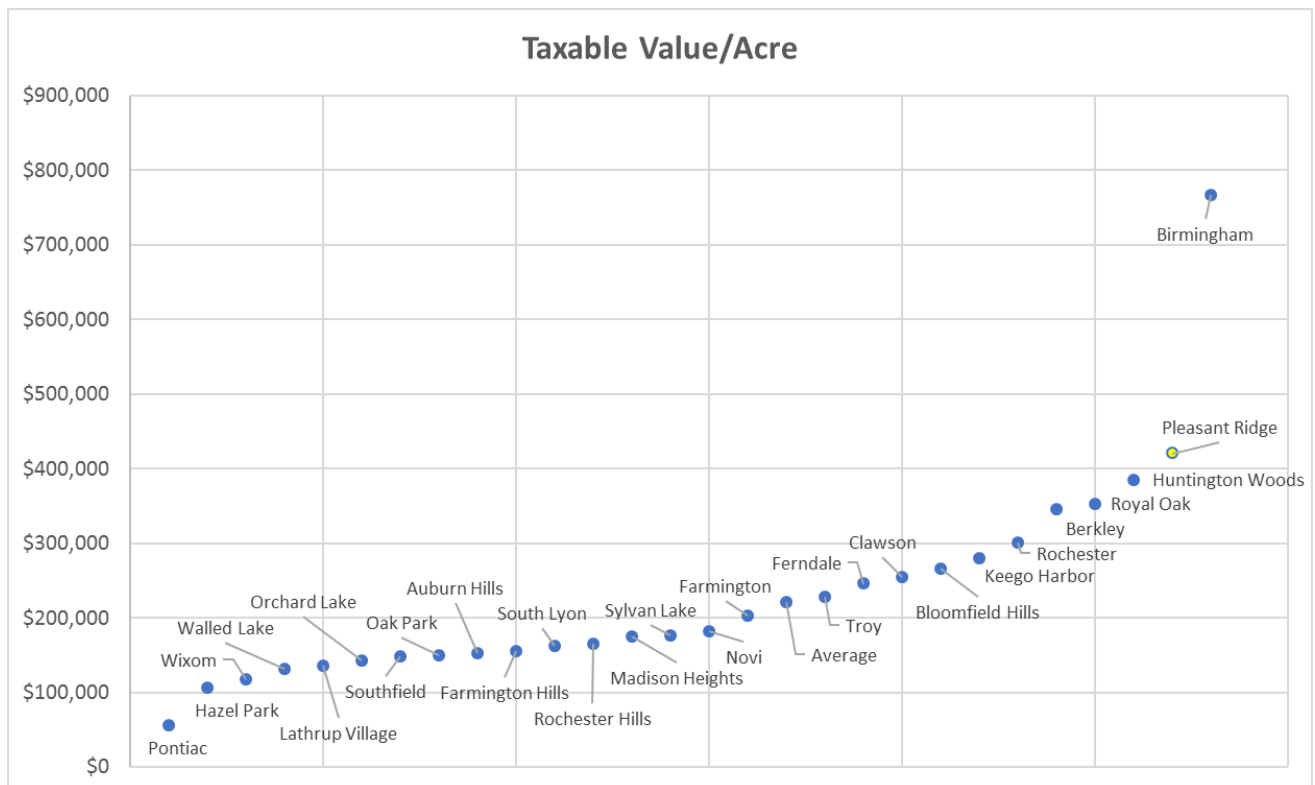
*Figure 6. Taxable and Assessed Property Value, 2004-Present*



**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.<sup>1</sup>

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<sup>1</sup> 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

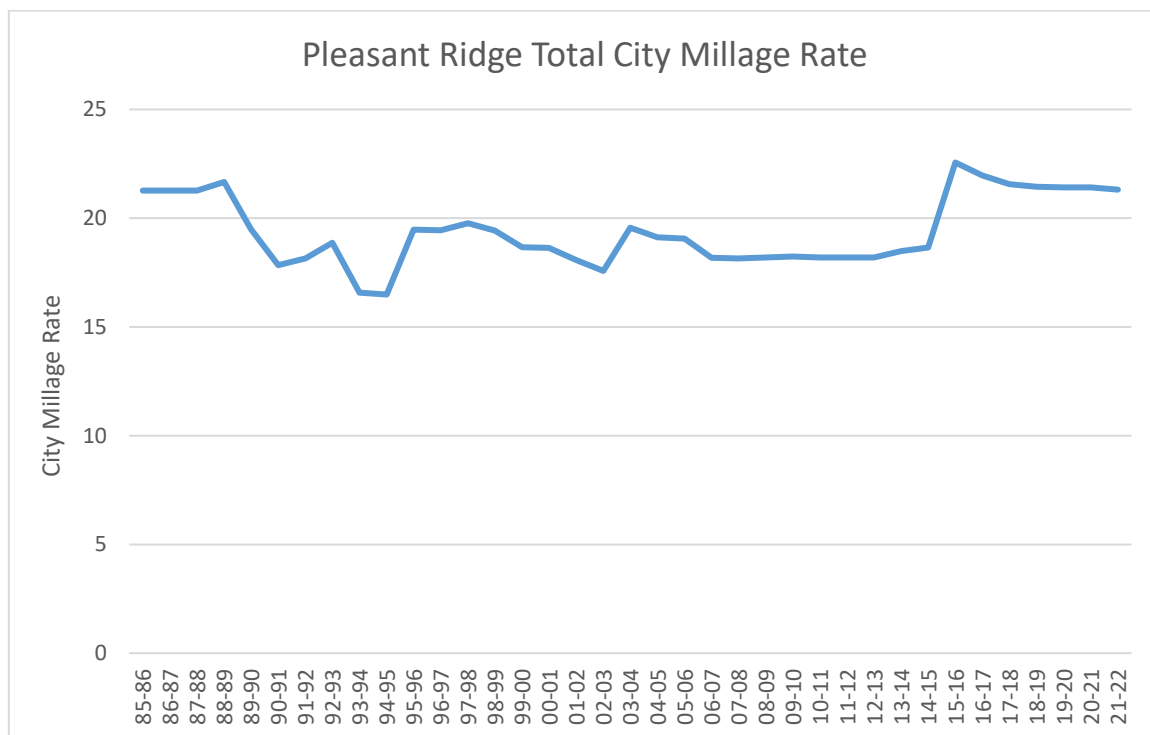
**Millage Rate Information.** The following Table 1 shows the breakdown of Pleasant Ridge millage rates from 2014 to present.

*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
<b>General Operating - Charter</b>	20.0000	--	11.3094	11.1363	10.8434	10.6232	10.3714	10.2085	10.0604	9.8903
<b>General Operating (2015)</b>	2.9000	--		2.8556	2.7804	2.7239	2.6593	2.6175	2.5795	2.5359
<b>Police Pension (2018)</b>	1.400	2033					0.3500	0.7000	1.0500	1.3032
<b>Infrastructure (2015)</b>	3.0000	2034	2.3880	2.9242	2.8472	2.7894	2.7232	2.6804	2.6415	2.5968
<b>Community Promotion</b>	0.3431	--		0.2704	0.3481	0.3375	0.3200	0.3100	0.300	0.285
<b>Parks Improvement (2015)</b>	0.7500	2024		0.7385	0.7190	0.7044	0.6877	0.6769	0.6670	0.6557
<b>Rubbish</b>	3.0000	--	1.6960	1.6700	1.6260	1.5929	1.5551	1.5306	1.5084	1.4829
<b>Pool Operations (2003)</b>	1.4000	2028	1.2593	1.2400	1.2073	1.1827	1.1546	1.1364	1.1199	1.1009
<b>Library (2019)</b>	0.5000	2024	0.4949	0.3865	0.3763	0.3687	0.3675	0.3617	0.3564	0.3503
<b>Pool Debt (2003)</b>	unlimited	2028	1.5000	1.3380	1.2123	1.2450	1.2500	1.1900	1.1700	1.11
<b>Total Millage</b>			<b>18.6476</b>	<b>22.5595</b>	<b>21.9600</b>	<b>21.5677</b>	<b>21.4388</b>	<b>21.4120</b>	<b>21.4531</b>	<b>21.3110</b>

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*

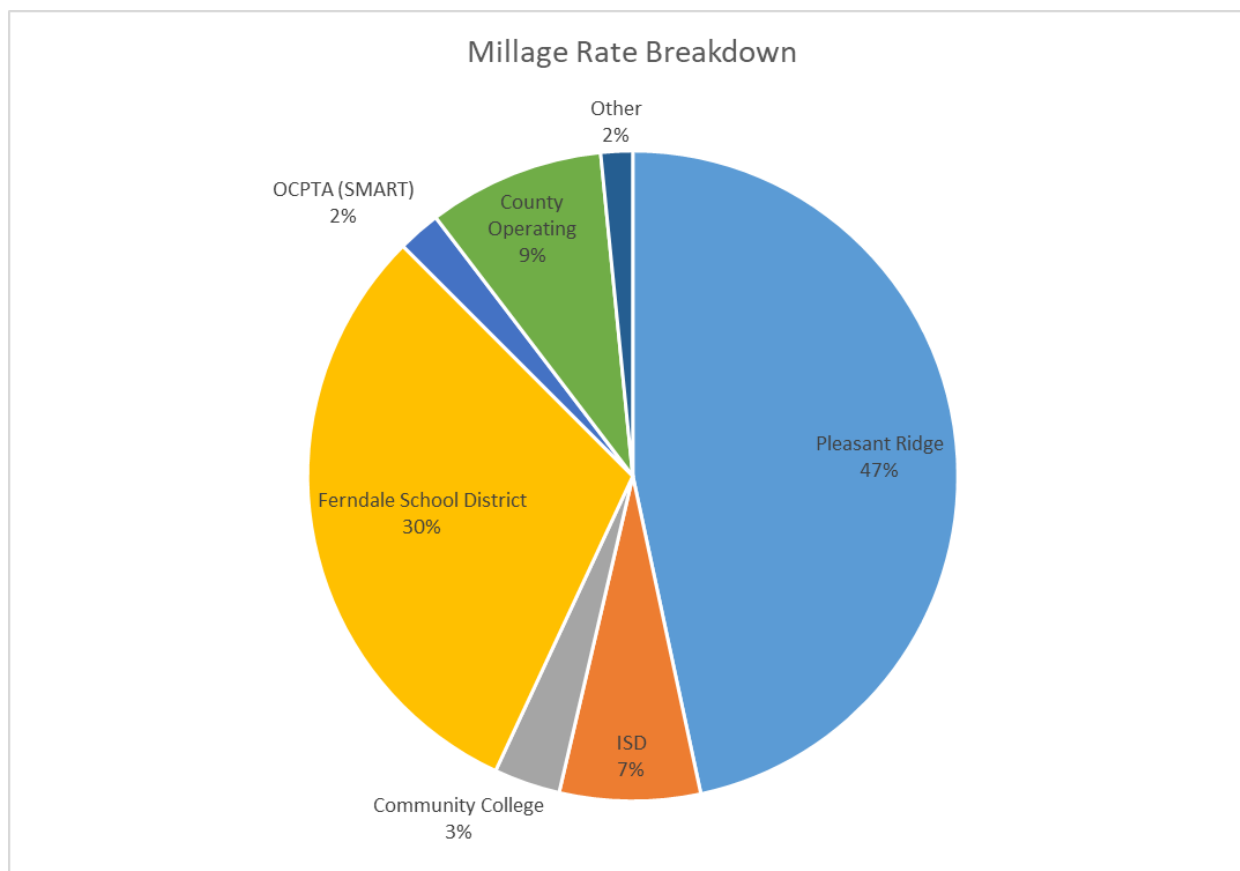


The 2021 total City millage rates are reduced by 0.1114 mills compared to last year due to Headlee rollback. While the City experienced robust home sales and strong growth in sales prices, Headlee limits the City to a total tax revenue growth rate of 1.5%, requiring a rollback in local tax rates.

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 2021 is expected to be about 45.9961 mills.<sup>2</sup> 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*



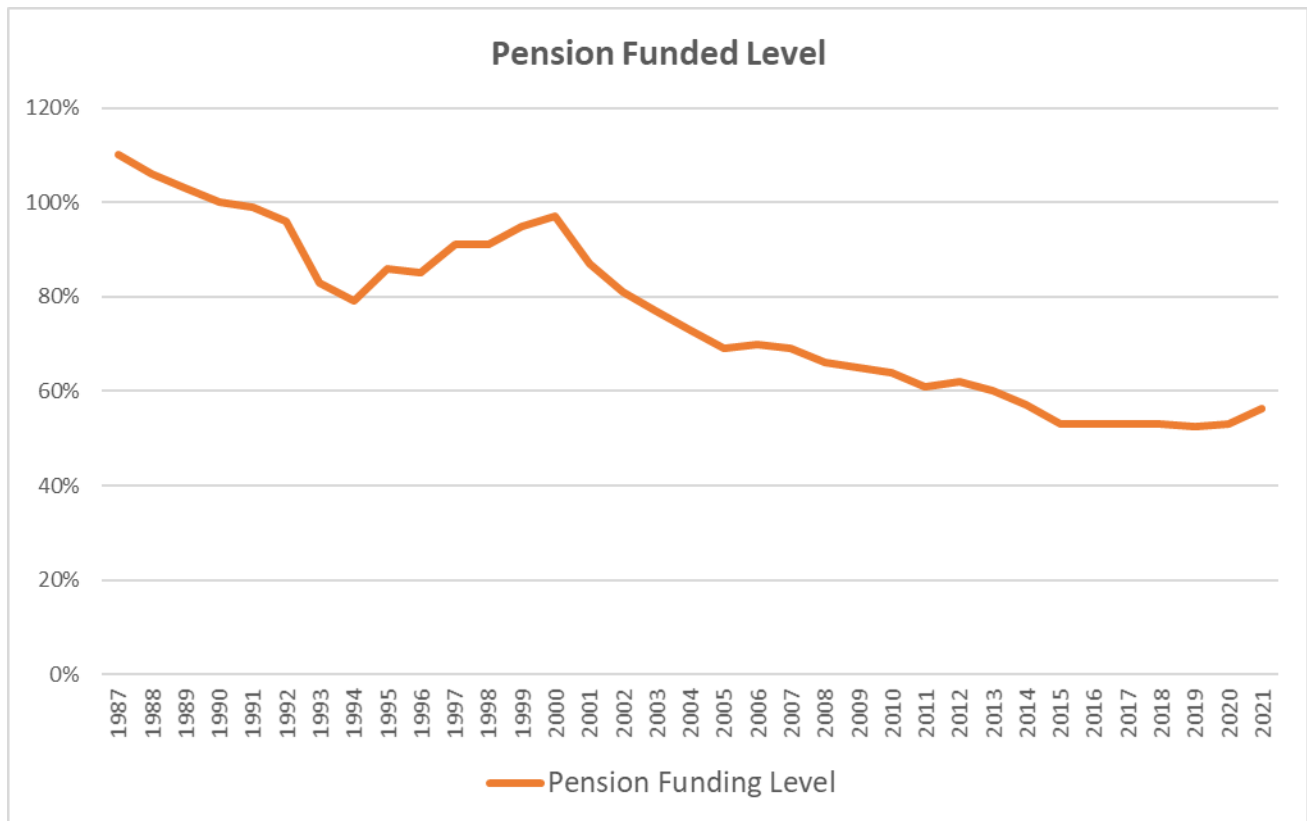
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<sup>2</sup> As of the date of adoption of this budget, final tax rates for outside, non-Pleasant Ridge jurisdictions is not known. Those outside jurisdictions are also subject to Headlee Rollbacks, and their adopted tax rates have not yet been published. 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 56% funded in 2021. Over the same 2000 – 2021 period 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 FY22. While our pension funded level has started to increase and 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.<sup>3</sup>

**Table 6: Actuarial Accrued Liabilities and Valuation Assets  
as of December 31, 2020**

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	\$ 241,862	\$ 307,080	\$ 0	\$ 548,942	\$ 340,674	62.1%	\$ 208,268
02 - Police	1,135,321	5,753	2,515,463	0	3,656,537	1,749,597	47.8%	1,906,940
10 - NonUnion	557,590	203,499	832,579	0	1,593,668	1,077,818	67.6%	515,850
11 - City Mgr	0	0	748,337	0	748,337	406,619	54.3%	341,718
12 - Non-Union after 7/1/2011	39,954	0	0	10,987	50,941	64,634	126.9%	(13,693)
20 - Police as of 7/1/2011	95,099	7,844	0	0	102,943	117,026	113.7%	(14,083)
HA - Police hired after 7/1/17	10,085	4,951	0	0	15,036	15,574	103.6%	(538)
<b>Total</b>	<b>\$ 1,838,049</b>	<b>\$ 463,909</b>	<b>\$ 4,403,459</b>	<b>\$ 10,987</b>	<b>\$ 6,716,404</b>	<b>\$ 3,771,942</b>	<b>56.2%</b>	<b>\$ 2,944,462</b>

The above table shows that the City's total unfunded liability is \$2,944,462, 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.

<sup>3</sup> AAV reports are available on the City's website at: [https://cityofpleasantridge.org/lsvr\\_document/pension-fund-annual-actuarial-valuation-reports/](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

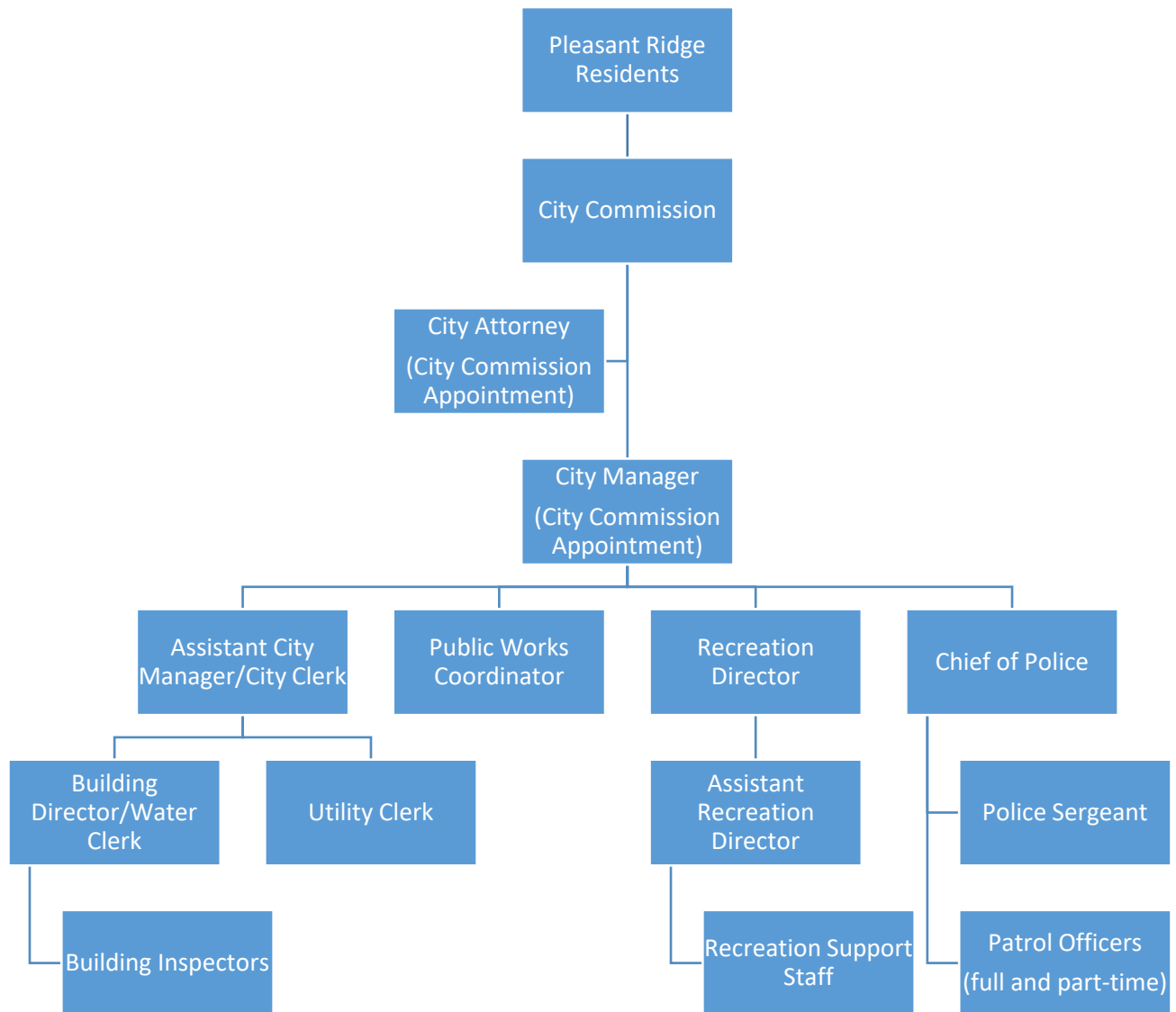
The City of Pleasant Ridge is a service-oriented organization with a large percentage of expenditures associated with staff salaries and related costs. In addition to part-time and full-time non-union employees, there is one bargaining unit - the Pleasant Ridge Police Officers Association, represented 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	12,500	15,000	15,000
Other revenue	128,070	159,657	115,223	98,800	81,250	81,250	81,250
<b>REVENUE TOTAL</b>	<b>2,935,429</b>	<b>3,166,466</b>	<b>3,140,795</b>	<b>3,047,738</b>	<b>3,208,595</b>	<b>3,270,734</b>	<b>3,305,860</b>

#### 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	188,780	197,346	203,384
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	119,865	122,185	124,799
Information Technology	68,654	92,627	73,122	58,500	75,250	75,250	75,250
General Government	144,312	152,121	117,728	145,400	146,150	146,150	146,150
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	22,670	22,870	23,070
Police Services	978,006	1,061,769	1,123,144	1,219,015	1,266,703	1,285,538	1,304,706
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	79,194	81,109	81,531
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	394,937	396,776	401,142
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
<b>EXPENDITURES TOTAL</b>	<b>2,821,199</b>	<b>2,954,829</b>	<b>2,888,175</b>	<b>2,992,341</b>	<b>3,176,160</b>	<b>3,219,264</b>	<b>3,260,459</b>
Revenue over (under) expenditures	114,230	211,637	252,620	55,397	32,434	51,470	45,400
Fund Balance, beginning of the year	654,603	768,837	980,449	1,233,021	1,288,418	1,320,852	1,372,322
Fund Balance, end of the year	768,833	980,474	1,233,069	1,288,418	1,320,852	1,372,322	1,417,722
General Fund Balance %	27.25%	33.18%	42.69%	43.06%	41.59%	42.63%	43.48%

## 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 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>GENERAL FUND REVENUE DETAIL</b>							
<b>Taxes and Special Assessments</b>							
101-000-401.000	Property Taxes - Operating	2,004,884	2,063,382	2,011,854	2,105,486	2,134,963	2,164,852
	Property Taxes - Police Pension						
101-000-401.400	Millage	111,988	175,312	171,080	220,813	223,905	227,039
101-000-401.500	Property Taxes - Community Promo	48,623	48,875	47,649	48,290	48,290	48,290
101-000-410.500	Delinquent Tax Collection	159	0	1,494	0	0	0
101-000-445.000	Interest on Taxes	25,718	10,000	7,074	10,000	10,000	10,000
101-000-447.000	Property Tax Admin Fee	76,944	74,000	77,991	77,000	77,000	77,000
	<i>Total taxes and special assessments</i>	<i>2,268,316</i>	<i>2,371,569</i>	<i>2,317,142</i>	<i>2,461,589</i>	<i>2,494,158</i>	<i>2,527,182</i>
<b>Licenses and Permits</b>							
101-000-476.000	Landlord Licenses	840	500	1,100	750	750	750
101-000-477.000	Electrical Permits	7,745	7,500	9,165	8,250	8,250	8,250
101-000-478.000	Building Permits	86,588	35,000	68,658	75,000	75,000	75,000
101-000-479.000	Plumbing and Mechanical Permits	18,020	9,500	19,720	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	(413)	500	500	500
	<i>Total licenses and permits</i>	<i>114,770</i>	<i>53,780</i>	<i>99,055</i>	<i>100,300</i>	<i>100,300</i>	<i>100,300</i>
<b>Federal and State Grants</b>							
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	94,904	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>121,625</i>	<i>24,000</i>	<i>24,000</i>	<i>24,000</i>
<b>State Shared Revenue</b>							
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
	<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>
<b>Charges for Services</b>							
101-000-607.000	NSF Fees	450	400	330	400	400	400
101-000-608.000	Registration Fees	2,625	3,000	2,925	3,000	3,000	3,000
101-000-609.000	Administrative Fees	8,775	7,500	10,280	7,500	7,500	7,500
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

C. General Fund  
101. General Fund Revenues

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
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	4,380	3,200	3,200	3,200
101-000-653.000	Registration Program Fees	29,138	20,000	32,653	25,000	30,000	30,000
<i>Total charges for services:</i>		<i>219,574</i>	<i>206,089</i>	<i>222,187</i>	<i>212,955</i>	<i>220,026</i>	<i>222,128</i>
<b>Fines and Forfeits</b>							
101-000-656.000	Municipal Fines	48,372	20,000	24,482	25,000	40,000	40,000
101-000-657.000	District Court Fines	33,619	30,000	29,065	35,000	40,000	40,000
<i>Total fines and forfeits:</i>		<i>81,991</i>	<i>50,000</i>	<i>53,547</i>	<i>60,000</i>	<i>80,000</i>	<i>80,000</i>
<b>Interest and Rents</b>							
101-000-665.000	Interest & Dividend Income	19,932	5,000	7,597	5,000	5,000	5,000
101-000-667.000	4 Ridge Rental	11,647	4,000	324	7,500	10,000	10,000
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>7,921</i>	<i>12,500</i>	<i>15,000</i>	<i>15,000</i>
<b>Other Revenue</b>							
101-000-670.000	Cable Franchise and PEG Fees	58,634	60,000	42,159	55,000	55,000	55,000
101-000-671.000	Miscellaneous Other Revenues	36,064	5,000	19,435	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
101-000-696.000	Bond & Insurance Recoveries	0	300	0	0	0	0
<i>Total other revenue:</i>		<i>115,223</i>	<i>98,800</i>	<i>66,124</i>	<i>81,250</i>	<i>81,250</i>	<i>81,250</i>
<b>Transfers-In</b>							
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>
<b>TOTAL REVENUES</b>		<b>3,140,795</b>	<b>3,047,738</b>	<b>3,082,003</b>	<b>3,208,595</b>	<b>3,270,734</b>	<b>3,305,860</b>

## 101. General Fund Expenditures

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>GENERAL FUND APPROPRIATIONS</b>							
<b>Department 101 - Mayor and Commission</b>							
101-101-715.000	Worker's Compensation	48	50	71	50	50	50
101-101-955.000	Miscellaneous Expenses	19,197	20,000	7,117	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	7,160	6,500	6,500	6,500
<i>Totals for Department 101 - Mayor and Commission</i>		<i>24,601</i>	<i>27,550</i>	<i>14,543</i>	<i>27,550</i>	<i>27,550</i>	<i>27,550</i>
<b>Department 172 - City Manager</b>							
101-172-702.000	Administration Wages	110,157	107,125	91,920	112,000	114,240	116,525
101-172-711.000	Social Security & Medicare	9,121	7,500	7,743	9,300	9,430	9,562
101-172-712.000	Medical Insurance	4,933	6,150	4,538	6,150	6,150	6,150
101-172-712.003	Medical Insurance - Retirees	5,786	9,000	5,881	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	692	750	750	750
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	19,408	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
101-172-731.000	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	5,500	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	1,000	1,000	1,000
<i>Totals for Department 172 - City Manager</i>		<i>179,032</i>	<i>182,276</i>	<i>157,980</i>	<i>188,780</i>	<i>197,346</i>	<i>203,384</i>
<b>Department 191 - Elections</b>							
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>
<b>Department 210 - City Attorney</b>							
101-210-815.000	City Attorney Services	14,007	20,000	17,615	20,000	20,000	20,000
101-210-815.250	Court Prosecutions	4,556	6,000	4,050	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>21,665</i>	<i>26,500</i>	<i>26,500</i>	<i>26,500</i>

## C. General Fund

### 101. General Fund Expenditures

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>Department 215 - City Clerk</b>							
101-215-702.000	Administration Wages	86,833	85,298	70,069	88,330	90,097	91,899
101-215-711.000	Social Security & Medicare	6,679	5,650	5,209	6,760	6,855	6,951
101-215-712.000	Medical Insurance	6,572	7,750	6,732	7,750	7,983	8,222
101-215-712.001	Medical Insurance - Employee Cont.	(613)	(775)	(604)	(775)	(798)	(822)
101-215-712.005	Medical Insurance - HSA	1,225	950	1,450	1,500	1,500	1,500
101-215-713.000	Life Insurance	587	195	592	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
101-215-731.000	Operating Supplies	547	1,250	0	1,250	1,250	1,250
101-215-861.000	Mileage Allowance	295	200	265	300	300	300
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>94,588</i>	<i>119,865</i>	<i>122,185</i>	<i>124,799</i>
<b>Department 228 - Information Technology</b>							
101-228-809.000	Contractual Services	26,494	20,000	14,704	22,500	22,500	22,500
101-228-851.000	Communications	18,103	16,000	15,410	18,000	18,000	18,000
101-228-928.000	Software Maintenance	13,420	9,000	15,514	15,500	15,500	15,500
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	9,119	9,250	9,250	9,250
<i>Totals for Department 228 - Information Technology</i>		<i>73,122</i>	<i>58,500</i>	<i>65,205</i>	<i>75,250</i>	<i>75,250</i>	<i>75,250</i>
<b>Department 248 - General Government</b>							
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	1,238	3,000	3,000	3,000
101-248-731.000	Operating Supplies	6,281	4,500	8,116	8,500	8,500	8,500
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	4,878	6,500	6,500	6,500
101-248-809.002	Payroll Administration	8,914	10,000	8,314	10,000	10,000	10,000
101-248-880.000	Community Promotion	11,300	17,700	10,514	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	9,325	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	7,510	12,500	12,500	12,500
101-248-955.000	Miscellaneous Expenses	2,052	2,500	1,671	2,500	2,500	2,500
<i>Totals for Department 248 - General Government</i>		<i>117,728</i>	<i>145,400</i>	<i>109,464</i>	<i>146,150</i>	<i>146,150</i>	<i>146,150</i>
<b>Department 249 - Cable TV</b>							
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	2,750	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>2,763</i>	<i>3,410</i>	<i>3,410</i>	<i>3,410</i>

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>Department 253 - City Treasurer</b>							
101-253-714.003	Retirement - DB (Retirees)	21,818	24,000	20,607	24,000	26,436	28,782
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	69,084	69,250	70,220	71,203
101-253-890.000	Service Charges	2,660	4,500	8,553	4,500	4,500	4,500
101-253-954.000	Overage/shortage	0	50	0	50	50	50
101-253-955.000	Miscellaneous Expenses	607	200	344	200	200	200
101-253-960.100	Credit Card Service Charge	120	50	100	50	50	50
<i>Totals for Department 253 - City Treasurer</i>		<i>115,605</i>	<i>117,050</i>	<i>120,538</i>	<i>117,550</i>	<i>120,956</i>	<i>124,285</i>
<b>Department 254 - Assessing</b>							
101-254-702.000	Administration Wages	1,020	810	900	1,050	1,050	1,050
101-254-711.000	Social Security & Medicare	78	25	69	100	100	100
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	1,800	1,800	1,800
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>22,670</i>	<i>22,870</i>	<i>23,070</i>
<b>Department 301 - Police Services</b>							
101-301-702.000	Administration Wages	88,698	87,950	75,352	89,709	91,503	93,333
101-301-703.000	Overtime	19,467	17,500	19,018	17,500	17,500	17,500
101-301-704.000	Part-Time Wages	53,971	50,000	12,094	10,000	10,000	10,000
101-301-705.000	Full Time Wages	332,315	352,500	289,992	431,850	440,487	449,297
101-301-708.000	Crossing Guard Wages	4,525	3,800	1,238	3,800	3,853	3,907
101-301-711.000	Social Security & Medicare	29,292	28,000	21,838	28,000	28,000	28,000
101-301-712.000	Medical Insurance	67,356	77,000	74,657	59,500	60,333	61,178
101-301-712.001	Medical Insurance - Employee Cont.	(5,702)	(7,700)	(6,057)	(5,950)	(6,033)	(6,118)
101-301-712.002	Retirement - HCSP	6,317	4,500	5,621	6,300	6,388	6,478
101-301-712.003	Medical Insurance - Retirees	111,879	130,000	100,706	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	13,352	12,100	12,100	12,100
101-301-712.006	Medical Insurance - HSA (Retirees)	5,763	6,000	5,075	5,500	5,500	5,500
101-301-713.000	Life Insurance	3,406	5,000	3,260	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
101-301-714.003	Retirement - DB (Retirees)	201,191	230,000	186,876	293,000	297,102	301,261
101-301-714.500	Retirement - DC (Active Employees)	9,135	10,000	4,652	15,000	15,210	15,423
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
101-301-718.000	Uniform Allowance	5,713	6,500	7,294	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
101-301-720.000	Tuition, Training and Education	1,883	5,000	1,560	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
101-301-731.000	Operating Supplies	14,656	16,000	20,736	17,500	17,500	17,500
101-301-751.000	Gas & Oil	13,930	17,500	14,098	17,500	17,745	17,993
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	8,391	12,000	12,360	12,731
101-301-809.911	Dispatch Contract	39,000	41,350	39,000	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



# C. General Fund

## 101. General Fund Expenditures

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
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	7,388	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	470	10,000	10,000	10,000
<i>Totals for Department 301 - Police Services</i>		<i>1,123,144</i>	<i>1,219,015</i>	<i>984,492</i>	<i>1,266,703</i>	<i>1,285,538</i>	<i>1,304,706</i>
<b>Department 339 - Fire/Rescue</b>							
101-339-802.000	Fire Services Contract	256,581	256,581	256,581	256,581	256,581	256,581
<i>Totals for Department 339 - Fire/Rescue</i>		<i>256,581</i>	<i>256,581</i>	<i>256,581</i>	<i>256,581</i>	<i>256,581</i>	<i>256,581</i>
<b>Department 371 - Community Development</b>							
101-371-704.000	Part-Time Wages	0	0	5,610	7,200	7,200	7,200
101-371-711.000	Social Security & Medicare	0	0	429	550	550	550
101-371-715.000	Worker's Compensation	18	25	26	50	50	50
101-371-809.000	Contractual Services	13,203	17,500	10,533	13,500	15,000	15,000
101-371-811.000	Electrical Inspector Fees	1,800	2,000	4,238	7,000	7,000	7,000
101-371-812.000	Mechanical Inspector Fees	10,991	9,000	5,850	8,000	8,000	8,000
101-371-813.000	Building Inspector Fees	18,019	14,400	13,463	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
<i>Totals for Department 371 - Community Development</i>		<i>67,619</i>	<i>67,462</i>	<i>64,070</i>	<i>79,194</i>	<i>81,109</i>	<i>81,531</i>
<b>Department 440 - Public Works</b>							
101-440-702.000	Administration Wages	26,551	29,580	23,256	30,172	30,775	31,391
101-440-711.000	Social Security & Medicare	1,875	1,775	1,595	1,775	1,800	1,825
101-440-712.000	Medical Insurance	11,776	12,100	11,904	12,100	12,584	13,087
101-440-712.001	Medical Insurance - Employee Cont.	(1,117)	(1,210)	(1,067)	(1,210)	(1,258)	(1,309)
101-440-712.003	Medical Insurance - Retirees	2,893	3,500	2,941	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	1,450	950	1,900	1,900
101-440-713.000	Life Insurance	246	200	249	200	200	200
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	3,284	4,224	4,309	4,395
101-440-715.000	Worker's Compensation	9	0	0	0	0	0
101-440-731.000	Operating Supplies	6,020	5,000	6,341	5,000	5,000	5,000
101-440-810.000	Public Works Contract	193,212	175,000	109,499	200,000	202,500	205,000
101-440-920.000	Public Utilities	4,320	3,000	3,988	3,000	3,000	3,000
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	36,246	17,500	17,500	17,500
<i>Totals for Department 440 - Public Works</i>		<i>273,689</i>	<i>261,086</i>	<i>211,908</i>	<i>291,261</i>	<i>297,284</i>	<i>302,342</i>
<b>Department 448 - Street Lighting</b>							
101-448-921.000	Streetlighting	43,884	38,000	38,463	44,000	44,000	44,000
<i>Totals for Department 448 - Street Lighting</i>		<i>43,884</i>	<i>38,000</i>	<i>38,463</i>	<i>44,000</i>	<i>44,000</i>	<i>44,000</i>
<b>Department 750 - Recreation</b>							
101-750-702.000	Administration Wages	104,138	112,300	98,488	114,546	116,837	119,174



Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
101-750-704.000	Part-Time Wages	21,903	30,000	5,273	30,000	30,000	30,000
101-750-711.000	Social Security & Medicare	9,288	11,000	7,565	11,000	11,000	11,000
101-750-712.000	Medical Insurance	15,245	16,500	15,879	16,500	17,160	17,846
101-750-712.001	Medical Insurance - Employee Cont.	(1,437)	(1,250)	(1,431)	(1,250)	(1,250)	(1,250)
101-750-712.002	Retirement - HCSP	3,114	2,250	2,980	2,250	2,250	2,250
101-750-712.005	Medical Insurance - HSA	3,508	4,100	4,350	4,500	4,500	4,500
101-750-713.000	Life Insurance	872	350	999	350	350	350
101-750-714.000	Retirement - DB (Active Employees)	11,962	12,500	13,632	12,500	13,769	14,991
101-750-714.003	Retirement - DB (Retirees)	9,836	8,000	9,273	10,000	10,000	10,000
101-750-715.000	Worker's Compensation	2,336	2,100	3,461	4,000	4,000	4,000
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	295	2,000	2,000	2,000
101-750-728.500	Newsletter Delivery	1,090	750	814	750	750	750
101-750-729.000	Recreation Program Supplies	3,846	7,500	6	7,500	6,000	6,000
101-750-730.000	Special Program Supplies	28,985	30,000	3,201	25,000	25,000	25,000
101-750-731.000	Operating Supplies	1,796	5,000	1,977	5,000	4,000	4,000
101-750-733.000	Janitorial Supplies	1,775	0	892	0	0	0
101-750-734.000	Building Maintenance Supplies	270	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	8,424	28,000	28,000	28,000
101-750-827.200	Charges for Services - IT	8,274	8,423	8,423	8,541	8,660	8,782
101-750-861.000	Mileage Allowance	173	500	0	500	500	500
101-750-883.000	Sports	5,372	7,500	2,278	7,500	7,500	7,500
101-750-890.000	Service Charges	464	0	429	0	0	0
101-750-920.000	Public Utilities	25,535	24,500	24,284	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	9,879	15,000	15,000	15,000
101-750-934.000	Parks Maintenance	8,802	7,500	11,978	12,500	12,500	12,500
101-750-955.000	Miscellaneous Expenses	24	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
101-750-970.000	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>235,181</i>	<i>394,937</i>	<i>396,776</i>	<i>401,142</i>
<b>Department 863 - Retirement Services</b>							
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>
<b>Department 966 - Transfers Out</b>							
Transfers Out - Capital							
101-966-999.401	Improvement	60,000	50,000	50,000	100,000	100,000	100,000
<i>Totals for Department 966 - Transfers Out</i>		<i>60,000</i>	<i>50,000</i>	<i>50,000</i>	<i>100,000</i>	<i>100,000</i>	<i>100,000</i>
<b>TOTAL APPROPRIATIONS</b>		<b>2,888,175</b>	<b>2,992,341</b>	<b>2,456,145</b>	<b>3,176,160</b>	<b>3,219,264</b>	<b>3,260,459</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 101</b>		252,620	55,397	625,858	32,434	51,470	45,400
<b>BEGINNING FUND BALANCE</b>		980,449	1,233,021	1,233,021	1,288,418	1,320,852	1,372,322
<b>FUND BALANCE ADJUSTMENTS</b>		(48)	0	0	0	0	0
<b>ENDING FUND BALANCE</b>		<b>1,233,021</b>	<b>1,288,418</b>	<b>1,858,879</b>	<b>1,320,852</b>	<b>1,372,322</b>	<b>1,417,722</b>

## 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 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>FUND 202 - MAJOR STREET FUND</b>							
<b>REVENUES</b>							
202-000-579.000	Act 51 Gas Tax Funding	189,043	185,000	155,076	185,000	204,000	211,000
202-000-665.000	Interest & Dividend Income	173	50	4	50	50	50
<b>TOTAL REVENUES</b>		<b>189,216</b>	<b>185,050</b>	<b>155,080</b>	<b>185,050</b>	<b>204,050</b>	<b>211,050</b>
<b>APPROPRIATIONS</b>							
<b>Department 463 - Street Maintenance</b>							
202-463-731.000	Operating Supplies	0	1,000	48	1,000	1,000	1,000
202-463-810.000	Public Works Contract	23,270	27,500	13,635	27,500	27,500	27,500
<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>
<b>Department 474 - Traffic Services</b>							
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>
<b>Department 478 - Winter Services</b>							
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>
<b>Department 910 - Capital Assets</b>							
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>
<b>Department 920 - Administration</b>							
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	494	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>15,625</i>	<i>14,000</i>	<i>14,000</i>	<i>14,000</i>
<b>Department 966 - Transfers Out</b>							
202-966-999.203	Transfers Out - Local Streets	45,000	45,000	45,000	45,000	45,000	45,000
<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>
<b>TOTAL APPROPRIATIONS</b>		<b>183,049</b>	<b>195,500</b>	<b>166,759</b>	<b>195,500</b>	<b>195,500</b>	<b>195,500</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 202</b>		6,167	(10,450)	(11,679)	(10,450)	8,550	15,550
<b>BEGINNING FUND BALANCE</b>		113,055	119,222	119,222	108,772	98,322	106,872
<b>ENDING FUND BALANCE</b>		119,222	108,772	107,543	98,322	106,872	122,422

## 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 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>Fund 203 - LOCAL STREET FUND</b>							
<b>REVENUES</b>							
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
203-000-699.202	Transfers In - Major Streets	45,000	45,000	45,000	45,000	45,000	45,000
<b>TOTAL REVENUES</b>		<b>118,569</b>	<b>115,540</b>	<b>97,855</b>	<b>115,540</b>	<b>122,040</b>	<b>124,540</b>
<b>APPROPRIATIONS</b>							
<b>Department 463 - Street Maintenance</b>							
203-463-731.000	Operating Supplies	0	1,000	72	500	500	500
203-463-810.000	Public Works Contract	43,223	25,000	23,085	25,000	25,000	25,000
<i>Totals for Department 463 - Street Maintenance</i>		<i>43,223</i>	<i>26,000</i>	<i>23,157</i>	<i>25,500</i>	<i>25,500</i>	<i>25,500</i>
<b>Department 474 - Traffic Services</b>							
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>		<i>3,373</i>	<i>7,000</i>	<i>7,303</i>	<i>5,000</i>	<i>5,000</i>	<i>5,000</i>
<b>Department 478 - Winter Services</b>							
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>		<i>30,056</i>	<i>40,000</i>	<i>59,094</i>	<i>40,000</i>	<i>40,000</i>	<i>40,000</i>
<b>Department 910 - Capital Assets</b>							
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>		<i>47,775</i>	<i>40,000</i>	<i>34,572</i>	<i>40,000</i>	<i>40,000</i>	<i>40,000</i>
<b>Department 920 - Administration</b>							
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	589	300	300	300
203-920-955.000	Miscellaneous Expenses	0	1,000	0	1,000	1,000	1,000
<i>Totals for Department 920 - Administration</i>		<i>4,092</i>	<i>6,200</i>	<i>4,909</i>	<i>6,200</i>	<i>6,200</i>	<i>6,200</i>
<b>TOTAL APPROPRIATIONS</b>		<b>128,519</b>	<b>119,200</b>	<b>129,035</b>	<b>116,700</b>	<b>116,700</b>	<b>116,700</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 203</b>		<b>(9,950)</b>	<b>(3,660)</b>	<b>(31,180)</b>	<b>(1,160)</b>	5,340	7,840
<b>BEGINNING FUND BALANCE</b>		104,608	94,658	94,658	90,998	89,838	95,178
<b>ENDING FUND BALANCE</b>		94,658	90,998	63,478	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 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>Fund 218 - INFRASTRUCTURE IMPROVEMENTS</b>							
<b>ESTIMATED REVENUES</b>							
218-000-406.000	Infrastructure Taxes	418,975	431,208	420,436	440,000	446,160	452,406
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	6,640	5,000	5,000	5,000
218-000-679.000	Refunds & Rebates	0	0	2,398	0	0	0
218-000-699.260	Transfers In - DDA	0	0	0	0	75,000	75,000
<b>TOTAL REVENUES</b>		<b>445,628</b>	<b>439,208</b>	<b>431,618</b>	<b>447,000</b>	<b>528,160</b>	<b>534,406</b>
<b>APPROPRIATIONS</b>							
<b>Department 905 - Long-Term Debt Retirement</b>							
218-905-816.000	Paying Agent Fees	500	0	1,000	1,000	1,000	1,000
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>239,450</i>	<i>244,500</i>	<i>244,325</i>	<i>248,925</i>
<b>Department 910 - Capital Outlay</b>							
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>
<b>Department 920 - Service Charges</b>							
218-920-890.000	Service Charges	402	0	875	0	0	0
<i>Totals for department 910 - Capital Outlay</i>		<i>402</i>	<i>0</i>	<i>875</i>	<i>0</i>	<i>0</i>	<i>0</i>
<b>TOTAL APPROPRIATIONS</b>		<b>904,331</b>	<b>388,450</b>	<b>361,865</b>	<b>744,500</b>	<b>444,325</b>	<b>448,925</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 218</b>							
		(458,703)	50,758	69,753	(297,500)	83,835	85,481
<b>BEGINNING FUND BALANCE</b>		1,174,672	715,969	715,969	766,727	469,227	553,062
<b>ENDING FUND BALANCE</b>		715,969	766,727	785,722	469,227	553,062	638,543

**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 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>Fund 226 - SOLID WASTE FUND</b>							
<b>ESTIMATED REVENUES</b>							
226-000-403.000	Refuse Collection Taxes	239,246	246,237	240,083	249,684	253,180	256,724
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	139,280	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
<b>TOTAL REVENUES</b>		<b>399,613</b>	<b>408,567</b>	<b>380,984</b>	<b>418,599</b>	<b>424,413</b>	<b>430,308</b>
<b>APPROPRIATIONS</b>							
<b>Department 248 - General Government</b>							
226-248-702.000	Administration Wages	30,385	30,500	28,962	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	2,108	2,400	2,434	2,468
226-248-712.000	Medical Insurance	6,265	5,750	6,215	5,750	5,865	5,982
226-248-712.001	Medical Insurance - Employee Cont.	(612)	0	(566)	0	0	0
226-248-712.002	Retirement - HCSP	659	500	638	500	500	500
226-248-712.003	Medical Insurance - Retirees	868	1,500	882	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	1,160	1,000	1,000	1,000
226-248-713.000	Life Insurance	265	100	301	250	250	250
226-248-714.000	Retirement - DB (Active Employees)	216	750	478	500	600	700
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	985	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	503	500	500	500
<i>Totals for department 248 - General Government</i>		<i>42,250</i>	<i>47,675</i>	<i>41,900</i>	<i>51,545</i>	<i>52,590</i>	<i>53,652</i>
<b>Department 528 - Refuse Collection &amp; Disposal</b>							
226-528-805.000	Refuse Collections Contract	212,673	225,070	191,114	232,947	236,209	239,516
226-528-806.250	Special Household Waste Prog	2,584	3,000	2,905	2,500	2,500	2,500
226-528-810.000	Public Works Contract	48,449	40,000	41,935	40,000	40,000	40,000
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	7,360	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 &amp; Disposal</i>		<i>358,171</i>	<i>365,253</i>	<i>323,185</i>	<i>372,469</i>	<i>376,074</i>	<i>379,729</i>
<b>TOTAL APPROPRIATIONS</b>		<b>400,421</b>	<b>412,928</b>	<b>365,085</b>	<b>424,014</b>	<b>428,663</b>	<b>433,381</b>

D. Special Revenue Funds

226. Solid Waste Fund

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>NET OF REVENUES/APPROPRIATIONS - FUND 226</b>		(808)	(4,361)	15,899	(5,415)	(4,250)	(3,072)
<b>BEGINNING FUND BALANCE</b>		37,811	37,003	37,003	32,642	27,227	22,977
<b>ENDING FUND BALANCE</b>		37,003	32,642	52,902	27,227	22,977	19,905

## 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 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>Fund 251 - POOL/FITNESS FACILITY</b>							
<b>ESTIMATED REVENUES</b>							
251-000-408.000	Pool Operating Taxes	177,628	182,816	178,246	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	33,857	37,500	37,500	37,500
251-000-665.000	Interest & Dividend Income	157	20	5	20	20	20
251-000-671.000	Miscellaneous Other Revenues	660	0	70	0	0	0
<b>TOTAL REVENUES</b>		<b>189,548</b>	<b>226,236</b>	<b>213,752</b>	<b>229,556</b>	<b>233,286</b>	<b>235,950</b>
<b>APPROPRIATIONS</b>							
<b>Department 750 - Recreation</b>							
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>
<b>Department 759 - Pool/Fitness Facility Operations</b>							
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
251-759-715.000	Worker's Compensation	948	1,050	1,405	1,050	1,050	1,050
251-759-731.000	Operating Supplies	2,668	8,500	4,924	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
251-759-827.000	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
251-759-880.200	Swim Team	18,918	42,500	777	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	961	200	200	200
251-759-920.000	Public Utilities	11,687	12,500	4,403	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	345	3,500	3,500	3,500
251-759-929.500	Pool Maintenance	10,887	12,500	16,471	12,500	12,500	12,500
251-759-931.000	Building Maintenance	3,305	12,500	15,489	12,500	12,500	12,500
<i>Totals for dept 759 - Pool/Fitness Facility Operations</i>		<i>112,030</i>	<i>192,289</i>	<i>62,979</i>	<i>196,017</i>	<i>196,248</i>	<i>196,483</i>
<b>TOTAL APPROPRIATIONS</b>		<b>147,417</b>	<b>204,289</b>	<b>62,979</b>	<b>208,017</b>	<b>208,248</b>	<b>208,483</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 251</b>							
		42,131	21,947	150,773	21,539	25,038	27,467
<b>BEGINNING FUND BALANCE</b>		3,458	45,589	45,589	67,536	89,075	114,113
<b>ENDING FUND BALANCE</b>		45,589	67,536	196,362	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.<sup>4</sup> 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.

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<sup>4</sup>

[https://data.bls.gov/timeseries/CUURS23BSA0?amp%253bdata\\_tool=XGtable&output\\_view=data&include\\_graphs=true](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 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>Fund 258 - SCAF PARKS SPECIAL REVENUE FUND</b>							
<b>ESTIMATED REVENUES</b>							
258-000-665.000	Interest & Dividend Income	59,962	50,000	45,579	50,000	52,500	55,000
258-000-665.100	Unrealized/Realized Gain/Loss	59,010	0	482,548	0	0	0
<b>TOTAL REVENUES</b>		<b>118,972</b>	<b>50,000</b>	<b>528,127</b>	<b>50,000</b>	<b>52,500</b>	<b>55,000</b>
<b>APPROPRIATIONS</b>							
<b>Department 966 - Transfers Out</b>							
Transfers Out - Capital							
258-966-999.401	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>
<b>TOTAL APPROPRIATIONS</b>		<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 258</b>		18,972	(50,000)	428,127	50,000	52,500	55,000
<b>BEGINNING FUND BALANCE</b>		2,383,036	2,402,008	2,402,008	2,352,008	2,402,008	2,454,508
<b>ENDING FUND BALANCE</b>		2,402,008	2,352,008	2,830,135	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 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>Fund 259 - SCAF REMAINDER FUND</b>							
<b>ESTIMATED REVENUES</b>							
259-000-406.500	Parks Improvement Taxes	105,802	105,973	106,159	111,101	112,657	114,234
259-000-573.000	Local Community Stabilization	842	0	541	500	500	500
259-000-665.000	Interest & Dividend Income	12,720	1,000	5,112	1,000	1,000	1,000
<b>TOTAL REVENUES</b>		<b>119,364</b>	<b>106,973</b>	<b>111,812</b>	<b>112,601</b>	<b>114,157</b>	<b>115,734</b>
<b>APPROPRIATIONS</b>							
<b>Department 248 - General Government</b>							
259-248-890.000	Service Charges	207	100	176	200	200	200
<i>Totals for department 248 - General Government</i>		<i>207</i>	<i>100</i>	<i>176</i>	<i>200</i>	<i>200</i>	<i>200</i>
<b>Department 910 - Capital Assets</b>							
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>
<b>Department 966 - Transfers Out</b>							
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>
<b>TOTAL APPROPRIATIONS</b>		<b>207</b>	<b>100</b>	<b>176</b>	<b>200</b>	<b>200</b>	<b>200</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 259</b>							
<b>BEGINNING FUND BALANCE</b>		608,781	727,938	727,938	834,811	947,212	1,061,169
<b>FUND BALANCE ADJUSTMENTS</b>							
<b>ENDING FUND BALANCE</b>		727,938	834,811	839,574	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 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>Fund 260 - DOWNTOWN DEVELOPMENT AUTHORITY</b>							
<b>ESTIMATED REVENUES</b>							
260-000-405.000	T.I.F.A. Taxes	93,651	91,870	94,572	105,448	106,925	108,422
260-000-410.500	Delinquent Tax Collection	225	100	779	100	100	101
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
<b>TOTAL REVENUES</b>		<b>102,854</b>	<b>114,745</b>	<b>127,315</b>	<b>108,323</b>	<b>109,800</b>	<b>111,333</b>
<b>APPROPRIATIONS</b>							
<b>Department 730 - Development Activities</b>							
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	1,210	500	500	500
260-730-955.000	Miscellaneous Expenses	0	500	0	50	50	50
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
260-730-999.218	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>86,580</i>	<i>241,250</i>	<i>91,250</i>	<i>91,250</i>
<b>TOTAL APPROPRIATIONS</b>		<b>56,779</b>	<b>121,230</b>	<b>86,580</b>	<b>241,250</b>	<b>91,250</b>	<b>91,250</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 260</b>		46,075	(6,485)	40,735	(132,927)	18,550	20,083
<b>BEGINNING FUND BALANCE</b>		142,292	188,367	188,367	181,882	48,955	67,505
<b>ENDING FUND BALANCE</b>		188,367	181,882	229,102	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 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>Fund 271 - LIBRARY FUND</b>							
<b>ESTIMATED REVENUES</b>							
271-000-407.000	Library Taxes	56,532	58,180	56,722	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
<b>TOTAL REVENUES</b>		<b>57,058</b>	<b>58,200</b>	<b>57,012</b>	<b>59,375</b>	<b>60,206</b>	<b>61,048</b>
<b>APPROPRIATIONS</b>							
<b>Department 299 - Library</b>							
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	196	175	175	175
<i>Totals for department 299 - Library</i>		<i>56,726</i>	<i>57,536</i>	<i>57,747</i>	<i>58,288</i>	<i>59,102</i>	<i>59,927</i>
<b>TOTAL APPROPRIATIONS</b>		<b>56,726</b>	<b>57,536</b>	<b>57,747</b>	<b>58,288</b>	<b>59,102</b>	<b>59,927</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 271</b>		332	664	(735)	1,086	1,104	1,121
<b>BEGINNING FUND BALANCE</b>		10,576	10,908	10,908	11,572	12,658	13,762
<b>ENDING FUND BALANCE</b>		10,908	11,572	10,173	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 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>Fund 297 - HISTORICAL FUND</b>							
<b>ESTIMATED REVENUES</b>							
297-000-642.000	Sales	4,150	250	560	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
<b>TOTAL REVENUES</b>		<b>13,171</b>	<b>610</b>	<b>881</b>	<b>5,610</b>	<b>6,110</b>	<b>6,110</b>
<b>APPROPRIATIONS</b>							
<b>Department 803 - Historic Activities</b>							
297-803-731.000	Operating Supplies	5,930	500	161	5,000	5,500	5,500
297-803-740.200	Sales Tax Expense	0	30	0	30	30	30
297-803-890.000	Service Charges	30	100	85	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
<i>Totals for department 803 - Historic Activities</i>		<i>6,150</i>	<i>1,780</i>	<i>296</i>	<i>6,280</i>	<i>6,780</i>	<i>6,780</i>
<b>TOTAL APPROPRIATIONS</b>		<b>6,150</b>	<b>1,780</b>	<b>296</b>	<b>6,280</b>	<b>6,780</b>	<b>6,780</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 297</b>		7,021	(1,170)	585	(670)	(670)	(670)
<b>BEGINNING FUND BALANCE</b>		7,072	14,093	14,093	12,923	12,253	11,583
<b>ENDING FUND BALANCE</b>		14,093	12,923	14,678	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 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>Fund 301 - Debt Service (Voted Bonds)</b>							
<b>ESTIMATED REVENUES</b>							
301-000-404.000	Debt Service Property Taxes	190,384	195,347	190,633	192,644	195,341	198,076
301-000-573.000	Local Community Stabilization	1,687	0	1,102	0	0	0
<b>TOTAL REVENUES</b>		<b>192,071</b>	<b>195,347</b>	<b>191,735</b>	<b>192,644</b>	<b>195,341</b>	<b>198,076</b>
<b>APPROPRIATIONS</b>							
<b>Department 905 - Long-Term Debt Retirement</b>							
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>
<b>TOTAL APPROPRIATIONS</b>		<b>188,213</b>	<b>184,149</b>	<b>182,900</b>	<b>203,837</b>	<b>197,462</b>	<b>191,087</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 301</b>		3,858	11,198	8,835	(11,193)	(2,121)	6,989
<b>BEGINNING FUND BALANCE</b>		13,416	17,274	17,274	28,472	17,279	15,158
<b>ENDING FUND BALANCE</b>		17,274	28,472	26,109	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 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>Fund 401 - Capital Improvement Fund</b>							
<b>ESTIMATED REVENUES</b>							
401-000-665.000	Interest & Dividend Income	2,530	0	933	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	50,000	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
<b>TOTAL REVENUES</b>		<b>197,530</b>	<b>180,000</b>	<b>150,933</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>APPROPRIATIONS</b>							
<b>Department 901 - Capital Outlay</b>							
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>
<b>Department 910 - Capital Assets</b>							
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	134,475	20,000	20,000	20,000
	<i>Totals for department 910 - Capital Assets</i>	<i>260,194</i>	<i>231,000</i>	<i>165,464</i>	<i>75,000</i>	<i>20,000</i>	<i>75,000</i>
<b>Department 910 - Capital Assets</b>							
401-920-890.000	Service Charges	279	100	518	100	100	100
	<i>Totals for department 910 - Capital Assets</i>	<i>279</i>	<i>100</i>	<i>518</i>	<i>100</i>	<i>100</i>	<i>100</i>
<b>TOTAL APPROPRIATIONS</b>		<b>260,473</b>	<b>231,100</b>	<b>165,982</b>	<b>75,100</b>	<b>20,100</b>	<b>75,100</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 401</b>		<b>(62,943)</b>	<b>(51,100)</b>	<b>(15,049)</b>	<b>24,900</b>	<b>79,900</b>	<b>24,900</b>
<b>BEGINNING FUND BALANCE</b>		<b>281,932</b>	<b>218,989</b>	<b>218,989</b>	<b>167,889</b>	<b>192,789</b>	<b>272,689</b>
<b>ENDING FUND BALANCE</b>		<b>218,989</b>	<b>167,889</b>	<b>203,940</b>	<b>192,789</b>	<b>272,689</b>	<b>297,589</b>

## 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 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
<b>Fund 592 - WATER AND SEWER FUND</b>							
<b>ESTIMATED REVENUES</b>							
592-000-642.000	Sales	1,019,179	1,101,188	917,223	1,738,602	1,773,374	1,808,841
592-000-645.000	Storm Water Runoff Fees	355,131	365,670	302,915	379,950	387,549	395,300
592-000-650.000	IWC Charges	4,700	4,500	4,703	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	8,898	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
<b>TOTAL REVENUES</b>		<b>1,411,878</b>	<b>1,488,858</b>	<b>1,235,239</b>	<b>2,140,552</b>	<b>2,182,923</b>	<b>2,226,141</b>

#### APPROPRIATIONS

<b>Department 536 - Water &amp; Sewer Systems</b>							
592-536-702.000	Administration Wages	39,135	41,050	38,264	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	2,746	3,600	3,600	3,600
592-536-712.000	Medical Insurance	10,945	8,200	10,977	8,200	8,200	8,200
592-536-712.001	Medical Insurance - Employee Cont.	(1,038)	0	(993)	0	0	0
592-536-712.002	Retirement - HCSP	608	500	638	500	500	500
592-536-712.003	Medical Insurance - Retirees	2,025	800	2,058	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	1,740	500	500	500
592-536-713.000	Life Insurance	355	150	401	150	150	150
592-536-714.000	Retirement - DB (Active Employees)	216	0	478	0	0	0
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	2,299	2,450	2,450	2,450
592-536-715.000	Worker's Compensation	202	225	300	225	225	225



Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
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
592-536-809.000	Contractual Services	7,101	15,000	12,577	15,000	15,000	15,000
592-536-810.000	Public Works Contract	20,131	45,000	20,338	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	208,545	227,366	233,050	238,876
592-536-819.000	Sewage Treatment	219,911	240,087	219,788	232,000	236,640	241,373
592-536-819.500	Storm Water Treatment	329,225	365,628	333,749	379,950	387,549	395,300
592-536-820.000	IWC Charges	3,123	6,200	2,890	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	1,110	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	192,295	10,000	10,000	10,000
592-536-939.000	Sewer Maintenance	66,648	75,000	59,587	20,000	20,000	20,000
592-536-955.000	Miscellaneous Expenses	0	1,000	166	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	1,500	2,000	2,000	2,000
592-536-964.000	Refunds	0	2,000	0	2,000	2,000	2,000
592-536-970.000	Capital Outlay	7,801	150,000	72,249	100,000	1,650,000	0
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 &amp; Sewer Systems</i>		<i>1,140,484</i>	<i>1,752,611</i>	<i>1,384,882</i>	<i>1,429,543</i>	<i>3,000,896</i>	<i>1,371,660</i>
<b>TOTAL APPROPRIATIONS</b>		<b>1,140,484</b>	<b>1,752,611</b>	<b>1,384,882</b>	<b>1,429,543</b>	<b>3,000,896</b>	<b>1,371,660</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 592</b>		271,394	(263,753)	(149,643)	711,009	(817,973)	854,481
<b>BEGINNING FUND BALANCE</b>		1,000,625	1,272,019	1,272,019	1,008,266	1,719,275	901,302
<b>ENDING FUND BALANCE</b>		1,272,019	1,008,266	1,122,376	1,719,275	901,302	1,755,784

### 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.