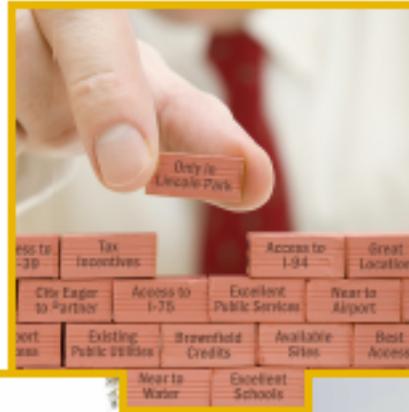
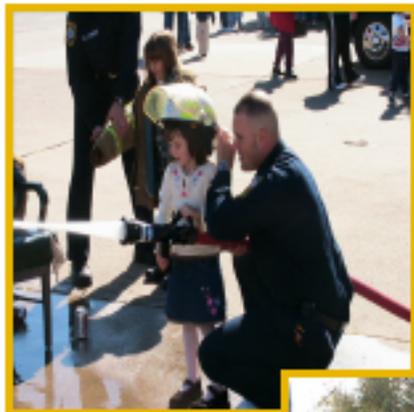


# Lincoln Park, Michigan

## Annual Budget

*Fiscal Year 2009-2010*



Shaping the urban lifestyle of the future with the values of the past

Steve Duchane  
City Manager

Lisa Griggs  
Finance Director



## 2009/2010 Budget

Frank E. Vaslo  
Mayor

Thomas A. Murphy  
Council President

### Council Members

Mario DiSanto  
Thomas McPartlin  
Mark Kandes  
Valerie Brady  
Michael Myers



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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Lincoln Park**

**Michigan**

For the Fiscal Year Beginning

**July 1, 2008**

Handwritten signature of the President of GFOA.

President

Handwritten signature of the Executive Director of GFOA.

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Lincoln Park, Michigan for the Annual Budget beginning July 1, 2008. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



## BUDGET CALENDAR 2009/10

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December	<ul style="list-style-type: none"><li>• Mid year Budget Report Prepared</li><li>• Capital budget manual and forms distributed to all offices</li><li>• Offices submit Capital requests</li><li>• Prior year Annual Audit released</li></ul>
January	<ul style="list-style-type: none"><li>• Revenue and Expenditure forecast prepared</li><li>• Updated Revenue Study of fees and charges prepared</li><li>• Preparation of Municipal Capital Improvement Plan and Multi-year Financial Plan</li><li>• Finance prepares current year Budget Amendment</li><li>• Personnel costs for Proposed Budget prepared</li><li>• Preparation of the Water Supply &amp; Sewage Disposal System Rate analysis</li><li>• City Council approves current year Budget Amendment</li></ul>
February	<ul style="list-style-type: none"><li>• Distribute Operating Budget Manual and Revenue Worksheets</li><li>• City Council Strategic Planning Workshop – Five year planning session</li></ul>
March	<ul style="list-style-type: none"><li>• Operating Budget Worksheets due from all departments</li><li>• Revenue Worksheets due from all departments</li><li>• City Management analyzes Department’s budget requests</li><li>• Revenue Forecast prepared by City Management</li><li>• Budget Meetings held with all City Departments</li><li>• City Manager makes final proposed Budget recommendations</li><li>• City Management prepares Proposed Budget document</li><li>• Proposed Budget duplicated</li></ul>
April	<ul style="list-style-type: none"><li>• Budget Notice published in local newspaper</li><li>• Recommend budget to council – May 5</li></ul>
May-June	<ul style="list-style-type: none"><li>• Set Public Hearing for Budget – May 18</li><li>• City Council adopts Appropriations Resolution – June 8 (1<sup>st</sup> Monday in June)</li></ul>
July	<ul style="list-style-type: none"><li>• City Management prepares final current year Budget Amendment</li><li>• City Management prepares Approved Budget document incorporation of City Council adjustments</li><li>• Approved Budget document distributed at first City Council meeting in July</li><li>• Preparation of Capital Improvement Status Report</li><li>• Begin Monitoring Budget Performance</li></ul>

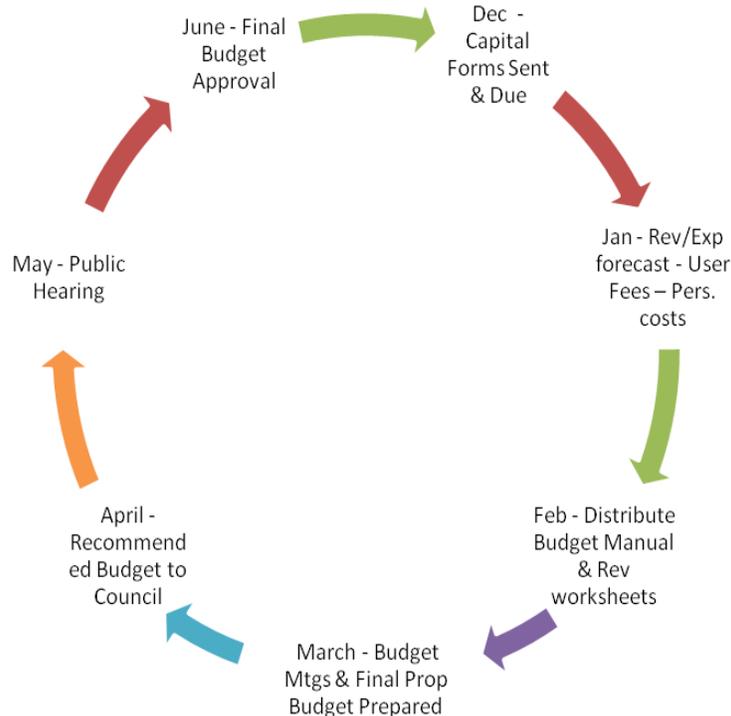


# BUDGET CALENDAR 2009/10

## BUDGET PROCESS

In December of each year the process begins for the next budget cycle. Capital forms are sent to departments and this is the basis for beginning the budget process. Once the capital forms are received they are given priority and the City can determine the amount to be funded for Capital Outlay the following year. In January, The Finance Director begins the revenue and expenditure forecasts and prepares personnel expenditure estimates for the budget. In conjunction with this the City updates the fees and charges and adjusts them where necessary. In February and March there are several budget meetings with Departments and the final budget process is underway. The City Manager makes and prepares the final budget document and presents it to City Council. The Recommended Budget is presented to Council in May and the Public Hearing is set. The Final Budget is then adopted by Mayor and Council no later than the 1<sup>st</sup> Monday in June according to the City Charter.

The new budget goes into effect on July 1<sup>st</sup>. City Management and Finance monitor the budget on a monthly basis and revise the budget within the budgetary centers when needed. Any revisions to the budget which would amend the approved revenues or expenditures by budgetary center must be approved by the City Council.





# **BUDGET MESSAGE**



## BUDGET MESSAGE

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DATE: June 8, 2009

TO: The Honorable Mayor and City Council

FROM: Steve M. Duchane, City Manager

SUBJECT: Transmittal of the Adopted Budget for 2009/10 Fiscal Year

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Dear Mayor Vaslo and the Lincoln Park City Council:

This constitutes my recommendations to be reviewed in conjunction with the recommended financial plan and budget prepared by the Finance Director. This constitutes the body of work and assumptions to date and has been altered and modified as directed by council since the recommended budget presentation on May 11th, 2009.

Pursuant to Chapter VII, Section 3, of the Charter of the City of Lincoln Park, there is transmitted, herewith, a recommended budget for the Fiscal Year (FY) 2009/10, beginning July 1, 2009.

The FY 2009/10 Budget incorporates the Uniform Chart of Accounts as required under Michigan Public Act 451 of 1982 as amended. This budget is also prepared in detail with consideration given to the requirements of the Government Finance Officers Association's Distinguished Budget Presentations and it is anticipated that it will be submitted for review and recognition in meeting those requirements.

The Chart of Accounts used in this budget preparation is available in the "Operations by Line Item" section of this document.

The budget format provides a basis for a comparative analysis of expenditures and appropriations by Fund, Activity, Department, and Line Item Classification.

The financial structure of the City of Lincoln Park is made up of a number of funds. Eleven of these funds are classified as active, operational, debt service or capital outlay, which are presented in this budget.

Other funds of the City can be characterized as trust and agency funds and may be excluded from primary budget consideration.



## BUDGET MESSAGE

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### *Introduction*

City officials have considered and will continue to address many complex issues when establishing the upcoming year's budget such as tax rates, fees, labor requirements and service programs. To prepare strategically for future challenges, the five-year financial plan that was prepared with the assistance of the independent auditors provided an external perspective to plans and programs. This budget forecasts the probable impact of changes to revenue and expenditures based on assumptions derived from demographic and historical financial patterns that are rapidly changing.

The hard economic times in Michigan continue. High unemployment rates persist, difficult and painful economic developments are covered in the newspaper headlines all too often, and state government continues to wrestle with these and other developments. The State's problems become our problems as revenue levels remain stagnant or decline. Expenses continue to grow as important and significant costs such as employee and retiree healthcare costs keep escalating. It appears that municipalities around the state are in actual and persistent danger of becoming financially insolvent. The prospect of emergency receivership is all too real for many municipalities across Michigan, including even the largest city in our state.

Simply stated, municipal government in the State of Michigan is in a state of crisis. Nothing less than a profound change in our state's municipal finance model will resolve this crisis in the long term. We require a complete overhaul of how we finance municipal government in this state in order for Lincoln Park and other municipalities to thrive and to continue to offer the services that we offer. These services, such as police and fire protection, road maintenance, water and sewer services, and garbage pickup, are critical to the daily quality of life in our communities. Municipal government is one of the best investments we can make in Michigan and our economic recovery and it is time that this investment was properly and adequately made.

Lincoln Park has been heading for fiscal trouble for a long time – for example, 3 of the last 6 years, expenditures exceeded revenue and in the other three years revenue barely covered expenses. Significant programs such as the early retirement incentive program, employee reductions, and reduced costs bid results for insurances, garbage pickup and better financial management have edged the city along with all the stability that could be achieved. Looking back to 2004, I assumed a budget of \$24,293 and today's adopted budget is \$23,352,647. The recommended general fund for 2009/10 is **\$1.6 Million lower** than last year. We had to accept that revenue was going to be flat, part of the structural problem with the municipal finance model in Michigan as there is:

- No upside for a built up, older community with no open land



## BUDGET MESSAGE

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- No big development to boost revenue by local taxation
- Our only option was to work within inflation based revenue growth

We knew that expenditures were continuing to rise, therefore as we said in 2004

- This is the 5 year plan – look ahead and see where we will be.  
As a result of the plans, we have already reduced the operation to basic core services or in street terms, bare bones
- Expenditures are down \$3 million from 3 years ago. Significant on this size General Government Fund Budget.
- Lincoln Park offers only the very basic services.  
There is no aquatic center, no streetscapes, no golf course, look at the facilities we have, not extravagances. No one can accuse city officials of spending without fiscal controls
- In the effort to cut costs, we did the early out incentive or ERI
- Then we asked the voters for the temporary millages, to give city government some breathing room to look for further ways to reduce costs.
  - The overwhelming problem is that so many of the costs are fixed
    - Pension by state law
    - Retiree health care costs
    - Reduced employee staffing by 56 FTE since '98 or a 1/3 less than 10 years ago while maintaining the same or improved services.

What no one anticipated are the events of the last year and those subsequent to October of 2008. These economic events took away any breathing room. If we can't cover costs with these temporary millages, how do we cover costs in 3 years? Status quo is not an option; it is a recipe for disaster.

- Taxable values: Prop tax is 60% of revenue. This had always gone up by inflation, now will be a decrease – could lose \$1 million plus annually.
- State Shared Revenue – the state is in poor shape. We have to rely on the state sales tax for 25% of the budget and this is a huge concern.
- Building permits – little to no activity, plus we are losing money on this function
- Investment earnings – besides the hit to revenue, this is also impacting legacy costs
- The value of the City's Pension Fund investments had already decreased by about 1/3 from 5 years ago and now they just took another huge hit. This will translate directly into higher contributions from the GF. There is no Act 345 levy to rely on.



## BUDGET MESSAGE

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Lincoln Parks systems are grossly under funded. Some of the comparables have double and triple the funding levels.

- These were promises made during better economic times
- Contributions have quadrupled in P&F and doubled in ME (and this is before the latest huge decline)

Simply put Lincoln Park Government is performing many good quality services but income troubles are structural. Everything is working against a stable local government to the point where the basic services are now threatened.

While no Michigan community should be planning on an increase in revenue unless they have a huge new development, Lincoln Park is worse off than most others as it is an older community on the border of the City of Detroit. Detroit has lost its industrial base which affects Lincoln Park as a place where workers reside. The residential property tax base doesn't support any revenue increases. Our pension and OPEB liabilities are higher than the others as the level of benefit did not match the income available to the city. The city only began to change to defined contribution plans since 2005. The DDA is creeping along whereas others have used this for new facilities and organized new development around it producing a dual positive result. The city does not have an Act 345 plan to fund the police and fire pension system or revenue from the sale of a hospital to help. The court is at best a small drain, not a benefit of revenue over expenses as found in nearby communities.

### **2009/10 BUDGET PLAN AND KEY RECOMMENDATIONS**

Lincoln Park city government continues to do what can be done to manage these problems given a financial environment that requires basic restructuring in order to continue to exist, let alone thrive. A brief summary of some of these efforts in our next fiscal year are proposed to include the following:

1. Working to find staff efficiencies to keep our level of employees reasonable, efficient, and affordable. We must utilize technology more than before.
2. Seeking cooperation from employees through the collective bargaining process to achieve meaningful and necessary cost reductions in order to maintain the viability of your local government and our ability to provide the local services we all rely on
3. Seeking new and improved ways to administer and provide the required pension and healthcare obligations to employees. One example is seeking a shift to the Municipal Employees' Retirement System (MERS) pension system that would generate superior investment returns, reduce administrative costs, and improve the financial health of your city government



## BUDGET MESSAGE

4. All part time and temporary employees that are not fee based will be released on July 1<sup>st</sup>. and these full-time positions will not be funded and Full-time layoff of:
  - One Building Office clerical position
  - One Treasury Clerical position
  - One Department of Public Services clerical position
  - One Building Inspector
  - One Supervisory Department of Public Services position
  - One Code Enforcement Officer
  - One Police Clerical
  - One Police Officer position presently vacant
  - The Budget reassigned two more public service workers to Water and Sewer fund and do not plan on replacing any positions as employees retire preparing for the labor contracts that are to expire in 2010.
5. Significant overtime reductions in all offices including Police, Fire, DPS, Field Op's, and City Administrative Offices.
6. DDA/EDC Cross Charge of \$10,000 and \$2,000
7. Operational line items reductions affecting supplies and other charges.
8. Eliminate Cross Connection Contract \$18,660.00
9. Contract out all lawn care services (savings will be realized on gas, maintenance and parts.)
10. Eliminate fulltime sign program in Highway Division (emergency and/or safety placement/replacement only)
11. Increase in-house hauling of materials to decrease contract hauling \$40,000.00
12. Eliminate Honeywell Service Contract \$50,000.00
13. Change Supervisor overtime procedures so as to reduce the amount of duplicate overtime paid in this area (only one DPS Supervisor on a call-in).
14. Immediately seek a revenue bond for meter program to seek to reduce the almost \$700,000.00 water loss revenue. Enforce water theft program.
15. Tree cutting will be on an as-needed basis. The criteria will be based on safety trims/removals-not aesthetics. Encourage residents to pay for their own removal. Any tree removed that is not deemed an emergency by the Department, will be charged to the residents with a maximum two-year payback program.
16. Proposed Cost Savings & Organizational Changes Program will begin for the DPS now run through June 30, 2010; with an Evaluation report submitted by May 1, 2010. This final report will include 4<sup>th</sup> quarter of 2009 and the first three quarters of 2010 and will be the basis for a one-year analysis. Performance and financial indicators will be developed.
17. Fee Based Programs  
Restrooms:



## BUDGET MESSAGE

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- Council Point Park Restrooms will remain open with contractor cleaning and service providing primary support.
18. Event/fee coordinators will continue to service recreation programs and be recovered in registration fees.
  19. Community Center Shelter restrooms may be a possibly transfered to Family Entertainment Inc. the lease holder after 7/1/09 at center site for opening and closing of restrooms.
  20. Kennedy Memorial Building  
Building Services continued with volunteers, fee staff and one full-time Staffing/Clerical to be supported from program revenues allocated from:
    - \$20,000 SMART
    - \$35,000 CDBG
    - \$3,000 General GovernmentThe essential transportation services for seniors medical trips, shopping will continue however to casino, charter trips will be subsidized. One proposed plan is to place all Community Development Services into Building for efficiency and service.
  21. Recreation Programs  
Same procedures as present, except fee based programs (self-supporting).
  22. General Government Programs Maintained
    - Easter egg hunt
    - Halloween
    - Concert Series
    - Movies in the Park
    - Dinner TheaterAny other programs developed will have to be supported by either additional fee or subsidy from unassigned Fund Balance.
  23. Reduction in Legal fees \$25,000
  24. 25<sup>th</sup> District Court Budget reductions \$100,000

### **General Fund**

#### **Summary of Significant Forecast Assumptions**

All forecasted revenues and expenditures are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized when it is measured and available. Available is defined as being collected within the current period or soon enough to pay liabilities of the current period. Expenditures are recorded when a liability is incurred.

This financial forecast presents, to the best of management's knowledge and belief, the City's expected financial position and results of operations of its General Fund for the



## BUDGET MESSAGE

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forecast periods. Accordingly, the forecast reflects management's judgment as of May 11th, 2009, the date of this proposed budget, of the expected conditions and its expected course of action. The assumptions disclosed herein are those that management believes are significant to making decisions regarding core service programs and policies. There will usually be differences between forecasted and actual results, because events or circumstances frequently do not occur as expected, and those differences may be material. The comparative historical information is extracted from the City's financial statements for those years.

- Historical data was taken from the City's audited financial reports.
- Estimates for 2009-10 are based on the current amended budget as adopted by the City Council.
- Estimates for subsequent years were developed using compounding inflation building off of the 2008-09 budget. Exceptions to this method are noted in the specific assumptions on the following pages.
- Annual inflation factors through fiscal years 2011-12 are based upon projections obtained from the United States Congressional Budget Office (CBO). An inflation factor 2.2 is used for each year. The Consumer Price Index (CPI) rose 3.4% in 2006, but was projected to rise 1.9% in 2007 and 2.3% in 2008. For this reason, 2.2% inflation was used for the remaining years.
- Data has been collected and financial estimates have been developed utilizing a number of expert sources including the City Financial Director and various Department Heads, State of Michigan Departments, and other professional sources.

### ***General Fund***

The City's General Fund contains the budgetary and financial controls for all the City's activities and functions. These are not accounted for in other specialized funds, which contain restrictions on the usage of the fund's assets, mandated by City Charter, State Statute or bond covenants. This fund contains budgets for all Operating Departments. The General Fund uses the modified accrual basis of accounting for budgeting, which recognizes revenue when it is both measurable and available.

### ***Revenue Assumptions***

Most revenues were increased by the inflation factors outlined in the General Assumptions section of the Executive Summary. **Any assumptions that varied significantly from the General Assumptions are as follows:**

**Property Taxes – Real and personal as well as garbage and rubbish**



## BUDGET MESSAGE

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- Property tax revenue estimates for the 2009-10 year are based on taxable values and millage rates. For fiscal years thereafter, forecasted future revenues estimates are based estimates and the reader should be aware of severe economic changes impacting all assumptions as major restructuring of municipal finance practices are occurring at this time.

The City is currently levying the maximum available millage for operations; therefore, there are no un-levied mills available to use in the future to offset expenditure increases.

In November 2007, the voters of the City passed two millages to continue Police and Fire services and one for the Library. These new levies were first levied on July 1, 2008, which resulted in additional revenue for the year ended June 30, 2009. These millages will continue for 3 years before they expire. The Police and Fire maximum millage is 3.4591 mills of which 3.4591 is levied and the millage for the library is .35 mills and .35 is levied.

- The City levies millage to cover costs for garbage and rubbish. However, the General Fund has been subsidizing the garbage and rubbish costs because the millage is capped and is not high enough to cover the costs. The General Fund subsidized \$100,000 for 08/09. Going forward, we have modified the compost fee and eliminated the need for subsidy transfer from general revenues.

**State Shared Revenue** – For estimating revenue sharing we use State Shared Revenue distribution projections issued by the Senate Fiscal Agency. Given recent developments with revenue sharing, a realistic estimate is in this budget without a Constitutional guarantee, places this funding source continually at risk. We anticipate that statutory revenue sharing will, at best be constantly adjusted as of the latest estimates of May 11, 2009. Recent State reports have forced us to reduce revenues by \$750,000 and the economic decline in sales and income tax receipts appears to continue into an undetermined future.

The recommended budget assumes that statutory and constitutional revenue sharing payments will be at the recently reduced level. This is partly based on the State Executive Budget recommendations issued May 6th, 2009, which indicated that revenue sharing would be flat or declining from 2009 to 2010. This is will occur by the State reducing the Statutory (discretionary) portion by the decrease in receipts for the Constitutional portion.

**Cable Television Franchise Fees** – The fee estimates for the 2009-2010 year are based on the current budgeted estimate of \$350,000. Due to the legislation related to the Cable Franchise fees, we concluded to be conservative and keep estimated revenues flat for the next five years. As you may know, under the new legislation, the City will still



## BUDGET MESSAGE

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receive cable franchise fees. However, as other companies such as AT&T begin to offer cable services, the franchise fee revenue will most likely decrease. This is due to the fact that while the City may still have the same number of subscribers divided among more than one operator, any operator who currently pays the Metro Act Fee will be able to deduct this fee from the franchise fees paid to the City. As a result, the franchise fees paid to the City will begin to decrease when these companies get their offerings up and running.

**Fines and Forfeitures – District Court** – Fines and forfeitures for 2009-10 are based on the current budgeted estimate of \$1,342,845. The City will not be able to subsidize the Court's expenditures currently or in the future. Therefore, District Court Expenditures must meet projected revenues by adjustment to expenditures by the court administration to be equal to or less than District Court revenues.

**Library Fines** – Fines and forfeitures for 2009-10 are based on the current budgeted estimate and this funding is continued with the assistance of the increased levy allowance approved by the voters in November 2007.

**Interest** – Interest income is estimated to be \$50,000 in 2009-2010.

**Rental Inspection** – Rental inspection fees vary from year to year depending on the timing of inspections.

**Building Permits** – The City has little vacant buildable land and, as such, building permit revenue is not expected to increase. The economic restructuring in Michigan and the area give cause to predict reduced permit activity. In the recommended budget, building permit revenue is projected to decrease to \$437,220.

**Community Center** – The City does not plan to subsidize the operations of the community center, having leased it to a private recreation company.

**Pre-funding of Retiree Healthcare** – Many years ago, the City began setting funds aside to eventually be used to pay for retiree health care premiums. Currently, however, these funds are being used for current year health care premiums for retirees. With the implementation of GASB 45 in FY 2009, the City will be required to record the liability for pre-funding retiree health care. Beginning in 2009, based on actuarial valuations performed as of June 30, 2003, expenditures for the pre-funding of retiree healthcare was estimated at \$2.1 million for municipal retirees and \$2.1 million for Police and Fire Retirees. An updated valuation has been requested but for this recommended budget, the 2003 figures were used. The impact is the net expenditure amount between \$4 million total cost and the cost that the City is already reflecting within the General Government department of over 1.8 million for retiree health care premiums for retirees. While the City is not required to make the contribution, it will be in the City's best interest to attempt to fund this liability in future budgets.



## BUDGET MESSAGE

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### **Retirement**

Police and Fire System – The City’s annual required contribution for the 09-10 fiscal year was \$2,557,853 according to the actuarial valuation. The budget assumes an additional \$100,000 for new hire pension. Interest rate revenue from this system does not indicate any relief for the taxpayer.

Municipal Employees System – The Municipal Employees contribution is meant to cover Water and Sewer Fund and Court employees as well as General Fund employees. The required 09-10 contribution of \$1,055,158 has been allocated to the General Fund consistent with previous years.

Retiree Health Premiums – Retiree health care premiums are forecasted to increase by 5%, which is the same as the increase for hospitalization noted above.

Starting in 07-08, the City decided to budget for all retirement payments in the General Government function rather than having the costs spread among the departments. This includes Police and Fire to ensure that core services and operations are considered in consistent terms and separate from uncontrollable expenses. In the recommended budget, the retirement contribution is shown under the General Government function.

### **Expenditures**

The most significant cost of City operations involves personnel in terms of salary and benefits for active employees providing daily services and the legacy costs associated with pension and retiree health care for former employees. The shortfall between new income and expenses was predicted in the last five-year financial plan and was forecast to decrease into a deficit of \$50,000 by 2005. This did not happen due to the significant financial management changes made in the last two fiscal years and, instead, resulted in an audited general fund balance of \$3,219,216 in 2008.

Pension costs are often referred to as legacy costs or costs that continue from the past. Each year the City actuarial General Fund contribution to both the Police and Fire and Municipal Systems is \$3,613,011 which is 16% of the budget alone. In addition, the annual pay-as-you go costs for retirees health benefits is \$2,321,803 and prescription drug costs add another \$1,309,555. With the existing benefits the City is obligated to pay 30% of the general operating fund for the retiree costs. This leaves just 70% for service operations. Of this remaining amount of money, just the Police and Fire Department operations consume over 65%.

General Operations Budget	\$23,352,647
Retiree Pensions	\$ 4,369,520
Retiree Health Care	\$ 3,631,358



## BUDGET MESSAGE

For purposes of this forecast, the discussion is summarized by cost center activities that are recommended in this budget.

- Funding support to Wayne County for local share of Public Library is \$270,898
- Recreation Programs maintained with fee-for-services support.
- 25<sup>th</sup> District Court budget \$1,342,845 – a reduction of \$100,000
- No Personnel salary/wage and benefit changes.
- Revenue Sharing of \$2,286,453 Constitutional and \$2,097,416 Statutory. A 15% reduction.
- Cable General Fund Franchise fees of 5%. PEG fund is a separate budget.
- All supply expenditures cut below the past fiscal year.
- Overtime budgets rolled back to emergency overtime only.
- Rubbish and Trash fund budgeted within revenues from millage of 2.32 as rolled-back by state constitution and statute.

### ***Tax Rates***

The proposed tax rate can be summarized as follows:

	(Adopted)	(Adopted)
	2008-2009	2009-2010
General Tax Levy	19.3300	19.3300
Solid Waste	2.3278	2.3278
Retention Basin Levy	0.9214	0.9225
Judgment Levy	0.9725	0.9737

The tax rate represents the maximum allowed by the Headlee Amendment for both the millage and the solid waste fund.

### ***Water and Sewer Fund***

The City operates one Enterprise Fund, which accounts for the operation of the Water and Sewer System. The fund is financed and operated in a manner similar to a private enterprise. The intent is that costs (expenses, including depreciation) of providing water and sewer services to the general public are recovered through user charges. The fund uses full accrual accounting for budget purposes, which is based on Generally Accepted Accounting Principals (GAAP) and follows accounting and financial activities prescribed



## BUDGET MESSAGE

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by the Financial Accounting and Standards Board (FASB) as long as it does not conflict with the Government Accounting Standards Board (GASB) guidance.

The appropriation for the Water & Sewer Fund is proposed to be \$8,071,291 a decrease from the FY 2008/09 appropriation. Only the bare essential projects have been planned for this year. This budget includes a proposal to increase water rates from \$18.81 to \$20.13 to reflect increases in rates for water charges from the City of Detroit. Sewer disposal proposed rates include an increase from \$21.99 to \$23.04 per 1,000 cubic feet to reflect an increase from Wayne County.

### **Summary**

Consistent with my personal philosophy of continuous improvement and strategic planning, this year's budget and financial plan has been enhanced in the following ways:

#### *Budget Assumptions and Strategy*

*Any municipal budget can be analyzed in terms of solvency. The four relevant types of solvency are:*

Cash Solvency:	Having adequate money on hand to pay expenses
Budget Solvency:	Estimated budgeted revenues being adequate to finance the budgets' appropriations and programs
Long Range Solvency:	The municipality having the tools to finance its services on a perennial basis.
Service Delivery Solvency:	The funds budgeted for expenses are adequate to meet the demands for services.

#### *Cash*

Historically, Lincoln Park has always been cash solvent. Cash insolvency occurs when a city has a repeated history of budget insolvency leading to long-term insolvency. This budget, as presented, is cash solvent, however I must caution it may create cash flow problems late in the fiscal year as the balances in tax collection accounts diminish. If at anytime during this fiscal year expected revenues decline, adjustments will have to be made immediately and must include employee layoffs. Delays in collections and personal property delinquencies must be monitored in this fiscal year.



## BUDGET MESSAGE

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### *Budget Solvency*

The proposed fiscal year 2009/10 budget meets the test of budget solvency as it is balanced and in compliance with state law.

Twenty eight percent (28%) of new spending goes to City retirees' pensions, health care and prescription coverage.

Revenues are conservatively estimated but based on historic fact with no increase in tax rates and fees. Budgets for General Operations, Water and Sewer, Major and Local Streets and all minor debt and internal service accounts have been prepared.

No revenues have been overlooked and expenditures are based on verified assumptions. Any inter-fund borrowing is based on a planned use of reserves with the treatment of the transfer as a loan between funds as permitted.

New revenues and use of reserves support general operating expenditures. The budget works principally due to the elimination of capital purchases, reduced employee positions and no wage and benefit increases.

The budget also is balanced on expectation of receiving state revenue sharing payments at the projected amount as of May 6, 2009. These amounts will vary depending on the State of Michigan Budget.

This budget contains \$34,840 dollars for capital needs for General Fund. The better recommendation would be for a budget of at least \$500,000 more reasonable amount based on the five-year capital equipment schedule and department recommendations.

Reconstruction of roads, parks and water/sewer structures is primarily financed by Federal Block Grant funds. The Water and Sewer fund as well as the road funds are constrained by lower revenue and greater costs.

### *Long-Range Solvency*

As the professional nature of this document attests, we are maximizing our resources. This budget demonstrates management's commitment to view the consultants report and five-year plan as an integral part of this year's work. For future solvency, the recommended budget must be viewed as a continuous work in progress until stable economic forecasts can be relied upon. The future solvency of the city will depend on the full millage with the Headlee override renewed as well as the income from state



## BUDGET MESSAGE

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shared revenues continuing at the existing level and eventually adjusting upwards with inflation or being replaced with a complete new method for financing municipalities in our state. Since this is a balanced budget, if no other revenue reductions occur and spending is controlled as recommended, the projected solvency of the city has been extended to four years.

### *Service Delivery Solvency*

This budget contains appropriations for all anticipated expenditures. All services are expected to remain viable with the modifications proposed. This budget is adequate to meet the core service needs of the City for the next twelve months.

There remains a question of long-range service delivery solvency. If revenues continue to remain restricted or decrease and expenditures continue to increase, there will be no other option than to reduce services by program elimination and additional employee reductions.

The City budget is presented with multi-year financial plan impact addressed. This means that management has developed this fiscal year spending plan with linkage to the five-year financial plan, presenting a series of recommendations and providing a means of demonstrating the impact of one-year determinations on the city government's future. Management also recommends that the prior budget Reduction Efforts and Balance Action report, as well as the consultant's 17-point fiscal review, be studied for additional ideas for budget recommendations.

I wish to take this opportunity to thank all the Administrators and staff for their hard work and dedication in preparing this budget, especially Finance Director Lisa Griggs and Management Assistant Julie Sadlowski. I look forward to working with you, staff and the citizens of Lincoln Park for another year of change, challenge and opportunity.

Respectfully submitted,

Steve M. Duchane

City Manager



## STATEMENT OF COMPLIANCE WITH BUDGETARY POLICIES & PRACTICES

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This recommended budget complies with the policies adopted by the Mayor and City Council by Resolution 05-37 as follows:

Emphasis on areas of long-term importance such as efficiency, effectiveness, employee relations, and technology improvements.

***Two new funds to properly service equipment replacement and technology infrastructure have been established and funded.***

Integrate performance measurement and productivity indicators in the budget.

***These are included in departmental program budgets.***

Avoid practices that balance current expenditures at the expense of future years' revenues.

***There will be a contribution to general fund balance for the FY08/09 Budget.***

Provide adequate maintenance and orderly replacement of capital facilities and equipment.

***The funding for equipment is budgeted for one year and schedules for five years.***

Maintain adequate level of funding for all retirement systems.

***Currently \$3.2 million to retirees to meet the systems budgeted.***

Enhance the property tax base.

***Cooperative financing and general employees support for economic development are incorporated in this budget.***

Actively support state legislative representatives that support proper community funding.

***Support for the MML Legislative Coordinator to be selected by the Mayor and Council will be provided in this budget.***

### Revenue

Maintain a diversified and stable taxable revenue base.

***Efforts to seek commercial area growth are supported and investments in capital projects promote private re-investment and new growth.***

Review fees and charges to ensure the cost of providing the service is appropriately charged.

***All fees for business services have been reviewed and generally adjusted for inflation.***



## STATEMENT OF COMPLIANCE WITH BUDGETARY POLICIES & PRACTICES

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### Reserve Policy

18% of General Fund operations

*The budget provides for a General Fund balance of 15% (barely 2 months of operations)*

### Capital Improvement Policies

#### **Implement a multi-year plan for capital improvements.**

Second year with multi-year perspective is recommended for funding. The plan for fiscal year 2009-10 also complies with the following subcomponents of the policy.

1. Maintain the fiscal integrity of the City's operating debt service and capital improvement budgets in order to provide services and construct and maintain public facilities, streets, and utilities.
2. The City shall make all capital improvements in accordance with the adopted capital acquisition program.
3. The City will continue to implement a multi-year plan for capital improvements, with proposed funding sources, and update it annually.
4. The City will coordinate decision making for the Capital Improvement Budget with the operating budget to make effective use of the City's limited resources for operating and maintaining existing services and facilities.
5. The City will use intergovernmental assistance to finance only those capital improvements that are consistent with the priorities, and for which operating and maintenance costs have been included in the operating budget.
6. The City will attempt to maintain all its assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.
7. Capital investments will foster Lincoln Park's goal of preserving its infrastructure and heritage.
8. The City will maintain a responsible and prudent fiscal condition to minimize long-term interest expense when financing capital improvements with an ongoing systematic bonding program, which spreads the costs of the improvements to benefiting citizens.

The City will use governmental assistance to finance capital improvements that are consistent with the adopted capital improvement plan and City priorities. The City will approve these improvements only if operating and maintenance costs have been included in operating budget.



## STATEMENT OF COMPLIANCE WITH BUDGETARY POLICIES & PRACTICES

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### Debt Policies

1. The City will confine long-term borrowing to capital improvements or project that cannot be financed from current revenues, and where the issuance of long-term debt is required, it will pay back bonds within a period not to exceed the expected useful life of the project.
2. The City will attempt to keep the average maturity of general obligation bonds at or below 20 years.
3. When possible, the City will use special assessment, revenue, tax increment, or other self-supporting bonds.
4. The City will not incur long-term debt to support current operations.
5. The City will maintain a sound relationship with all bond-rating agencies and will keep them informed about our current capital projects.
6. General obligation debt will not be used for enterprise activities.



## BUDGETARY TRENDS, ASSUMPTIONS & SUMMARIES

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In developing this budget and annual operations plan, numerous sources are used for the purpose of estimating community need; priorities and estimating revenue capacity have been utilized.

The city approaches the development of the budget by complying with the Uniform and Accounting Budgeting and Accounting Act of the State of Michigan. The budget is based on the same modified accrual method of accounting that is applied in the annual audited financial statements. In accordance with state law, the budget is amended at least once at mid-year and at the conclusion of the fiscal year or as often as experience indicates that material deviations from the adopted plan are occurring. Internally, the Director of Finance initiates the process and in concert with the City Manager, establishes an annually budget preparation calendar. A series of internal briefings and conferences with key staff administrators are held and then internal input is coordinated with external inputs beginning with an annual strategic organizational planning session of the Mayor and Council in January of each year. These activities result in submission of a recommended budget to the Mayor and City Council by April 1<sup>st</sup> of the calendar year as required by charter.

Amendments to the budget are initiated by administration based upon experience or revised estimates and submitted to the Mayor and Council for adoption. All budgets are approved at the department level and the adopting resolution of the Mayor and City Council assigned activity and line item amendatory change authority to the Finance Director and City Manager as assigned.

A significant external input is the economic strategic plan (2006) that provides objectives and priorities for enhancement of the tax base and demographic characteristics such as housing, population and commercial sales trends. Additionally citywide survey data (2006) was used by City Management concerning resident priorities in developing the recommendations for services and the financing of those services.

The master land use plan that guides the development and use of properties upon which property tax is based. This plan (2007) was adopted following significant input from the public during three public hearings.

Plant & Moran, PLLC, the City's independent auditing consulting firm was retained to compile a five-year financial forecast. The Five-Year Financial analysis and projections provide an in-depth estimation of future financial conditions and developed an automated tool to facilitate the analysis of financial operational objective and the projection of fee income, tax income and the use of fund balance, or reserves.



## **BUDGETARY TRENDS, ASSUMPTIONS & SUMMARIES**

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Estimates for property tax revenue are based on the underlying application of various state laws and the formulation for each is described in this budget. The city has determined that the long-term revenues include the planned use of or draw down from fund reserves or balances, the funds on hand after the completion of one fiscal year and unencumbered or designated to capital or contractual obligations.

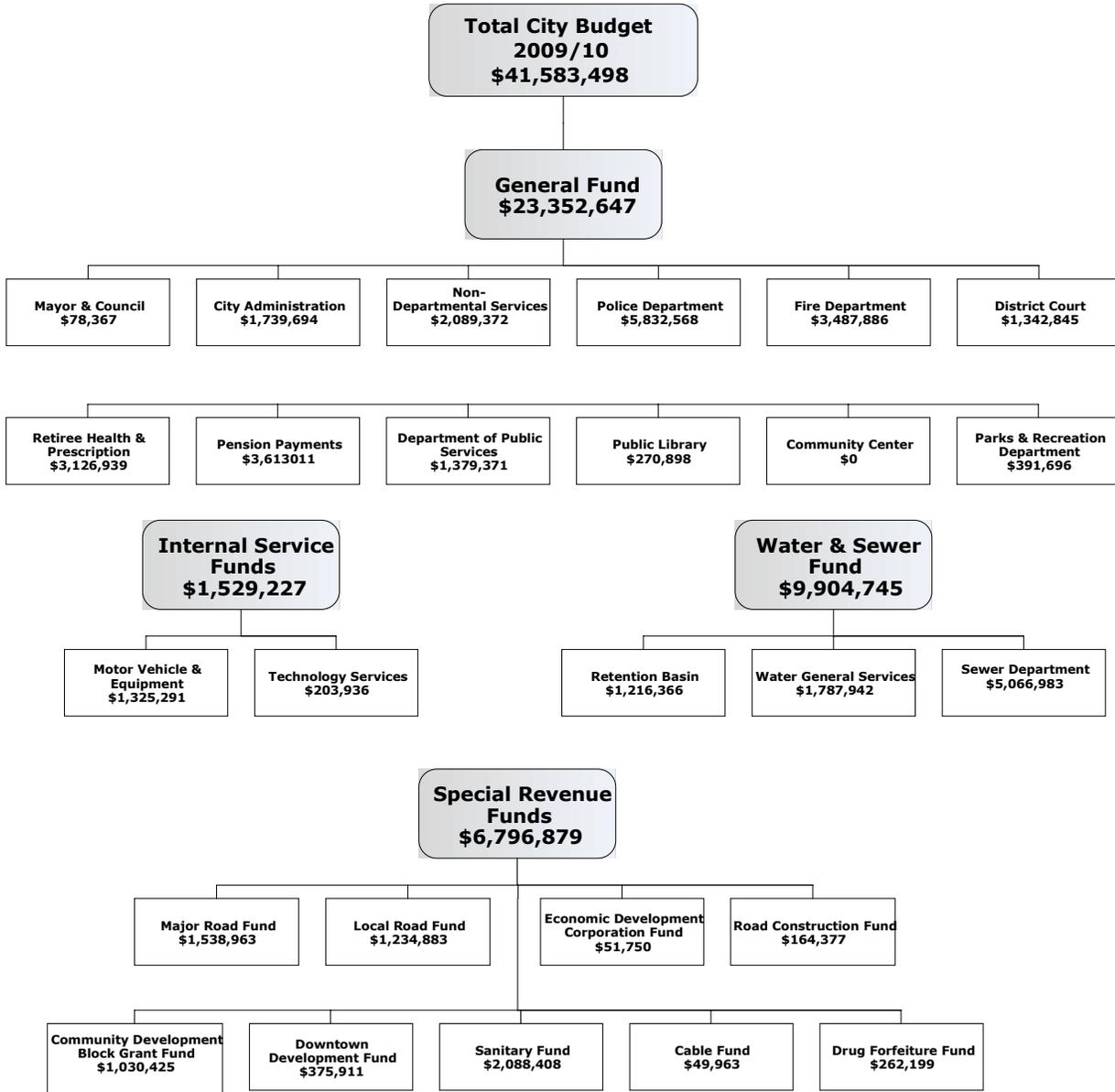
This budget has been developed using the best available information concerning financial trends and community conditions. Additionally, two public meetings and two Mayor and Council work sessions were held seeking public input prior to budget adoption on June 8, 2009.



# **APPROPRIATIONS RESOLUTION**



# FINANCIAL ORGANIZATIONAL CHART



**CITY OF LINCOLN PARK, MICHIGAN  
CERTIFIED COPY OF RESOLUTION #09-160**

REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE CITY OF LINCOLN PARK, WAYNE COUNTY, MICHIGAN  
HELD IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING.

DATE OF: June 8, 2009

MOVED BY Councilman DiSanto

SUPPORTED BY Councilwoman Brady

**CITY OF LINCOLN PARK  
GENERAL AND SPECIAL APPROPRIATIONS ACT**

A RESOLUTION TO PROVIDE FOR ADOPTION OF A BUDGET PROPOSED BY THE MAYOR CONTAINING ESTIMATES OF PROPOSED REVENUES AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING JULY 1, 2009 AND ENDING JUNE 30, 2010 AND MILLAGE RATES TO SUPPORT THIS BUDGET.

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LINCOLN PARK:**

**SECTION 1.** That for the expenditures of the City Government and its activities for the fiscal year, beginning July 1, 2009 and ending June 30, 2010, the amounts in the following sections are hereby appropriated.

**SECTION 2.** That for the said fiscal year there is hereby appropriated out of the General Fund on an activity basis, the following:

**REVENUES**

PROPERTY TAXES	15,284,614
FEDERAL SOURCES	0
STATE SOURCES	4,498,867
LICENSES AND PERMITS	970,220
FINES & FORFEITS	1,540,998
INTEREST AND RENTS	92,000
TRANSFER FROM OTHER FUNDS	0
OTHER	965,948
<b>TOTAL REVENUES</b>	<b>23,352,647</b>

**EXPENDITURES**

MAYOR & COUNCIL	78,367
CLERK	200,089
MANAGEMENT OFFICE	319,609
ELECTIONS	60,226
ASSESSOR	116,304
CITY ATTORNEY	198,700
FINANCE	282,245
TREASURER	126,641
BUILDING & GROUNDS	1,113,864
HISTORICAL MUSEUM	17,000
POLICE	5,903,955
FIRE	3,487,886
BUILDING	419,055
DEPARTMENT OF PUBLIC SERVICES	82,939
STREET LIGHTING	484,893
SOCIAL SERVICES	162,225
PARKS & FORESTRY	111,181
RECREATION	391,696
COMMUNITY CENTER	0
LIBRARY	270,898
DISTRICT COURT	1,342,845
PLANNING COMMISSION	13,000
COMM PLANNING & DEV	16,825
GENERAL GOVERNMENT	8,152,204
<b>TOTAL EXPENDITURES</b>	<b>23,352,647</b>

CONTINGENCIES 0

**TOTAL EXPENDITURES & CONTINGENCIES** **23,352,647**

CONTRIBUTION TO FUND BALANCE 0

**TOTAL GENERAL FUND** **23,352,647**

**SECTION 3.** That for the said fiscal year there is hereby appropriated out of the Major Streets Fund on an activity basis, the following:

<b>REVENUES</b>		
	<b>INTEREST ON INVESTMENTS</b>	11,000
	<b>STATE SHARED REVENUES</b>	1,595,932
	<b>TOTAL REVENUES</b>	1,606,932
<b>EXPENDITURES</b>		
	<b>ROUTINE MAINTENANCE</b>	702,667
	<b>TRAFFIC SERVICES</b>	95,976
	<b>WINTER MAINTENANCE</b>	205,829
	<b>TRANSFER TO LOCAL STREETS</b>	371,364
	<b>TRANSFER TO ROAD CONSTRUCTION FUND</b>	163,127
	<b>TOTAL EXPENDITURES &amp; CONTINGENCIES</b>	1,538,963
	<b>APPROPRIATED SURPLUS</b>	<u>67,969</u>
	<b>TOTAL REVENUES &amp; APPROPRIATED SURPLUS</b>	(1,538,963)

**SECTION 4.** That for the said fiscal year there is hereby appropriated out of the Local Streets Fund on an activity basis, the following:

<b>REVENUES</b>		
	<b>INTEREST ON INVESTMENTS</b>	6,000
	<b>STATE SHARED REVENUES</b>	560,724
	<b>TRANSFER IN - MAJOR STREETS FUND</b>	371,364
	<b>TOTAL REVENUES</b>	938,088
<b>EXPENDITURES</b>		
	<b>ROUTINE MAINTENANCE</b>	816,847
	<b>TRAFFIC SERVICES</b>	137,557
	<b>WINTER MAINTENANCE</b>	280,479
	<b>TOTAL EXPENDITURES &amp; CONTINGENCIES</b>	1,234,883
	<b>APPROPRIATED SURPLUS</b>	(296,795)
	<b>TOTAL REVENUES &amp; APPROPRIATED SURPLUS</b>	1,234,883

**SECTION 5.** That for the said fiscal year there is hereby appropriated out of the Cable T.V. Fund on an activity basis, the following:

<b>CABLE T.V. REVENUES</b>	86,100
<b>CABLE T.V. EXPENDITURES</b>	54,215

**SECTION 6.** That for the said fiscal year there is hereby appropriated out of the Sanitation Fund on an activity basis, the following:

<b>SANITATION REVENUES</b>	2,118,385
<b>SANITATION EXPENDITURES</b>	2,088,408

**SECTION 7.** That for the said fiscal year there is hereby appropriated out of the Community Development Block Grant Fund on an activity basis, the following:

<b>COMMUNITY DEVELOPMENT GRANTS REVENUES</b>	850,651
<b>COMMUNITY DEVELOPMENT GRANTS EXPENDITURES</b>	1,030,425

**SECTION 8.** That for the said fiscal year there is hereby appropriated out of the Drug/Forfeiture Fund on an activity basis, the following:

<b>DRUG/FORFEITURE REVENUES</b>	141,500
<b>DRUG/FORFEITURE EXPENDITURES</b>	262,199

**SECTION 9.** That for the said fiscal year there is hereby appropriated out of the Road Improvement Fund on an activity basis, the following:

<b>ROAD CONSTRUCTION REVENUES</b>	166,477
<b>ROAD CONSTRUCTION EXPENDITURES</b>	164,377
<b>APPROPRIATED SURPLUS</b>	(2,100)
<b>TOTAL REVENUES &amp; APPROPRIATED SURPLUS</b>	164,377

**SECTION 10.** That for the said fiscal year there is hereby appropriated out of the Sewer and Water Fund on an activity basis, the following:

<b>WATER AND SEWER REVENUES</b>	10,121,279
<b>WATER AND SEWER EXPENDITURES</b>	9,904,745

**SECTION 11.** That for the said fiscal year there is hereby appropriated out of the Vehicle and Equipment Fund on an activity basis, the following:

<b>VEHICLE AND EQUIPMENT REVENUES</b>	1,241,796
<b>VEHICLE AND EQUIPMENT EXPENDITURES</b>	1,325,291

**SECTION 12.** That for the said fiscal year there is hereby appropriated out of the Technology Services Fund on an activity basis, the following:

<b>TECHNOLOGY SERVICES REVENUES</b>	205,822
<b>TECHNOLOGY SERVICES EXPENDITURES</b>	198,214

**SECTION 13.** That for the said fiscal year there is hereby appropriated out of the Economic Development Fund on an activity basis, the following:

<b>ECONOMIC DEVELOPMENT CORPORATION REVENUES</b>	27,677
<b>ECONOMIC DEVELOPMENT CORPORATION EXPENDITURES</b>	51,750
<b>APPROPRIATED SURPLUS</b>	24,073
<b>TOTAL REVENUES &amp; APPROPRIATED SURPLUS</b>	51,750

**SECTION 14.** That for the said fiscal year there is hereby appropriated out of the Downtown Development Authority Fund on an activity basis, the following:

<b>DOWNTOWN DEVELOPMENT AUTHORITY REVENUES</b>	446,566
<b>DOWNTOWN DEVELOPMENT AUTHORITY EXPENDITURES</b>	375,911

**SECTION 15.** That the City Council adopts by this resolution fees for the public records and services provided by the City of Lincoln Park for the fiscal year July 1, 2009 through June 30, 2010. Any parts of resolutions that are in conflict with this article are repealed. Charges for Water services and Sewerage services shall be increased to the following rates for bills rendered after July 1, 2009:

Water Rates	\$	20.13	per 1,000 cu ft.
Capital Improvements	\$	2.90	per 1,000 cu ft.
Sewer Rates	\$	23.04	per 1,000 cu ft.
Sewer Improvements	\$	5.68	per 1,000 cu ft.
Ecorse Creek User Fee	\$	4.04	per 1,000 cu ft.
Sewer Surcharge	\$	1.43	per 1,000 cu ft.
Meter Charges:			
Less than 1"	\$	2.55	per quarter
1"	\$	4.10	per quarter
1.5"	\$	5.75	per quarter
2"	\$	7.60	per quarter
2.5"	\$	8.85	per quarter
3"	\$	10.45	per quarter
3.5"	\$	12.05	per quarter
Composting Charge	\$	6.00	per quarter

This article is intended to preserve all existing charges and fees set forth in any resolution, ordinance, or law which is not in conflict with this article and to fulfill the requirement of any ordinance authorizing the City Council to establish fees by resolution. Fees for public records not set forth in this article, or in any resolution, ordinance, or law, shall be set by the City Manager, with concurrence of City Council, in accordance with Act 442 of the Public Acts of 1976, as amended. Fees for public services not specifically set forth in this article or in any other resolution, ordinance, or law may be established by the City Manager, who shall promptly notify City Council in writing of each of them. The City Manager shall establish fees for public services based upon the cost of providing the public service.

The City Manager is hereby authorized to make transfers within the budgetary centers established in this resolution but all transfers between budgetary centers, contingencies, reserves, and fund balances shall be made only by further action of the City Council pursuant to law. The City Manager is hereby authorized to release bidding documents for those capital items and recurring commodities expressly authorized within appropriations in this resolution for public review by the City Council following receipt of bids.

The Mayor and Council directs the Treasurer to add one percent penalty per month to all taxes, charges and assessments paid and further, upon all city taxes, charges and assessments returned to the County Treasurer upon any delinquent tax roll, a charge of three percent shall be added and the same shall be collected by the County Treasurer in like manner as together with the taxes, charges and assessments so returned.

**SECTION 16.** Be it further resolved that the following millage rates as provided by charter or statute be assessed:

<b>OPERATING MILLAGE*</b>	19.3300
<b>SANITATION MILLAGE*</b>	2.3278

\* These are estimated millage rates at the time of preliminary budget preparation. Waiting for Wayne County final equalization numbers so actual millage rates are yet to be determined.

**I, DONNA BREEDING, duly authorized City Clerk of the City of Lincoln Park, do hereby certify** that the above is a true copy of a Resolution adopted by the City Council at a Regular Meeting held under the date of: June 8, 2009.

**DONNA BREEDING, CMC  
CITY CLERK**



# **COMMUNITY TRENDS**



## ORGANIZATIONAL STRATEGY AND PLAN

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Established as a village in 1921 and reorganized as a city in 1925, the City of Lincoln Park was founded on the principals of family values and hard work. While on this continuous process of shaping the urban lifestyle of the future with the values of the past. The City of Lincoln Park must prepare a strategy that will sustain a strong economic foundation.

This strategic plan is a framework for future action and it provides a rationale approach to a new strategy for the City of Lincoln Park. It is framework for action to support Lincoln Park's future economic prosperity and long-term fiscal competitiveness. It is not a work plan, in that it does not assign specific tasks to specific organizations. Rather, it proposes strategic directions to focus the attention and energies of all stakeholders in a common direction. Stakeholders are provided suggested priorities, which is the first focus of this effort and challenges all of the stakeholders to jointly develop and implement specific action plans.

The strategy supports the Mission Statement for the City Government and achievement of Council's Goals for the Community as articulated in Lincoln Park City Council's Strategic Policies – Resolution 5-37.

The central goal of the is clear, it is to improve the quality of life in the City through economic growth that creates jobs, generates wealth and investment, and helps to ensure the City's long-term fiscal health.

The strategy is one of a series of strategic policy documents being prepared under the umbrella of the City Council's Corporate Strategic Plan in order to guide the decision-making process of this great City. The other strategic efforts include the Downtown Development Plan, Master Land Use Plan, and Community Development Block Grant Program Plan.

One of the biggest challenges for the city government is to make better use of the resources that already exist in the community. This means two things:

1. All stakeholders must conceive and then act upon a common vision for Lincoln Park's economic future.
2. The city administration, other governments and public agencies, the private and volunteer sectors and all other interested parties must forge new partnerships and create "An Alignment of Strategic Intent" in order to successfully implement this vision.

***The next steps are critical to the success of the strategy. These steps include communicating the strategic directions and potential action areas in the strategy to the city's administration, the community, our government partners in Wayne County, and other regional organizations such as the Michigan Suburbs Alliance and the Downriver Community Conference.***



## ORGANIZATIONAL STRATEGY AND PLAN

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### ***Mission Statement***

Our mission is to improve the livability and quality of life in Lincoln Park. We will accomplish this task through the creation of incentives that will ensure the optimal future financial success of Lincoln Park for the City's stakeholders.

The Incentives for our Economic Development Strategy are:

- ❖ Increase the tax base
- ❖ Provide excellent means of commerce for residents and visitors
- ❖ Restore infrastructure to a level supportive of both citizens, and new development
- ❖ Create Jobs
- ❖ Generate Wealth and Investment
- ❖ Build on strengths to attract new business

### **Vision Statement for City of Lincoln Park for Economic Development**

The future of economic development for the City of Lincoln Park will depend very greatly on this strategic plan project. We are responsible for the development and improvement of the business, industrial and residential districts.

This strategic plan supports the Downtown Development Authority, Master Land Use Plan and Community Development Block Grant Program, and provides assistance to the Planning Commission and the City council for economic development projects.

We will use this vision to plan for the future of our city, with the collaboration of these various authorities being the key to success. We must avoid duplication of projects and to be able to concentrate our financial goals to one common goal- development to fit Lincoln Park, and improve the quality of life for our residents.

It is through this strategic vision we will show responsibility for business retention and expansions throughout the city, improving the economic base of the community, creating employment opportunities and reducing commercial, industrial and residential property vacancies.



## ORGANIZATIONAL STRATEGY AND PLAN

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Successful economic development in the area will guarantee the continued success of Lincoln Park being a vibrant inner ring suburb of Detroit. We will provide awareness and leadership to the DDA, Master Land Use Plan, Community Development Block Grant Program and city council to see that we must all have one common goal in mind-the future of our city.

### Strengths

1. There is an existing Downtown Development Authority, Economic Development Corporation and Brownfield Redevelopment Authority. All three are groups that assist a city in handling development issues. The DDA would see to the downtown area and probably more commercial and restaurant development, the EDC would see to larger scale city development, including the industrial concerns and the BRA would ensure that all parcels in the city could function at their highest potential, especially those with perceived or real pollution. To enhance this strength, a workshop could be held to ensure that all three are functioning as team members and are up to date on the possibilities that further economic development would offer the city.
2. Condominium and housing development has grown slightly. A higher density housing development is currently under construction and there are no real vacancies among the homes in the city. This provides for a customer base for commercial growth and offers assistance to the city's tax base. Single-family houses can range from \$75,000-\$150,000 and up. This affordability makes this community appealing to young families and the elderly.
3. A five-year capital project plan is already in place. This plan includes important improvements such as street repair. It is also flexible and could be altered to facilitate new development.
4. The concerned city departments (planning, engineering, etc.) have gone through a redevelopment-ready review, which streamlines the process to benefit those looking to develop in the city. The departments also rewrote some development-related ordinances to make them user-friendlier.
5. A five-year financial operations plan is in place. This plan provides estimates of renewable revenue and illustration as to the effects of operational and policy decisions on business components such as fund balances, distribution of cost and resources and the needs of the community government with financial illustration of net results.



## ORGANIZATIONAL STRATEGY AND PLAN

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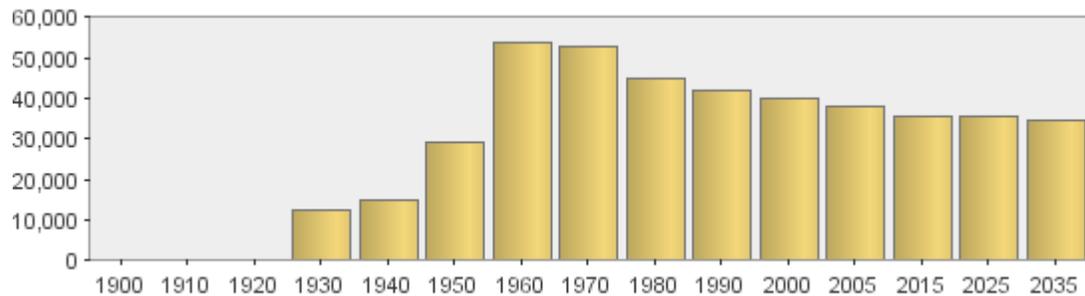
### Weaknesses

1. The government has not changed and thus, is becoming antiquated. The city's charter has not been revised since 1925 and does not allow for efficiency in all cases. To overcome this weakness, the important players, such as the block grant officer, planning and building offices would have to buy into strategic plans that make the development process more streamlined. Unfortunately the city is too focused on the past and often looks backward through rose-colored glasses rather than into the future.
2. The city's infrastructure is in poor shape. Roads and other city provided infrastructure are important to smart economic development; lack of this infrastructure has not enticed businesses to locate in the city. Much of the water and sewer infrastructure in Lincoln Park dates from the 1920's through the 1950's.



## COMMUNITY PROFILE

### Population Forecast



Population and Households	Census 2000	SEMCOG Jun 2008	Change 2000-2008	SEMCOG 2035
Total Population	40,008	37,998	-2,010	34,760
Group Quarters Population	128	128	0	144
Household Population	39,880	37,870	-2,010	34,616
Housing Units	16,821	16,858	37	-
Households (Occupied Housing Units)	16,204	15,883	-321	15,807
Residential Vacancy Rate	3.7%	5.8%	2.1%	-
Average Household Size	2.46	2.38	-0.08	2.19

#### Annual Average

Components of Population Change	Census 1990-1999	SEMCOG 2000-2006
Natural Increase (Births - Deaths)	170	124
Births	587	547
Deaths	417	423
Net Migration (Movement In - Movement Out)	-352	-404
<b>Population Change (Natural Increase + Net Migration)</b>	<b>-182</b>	<b>-279</b>

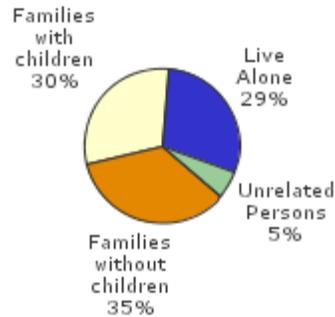
Source: Michigan Department of Community Health  
Vital Statistics, U.S. Census Bureau, and SEMCOG.



## COMMUNITY PROFILE

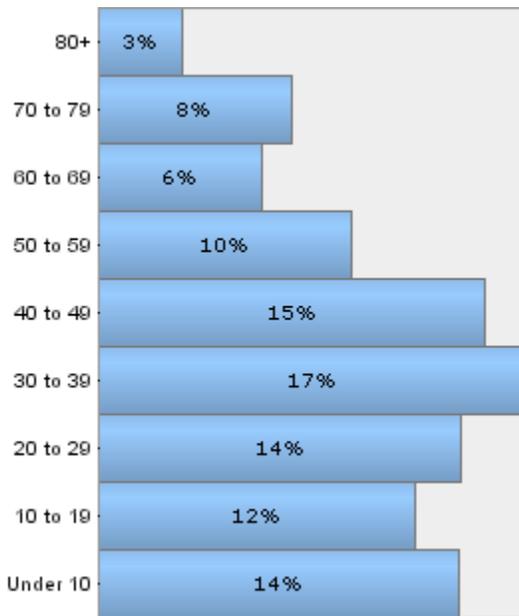
### Demographics

Household Types	Census 2000	Change 1990-2000
Live Alone	4,742	650
Under 65	2,914	644
65 and over	1,828	6
Families with children	4,891	-605
Married	3,404	-707
Unmarried	1,487	102
Families without children	5,684	-326
Unrelated Persons	887	228
<b>Total Households</b>	<b>16,204</b>	<b>-53</b>



### Population by Age

Age Group	Census 2000	Change 1990-2000
85 and over	476	93
80 to 84	861	269
75 to 79	1,447	320
70 to 74	1,596	-65
65 to 69	1,260	-1,001
60 to 64	1,325	-952
55 to 59	1,650	-142
50 to 54	2,334	605
45 to 49	2,847	901
40 to 44	3,211	536
35 to 39	3,309	-143
30 to 34	3,361	-661
25 to 29	3,212	-610
20 to 24	2,477	-377
15 to 19	2,368	-306
10 to 14	2,618	-102
5 to 9	2,885	19
Under 5	2,771	-208
<b>Total</b>	<b>40,008</b>	<b>-1,824</b>



Senior and Youth Population	Census 2000	Change 1990-2000
65 and over	5,640    14.1%	-384
Under 18	9,732    24.3%	-413

Note: Population by age changes over time because of the aging of people into older age groups, the



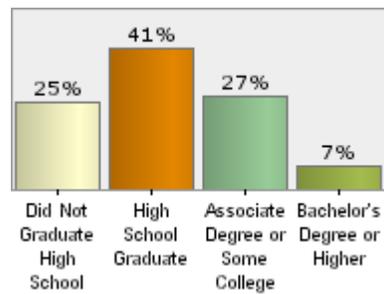
## COMMUNITY PROFILE

5 to 17                      6,961                      17.4%                      -205

movement of people, and the occurrence of births and deaths.

Race and Hispanic Origin	Census 1990		Census 2000		Percentage Point Chg 1990-2000
Non-Hispanic	40,244	96.2%	37,452	93.6%	-2.6%
White	39,472	94.4%	35,701	89.2%	-5.1%
Black	381	0.9%	810	2.0%	1.1%
Asian or Pacific Islander	169	0.4%	200	0.5%	0.1%
Other	222	0.5%	741	1.9%	1.3%
Hispanic	1,588	3.8%	2,556	6.4%	2.6%
<b>Total Population</b>	<b>41,832</b>	<b>100.0%</b>	<b>40,008</b>	<b>100.0%</b>	<b>0.0%</b>

Highest Level of Education*	Census 2000		Percentage Point Chg 1990-2000
Graduate / Professional Degree	1.9%	-0.2%	
Bachelor's Degree	5.0%	0.4%	
Associate Degree	5.3%	0.3%	
Some College, No Degree	21.7%	4.3%	
High School Graduate	40.7%	2.4%	
Did Not Graduate High School	25.3%	-7.1%	

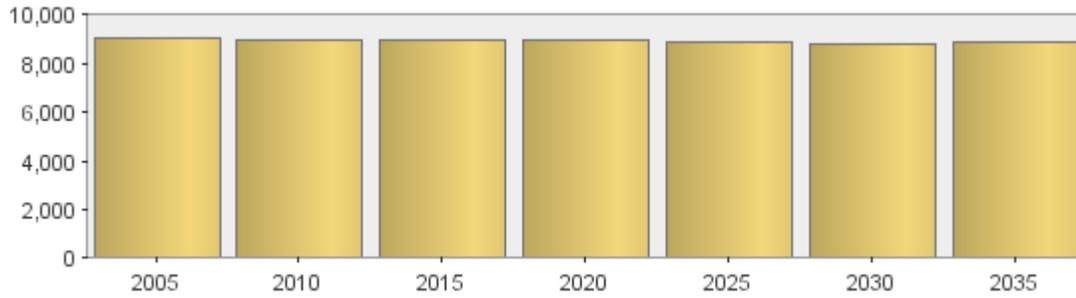


\* Population age 25 and over



## COMMUNITY PROFILE

### Job Forecast



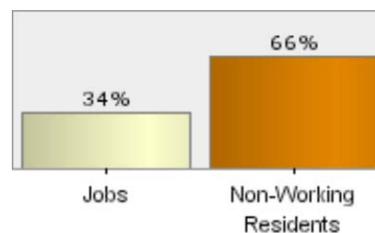
Note: Numbers are by place-of-work. They include wage and salary jobs as well as self-employed, but do not include Farming, Construction, and Military jobs. If any five-year interval employment numbers from 2005-2035 are not shown, the numbers were blocked for confidentiality reasons.

Source: SEMCOG 2035 Forecast.

Jobs by Industry		SEMCOG 1990	SEMCOG 2000	Change 1990-2000
Agriculture, Mining, & Natural Resources	20	13	-7	
Manufacturing	868	270	-598	
Transportation, Communication, & Utility	633	122	-511	
Wholesale Trade	n/a	n/a	n/a	
Retail Trade	4,670	5,639	969	
Finance, Insurance, & Real Estate	400	459	59	
Services	5,015	3,471	-1,544	
Public Administration	n/a	n/a	n/a	
<b>Total Jobs</b>	<b>12,380</b>	<b>10,859</b>	<b>-1,521</b>	

Note: "n/a" indicates data blocked due to confidentiality concerns of ES-202 files.

Daytime Population	SEMCOG and Census 2000	Change 1990-2000
Jobs	10,859	-1,521
Non-Working Residents	21,437	-1,569
Age 15 and under	8,753	-284
Not in labor force	11,467	-913
Unemployed	1,217	-372
<b>Daytime Population</b>	<b>32,296</b>	<b>-3,090</b>



Note: The number of residents attending school outside or commuting into to Lincoln Park is not available.



## COMMUNITY PROFILE

Where Workers Commute From *		Census 2000	
		Workers	Percent
1	Lincoln Park	2,436	29.5%
2	Detroit	961	11.6%
3	Allen Park	414	5.0%
4	Taylor	399	4.8%
5	Wyandotte	394	4.8%
6	Southgate	267	3.2%
7	Brownstown Township	221	2.7%
8	Dearborn	211	2.6%
9	Ecorse	191	2.3%
10	Trenton	168	2.0%
-	Elsewhere	2,594	31.4%
* Workers, age 16 and over, employed in Lincoln Park		<b>8,256</b>	<b>100.0%</b>

### Resident Population

Where Residents Work *		Census 2000	
		Workers	Percent
1	Detroit	2,803	15.5%
2	Lincoln Park	2,436	13.5%
3	Dearborn	1,595	8.8%
4	Taylor	1,386	7.7%
5	Southgate	965	5.3%
6	Romulus	902	5.0%
7	Livonia	661	3.7%
8	Wyandotte	655	3.6%
9	Allen Park	596	3.3%
10	Ecorse	498	2.8%
-	Elsewhere	5,594	30.9%
* Workers, age 16 and over, residing in Lincoln Park		<b>18,091</b>	<b>100.0%</b>

Income	Census 2000	Change 1990-2000	Percent Change 1990-2000
Median Household Income (in 1999 dollars)	\$ 42,515	\$ 1,457	3.5%



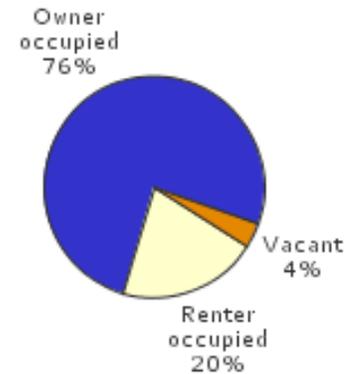


## COMMUNITY PROFILE

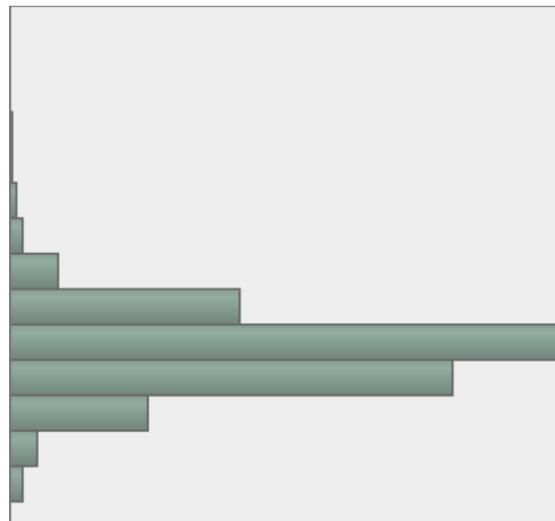
2000-2007

Single Family Detached	13,701	13,735	34	51
Duplex	638	627	-11	0
Townhouse / Attached Condo	186	193	7	19
Multi-Unit Apartment	1,938	2,069	131	0
Mobile Home / Manufactured Housing	212	183	-29	-
Other	88	14	-74	-
<b>Total Housing Units</b>	<b>16,763</b>	<b>16,821</b>	<b>58</b>	<b>70</b>
Units Demolished				32
Change in Licensed Manufactured Housing Park Sites				0
<b>Net (Total Housing Units - Units Demolished + Change in Licensed Sites)</b>				<b>38</b>

Housing Tenure	Census 2000	Change 1990-2000
Owner Occupied	12,816	62
Median housing value (in 1999 dollars)	\$ 84,100	\$ 25,347
Renter Occupied	3,388	-115
Median gross rent (in 1999 dollars)	\$ 522	\$ -48
Vacant	617	111
Seasonal or migrant	45	31
Other vacant units	572	80
<b>Total Housing Units</b>	<b>17,438</b>	<b>169</b>



Housing Value in 1999	Census 2000
\$1,000,000 or more	0
\$500,000 to \$999,999	10
\$300,000 to \$499,999	9
\$250,000 to \$299,999	18
\$200,000 to \$249,999	30
\$175,000 to \$199,999	61
\$150,000 to \$174,999	112
\$125,000 to \$149,999	397
\$100,000 to \$124,999	1,903
\$80,000 to \$99,999	4,587
\$60,000 to \$79,999	3,663
\$40,000 to \$59,999	1,147





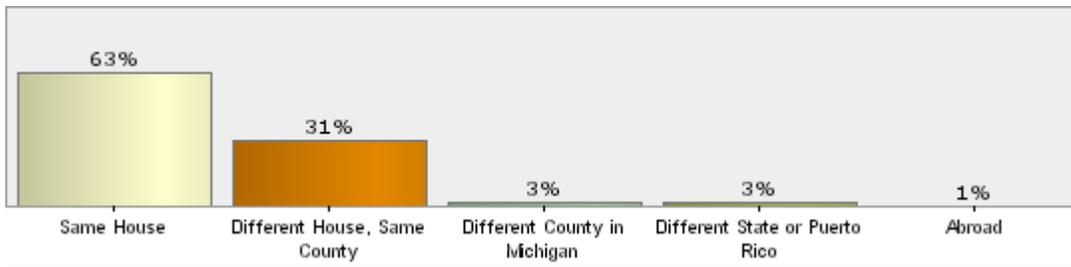
## COMMUNITY PROFILE

\$30,000 to \$39,999	227
\$20,000 to \$29,999	115
\$10,000 to \$19,999	12
Less than \$10,000	18

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**Specified Owner-Occupied Units**                      **12,309**

### Residence 5 Years Ago \*

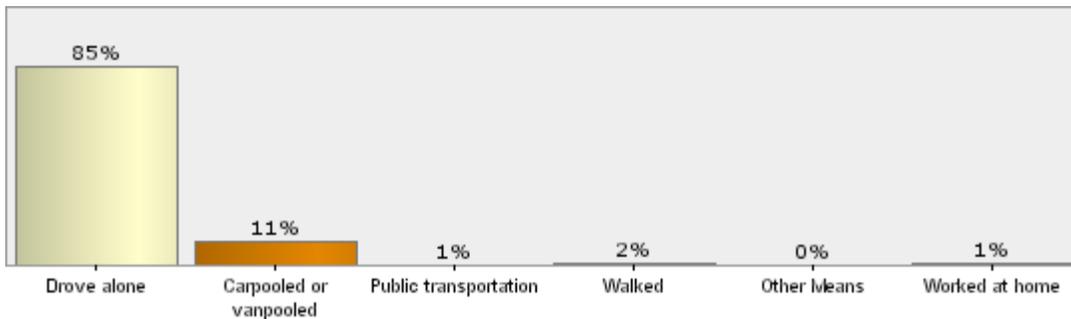


\* This table represents persons, age 5 and over, living in Lincoln Park in 2000. The table does not represent persons who moved out of Lincoln Park from 1995 to 2000.

### Roads and Bridges

- Miles of road: 139
- Of the 31 bridges (in 2006), 27 are open and 4 are open with weight restrictions

### Travel



\*Resident workers age 16 and over

Transportation to Work	Census 1990	Census 2000	Percentage Point Chg 1990-2000
Drove alone	85%	85%	0
Carpooled or vanpooled	11%	11%	0
Public transportation	1%	1%	0
Walked	2%	2%	0
Other Means	0%	0%	0
Worked at home	1%	1%	0



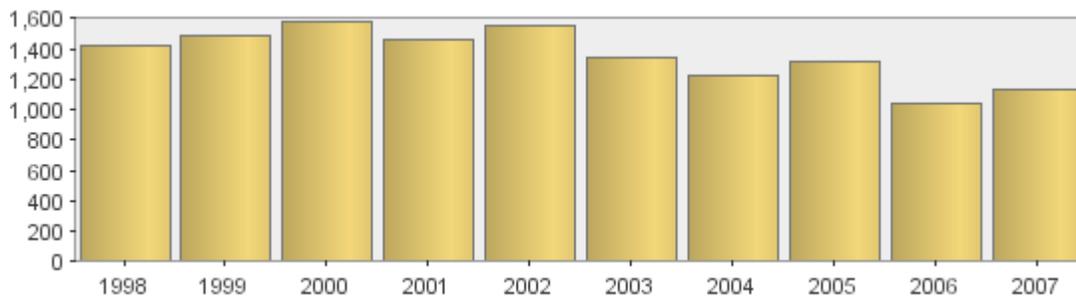
## COMMUNITY PROFILE

Drove Alone	15,307	83.4%	15,408	85.1%	1.8%
Carpooled or Vanpooled	2,096	11.4%	1,963	10.8%	-0.6%
Public Transportation	237	1.3%	147	0.8%	-0.5%
Walked	388	2.1%	279	1.5%	-0.6%
Other Means	166	0.9%	90	0.5%	-0.4%
Worked at Home	161	0.9%	209	1.2%	0.3%
<b>Resident workers age 16 and over</b>	<b>18,355</b>	<b>100.0%</b>	<b>18,096</b>	<b>100.0%</b>	<b>0.0%</b>

Mean Travel Time To Work	Census 1990	Census 2000	Change 1990-2000
For residents age 16 and over who worked outside the home	20.0 minutes	22.4 minutes	2.4 minutes

### Safety

#### Crashes, 1997-2006



Source: Michigan Department of State Police, Criminal Justice Information Center, and SEMCOG

Crash Severity	2003	2004	2005	2006	2007	Percent of Crashes 2003-2007
Fatal	2	3	1	1	2	0.1%
Incapacitating Injury	27	33	21	14	17	1.8%
Other Injury	231	255	245	204	184	18.4%
Property Damage Only	1,083	940	1,056	822	930	79.6%
<b>Total Crashes</b>	<b>1,343</b>	<b>1,231</b>	<b>1,323</b>	<b>1,041</b>	<b>1,133</b>	<b>100.0%</b>

Crashes by Involvement	2003	2004	2005	2006	2007	Percent of
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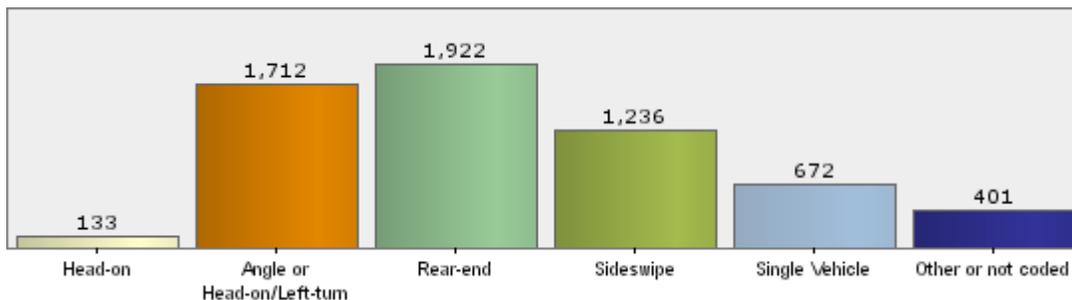


## COMMUNITY PROFILE

### Crashes 2003-2007

Crash Type	2003	2004	2005	2006	2007	Percent of Crashes 2003-2007
Red-light Running	47	60	69	50	45	4.5%
Alcohol	70	76	78	67	56	5.7%
Drugs	22	17	11	28	27	1.7%
Commercial Truck/Bus	87	78	76	51	64	5.9%
School Bus	3	0	3	1	3	0.2%
Emergency Vehicle	6	11	5	4	5	0.5%
Pedestrian	11	14	12	13	13	1.0%
Bicyclist	22	21	15	22	17	1.6%
Deer	1	1	0	1	0	0.0%
Motorcycle	10	14	16	10	10	1.0%
Train	0	4	3	1	0	0.1%
Snowmobile	2	0	0	0	0	0.0%
Farm Equipment	0	0	0	0	0	0.0%

### Crashes by Type, 2002 - 2006



Crash Type	2003	2004	2005	2006	2007	Percent of Crashes 2003-2007
Head-on	33	27	30	22	21	2.2%
Angle or Head-on/Left-turn	374	379	372	273	314	28.2%
Rear-end	435	352	442	337	351	31.6%
Sideswipe	285	250	250	206	245	20.4%
Single Vehicle	139	138	123	133	139	11.1%
Other or Unknown	77	85	106	70	63	6.6%
<b>Total Crashes</b>	<b>1,343</b>	<b>1,231</b>	<b>1,323</b>	<b>1,041</b>	<b>1,133</b>	<b>100.0%</b>

Age of Drivers Involved	2003	2004	2005	2006	2007	Percent of Crashes 2003-2007
65 and older	184	201	188	145	155	7.4%



## COMMUNITY PROFILE

25 to 64	1,322	1,225	1,389	1,048	1,174	51.8%
Under 25	550	471	505	400	395	19.5%
Not coded	580	495	532	420	498	21.3%
<b>Total Drivers</b>	<b>2,636</b>	<b>2,392</b>	<b>2,614</b>	<b>2,013</b>	<b>2,222</b>	<b>100.0%</b>

### High Crash Intersections

Local Rank	County Rank	Region Rank	Intersection	2003-2007	Annual Avg 2003-2007	2007
1	77	208	Dix Ave @ Old Goddard Rd	137	27	28
2	90	242	Dix Ave @ N M 39	129	26	20
3	113	305	Dix Ave @ S M 39	118	24	20
4	139	359	Dix Ave @ London Ave	110	22	15
4	139	359	Champaign Rd @ Dix Ave	110	22	15
6	163	419	Dix Ave @ Moran Ave	104	21	27
7	340	857	Dix Ave @ Gregory Ave	74	15	18
8	462	1,188	Dix Ave @ Emmons Ave	61	12	14
9	480	1,219	Lafayette Blvd @ N M 39	60	12	11
10	798	1,934	Cicotte Ave @ Dix Ave	44	9	7

Note: Intersections are ranked by the number of reported crashes and does not take into account traffic volume. This ranking method tends to rank a high-volume intersection as a high-crash intersection.

### Land Use

Land Use / Land Cover (in acres)	SEMCOG 2000		Change 1990-2000	
Residential	2,527	67.5%	8	0.3%
Single-Family	2,446	65.3%	7	0.3%
Multiple-Family	81	2.2%	2	2.2%
Non-Residential	1,097	29.3%	62	6.0%
Commercial and Office	413	11.0%	30	7.8%
Industrial	118	3.2%	12	11.7%
Institutional	249	6.7%	5	1.9%
Transportation, Communication, and Utility	223	5.9%	-1	-0.5%
Cultural, Outdoor Recreation, and Cemetery	95	2.5%	16	20.5%
Under Development	0	0.0%	-1	-100.0%
Active Agriculture	0	0.0%	0	-
Grassland and Shrub	92	2.4%	-77	-45.7%
Woodland and Wetland	23	0.6%	8	48.9%
Extractive and Barren	0	0.0%	0	-
Water	4	0.1%	0	0.0%



## COMMUNITY PROFILE

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Total Acres	3,744	100.0%	0	0.0%
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# **DEPARTMENTAL PROGRAMS**



## CITY COUNCIL

### General Fund – 101

The Lincoln Park Mayor and City Council are assigned duties and responsibilities by the City Charter. The legislative powers of the Council are shared equally among all members. The Mayor and Council members are collectively responsible for establishing policy, adopting a budget, and hiring and directing the City Manager and Department Heads. The Mayor is separately elected from the Council and presides at the City Council meetings. In addition, the City Council represents the City in various local, regional, state, and national boards or commissions and committees. The Council also appoints a City Attorney, public leadership, and communicates with constituents about the various issues.

One of the main duties of the City Council is to establish policies. Priorities include the adoption of goals and objectives, the establishment of priorities for public services, and the approval of programs throughout the City. Policy establishment also includes the approval and amendment of the operating and capital budgets, approval of expenditures and payments, and grant applications. The City Council also ratifies contracts, zoning ordinances and changes, and resolves appeals.

The City Council acts, indirectly through its liaison program, in a supervisory role as part of its duties and responsibilities. Direction is given to the Administration through the City Council with reference to the implementation and evaluation of various City programs.

#### STAFFING SUMMARY

Mayor	1
Council President	1
Council Members	5

#### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 67,908	\$67,917
Supplies	1,135	1,000
Other Charges	9,550	9,450
Total	\$ 78,593	\$ 80,568



## CITY COUNCIL

### **SUMMARY OF BUDGET CHANGES**

#### **Significant Notes – Compared to 2008/09 Budget**

**Supply Charges** – Supply charges decreased to reflect actual usage.

#### **2009/10 PERFORMANCE OBJECTIVES**

1. To provide policy direction to the City Administration in the implementation and evaluation of various City programs.
2. To ensure the City's long-term financial stability by seeking alternative revenue sources.
3. To preserve and improve the City's infrastructure and economic base.
4. To enhance communications between the residents and the City government through cable programming, website, focus groups, surveys, and other written material.

	<b>Performance Indicators</b>	<b>2008/09 Actual</b>	<b>2009/10 Projected</b>
<b>Output</b>	Regular City Council Meetings	52	52
	Special City Council Meetings	3	5
	Public Hearings Held	3	5
	Ordinances and Amendments Adopted	5	5
	Agenda Items Reviewed and Acted Upon	382	400
<b>Efficiency &amp; Effectiveness</b>	City Council Member Attendance at Council Meetings	100%	100%
	% Legislative Items Acted on within 1 month	100%	100%
	Avg. # of Residents Attending a City Council Meeting	17	20



## CITY CLERK

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### **General Fund –111, 192**

The Office of the City Clerk is responsible for many diverse functions of the City acting as both an internal and external office. All City offices, residents, community associations, and businesses benefit from the services offered by this Office. The City Clerk's Office serves the community with pride, integrity and a dedicated community spirit.

"As Keeper of the Records", the Clerk maintains and/or records the following documents: All Boards and Commission meeting minutes. Each Board and/or Commission is responsible for submitting minutes to the City Clerk's office within 10 days of the meeting. The Clerk's Office is responsible for receiving and recording summons, lawsuits, various legal documents, property variances and deeds, as well as birth and death certificates. The City Clerk administers the Oath of Office and maintains custody of the City Seal.

The City Clerk serves as the Election Coordinator for all elections held in the City of Lincoln Park. It is the sole responsibility of the City Clerk's Office to register voters, processes absentee ballot applications, hire, train and supervise precinct workers, tabulates election results, verify nominating petitions, perform accuracy tests on the voting equipment and programs to detect errors prior to each election and assists the Board of Canvassers in local election canvasses. Two elections are scheduled for 2008: Primary Election August 5<sup>th</sup> and General Presidential Election November 4<sup>th</sup>, 2008.

The City Clerk serves as recording secretary to the Mayor and Council for all regular and special meetings the Council schedules. The office is responsible for the recording of public records, maintaining and preserving all actions taken by the City Council. Minutes of Council meetings are archived in this office; dating back to 1921 at which time Lincoln Park was only a village, located in the township of Ecorse. The City Clerk also compiles and prepares Agendas for all regular scheduled City Council meetings. The minutes of each meeting are then produced, advertised and circulated, in a timely manner. In the event the Mayor and Council schedule a public hearing, the City Clerk is responsible for posting, and when required, submitting notice for publication. Individual departments are responsible for publishing notices that are generated by their office.

Agenda Packets for the Mayor, Council and City Manager are currently prepared and distributed in PDF format. Mayor and Council receive their packet information by email and hard copy. This has resulted in a more expedient method of transmitting information.



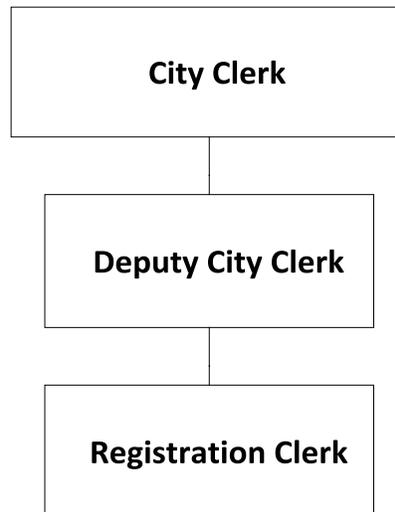
## CITY CLERK

All businesses both commercial and residential must be registered in the Office of the City Clerk. This business registry is annually maintained to ensure that information utilized by various City offices and citizens is accurate. The office processes license applications for auctions and auctioneers, charitable solicitations, hawkers/peddlers, itinerant vendors, pawnbrokers, public vehicle licenses, rubbish collectors, solicitors, special events, used auto dealers, going out of business sales, yard sale permits and registration of businesses, trades and industries.

All dogs 6 months and older must be licensed. Annual renewals of licenses may be purchased during the month of May and are due by June 1<sup>st</sup> to avoid any late fees. New residents and or new dog owners may purchase current tags, without penalty of late fees. This program ensures that all dogs have received their mandatory vaccinations thus insuring the health and welfare of our City residents. This program also serves the citizens as a lost and found system in the event that a dog is running at large.

### STAFFING SUMMARY

City Clerk	1
Assistant City Clerk	1
Registration Clerk	1
Election Inspectors	122





## CITY CLERK

### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$215,825	\$ 211,260
Supplies	30,000	19,500
Other Charges	29,858	29,555
Total	\$ 275,683	\$ 260,315

### ***SUMMARY OF BUDGET CHANGES***

#### ***Significant Notes-Compared to the 2008/09 Budget***

**Personnel Services** - Personnel Services are less due to a decrease in the amount budgeted for election overtime as well as clerical overtime.

**Supplies** – Election supplies were cut to help reduce spending.

**Other Charges** – There were no significant changes in this category.

### ***2009/10 PERFORMANCE OBJECTIVES***

1. Per Administrative Rule R325.3232, the City Clerk will make available for public inspection indexes of death records in possession of this office. The City Clerk has completed this specialized listing of all deaths that have occurred in the City of Lincoln Park, dating back to 1921. This index will be updated monthly.
2. To provide accurate and efficient record keeping by incorporating the use of modern technology to streamline programs whenever possible.
3. To assist City Council by expediting information to them that will aid in establishing policy and by communicating Council's actions regarding items on the agenda.



## CITY CLERK

4. To facilitate efficient management of the election process by keeping abreast of new technological developments relating to the election field.
  
5. To process all business registrations and licenses.

Output	<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>
	Compile & prepare Council Agendas	52	52
	Review Agenda Statements & Resolutions	475	450
	Create and Transmit Electronic Agenda Packet	416	416
	Prepare and review Council Meeting Minutes	26 Meetings 290 Pages	52 Meetings 200 Pages
	Attend and prepare minutes- Special Meetings/Study Sessions	24 Meetings 24 Pages	30 Meetings 32 Pages
	Issue Dog Licenses	2150	2,500
	Late Notices/Dog Licenses	1200	1,000
	Process & Issue Absentee Ballot requests	5000	5,000
	Invoice Business Registrations	845	820
	Process Registrations and Licenses	1200	1,250
	Issue Violations	49	10
	Court Appearances	2	2
	Issue Garage/Yard/Moving Sale Permits	2059	2,000
	Research & Review Council Requests	515	400
	Research & Retrieval of Dept. Requests	385	360
	Administer Elections	2	2
	Update Death Certificate Index	2100	400
	Birth and Death Certificates Issued	2500	2,000
	Voter Registration Processing:		
New Registrations	3000	2,100	
Cancellations	2766	2,500	
Voter History Updates	20795	14,000	
Municipal Code Amendments Processed	n/a	15	
Specialty Licenses Issued	n/a	50	
Review & Responds to Citizens Complaints/Requests		4000	



## ASSESSING

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### **General Fund – 202**

The City Assessor assesses all Real and Personal property that is assessable and not lawfully exempt from taxation in the City of Lincoln Park. The Assessors Office has the responsibility of preparing the Assessment Rolls and Tax Rolls of the City for all classes of property.

The Assessor's responsibility is carried out by determining the True Cash Value of all classes of properties in the City. The State Constitution and Statutes require that, notwithstanding any other provision of law, the assessed values placed upon the Assessment Roll shall be at fifty percent (50%) of True Cash Value as of "Tax Day" which is deemed December 31 of each year.

True Cash Value is determined each year and is achieved by gathering all pertinent information in the community, such as Real Estate sales, construction costs, rental incomes, operating expenses, interest rates. Utilizing the collected information, the Assessor can determine a property's value using the three approaches to value: 1. Sales Comparison Approach; 2. Cost Approach; and 3. Income Approach.

Proposal A, passed by voters in 1994, and implemented in 1995, places additional limits on values used to compute property taxes. Property taxes are calculated using "Taxable Value" capped by the consumer price index until a property transfers ownership. Prior to Proposal A, taxes were calculated using State Equalized Value (S.E.V.) which keeps pace with market value.

The Assessor's Office serves as a source of information and answers inquires from residents, property owners, mortgage companies, prospective buyers, appraisers, developers, business people, and government agencies. This information is maintained for 16,541 parcels, of which 15,749 are Real Property and 792 are Personal Property. The 2007 Assessment Roll has a tentative Assessed Value of 1,007,324,862 and a Taxable Value of 781,028,249 for Real and Personal Property.

It is also a function of the Assessor's Office to record, maintain and edit the status of each parcel of property in the City to determine whether it qualifies for a "Principal Residence" exemption from a portion of School tax. The Assessor's Office also analyzes affidavits on every transferred property within the City to determine whether an "Uncapping" of the Taxable Value occurred in accordance with Proposal A.

The Board of Review, created by Charter, is composed of three members, appointed by the Mayor, subject to the confirmation of City Council for a term of three years. The Board of Review meets in March to hear appeals from taxpayers and meets in July and December to correct clerical errors and mutual mistakes of fact.

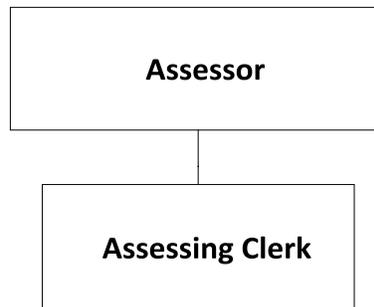


## ASSESSING

The mission of the Assessor's Office is to provide the property owners of the City of Lincoln Park with fair and equitable assessments, to provide information to the public that is accurate and reliable, to provide information to other departments of City, County, and State government in an efficient manner allowing them to better perform their duties; to provide these services in a courteous and professional manner, which complies with the Constitution and Laws of the State of Michigan and the Charter of the City of Lincoln Park.

### STAFFING SUMMARY

Assessor	1
Account Clerk II	1



### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 94,913	\$ 95,672
Supplies	11,150	5,500
Other Charges	15,273	15,132
<b>Total</b>	<b>\$ 121,336</b>	<b>\$ 120,692</b>



## ASSESSING

### **SUMMARY OF BUDGET CHANGES**

#### **Significant Notes – Compared to 2008/09 Budget**

**Personnel Services** – Personnel Services increased due to increased health insurance premiums. Overtime amount was cut to \$500.

**Supplies - Supply** charges decreased due to the additional postage costs associated with the yearly assessment notices being moved to General Government where all other postage is charged.

### **2009/10 PERFORMANCE OBJECTIVES**

1. Improve public access to thousands of informational items pertaining to Property in the City.
2. Develop and enhance the computerized appraisal and information system.
3. Achieving a Factor of 1.0000 for all classes of Property from the Wayne County Equalization Department.
4. Reviewing and improving the service to and communication with the public, realizing that service is our primary function.

	<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>
<b>Output</b>	Assessment Notices Processed	16,510	16,508
	Property Transfer Affidavits Processed	1,178*	1,300 *
	Homestead Affidavits Processed	482*	1,150 *
	Property Lot Splits/Combinations Processed	7	7
	Board of Review Appeals	378	220
<b>Efficiency &amp; Effectiveness</b>	Requests and Answers responded to in 1 day	100%	100%
	Equalization Factor	1.0000	1.0000



## CITY MANAGEMENT

### **General Fund – 172**

The Office of Management provides staff support to the Mayor and City Council for legislative and business services. The Mayor and Council appoint the City Manager to administer and manage city staff, projects and programs on behalf of the City Council. The City Manager advises the Mayor and Council and makes recommendations on matters related to city operations.

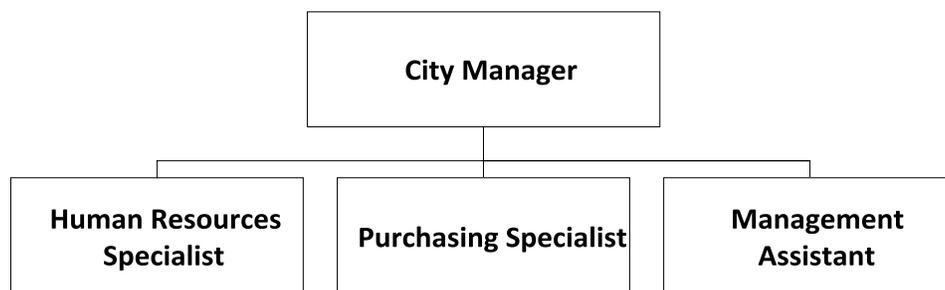
The Management Office is responsible for human resource planning, recruitment and selection; human resource development; compensation and benefits; safety and health; and employee and labor relations. This Office also is responsible for developing, implementing and interpreting personnel policies that are consistent with the needs and objectives of the City of Lincoln Park.

The mission of the Personnel Department is to enhance the work life of the City of Lincoln Park by meeting and understanding the business needs of both the people and the City. In partnership with other departments, we will create a working environment in which cooperation; teamwork and creativity are encouraged and valued.

The Office administers the City Purchasing programs and coordinates the purchase of all goods and services for the City of Lincoln Park. Purchasing is the centralized function through which all City departments must request goods and vendors may be placed on the bidders list by submitting their request in writing or by email to the Purchasing Department.

### **STAFFING SUMMARY**

City Manager	1
Management Assistant	1
Human Resources Specialist	1
Purchasing Specialist	1





## CITY MANAGEMENT

### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 312,502	\$ 291,334
Supplies	5,500	5,000
Other Charges	23,870	23,275
Capital	0	0
Total	\$ 341,872	\$ 319,609

### **SUMMARY OF BUDGET CHANGES**

#### **Significant Notes – Compared to 2008/09 Budget**

**Personnel Services** – Personnel Services decreased due to the layoff of part-time personnel and an increase in the Management Assistant’s salary to cable funds.

**Supplies** - Supplies were cut to help reduce overall spending.

**Other Charges** – Total Other Charges decreased due to miscellaneous allocation changes.

### **2009/10 PERFORMANCE OBJECTIVES**

1. Research and review potential cost saving proposals relating to future employee retirement medical benefits.
2. To enhance the City’s budget document by including expenditure history, budget adjustments, and ICMA data.
3. Review all City expenditures and develop options that could further reduce costs with the least impact on service delivery.
4. Coordinate public information through electronic message board, LPTV, city website, city newsletter, etc.



## CITY MANAGEMENT

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	<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>
<b>Output</b>	City Council Agenda Statements Reviewed	382	400
	Administrative Policy and Procedure Orders Processed	2	5
	Legislative Issues Monitored	12	10
	% Correspondences Responded to within 7 days	100%	100%
	% Agenda Items Given to Council within 28 days	100%	100%
	Executive Staff Meetings held	45	50
	Quarterly Budget Reports Prepared	4	4
	Labor Contracts Negotiated	8	8
	Employees Hired (Full-time/Part-time)	4	4
	Bid Proposals Prepared	15	15
	City Contractor Contracts Reviewed	7	7
	Council Requests Responded to within 30 minutes	100%	100%
<b>Efficiency &amp; Effectiveness</b>	General Fund Budget Amendments as a % of Adopted Budget	1	1
	# of Labor Grievances	3	0
	# of days from adoption of Budget to GFOA Submittal	30	30
	% of Grievances Resolved Before Arbitration	85%	100%
	% of Grievances Responded to within Deadlines	100%	100%
	# of Employees Not Completing Probation	0	0
	Average Response Time to Council Requests	25 min.	25 min.



## CITY ATTORNEY

### **General Fund – 203**

The Office of City Attorney is accounted for in the General Fund. With the Early Retirement Incentive Program, this department now functions on a contractual basis.

This department is responsible for providing legal analysis of claims submitted and offers legal assistance in any resolving pending litigation. It is also the responsibility of this department to be aware of and make recommendations of all legal documents of the City that are related to Charter and Ordinance issues.

### **FUNDING LEVEL SUMMARY**

	2008/09 Budget	2009/10 Adopted
Supplies	\$ 200	\$ 200
Other Charges	178,500	198,500
Capital	0	0
Total	\$ 178,700	\$ 198,700

### **2009/10 PERFORMANCE OBJECTIVES**

1. To continue the practice of outstanding legal services in an efficient, competent and cost effective basis.
2. To advise the various city agencies, departments and City Council of key legal priorities of the City and important developments in the law.
3. To advise and assist the City Council and other Boards and Commissions regarding legal issues that may arise at meetings, and provide opinions where appropriate or requested.
4. To maintain the reduced caseload of jury trials in District Court, by pre-trial intervention, effective sentence agreements and earnest prosecution.
5. To reduce the instance of litigation against the City, its departments and employees, by being available to advise, counsel and direct pre-emptive measures.



## CITY ATTORNEY

- 6. To improve development of loss – prevention measures in all departments, including the transmission of advice, memorandums and conferences where necessary and appropriate.
  
- 7. To prosecute code violations, working towards a practice of compliance and avoidance of recidivism.

		<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Proposed</i>
<b>Output</b>		Regular City Council Meetings Attended	52	52
		Special City Council Meetings Attended	3	5
		Public Hearings Held	4	4
		Ordinances and Amendments Prepared	3	5
		Number of Open Lawsuits	4	10
		Number of Closed Lawsuits	4	4
		Legislative Issues Reviewed	10	20
		Hours Spent on City Business	1500	1500
<b>Efficiency &amp; Effectiveness</b>		% Opinions Replied to on Agreed Schedule	100%	100%
		% Resolutions Drafted on Agreed Schedule	100%	100%
		% Contracts Drafted on Agreed Schedule	100%	100%



## FINANCE

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### **General Fund – 230**

The Department of Finance is an activity found within the General Fund. This department performs various functions such as the processing of accounts payable, payroll, monthly reconciliations, water billing and issues specific to the general ledger. This department is also responsible for all pension activities and risk management issues. In doing so, it is our goal to make sure that all citizens, employees, retirees and vendors receive the highest quality of service possible.

A major responsibility of this department is to prepare and present a line item based budget in accordance with generally accepted accounting principles. As a local governmental unit, the City must present a balanced budget where expenditures do not exceed revenues and use of fund balance. Over the past few years the City of Lincoln Park has felt the economic downturns within the State of Michigan with cuts in State Revenue sharing. The City also continues to feel the effects of health insurance increases and legacy costs that have contributed significantly to the reduction of the General Fund balance.

Also as a local governmental unit, the City is required to have an annual audit of its books performed by an Independent Auditor experienced in GAAP accounting practices. The City is required to implement into those audit practices any pronouncements that are handed down to local units of government by the Government Accounting Standards Board (GASB). As a result of this, GASB will require the City to implement Pronouncements #43 & #45 effective June 30, 2008. These pronouncements have been driven by the changes that have been occurring in providing retiree health care benefits to employees and will require local units of government to disclose that liability as part of the year end financial statements.

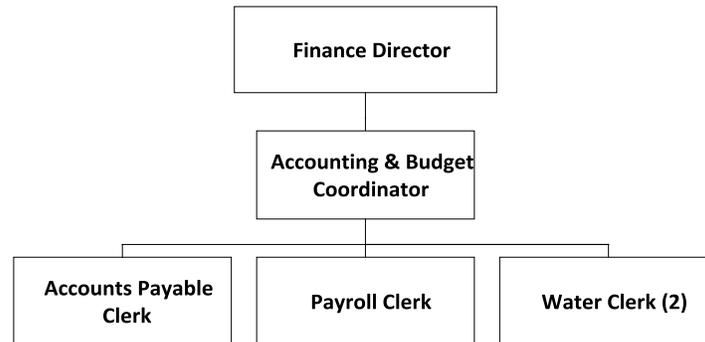
In preparation for this the Department of Finance has the responsibility of reviewing line items and analyzing the accuracy of revenue and expenditure allocations. In doing this it is necessary to have the books complete for the purposes of auditor review and to correctly present the financial position of all local governmental activities.



## FINANCE

### STAFFING SUMMARY

Director	1
Accounting/Budget Coordinator	1
Accounts Payable Clerk	1
Payroll Clerk	1
Water Clerk	2



### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 253,749	\$ 263,846
Supplies	5,500	5,500
Other Charges	14,918	12,299
<b>Total</b>	<b>\$ 265,700</b>	<b>\$ 282,245</b>

General Fund Employees Only—Water Clerks are budgeted under Water/Sewer DPS



### **SUMMARY OF BUDGET CHANGES**

#### ***Significant Notes – Compared to 2008/09 Budget***

**Personnel** – Personnel services increased due to the rise in employee insurance plans and the switch from a single rate plan to family plan for one employee. This area continues to be of concern to the City and is in the process of being negotiated with several unions to help ease the burden. Overtime was reduced to \$500.

**Supplies** – Supplies were held at the previous year's level.

**Other Charges** - Miscellaneous charges were reduced to reflect actual expenditures.

### **2009/10 PERFORMANCE OBJECTIVES**

1. To work towards expanding the budget manual for the City that will help streamline the budget process.
2. To continue to maximize the City's investment earnings.
3. Continually review processes within the department to maximize accuracy and achieve maximum performance.
4. Review all departments' line item revenues and expenditures on a monthly basis in accordance with GAAP principles.
5. To complete an actuarial valuation in connection with GASB 43 & 45. This will determine the City's liability in providing long-term retiree health care to current retirees and active employees.
6. To begin the preparation work for preparing the Government Finance Officer's Association's Comprehensive Annual Financial Report.



## FINANCE

	<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>
<b>Output</b>	Bank Statements Reconciled	60	60
	Accounts Payable Check Processing	3,894	4,008
	Accounts Payable Invoice Processing	8,298	8,492
	Requisition Conversion to Purchase Orders	1,765	1,950
	Water & Sewer Bills Issued	63,176	63,176
	Water & Sewer Correct Bills Issued	154	150
	Final Water Bill Processed	1,200	1,300
	Risk Management incident assistance	75	125
	Defined Benefit Active Employees – Municipal	55	54
	Defined Benefit Active Employees – Police	49	51
	Defined Benefit Active Employees – Fire	32	32
	Defined Contribution Active Employees – Municipal	14	10
	Defined Contribution Active Employees – Police	0	0
	Defined Contribution Active Employees – Fire	0	0
	ICMA – Retiree Health Savings Active Employees - Municipal	14	10
	ICMA – Retiree Health Savings Active Employees - Police	0	0
	ICMA – Retiree Health Savings Active Employees - Fire	0	0
	Payroll Processing on average bi-weekly	220	200
	Retiree Receiving Benefits - Municipal	154	154
	Retiree Receiving Benefits – Police	92	92
	Retiree Receiving Benefits - Fire	53	53
	Total Expenditure Review	\$44Million	\$41Million
Total Revenue Review	\$44Million	\$43Million	
<b>Efficiency &amp; Effectiveness</b>	% Of A/P invoices processed within 30 days	84%	87%
	% Of A/P checks issued without error	98%	98%
	% Of Defined Benefit Pension System - Municipal	58%	58%
	% Of Defined Benefit Pension System – Police & Fire	80%	80%
	Ratio of Defined Benefit Retirees to Active Employees	2 to 1	2 to 1
	Average Days to Process Final Water Bill Request	2	2
	Average Days to Reconcile Bank Statements	7	7



## TREASURY

### General Fund – 253

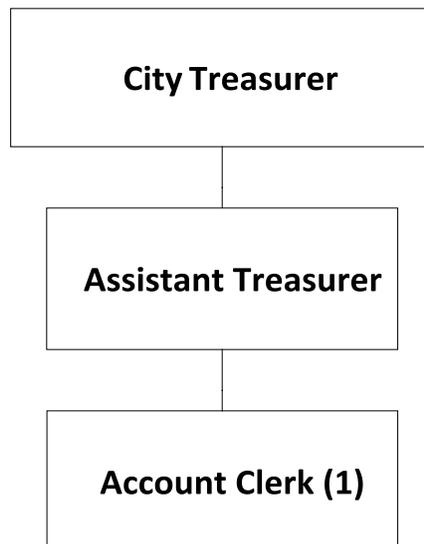
The Office of Treasury is a function of the General Fund and is responsible for processing all revenue received by the City of Lincoln Park. This includes revenue generated by license and permit fees for all departments, municipal water and sewer bill payments, and real and personal property tax collection.

The City Treasurer is elected and serves a 2-year term as mandated by City Charter. The Office of Treasury maintains accurate accounting records providing a clear audit trail for all cash and negotiable receipts deposited to City bank accounts. Computations, reports, and other data as submitted are verified upon receipt. All receipts are balanced daily. A monthly status report of bank accounts is provided to the Finance Director and Mayor and Council.

The Office of Treasury processes and maintains information for annual tax billing including mortgage company requests, deferment requests, special assessments, Board of Review, MTT and State Tax Commission adjustments. All tax rolls are reconciled annually with Wayne County records. Pertinent tax information is provided to citizens, homeowners, mortgage, and title companies upon request.

### STAFFING SUMMARY

Treasurer	1
Assistant	1
Account Clerk	1





## TREASURY

### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 197,663	\$ 111,148
Supplies	4,500	4,000
Other Charges	11,869	11,493
Total	\$ 214,032	\$ 126,641

### **SUMMARY OF BUDGET CHANGES**

#### ***Significant Notes – Compared to 2008/09 Budget***

**Personnel Services** – Personnel services decreased due to staffing reductions. The Water Office has moved into the Treasury area to help assist during tax collection periods. The cross training will make for better overall efficiencies so that employees can assist in all areas of customer service to the citizens.

**Supplies** – Supply charges were cut to reduce overall spending.

### **2009/10 PERFORMANCE OBJECTIVES**

1. To increase the collection of delinquent personal property taxes and enforce legal avenues for collection.
2. Increase collection of real and personal property taxes by increasing awareness of payment options available. Implement phone procedures for collection of taxes by credit card. 91% was collected last fiscal year for real property and 92.5% for personal property.
3. Plan and invest monies to obtain maximum growth rate.



## TREASURY

	<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>
<b>Output</b>	Real & Personal Property Taxes – No. of Parcels (Summer)	16,667	16,667
	Real & Personal Property Taxes – No. of Parcels (Winter)		
		16,674	16,674
	Real Property Taxes Billed (Summer)	\$33,948,348	\$33,948,348
	Real Property Taxes Billed (Winter)	\$7,683,810	\$7,683,810
	Real Property Taxes Collected (Summer)	\$31,238,992	
	Real Property Taxes Collected (Winter)	\$6,956,531	
	Personal Property Taxes Billed (Summer)	\$1,602,002	\$1,602,002
	Personal Property Taxes Billed (Winter)	\$327,341	\$327,341
	Personal Property Taxes Collected (Summer)	\$1,530,670	
	Personal Property Taxes Collected (Winter)	\$304,632	
	Delinquent Personal Property Taxes Balance (w/o int/pen)	\$374,828	\$318,693
	Delinquent Personal Property Taxes Collected (w/o int/pen)		
Board of Review/MIT Adjustments on Delinquent Pers Prop Court Discharge, Excluding Int & Penalty	\$37,315	\$32,000	
	\$0		
	\$69,435	\$56,145	
<b>Efficiency &amp; Effectiveness</b>	% of Real Property Tax Collected (Summer)	92%	92%
	% of Real Property Tax Collected (Winter)	90%	90%
	% of Personal Property Tax Collected (Summer)	92%	92%
	% of Personal Property Tax Collected (Winter)	93%	93%
	Average Rate of Return on Investments	.26%	.30%



## POLICE DEPARTMENT

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### **General Fund – 305**

### **Drug/Forfeiture Fund - 265**

The Police Department provides emergency response and vigorously patrols the City streets on a 24-hour basis. The officers respond to calls for service from citizens, investigates crimes and accidents, arrests perpetrators, and issue violations in order to maintain a safe community. The Chief of Police is appointed by the Commission of Public Safety to oversee operations of the Department and is the head Law Enforcement Officer of the City.

The Police Department employs 51 sworn full-time Police Officers, seven full-time civilian employees, and 10 full-time Crossing Guards. In addition, there are six Detention Officers that work in the Department who are contracted through Allied Barton Security. The Department has a volunteer Reserve Officer program which consists of 10 Reserve Police Officers. The Department is divided into different Divisions and Bureaus.

**The Patrol Division** is overseen by the Patrol Lieutenant and is divided into three shifts: Days, Afternoons, and Midnights. Each of the shifts is supervised by two Sergeants and the number of Patrol Officers necessary to cover the requirements of that shift and maintain police service 24 hours a day.

**The Detective Bureau** is overseen by the Operations Lieutenant and is staffed by two Detective Sergeants, two Detectives for adult cases, two Detectives assigned to the Youth Bureau, and one Sergeant and one Patrol Officer assigned to the Special Operations Bureau. The Detectives do investigations on reported crimes and process through the system any complaints that require criminal prosecution. The Detectives field inquiries from citizens and counsels victims of crimes.

**The Youth Bureau** is responsible for all cases involving juvenile offenders in the areas of criminal offense, child abuse and status offenders. The Youth Officers log in and are responsible for all stolen property, abandoned property or property found by the Department. This includes all evidence secured from crime scenes. The Youth Officers are responsible for all missing persons both juvenile and adult. The Youth Bureau is responsible for compiling and maintaining proper records on juvenile offenders, neglected children and transporting evidence to the Michigan State Crime Lab.

**The Special Operations Bureau** conducts investigations on narcotic and vice related offenses. The unit follows up on information provided to them by officers and citizens to arrest those involved in the activity. The unit handles the prosecution of all felony narcotic arrests and forfeiture proceedings. The unit assists the Department with surveillance and other projects as needed.



## POLICE DEPARTMENT

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**Community Policing** is staffed with one officer who works this assignment along with duties as a Patrol Officer. The Community Policing Officer unites the Lincoln Park Police Department with the citizens of Lincoln Park through various programs such as Neighborhood Watch and Citizen Patrol Watch. The Officer brings together the two groups through various functions and activities that are beneficial to residents of all ages.

**The Code Enforcement Division** is made up of an administrator/clerk and three Code Enforcement Officers under the supervision of the Patrol Lieutenant. The unit responds to complaints from citizens about environmental concerns and ordinance violations on private property. The goal of the unit is to correct the concern either through voluntary compliance or by issuing a violation

The unit also responds to all animal complaints in the City and enforces ordinance violations pertaining to animals. The unit investigates all animal bite and animal cruelty reports. This unit also enforces street parking violators.

**The Records Bureau** consists of two clerks under the supervision of the Computer System Manager. The Records Bureau provides the clerical support, the information technology, and telecommunication support for the Police Department. The Bureau is responsible for the editing, final processing, storage, retrieval, and duplication of most of the Department's records. Information requests for internal purposes are filled daily, as well as Freedom of Information Act requests, subpoenas, court orders, insurance company, and citizen requests. The Bureau is responsible for reports in compliance with State and Federal reporting and audit requirements. One of the mandates is disseminating the MICR, Michigan's Incident-based Crime Reporting system, to the State. This is detailed information of the Department's crime data submitted electronically.

### **The Mission of the Police Department**

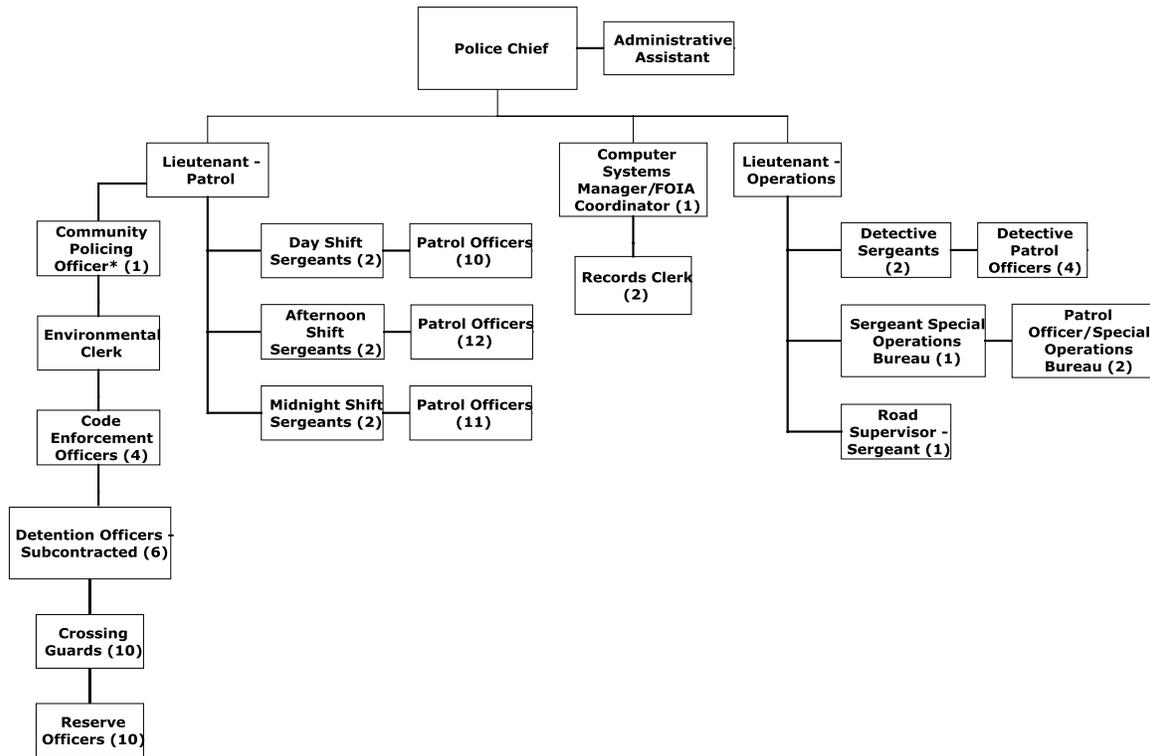
The Police Department is committed to the preservation of the public peace and order, the apprehension of offenders, the protection of persons and property under the laws of the State, and the enforcement of the ordinances of the City.



# POLICE DEPARTMENT

## STAFFING SUMMARY

Police Chief	1
Administrative Assistant	1
Lieutenants	2
Sergeants	10
Detective Sr. Lead Officers	4
Senior Lead Officers	8
Patrol Officers	26
Computer Systems Manager	1
Records Clerk	2
Environmental Clerk	1
Code Enforcement Officer	3
Reserve Police Officers	10 (volunteer)
Detention Officers	6 (contracted through Allied Barton Security Services)



\*Community Policing is done by an officer in conjunction with other duties



## POLICE DEPARTMENT

### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 5,334,480	\$ 5,097,792
Supplies	75,000	73,500
Other Charges	800,059	778,475
Capital	130,000	145,000
Total	\$6,339,539	\$6,267,321

### SUMMARY OF BUDGET CHANGES

#### *Significant Notes – Compared to 2008/09 Budget*

**Personnel Services** – Personnel costs decreased as one Code Enforcement Officer was laid off and one Police Officer was not replaced after a retirement.

**Capital** – All capital purchases included here are from the Drug/Forfeiture Fund. There was a slight increase to allow for the installation of a keyless entry system.

### 2009/10 PERFORMANCE OBJECTIVES

1. "Serve and Protect". To provide courteous, fair and diligent enforcement of the laws while protecting lives and property.
2. Provide prompt and courteous service to the citizens of and visitors to Lincoln Park. The ultimate goal of the department is to find ways to give better service to the community it represents. It is the objective of the department to reduce the time between a citizen's call for service and the officer's response time. To this end, the call process will be examined to remove unnecessary delays in dispatch and officer response while utilizing safe driving tactics.
3. Strive to lower the overall crime rate, particularly crimes of violence.



## POLICE DEPARTMENT

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4. Work with the First Step organization in their support of the victims of domestic violence through counseling and education. To strive for an increase in prosecutions of offenders while ensuring that the victims are aware of all the options that is available to them.
5. Continue commitment to aggressive enforcement of alcohol related driving offences.
6. To continue the progress of the training of the officers to keep current skills honed and expand to new areas of expertise.
7. Renew enforcement efforts on commercial vehicle enforcement. Objective is to provide training to several officers so enforcement can be done on regular patrol. The large amount of commercial traffic throughout the city reflects the need for this enforcement.
8. To train officers to detect vehicles that may be transporting narcotics. The process is called interdiction. Lincoln Park is known as the “crossroads of downriver “for good reason. I-75, M-39, M-85, Dix and Outer Drive all pass through the City. Each of these roads may be used for the transport of narcotics. Training officers to detect these vehicles will increase the number of these violators removed from our roadways.
9. Renew emphasis on parking enforcement. Review parking ordinances with all Patrol and Code Enforcement Officers. Handicap, too close to crosswalk/corner, and sidewalk violations will be targeted. This objective will call for public reeducation in proper parking.
10. Continue the revision and updating of the Departments Rules & Regulations and Policies & Procedures to reflect changes in law and provide officers with a clear direction.
11. Coordinate with other agencies to make best use of resources available for response to critical incidents and for training. Expand mutual aid to include teams available to assist in large criminal investigations and traffic crash reconstruction.
12. Finalize implementation of all of the aspects of the OSSI system.
13. To update the permit to purchase and gun registration process. To reduce the approval process for a gun permit from a 5-10 day period to a



## POLICE DEPARTMENT

computerized process that can be done on the same day as application. To provide better service by moving the gun registrations to the Records Bureau to reduce the waiting of registrants.

14. Establish an emergency plan for City buildings dealing with lock down procedures and protocols. Conduct drills once plan is established.

<b>Output</b>	<b>Performance Indicators</b>	<b>2008/09 Actual</b>	<b>2009/10 Projected</b>
	Sworn Police Officers per 1,000 Residents	1.27	1.27
	Total calls for service per 100 residents	60	65
	Total 911 calls processed per 100 residents	52.50	54.00
	Part 1 Major Index Crimes Reported per 100 residents	5.07	5.25
	Part 1 Major Index Crimes Arrests	483	500
	Total arrests made for all crimes	3,302	3,500
	Domestic Violence incidents investigated per 100 residents	.27	.40
	Missing person cases investigated per 100 residents	2.48	2.50
	Total vehicle accidents investigated per 100 residents	.77	.85
	Total Injury accidents per 200 residents	14,392	14,600
	Total Violations Issued	39.43	39.72
	Violations issued per day	147	175
	Operating While Intoxicated Violations Issued	266	275
	Percentage of 528 TR-52 abandoned forms filed timely	4.40	5.00
	Vehicles impounded per day	100%	100%
	Percent of 326 assigned cases investigated by Special Ops	.50	.55
	Forfeiture cases started by Special Operations per day	.50	.75
	Search Warrants enacted by Special Operations per week	.11	.14
	Animal Bite investigations per 100 residents	3.08	4.00
Total number of animal complaints per 100 residents	100%	100%	
Percentage of 947 animals picked up humanely handled	10.34	10.00	
LP Pride complaints received per 100 residents	100%	100%	
Percentage of complaints rectified within 30 days	100%	100%	



## POLICE DEPARTMENT

	Percentage of the 740 requests for incident reports and FOIA processed within time limits	100%	100%
	Percentage of 1311 accident report copies requests fulfilled timely	\$40,224.00	\$40,000.00
	Total Fees collected by Records	1.27	1.27

\*Based on population of 40,008 from 2000 census



## FIRE DEPARTMENT

### **General Fund – 340**

The mission of the Fire Department of Lincoln Park is to provide the highest level of life safety and property protection through fire prevention, fire safety education, health and safety education, fire suppression, emergency medical services, and hazardous materials incident mitigation in a professional, efficient, and effective manner. The Fire Chief is appointed by the Commission of Public Safety and is under the administrative jurisdiction of said Commission.

The Chief of the Fire Department shall be the executive head of the Fire Department and shall have the power and authority to organize, manage and control all activities and divisions of the Department, establish suitable measures and make effective the policies, rules and regulations, practices and guidelines necessary for the efficient operation of the Department. The Fire Chief coordinates the Safety Committee and all special assignments in addition to being responsible for resource management.

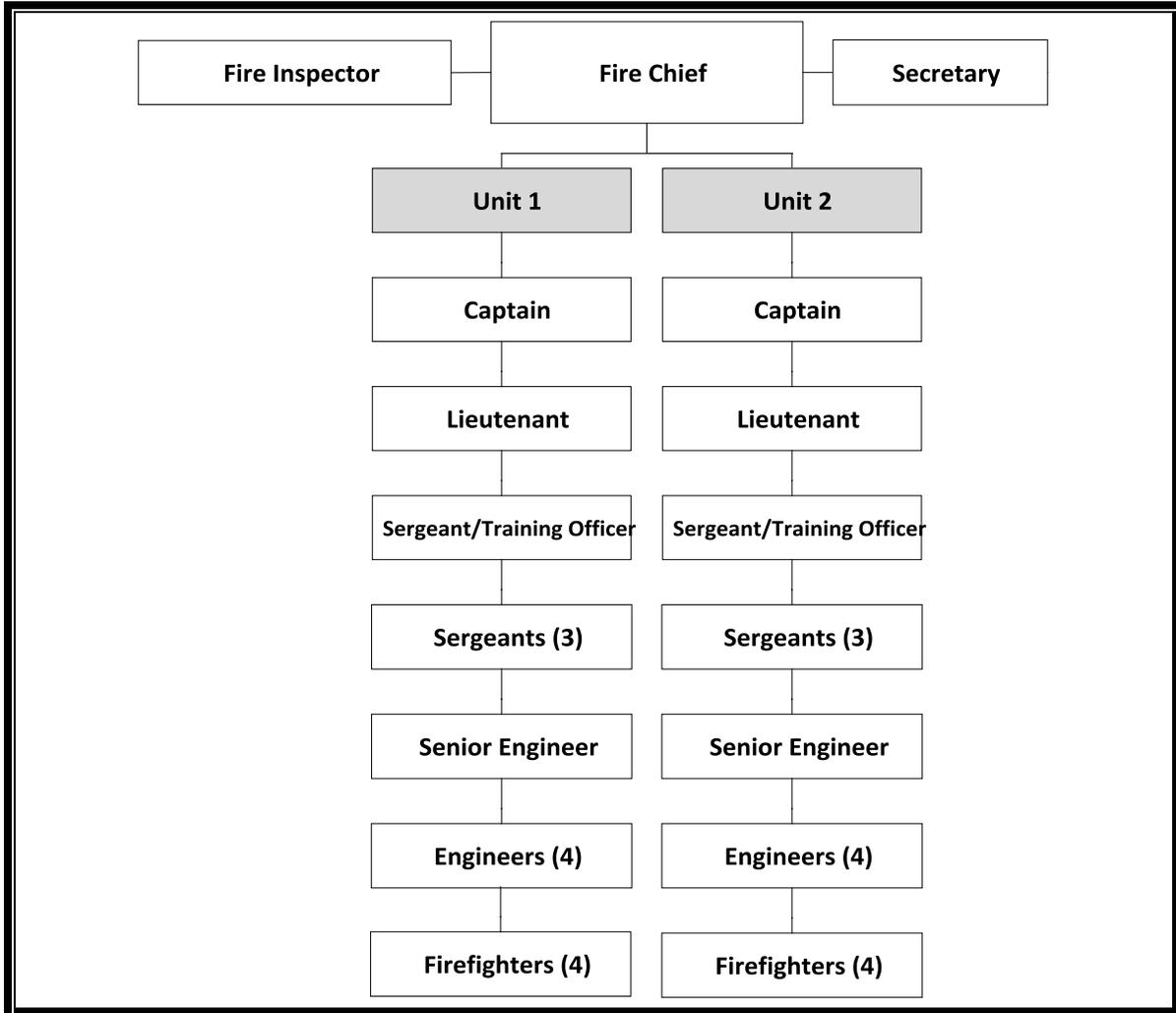
The Lincoln Park Fire Department employs 33 full-time employees. The Fire Prevention Office has one Fire Inspector who is responsible for fire inspections, special inspections, plan reviews, fire prevention programs, continuing education, maintaining records of hazardous materials, and fire investigations. The Fire Suppression personnel have 30 members who are responsible for fire suppression, emergency medical services, continuing education, pre-fire survey information, and inspection and maintenance of fire apparatus and hazardous materials incident mitigation.

### **STAFFING SUMMARY**

Fire Chief	1
Fire Inspector	1
Secretary	1
Captains	2
Lieutenants	2
Sergeant/Training Officers	2
Sergeants	6
Senior Engineers	2
Engineers	8
Firefighters	8



## FIRE DEPARTMENT



### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 3,248,150	\$ 3,276,523
Supplies	33,000	31,500
Other Charges	188,921	179,863
<b>Total</b>	<b>\$ 3,470,071</b>	<b>\$ 3,487,886</b>



## FIRE DEPARTMENT

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### ***SUMMARY OF BUDGET CHANGES***

#### ***Significant Notes – Compared to the 2008/09 Budget***

**Personnel Services** – Personnel Services have increased due to various employees who will be receiving a rate of pay increase for gradual step increases.

**Other Charges** – The training account has been decreased as well as various other accounts to help reduce expenditures.

### ***2009/2010 PERFORMANCE OBJECTIVES***

1. Ensure that all emergency response operations are accomplished using accepted National standards. Responses to be done in a timely and efficient manner, with the highest of professional standards possible. Such responses to include the ability to operate interagency or interdepartmental using said standards in order to mitigate situations collectively if the scenario dictates.
2. Advanced Life Support service to be maintained by adhering to accepted and required medical protocols. Continuation of the present system of maintaining all license requirements to be supplanted with additional in-house cost efficient training methods.
3. Training and education of personnel to be continually redefined in order to provide training to meet both State and Federal requirements and guidelines. Focus on key areas such as MIOSHA, Federal HAZMAT, Firefighter Right-to-Know, Heart Association, and HEMS protocols. The attempt to encourage a higher attitude of self-development and team building concepts within all personnel will be pursued.
4. Fire Prevention and education to undergo a reevaluation of services, with the focus on defining and implementing improved methods on delivery of said services. Greater emphasis to be placed on public education in the school system and in the general adult population. Bi-lingual efforts to be increased as part of this effort.
5. General administrative duties to be reviewed for possible adjustments for efficiency improvements both fiscal and administrative. Proposal of, and the pursuit of, ordinance additions or alterations to continue in order to facilitate improvements. Pursuing both regional and Federal grant opportunities for the advantage of the service and community to be proposed.
6. To continue, if feasible, with assistance of efforts to research regional or area wide implementation of services or selected portions of services for the collective good.



## FIRE DEPARTMENT

	<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>
<b>Output</b>	Fire Incidents	119	144
	EMS Incidents	3,682	3,714
	All Other Incidents	558	659
	Total Inspections Conducted	320	317
	Certificate of Occupancy Inspections Conducted	213	200
	Rental Properties Inspections Conducted	39	45
	Other Type of Inspections Conducted	68	82
	Plan Reviews Conducted	23	25
	Public Education Hours	4	10
	Investigations (Fire and Other)	23	30
	Fire Fighter Right To Know Issue	68	60
	Hours of Instructor /Coordinator Training	N.A.	N.A.
	Hours of EMS Training	N.A.	N.A.
	Residents Receiving Public Education	0	0
	Hours of City Employees Receiving First Aid Instruction	0	0
	Total Formal Training Hours Coordinated	1810	1950
<b>Efficiency &amp; Effectiveness</b>	Firefighters Injuries/Deaths	1	1
	Value of Property Exposed to Fire	\$5,469,279	\$6,868,502
	Value of Contents Exposed to Fire	\$747,060	\$1,305,251
	Value of Property Loss Due to Fire	\$691,369	\$1,208,490
	Value of Contents Loss Due to Fire	\$194,215	\$396,428
	Avg. Service Time for All Incidents (in hours)	.33	.35
	Avg. Service Time for Fire Incidents (in hours)	.77	.77
	Avg. Service Time for EMS Incidents (in hours)	.32	.33
	Avg. Service Time for Other Incidents (in hours)	.28	.40
	Avg. Response Time for Medical (minutes)	3.31	3.47
	Avg. Response Time for Private AMB (in minutes)	6.04	5.45
Avg. Response Time for Fire, Hazmat, etc. (minutes)	4.9	4.6	



## BUILDING

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### **General Fund – 380**

The Building Department administers and enforces Planning and Zoning Ordinances as well as the Building and Housing Code. The Mayor and City Council appoint the Manager of Building & Engineering to oversee the activities of the Building Department and its personnel. This office receives construction permit applications, reviews construction plans and documents and issues the appropriate permits for the erection and alteration of residential, commercial and industrial buildings. This department is also responsible for providing inspections of various premises for property maintenance issues and for ongoing construction allowed under permits issued by the department, and must enforce compliance with the provisions of applicable codes.

The mission of the Building Department is to administer the Michigan Building Code and to identify minimum requirements needed to safeguard the public safety, health and general welfare. Departmental personnel aid the public by assisting homeowners and business owners by helping to assure building structural integrity, compliance with accessibility requirements, enforcement of the energy code, ensuring proper sanitation, light and ventilation and safety to life and property from fire or other hazards normally encountered in the developed environment. By working together with all City staff, the Building Department strives to provide a positive, user-friendly environment for which residents, business owners and developers can obtain all desired permits and approvals.

The Building Department is also responsible for the review and approval of engineering plans as submitted to the City for new developments, or when the redevelopment of a site may require engineering. A document titled "Development Procedures and Engineering Standards" was adopted by the Mayor and City Council during the summer of 2008 which details required processes and standards for site development in the City.

The office employs 5 full time employees and 3 contract employees who administer the most current version of the Michigan Building Code, administer the rental ordinance and oversee occupancy requirements for commercial and industrial buildings, residential dwellings, rental properties in the City. This office issues all building, electrical, plumbing, mechanical, and land use permits required for the renovation of any home or business. The rental ordinance is enforced under the latest adopted version of the International Property Maintenance Code.

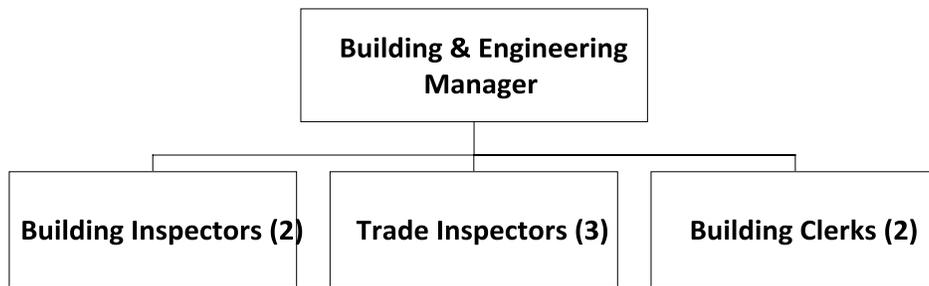
A Certificate of Compliance received for rental properties is valid for three years from the original inspection date. Civil infraction tickets for noncompliance with either the Michigan Building Code or the rental ordinance are generated and issued from this office. Per an ordinance adopted in July 2005, inspections are required for all single-family residential dwellings prior to sale. All residential properties must obtain an approval prior to sale.



## BUILDING

### STAFFING SUMMARY

Building/Engineering Manager	1
Building Inspectors	2
Electrical Inspector (P.T.)	1
Mechanical Inspector (P.T.)	1
Plumbing Inspector (P.T.)	1
Building Clerk	2



### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 404,370	\$ 299,159
Supplies	5,000	4,500
Other Charges	130,367	115,396
Capital	0	0
<b>Total</b>	<b>\$ 539,737</b>	<b>\$ 419,055</b>



## BUILDING

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### ***SUMMARY OF BUDGET CHANGES***

#### ***Significant Notes – Compared to 2008/09 Budget***

**Personnel Services** – Personnel costs have been reduced due to the decrease in staffing. There are now two clerks and two building inspectors budgeted for.

**Supplies** – Office supplies were cut to help reduce overall spending.

**Other Charges-** Equipment rental charges have decreased since there is one less vehicle in use by the Building Department. Contractual services have been reduced to reduce expenses.

### ***2009/10 PERFORMANCE OBJECTIVES***

1. Evaluate and improve existing “Redevelopment Ready” principles.
2. Assist applicants wishing to be heard by the Planning Commission or Zoning Board of Appeals, ensuring that all requirements are met prior to acceptance of an application.
3. Oversee the operations of the Dangerous Building Board and work with owners of dilapidated buildings insuring that the structures are either restored to compliance with the Building Code demolished.
4. Institute revised policies and procedures for operations of the Department in an effort to increase productivity and eliminate waste.
5. Enforce zoning ordinances through periodic inspections.
6. Continually update city development procedures and guidelines.
7. Coordinate with LP Pride to process citizen complaints and ensure all requirements of ordinances are followed.
8. Develop 5-year organizational plan.
9. Periodically review and update engineering standards and details. Ensure engineering standards are adhered to for new commercial, industrial and residential developments



## BUILDING

10. Review current building forms & applications and redesign to make them more effective and easier to use.  
more effective and easier to use.

	<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>
<b>Output</b>	Building Permits Reviewed	1794	2000
	Citizens Complaints Investigated	205	250
	Rental Inspections Performed	823	850
	Resale Inspections Performed	1044	900
	Rental Certificate of Compliance Issued	208	250
	Commercial Certificate of Occupancy Inspections	65	60
	Certificates of Approval on Resale Properties	269	200
	Commercial Certificate of Occupancy Issued	46	45
	Civil Infraction Tickets Issued	306	150
	Planning Commission Applications Processed	9	10
	Zoning Board of Appeals Applications Processed	4	10
	Dangerous Building Board Cases Processed	8	20
<b>Efficiency &amp; Effectiveness</b>	% of Inspections Performed on Schedule	100%	100%
	% of Permits Processed within 2 days	85%	80%



## DPS – General Fund

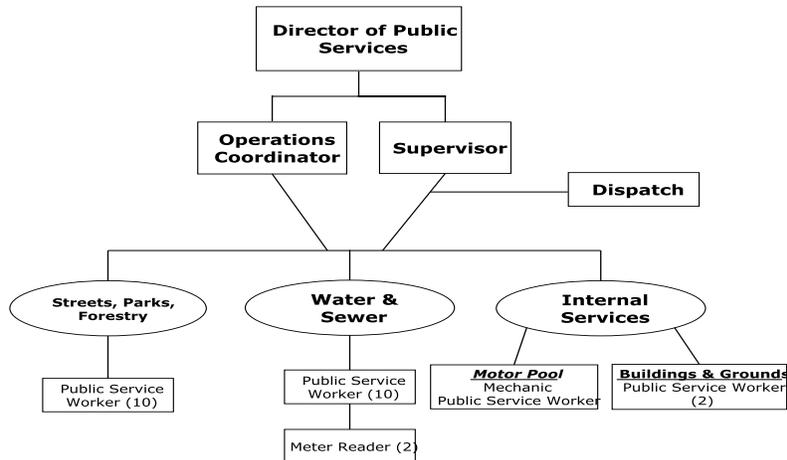
- DPS General Fund: 101**
- Building Maintenance – 263**
- Admin – 445**
- Parks & Forestry – 704**
- Solid Waste/Sanitation - 226**

The Department of Public Services (DPS) provides many services to our citizens such as leaf collection, tree trimming and removal, and snow and ice removal. The DPS is also responsible for maintaining all water main, hydrants, valves, sanitary sewers, pump stations, storm sewers, and streets within the City. The DPS also maintains all parks, buildings, city owned grounds, the city vehicle fleet and administers the City Sidewalk Program.

The Department is funded from several designated funds. Act 51 funding is derived from the state gas tax and weight tax programs. Water and sewer funds are derived from customer service fees charged to residential and commercial users as a public utility.

### STAFFING SUMMARY

<b>Director of Public Services</b>	<b>1</b>
<b>DPS Supervisor</b>	<b>1</b>
<b>Operations Coordinator</b>	<b>1</b>
<b>Public Service Workers</b>	<b>1</b>
<b>Meter Readers</b>	<b>2</b>
<b>Public Service Worker</b>	<b>23</b>
<b>Mechanic</b>	<b>1</b>
<b>Dispatch</b>	<b>1</b>





## DPS – General Fund

### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 424,350	\$ 218,324
Supplies	36,000	34,000
Other Charges	3,312,013	3,245,432
Capital	0	0
<b>Total</b>	<b>\$3,772,363</b>	<b>\$3,497,756</b>

### SUMMARY OF BUDGET CHANGES

#### *Significant Notes – Compared to 2008/09 Budget*

**Personnel** – The 2009/10 budget has been cut drastically by reducing personnel in the General Fund division of DPS. The Department will now focus on emergency only tree trimming in an effort to reduce expenditures in General Fund.

**Supplies** – The supplies budgets have been reduced because there are not as many employees and there is no longer the need for as many supplies.

**Other Charges** – In an effort to reduce unnecessary spending, the city has reduced some maintenance contracts. Capital expenditures have been reduced to the bare minimum.

### 2009/10 PERFORMANCE OBJECTIVES

1. To become a “Tree City U.S.A.” .
2. To produce a preventative maintenance plan for City building and grounds.
3. Prepare a C.I.P. for Building & Grounds.
4. Repair the roofs and gutters to all City buildings.
5. Develop a 5-year Parks Improvement Plan (PIP).



## DPS – General Fund

	<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>
	<b>Output</b>	Monthly Act 51 Reports Generated	12
Billings Prepared for Various Services		200	200
Trees Trimmed		100	100
Tree Removals		50	50
Trees Planted		20	20
Sidewalk Replacement		\$100,000	\$50,000
<b>Efficiency &amp; Effectiveness</b>		% of Emergency Calls Responded to within 1 hour	95%
	Property Damage Due to snow Removal Operations	\$0	\$0



## DPS – Motor Pool Division

### **Motor Pool - 661**

The Motor Pool division of the Department of Public Services (DPS) is responsible for maintaining the City-owned fleet of vehicles and equipment in a safe, proper functioning condition. The Motor Pool Division is responsible for a citywide fleet of over 300 pieces of various equipment, ranging from snow blowers to cars and trucks. This includes preparing specifications, licensing and registration, updating the division's equipment database, and maintaining the warranty and recall programs. Staff is responsible for liquid fuels, shop equipment and maintenance.

### **STAFFING SUMMARY**

Group Leader	1
Mechanics	1

### **FUNDING LEVEL SUMMARY**

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 269,373	\$ 222,427
Supplies	214,000	214,000
Other Charges	559,433	678,224
Retiree Costs	35,615	25,640
Capital Purchases	375,700	185,000
<b>Total</b>	<b>\$ 1,454,121</b>	<b>\$ 1,325,291</b>



## DPS – Motor Pool Division

### **SUMMARY OF BUDGET CHANGES**

#### **Significant Notes – Compared to 2008/09 Budget**

**Personnel Services** – Personnel services decreased due to staff reductions in part time personnel. Allocations have been updated which has caused a shift in charges.

**Retiree Costs** – These costs have decreased due to a re-allocation of costs.

**Capital Purchases** – Only four police vehicles have been budgeted in the 09/10 fiscal year. No other capital purchases were approved.

### **2009/10 PERFORMANCE OBJECTIVES**

1. To evaluate industry standards for vehicle maintenance programs to determine the most cost effective time to maintain vehicles while still ensuring the reliability of the fleet.

	<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>
<b>Output</b>	Full Service Preventative Maintenances Performed	300	300
	Preseason Maintenance – Trucks & Plows	12	12
	Preseason Maintenance – Tractors/Mowers	8	8
	Preseason Maintenance – Snow Plows	12	12
	Preseason Maintenance – Salt Spreaders	12	12
	Preseason Maintenance – Street Sweepers	4	4
	Preseason Maintenance – Lawn Equipment	14	14
	Vehicle Tires Replaced	300	300
<b>Efficiency &amp; Effectiveness</b>	% of Preventive Maintenance Performed on Schedule	100%	100%
	Avg. Time to Perform Maintenance on a Vehicle	3 hrs.	3 hrs.
	Average Age of Police Vehicles (Years)	4	4
	% of Snow Removal Equipment & Vehicles Available	100%	100%
	% of Snow Vehicles & Equip. Prepared by Nov. 15	100%	100%



## DPS – Major & Local Streets Division

### *Major/Local Streets 202 & 203*

The Department of Public Services Major & Local Streets Division maintains the City's streets and right-of-way to ensure safety for vehicular and pedestrian traffic as well as presenting a clean, well-groomed, attractive roadside environment.

### **STAFFING SUMMARY**

Streets Group Leader	1
Traffic Group Leader	1
Public Service Worker	8

### **FUNDING LEVEL SUMMARY**

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 1,147,162	\$ 812,321
Supplies	220,089	230,200
Other Charges	1,035,971	1,118,212
Retiree Costs	225,686	249,713
Capital	380,000	363,400
<b>Total</b>	<b>\$ 3,144,198</b>	<b>\$ 2,773,846</b>

### **SUMMARY OF BUDGET CHANGES**

#### *Significant Notes – Compared to 2008/09 Budget*

**Personnel Services** – Personnel services decreased due to employees transferring to the Water/Sewer Division.



## DPS – Major & Local Streets Division

**Retiree Costs** - Retiree costs increased due to rising health care rates.

### 2009/10 PERFORMANCE OBJECTIVES

1. Develop a long term C.I.P. for major and local road pavement management system report.
2. To continue with the in-house paving program utilizing employees.
3. Continue with a joint sealing and overlay program to prolong life of roads.

	<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>
<b>Output</b>	Miles of Roads in City (Major & Local)	115.5 mi.	115.5 mi.
	After Hours Snow Removal Occurrences	25	25
	Pothole Patching – Tons of Patch Used	600	600
	Street Sweeping - Rotation	5 wks.	5 wks.
	Right-of-Way Mowing	Weekly City Wide Rotation	Weekly City Wide Rotation
<b>Efficiency &amp; Effectiveness</b>	% of Emergency Calls Responded to w/in 1 hour	100%	100%
	Property Damage Due to Snow Removal Operation	\$0	\$0



## DPS – Water/Sewer Division

### **Water/Sewer 592**

The Department of Public Services Water/Sewer Division provides accurate and continuous readings of all water meters, maintains fire hydrants by keeping them in proper functioning condition, responds to service request calls relating to the water distribution system, and inspects, assists and supervises subcontractors in the repair of watermain breaks.

### **STAFFING SUMMARY**

Water Group Leader	1
Sewer Group Leader	1
Meter Reader	1
Public Service Worker	6

### **FUNDING LEVEL SUMMARY**

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 1,239,112	\$ 1,745,104
Supplies	184,981	203,650
Other Charges	6,345,333	6,765,578
Retiree Costs	197,372	215,413
Capital	429,307	975,000
<b>Total</b>	<b>\$ 10,447,525</b>	<b>\$ 9,904,745</b>

### **SUMMARY OF BUDGET CHANGES**

#### ***Significant Notes – Compared to 2008/09 Budget***

**Personnel Services** - Personnel services increased because some positions were removed from General Fund and moved to the Water/Sewer Department.



## DPS – Water/Sewer Division

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**Other Charges** - Other charges increased primarily due to the rising costs of water and sewer paid to the City of Detroit.

### ***2009/10 PERFORMANCE OBJECTIVES***

1. To prepare and mail to all customers an Annual Water Quality Report advising them about the source of their water, results of water quality tests and other information related to safe drinking water.
2. Purchase and install new automated water meter and billing systems.
3. To prepare a water loss study that will determine, as well as provide recommendations to minimize loss resulting in increased revenue.
4. To prepare a sewer master plan that will aid in determining and developing a C.I.P. for the collection system.
5. To implement a preventative maintenance program in order to minimize long-term costs and interruptions.
6. To clean & inspect sanitary sewer mains in the City.
7. To repair staging pond and flushing system for the Sanitary Basin.
8. To continue with our 5-Year Basin Lift/Pump Station Improvement Plan.
9. Continue with our preventative maintenance of the Sanitary Basin.
10. Complete sewer re-lining program in the area of Howard-Fort & Park-Outer Drive.
11. Replace watermain on Minnie Street and loop into Detroit dead-end.
12. Investigate low water pressure from Champaign watermain.



## DPS – Water/Sewer Division

	<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>
	<b>Output</b>	Water & Sewer Customers	15,300
Customer Service Requests/Inquiries Received		500+CR's	500+CR's
Res./Commercial Sanitary Sewer Tap Connections		15	15
Res./Commercial Water Taps		15	15
Res./Commercial Water Meter Installations		15	15
Fire Hydrants Replaced		38	38
Meters Checked/Repaired		400	400
Water Meters Installed – Residential/Commercial		250	250
<b>Efficiency &amp; Effectiveness</b>		Meter Reads Per Reader – Quarterly	7900
	Residential Water & Sewer Bill – Quarterly	15,035	15,035
	% of Emergency Calls Responded to w/in 1 hour	95%	95%
	Avg. Time to Complete Emergency Main Repairs (hours)	7	7
	Water Purchased from Detroit (1,000 cubic feet)	195,000	195,000
	Cost of 1,00 Cubic feet of Water from Detroit	7.53	7.53
	Cost per 1,000 ft. of sewer from Wayne County	5.46	5.46
	Cost per 1,000 ft. of excess flow from Wayne County	5.46	5.46
	Water loss based on initial purchase, collection rates and returns	Less than 28%	Less than 28%



## PARKS & RECREATION

### **General Fund – 708**

The mission of the Parks and Recreation Department is to continually improve and preserve the City’s quality of life through the development and maintenance of imaginative and creative recreation facilities, programs and services focusing on the needs and desires of City residents.

To meet these needs, the department offers a wide variety of recreational, cultural and athletic programs for virtually any age or interest. The majority of these programs are scheduled at the Kennedy Memorial Building, the Senior Center, or on athletic fields in our 19 city parks. The Lincoln Park Community Center, operated by Family Entertainment Properties, as well as, School buildings and fields are used to augment city facilities. The Administrative Offices of the Parks and Recreation Department are housed inside the Kennedy Memorial and Senior Center Complex located at 3240 Ferris Street.

The Department consists of a full time Director and a full time Staff Assistant. Outside contractors are hired on an activity or program basis to provide instruction or supervision as necessary. The Parks and Recreation Director oversees all the activities of the Recreation and Senior Departments. Additionally, he consults with the operator of the city owned Community Center to ensure that high quality swimming and ice skating opportunities continue to be offered to city residents. Lastly, the Director works in cooperation with several volunteer organizations to provide activities such as Baseball, Football, Hockey and Horseshoes, as well as special events such as Fantasyland, Lincoln Park Days and the Ice Show. The Parks and Recreation Commission, the Cultural Commission and the Senior Citizen Commission are all advisory bodies that provide the Director with citizen feedback.

### **FULL TIME STAFFING SUMMARY**

Parks & Recreation Director	1
Staff Assistant	1



## PARKS & RECREATION

### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 253,242	\$ 245,142
Supplies	23,300	18,800
Other Charges	133,576	127,754
Capital	0	0
Total	\$ 410,118	\$ 391,696

### SUMMARY OF BUDGET CHANGES

#### *Significant Notes – Compared to the 2008/09 Budget*

**Personnel Services** – Personnel Services decreased because the City is retaining only fee-based part time employees effective July 1<sup>st</sup>, 2009.

**Supplies** - These amounts decreased in order to cut costs and only allow for necessary purchases.

### 2009/10 PERFORMANCE OBJECTIVES

1. Monitor the cost associated with all programs. Adjust fees and costs as necessary to bring about cost effectiveness.
2. Evaluate and improve recreation programs to attain greater participation and satisfaction.
3. Maintain and improve parks and recreation facilities. Primary focus for this budget years shall be Lions and Propspinner Park.
4. To have the new recreation registration software up and running.



## PARKS & RECREATION

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	<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>
<b>Output</b>	Program Registrations Processed	1,866	2,000
	Programs Offered	250	250
	Building Rentals Processed	158	200
	Picnic Pavilion Rentals Processed	150	150
	Park Playground Equipment Replaced	1	0
	Senior Club Membership (yearly)	220	220
	Special Events Attendance (yearly)	17,000	17,000
	Transportation – Token Sales	20,000	20,000
<b>Efficiency &amp; Effectiveness</b>	Program User Fees Collected	\$86,064	\$96,000
	Building Rental Fees Collected	\$23,845	\$33,000
	% of Programs Cancelled	8%	8%
	% of Weekend Room Rentals per Availability-Rm A,C,Sr	32.5%	32.5%
	% of Weekend Pavilion Rentals per Availability	67.9%	67.9%
	Recreation Cost per Household (16,204)	\$12.88	\$12.88



# LIBRARY

## General Fund – 735

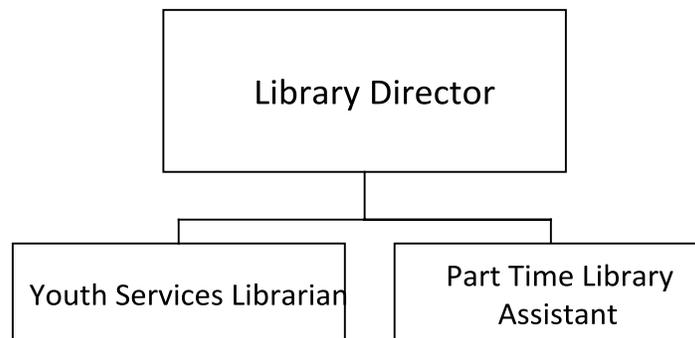
The Library provides for the informational, recreational, intellectual and educational needs of the Lincoln Park Community. The Director of the Library implements policies formulated in accordance with accepted standards, and meets monthly with the City Library Commission, the Wayne County Librarian, and The Library Network’s Shared Automation System Users Group for policy discussion on issues concerning libraries.

The Library has three employees. The Director is responsible for supervising personnel, providing staff instruction in the use of the appropriate software systems, technical services, basic reference service, and service to the public. The Director and Youth Services Librarian share collection development responsibilities and the provision of Reference service. The Youth Services Librarian plans and presents programs for children of all ages. The Librarian Assistant and Clerk provide support services.

The Library’s mission is to meet the informational, recreational, intellectual and educational needs of the Community by providing access to information in a variety of formats, including printed materials, electronic access, periodical databases, Interlibrary Loan service, use of the Internet, and Reference service.

### STAFFING SUMMARY

Director	1
Youth Services Librarian	1
Part Time Library Assistant/Clerk	1





## LIBRARY

### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 0	\$ 0
Supplies	0	0
Other Charges	271,251	270,898
<b>Total</b>	<b>\$ 271,251</b>	<b>\$ 270,898</b>

### 2009/10 PERFORMANCE OBJECTIVES

1. Develop plans to achieve QSAC (Quality Audit Services Checklist) Essential certification.
2. Develop measures to provide increased access to library services for underserved segments of community.
3. Continue work on internal building improvements. Work with Library Commission and Friends of the Library to seek funding for building improvements.

	<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>
	<b>Output</b>	Items in Library's collection	56,249
Annual circulation		90,000	85,000
Library cards issued		1,400	1,900
Public Programs		60	60
Program Attendance		1600	1600
State Aid report		1	1
Reports to Library Commission		12	12
<b>Efficiency &amp; Effectiveness</b>	Targeted fundraising goal	\$4,000	\$4,800
	Internal building improvements	4	15
	Increase public programs	10	4



## 25<sup>th</sup> DISTRICT COURT

### General Fund – 760

The 25<sup>th</sup> District Court provides a safe and friendly environment to administer justice fairly and equitably. There are a variety of divisions within the court that coordinate legal activity effectively and efficiently. These divisions are two courtrooms, a civil department, traffic and ordinance department, cashier's station, probation department and administrative office. The court processes all civil and criminal matters in the City of Lincoln Park that are within its legal jurisdiction. The court accomplishes this through the opening of a case to the final resolution of a case including all post adjudication and judgment activities. There are three checking accounts maintained by the court to process and disburse money to the city, county, state and individuals legally entitled to fund distribution.

The court also administers an operational budget provided by the city both diligently and cost effectively. The court currently operates with a reduced staff that has saved the city a substantial amount of money and will help to control costs in the future. All purchases by the court are based on necessity and comparison-shopping.

### STAFFING SUMMARY

Judges	2	Judicial Secretary/Recorder	2
Administrator	1	Probation Officer	1
Criminal Supervisor	1	Probation Secretary	1
Court Officers	3	Part-time Court Officers	2
Deputy Court Clerks	3	Part-time Deputy Court Clerks	5
Part-time Cashiers	0		

### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 1,197,920	\$ 1,042,765
Supplies	46,000	18,000
Other Charges	195,925	282,080
Capital	3,000	0
<b>Total</b>	<b>\$ 1,440,000</b>	<b>\$ 1,342,845</b>



## 25<sup>th</sup> DISTRICT COURT

### 2009/10 PERFORMANCE OBJECTIVES

1. Continue providing a user-friendly environment that promotes the efficient operation of the Court.
2. Maintain a docket management system that is well within the time allotted by the state court requirements.
3. Continue developing a team of highly qualified and cross-trained individuals.
4. Maintain high quality services with fewer staff and streamline where appropriate.
5. Diligently search for innovative ways to reduce costs and still maintain services.
6. Maintain the high standards of equitable and courteous dispensing of justice already in place.
7. Use technology to streamline the operations of the court.
8. Continue to use payment reviews and various other means to collect outstanding revenue. The Court is implementing two new collection programs this fiscal year.

	<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>
<b>Output</b>	Total Active Caseload	24,000	24,000
	Total New Cases	16,100	16,100
	Traffic Cases (civil infractions, including ordinance)	7,000	7,000
	Parking Cases	2,500	2,500
	Misdemeanor Cases (non-traffic & traffic)	3,000	3,000
	Felony Cases	300	300
	General Civil Cases	1,800	1,800
	Small Claims Cases	500	500
	Landlord/Tenant Cases	1,000	1,000
	Probation Caseload	400	400
	Informal Hearings	1,200	1,200
	Dispositions	15,000	15,000
	<b>Efficiency &amp; Effectiveness</b>	% of Imposed Revenue Collected	90%
% of Probation Clients Required to Attend Rehab.(all probationers Attend some form of rehabilitation)		100%	100%
Cost Per Active Case		450	450



## COMMUNITY PLANNING & DEVELOPMENT

**General Fund – 857**

**CDBG Fund – 249**

The Office of Community Planning and Development provides coordination and support to a variety of projects undertaken by the City. The CDP office has primary responsibility for the operation of the Community Development Block Grant Program. The CPD office schedules and conducts the necessary public hearings, prepares the five year Strategic Plan, the Annual Action Plans and the Annual (CAPERS) Reports. The CPD office is responsible for ensuring the timely expenditure of grant funds and the successful completion of various programs/projects as adopted by the Mayor and City Council. The CPD office is responsible for conducting a periodic Analysis of Impediments of Fair Housing. It is the mission of the Grantee C.D.B.G. Program to build a viable community, provide structurally sound, affordable housing and economic opportunities for all residents but principally for low to moderate-income persons.

### STAFFING SUMMARY

Director of CPD	1
Assistant Director of CPD	1
Home Rehabilitation Specialist	1





## COMMUNITY PLANNING & DEVELOPMENT

### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 14,124	\$ 15,266
Supplies	0	0
Other Charges	1,640	1,159
Capital	0	0
Total	\$ 15,764	\$ 16,825

### **SUMMARY OF BUDGET CHANGES**

*Significant Notes – Compared to 2008/09 Budget*

N/A

### **2009/10 PERFORMANCE OBJECTIVES**

1. Administer the C.D.B.G. Program on behalf of the City.
2. Work with the City Manager, Mayor and City Council to develop and implement the Five Year Consolidated (Strategic) Plan for the C.D.B.G. Program.
3. Work with the City Manager, Mayor and City Council to develop an annual C.D.B.G. budget as stated in an Annual Action Plan and Annual Environmental Review.
4. Work with the City Manager, Mayor and City Council to develop the Consolidated Annual Performance & Evaluation Report (CAPERS).
5. Work with the U.S. Department of HUD to ensure compliance with all applicable federal rules and regulations governing the C.D.B.G. Program.
6. Work with the Michigan State Housing Development Authority (MSHDA) to coordinate affordable housing activities and performance measures.



## COMMUNITY PLANNING & DEVELOPMENT

7. Work with Wayne County Department of Public Health to coordinate a City response to the issue of homelessness.
8. Work with various sub recipients of C.D.B.G. funding to ensure proper management of programs and evaluation of results obtained.
9. Operate a Residential Rehabilitation (Revolving) Loan Program making loans to qualified homeowners for the renovation of the housing stock of the community.

		<i>Performance Indicators</i>	<i>2008/09 Actual</i>	<i>2009/10 Projected</i>	
<b>Output</b>		Develop Strategic Plan once every Five Years	0.20	0.20	
		Hold public hearings for development of C.D.B.G. budget	2	2	
		Develop Annual Action Plan	1	1	
		Develop Annual Environmental Review Record	1	1	
		Develop Annual CAPERS Report	1	1	
		Oversee C.D.B.G. budget of \$850,327	1	1	
		Prepare and review quarterly financial and performance reports	4	4	
		Conduct Community Improvement Commission meetings	6	6	
		Attend monthly meetings with HUD/MSHDA/WAYNE HOME CONSORTIA	12	12	
		Attend technical training seminars	2	2	
		Prepare and execute Sub Recipient Agreements	4	4	
		Prepare and execute Inter-Agency Agreements	1	1	
	<b>Efficiency &amp; Effectiveness</b>		Number of homes rehabilitated	12	12
			Timeliness Report - % of C.D.B.G. Funds Spent On Time	1.5%	1.5%



## GENERAL GOVERNMENT

### **General Fund – 923**

The Department of General Government is an activity found within the General Fund. This department is a funding source responsible for costs that are not specifically associated with a city department. It is often referred to as the Unallocated Department.

This department reflects costs associated with health care benefits provided to the City's almost 300 retirees. These benefits include retiree health care, life insurance, Medicare reimbursement, and prescription coverage. This budget year all of the retiree costs for General Fund have been moved into this activity. The City's pension payments have also been moved into this department to allow for more efficient tracking of these costs.

It also accounts for General Fund's portion, which is about 89% of Property and Liability Insurance coverage for the City. The balance of coverage is allocated to other funds requiring coverage. Our insurance coverage is currently through the Michigan Municipal Liability and Property Pool.

Other expenditures that are within this department include our cost for audit services. Those costs are also allocated to different funds based on functions performed by Plante & Moran, LLP during the audit process.

### **FUNDING LEVEL SUMMARY**

	2008/09 Budget	2009/10 Adopted
Personnel	\$ 3,671,610	\$ 3,702,681
Other Charges	1,393,924	1,132,400
Retiree Costs	3,176,853	3,317,123
Total	\$ 8,242,387	\$8,152,204

### **SUMMARY OF BUDGET CHANGES**

#### **Significant Notes – Compared to 2008/09**

**Personnel** - The increase is due to the rise in pension contributions for both Municipal and Police and Fire systems.

**Retiree Costs** – Retiree costs went up approximately 5% this year and continue to be a concern to the City budget. The City must continue to look at ways to reduce these costs.



## INFORMATION TECHNOLOGY SERVICES

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### ***IT Fund - 664***

The Department of Information Technology (IT) is an enterprise that is based on the accounting principles of an Internal Service Fund. (Internal service funds finance and account for the operations of City agencies that provide services to other City agencies on a cost-reimbursed basis.) This Department oversees the computer and technology needs of all City staff.

Consolidating computer tasks, resulting in lowered costs for individual Departments and the City, is one goal of the IT Department. This organized approach involves generalized cost-containment programs and efficiencies of scale. The expenses are funded through rental charges assessed to each Department based on a matrix of individual Department coefficients, including but not limited to: staffing level, IT inventory and email quantity. This matrix allows for the allocation of costs for central administrative services (payroll, accounts payable, email, etc.) across all Departments, so that non-general fund programs share in the costs of general government operation.

The IT Department provides the necessary alterations (user permissions, operations and security, etc.) to current software programs and modules within the MUNIS accounting system and BS&A Software. It is also the responsibility of this Department to implement the necessary training needed for Departments to perform daily functions and be able to provide information in a timely manner. Additionally, installation, repair and changes to the telecommunications infrastructure fall under the purview of the IT Department.

**Significant Issues** - Network and Data Security threats are continuing at an alarming rate and becoming more sophisticated. IT is proactively addressing these relentless threats and adapting. The risk of not doing so is the stability of City services and integrity of City information. IT maintains security software and hardware while keeping our staff resources focused on network and enterprise security. This Department balances authorized access with intrusions and intends to detect and regulate those that would do us harm.

**Infrastructure** – The IT Department is pursuing a possible wireless campus wide area network (WAN) strategy.



## INFORMATION TECHNOLOGY SERVICES

### STAFFING SUMMARY

Specialist 1

### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 85,651	\$ 85,035
Supplies	3,000	3,000
Other Charges	96,421	96,668
Capital	30,000	30,000
Total	\$ 215,072	\$ 214,703

### ***2009/10 PERFORMANCE OBJECTIVES***

1. Analyze and assess the computer needs of each department and prioritize requests accordingly.
2. Keep up to date on computer technology available to the City to maintain and ensure efficiency.
3. Provide the necessary assistance to departments for repairs and updates essential to department performance.
4. Analyze campus WAN possibilities.
5. Assure confidentiality, integrity and availability of information systems



## INFORMATION TECHNOLOGY SERVICES

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	<i>Performance Indicators</i>	<i>2007/08 Actual</i>	<i>2008/09 Projected</i>
	<b>Output</b>	Workstations Supported	78
Servers Supported		7	7
Application Systems Supported (BS&A, MUNIS, etc.)		6	6
Critical Software Patches Installed		318	330
Hours of Consultant Services Used		8	30
“Help Desk” Calls Received		343	320
Hours Spent on Preventative Maintenance		72	90
<b>Efficiency &amp; Effectiveness</b>		Telephone System Issues Resolved within 1 day	95%
	Computer Network Up Time	99%	99%
	Overtime Hours Required to Meet Demand	394	390
	“Help Desk” Calls Resolved within 8 hours	87%	90%
	Activity Expenditures as % of General Fund	0.92%	0.88%



## HISTORICAL

**General Fund**  
**Museum 272**  
**Commission 923**

The Historical Commission is responsible for the museum and its contents acquired by the City. The Commission acquires, collects, and exhibits items in the name of the city as well as all historical material, equipment and other things necessary for the effective operation of the City's museum.

### FUNDING LEVEL SUMMARY

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 0	\$ 0
Supplies	0	0
Other Charges	17,100	17,100
Total	\$ 17,100	\$ 17,100



## COMMUNITY IMPROVEMENT COMMISSION

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### **General Fund – 923**

The Community Improvement Commission serves as a citizens' advisory group to the Mayor and Council and make recommendations to the Mayor and Council on activities carried on under the City's workable program for community improvement. To accomplish this mission the activity focus areas for the commission's work plan. Active program areas of involvement for the Commission include recommendation of Codes and Ordinances to implement and improve on physical infrastructure projects community-wide, review the and guide implementation of the Comprehensive Annual Action plan and neighborhood program for housing improvement and assistance to families and provide opportunity for Citizens' participation and advise the Mayor and Council of both citizens viewpoints and needs for funds received from the Federal government in the Community Development Block Grant Fund ( CDBG) program. The Commissions Administration organizational relationship is to the Community improvement and Recreation Department and Department Director that serves as the CDBG Director and officer of the Commission

<b>FUNDING LEVEL SUMMARY</b>		
	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 0	\$ 500
Supplies	0	0
Other Charges	500	500
<b>Total</b>	<b>\$ 500</b>	<b>\$ 500</b>



## ZONING BOARD OF APPEALS

### **General Fund – 380**

The Zoning Board of Appeals reviews and acts upon use and dimensional variances to the City’s Zoning Ordinance. They hear appeals in regard to special land uses and planned unit developments.

The Zoning Board of Appeals enjoys all the powers and duties as set forth in Sections 1264.07, Administrative Reviews, through 1264.13, Conditions of Appeals and Variances, of this chapter, all jurisdiction and powers prescribed in other chapters of this Zoning Code or these Codified Ordinances, and all jurisdiction and powers granted by Act 207 of the Public Acts of 1921.

### **FUNDING LEVEL SUMMARY**

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 0	\$ 0
Supplies	0	0
Other Charges	1,000	1,000
Capital	0	0
Total	\$ 1,000	\$ 1,000



## PLANNING COMMISSION

### **General Fund – 805**

The Planning Commission promotes public interest in and understanding of the Master Plan or Comprehensive Development Plan and to that end may publish and distribute copies of the Master Plan or Comprehensive Development Plan or of any report and may employ such other means of publicity and education as it may determine. Members of the Commission, when duly authorized by the Commission, may attend city planning conferences or meetings of city planning institutes, or hearings upon pending city planning legislation, and the Commission may, by resolution spread upon its minutes, pay the reasonable traveling expenses incident to such attendance.

### **FUNDING LEVEL SUMMARY**

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 0	\$ 0
Supplies	329	1,000
Other Charges	14,944	12,000
Capital	0	0
Total	\$ 15,273	\$ 13,000



## LIBRARY COMMISSION

### **General Fund – 923**

The Library Advisory Commission considers and studies the reasonable needs and requirements of the library facilities of the City and to formulate and report its findings, from time to time, to the Mayor and Council. They create and maintain public interest, and to conduct related activities, in the library system of the City. They receive recommendations from the Library Director to submit to the Mayor and Council.

### **FUNDING LEVEL SUMMARY**

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 0	\$ 0
Supplies	0	0
Other Charges	200	200
Capital	0	0
Total	\$ 200	\$ 200



## PUBLIC SAFETY

### **General Fund – 923**

The Public Safety Commission has general control and management of the Fire and Police Departments. They organize by annually electing a chairman, a vice-chairman and a secretary from among their number. They also formulate rules and regulations for the organization of the Departments under their jurisdiction for the rank and number of the various officers of the respective forces for the disciplinary control and punishment and penalties for breaches of discipline or violation of rules and regulations. The Chief of the Fire Department and the Chief of the Police Department are both directly responsible to the Commission and are appointed by the Commission.

### **FUNDING LEVEL SUMMARY**

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 0	\$ 0
Supplies	0	0
Other Charges	100	100
Capital	0	0
Total	\$ 100	\$ 100



## CABLE COMMISSION

### **Cable Fund – 214**

The Cable Commission is responsible for broadcasting Council Meetings, Public Hearings and other City related meetings and events. The Commission also sponsors various scholarships and other benevolent activities promoting the cablecast of city matters and the broadcast industry relative to the City of Lincoln Park and its departments, school board and local civic groups, subject to the approval of Mayor and Council.

### **FUNDING LEVEL SUMMARY**

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$25,920	\$28,255
Supplies	50	200
Other Charges	30,654	16,508
Capital	0	5,000
Total	\$ 56,574	\$49,963



## DOWNTOWN DEVELOPMENT AUTHORITY

### **Component Unit – 747**

The City of Lincoln Park Downtown Development Authority (DDA), along with the Economic Development Coordinator, promotes economic development through business attraction/retention programs and works to foster investment within the DDA district. It strives to increase the City's tax base and strengthen the local economy while maintaining those qualities which make Lincoln Park a desirable place to live and work.

The Lincoln Park Downtown Development Authority is a ready source of information. In addition to providing information and assistance to new businesses that are looking at moving into the area, the DDA also provides information and assistance to local businesses to promote the business community.

When local business owners talk about the area, they emphasize its receptiveness to new business, and marvel at the fact that it's largely untapped. Company relationships in Lincoln Park are important. Business owners' note that there's a different atmosphere here than they find in more congested areas -- there's a sense of camaraderie and excitement to grow. The business people here are friendly, encouraging and helpful.

### **FUNDING LEVEL SUMMARY**

	2008/09 Budget	2009/10 Adopted
Personnel Services	\$ 44,380	\$ 16,148
Supplies	292	2,500
Capital	62,068	30,000
Other Charges	225,606	327,263
<b>Total</b>	<b>\$ 332,346</b>	<b>\$ 375,911</b>



## DOWNTOWN DEVELOPMENT AUTHORITY

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### **SUMMARY OF BUDGET CHANGES**

#### ***Significant Notes – Compared to 2008/09 Budget***

**Personnel Services** - There was a decrease in this area due to the Director’s position not being filled but rather the responsibilities being taken care of by other City Personnel and the administrative charges being cross-charged.

**Other Charges** – Other charges increased due to the final budget for the 08/09 fiscal year coming in lower than anticipated.

### **2009/10 PERFORMANCE OBJECTIVES**

1. Continue to strengthen the Fort-Visger CDC Collaborative.
2. Investigate new grant opportunities and funding options.
3. Replace current Downtown lights.
4. Attract and Retain businesses into the Downtown.
5. Upgrade Downtown Parking lots.
6. Aggressively market the “new” Lincoln Park.
7. Develop a redevelopment “tool box” for developers.
8. Streamline the City’s Brownfield program to also include state benefits.
9. Develop a Comprehensive maintenance plan for Downtown.
10. Create positive news to help expand business interest in the DDA.
11. Begin improvement to the core downtown as outlined by Beckett & Raider.
12. Implementing the DDA area wide wireless program



## ECONOMIC DEVELOPMENT CORPORATION

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### **Component Unit – 746**

The Economic Development Corporation of the City of Lincoln Park (EDC) is a nonprofit organization established for the purpose of attracting, expanding and retaining business and industry in the City of Lincoln Park. Essential goals include:

- ✓ Attract & Retain commercial and industrial businesses
- ✓ Create quality job opportunities
- ✓ Diversify the local economy
- ✓ Support City services
- ✓ Improve the overall quality of life in our community

The EDC, with its Economic Development Coordinator, acts as an ombudsman and business advocate on behalf of private business with City agencies, as needed. They conduct a full-time pro-active business retention program, play a leadership role and serve as a liaison with local, regional and state organizations.

The EDC can assist manufacturers and high technology firms in applying for tax relief on construction or new equipment investments. They can issue tax-exempt revenue bonds to finance or refinance private industrial or not-for-profit development projects. The EDC can support the development of business related projects including assisting in the submission of grant and loan applications for infrastructure development.

The EDC has funds available to make direct loans to qualifying City businesses for a minimum of \$5,000 up to a maximum of \$25,000. The funds may be used for real estate purchase and/or improvement; purchase of machinery & equipment; leasehold improvements; building facade renovations; signage; parking and lighting.

<b>FUNDING LEVEL SUMMARY</b>		
	2008/09 Budget	2009/10 Adopted
Personnel Services	\$24,394	\$ 0
Supplies	62	1,000
Other Charges	4,714	50,750
<b>Total</b>	<b>\$29,170</b>	<b>\$51,750</b>



## ECONOMIC DEVELOPMENT CORPORATION

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### **SUMMARY OF BUDGET CHANGES**

#### ***Significant Notes – Compared to 2008/09 Budget***

***Personnel Services*** – There was a decrease due to the Director’s position not being filled and the duties transferring to other City Personnel.

***Other Charges*** – There was an increase in these charges due to the administrative cross-charges being added. Other line items from the year 2008/09 year came in lower than anticipated.

### **2009/10 PERFORMANCE OBJECTIVES**

1. Produce a standard City Brownfield Program.
2. Implement business wide free wireless program.
3. Aggressively market City properties.
4. Attract new businesses into the City.
5. Assist other City Departments in development efforts of City.
6. Implement “Redevelopment Ready” Principles into City operations.
7. Develop a marketing campaign for business attraction.
8. Expedition of loan program to be more comprehensive.
9. Establish a developer toolbox of incentives.
10. Establish a LDFA zones throughout the city.

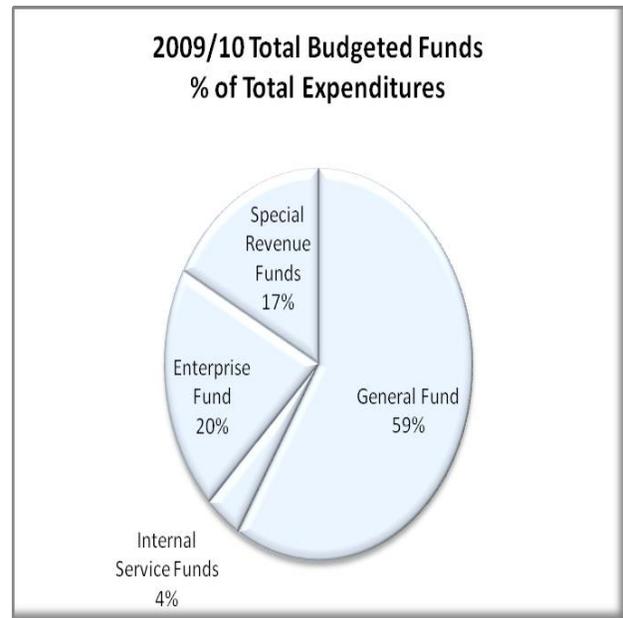


# **OPERATIONAL LINE ITEMS**

## FUND DESCRIPTIONS

### Total City Funds

The total of all budgeted funds for 2009/10 totals \$ 41,583,498 million. The City establishes a budget for four separate funds or accounting divisions. These funds can then be further divided into major account groups. The largest fund is the **General Fund**, which totals \$23,352,647 million. The second largest fund is the **Water & Sewer Fund**, which provides \$8,071,291 million in funding for the Water distribution and Sewage disposal services. **Special Revenue Funds** includes the Major and Local street Funds for road maintenance and construction. Another Fund, the **Community Development Block Grant Fund** \$1,030,425, is a federally funded program and adopted as a separate Budget in the same manner as the City Budget at an earlier time than the City fiscal year.



### General Fund

The City of Lincoln Park's General Fund accounts for the City's activities and functions which are not accounted for in other specialized funds. The primary revenue source for the General Fund is property tax revenue. The General Fund accounts for public safety, parks and recreation, library services, and the administration of the City.

### Internal Service Funds

The City of Lincoln Park has two internal service funds. These funds finance and account for programs that are funded by other programs within the city. The Motor Vehicle & Equipment Fund (Motor Pool) maintain all city vehicles and equipment. The other is the Technology Services Fund. This fund tracks all IT related charges and is a key in ensuring proper technology within the City.

### Enterprise Fund

Enterprise Funds are used to account for the acquisition, operation and maintenance of governmental facilities and services, which are entirely or predominantly self-supported by user charges. The City of Lincoln Park operates one Enterprise Fund, the Water & Sewer Fund accounts for the operation of the City's Water and Sewer system.



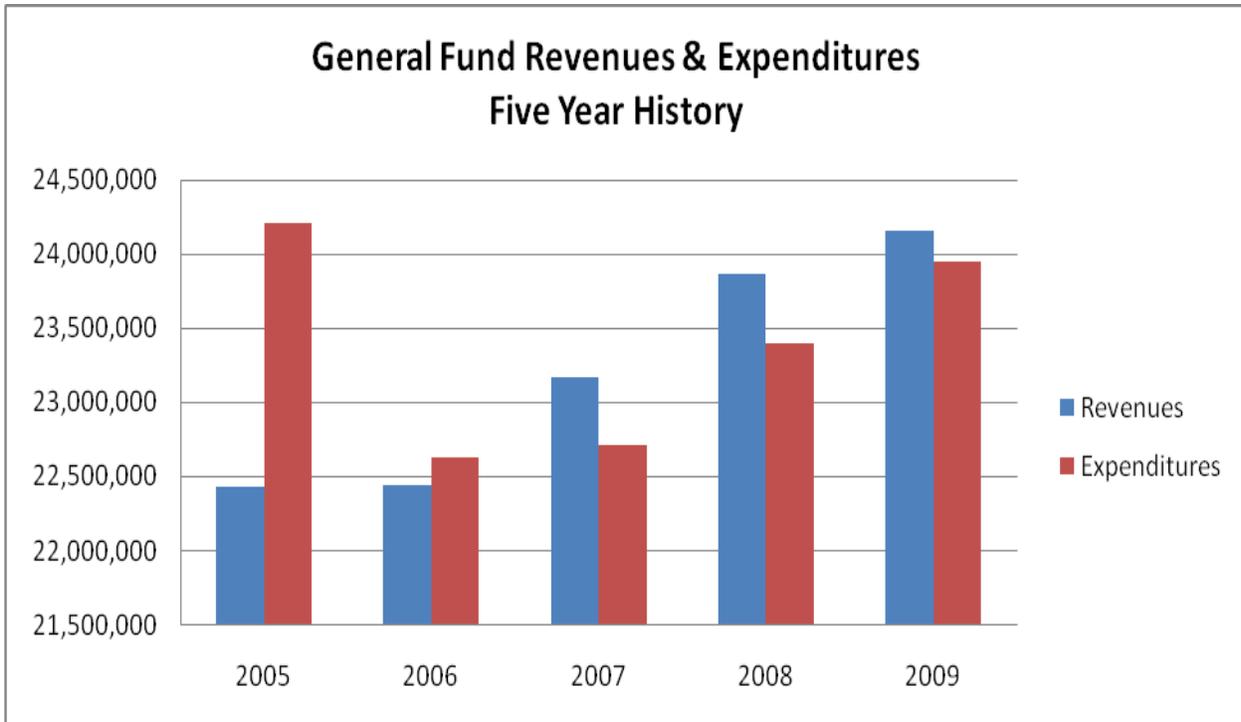
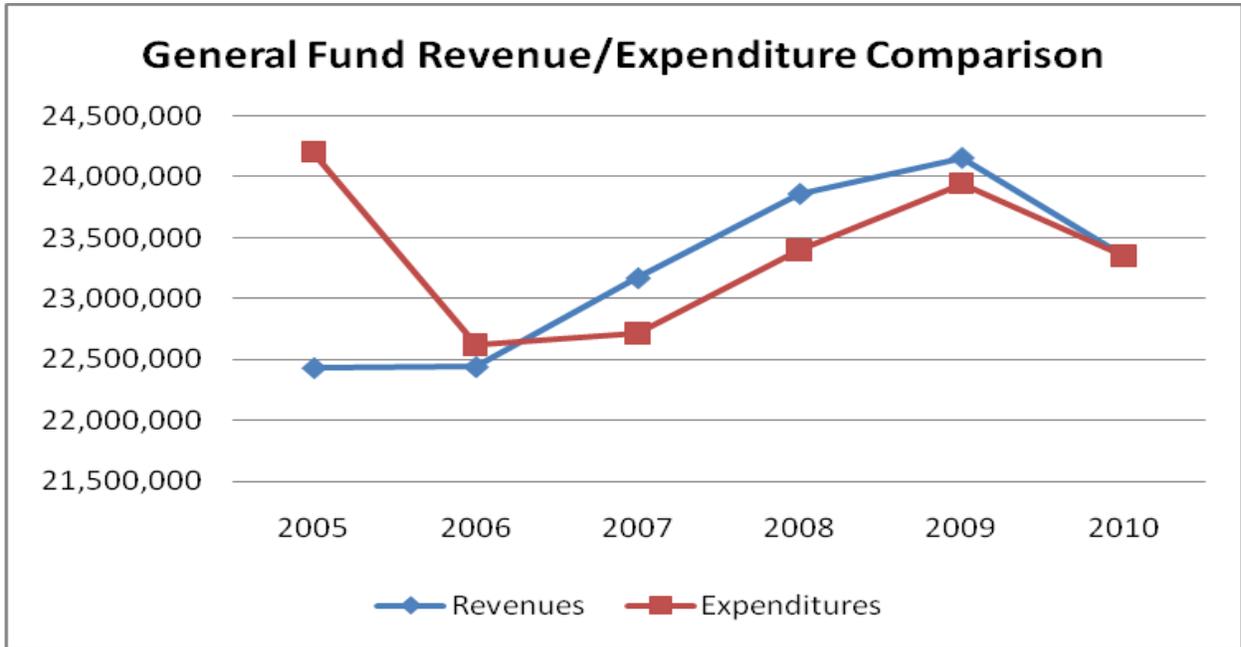
## FUND DESCRIPTIONS

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### **Special Revenue Funds**

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes. The City of Lincoln Park has several special revenue funds including the Motor Vehicle Highway Fund Major and Local Road Funds, the Sanitation Fund, Cable Fund, Economic Development Corporation Fund, Downtown Development Authority Fund, Road Construction Fund, and The Drug/Forfeiture Fund.

# GENERAL FUND SUMMARIES



**CITY OF LINCOLN PARK  
ADOPTED BUDGET FY 2009/10  
GENERAL FUND**

<b>DEPARTMENT</b>	<b>2005/06 ACTUAL</b>	<b>2006/07 ACTUAL</b>	<b>2007/08 ACTUAL</b>	<b>2008/09 BUDGET</b>	<b>2009/10 ADOPTED</b>
<b>REVENUES</b>					
City Clerk	132,755	140,573	117,887	121,830	118,553
Elections	20,307	36	1,000	17,184	500
Assessor	20,131	11,157	7,500	6,000	6,000
Police Department	146,845	136,937	83,545	73,000	53,000
Fire Department	111,127	8,349	8,150	8,350	5,700
Building Department	462,270	468,982	479,850	464,200	437,220
DPS Admin	299,556	186,025	135,000	125,000	155,000
Recreation	184,967	199,819	187,200	183,250	183,000
Community Center	453,819	42,755	433,100	433,100	0
Library	3,519	4,461	78,750	3,750	3,750
District Court	1,558,573	1,978,870	1,540,998	1,540,998	1,540,998
Community Development	10,000	20,000	0	0	12,000
General Government	17,531,105	18,254,729	18,668,298	21,500,912	20,437,844
Administration Fee	393,642	379,368	371,128	399,082	399,082
Transfers In	1,114,432	1,338,969	1,399,568	0	0
Transfers In (Library)	0	0	75,000	0	0
<b>General Fund Revenues</b>	<b>22,443,048</b>	<b>23,171,030</b>	<b>23,586,974</b>	<b>24,876,656</b>	<b>23,352,647</b>
<b>EXPENDITURES</b>					
		-			
Mayor & Council	81,726	76,389	80,568	78,593	78,367
City Clerk	196,096	201,788	190,602	200,955	200,089
City Manager	374,956	365,710	332,843	341,872	319,609
Elections	52,345	30,886	74,570	74,728	60,226
Assessor	123,417	123,169	117,380	121,336	116,304
City Attorney	145,801	185,387	148,700	178,700	198,700
Finance	318,504	262,017	265,700	274,167	282,245
Treasurer	254,944	235,369	210,805	214,032	126,641
Building & Grounds	908,772	852,510	1,175,019	1,289,982	1,113,864
Historical Museum	21,000	17,000	17,000	17,000	17,000
Police Department	5,682,941	5,853,283	6,113,711	6,073,290	5,832,568
Fire Department	3,479,706	3,470,615	3,527,211	3,470,071	3,487,886

**CITY OF LINCOLN PARK  
ADOPTED BUDGET FY 2009/10  
GENERAL FUND**

<b>DEPARTMENT</b>	<b>2005/06 ACTUAL</b>	<b>2006/07 ACTUAL</b>	<b>2007/08 ACTUAL</b>	<b>2008/09 BUDGET</b>	<b>2009/10 ADOPTED</b>
Building Department	504,903	509,285	527,834	539,737	419,055
Emergency Management	31,349	31,349	31,350	0	0
Engineering Department	612	0	0	0	0
DPS Admin	568,357	461,478	193,799	136,892	82,939
Street Lighting	482,455	467,500	490,350	505,060	484,893
Board of Prisoners	132,949	177,856	157,500	162,225	162,225
Parks & Forestry	500,023	406,056	362,985	373,137	182,568
Recreation	514,841	458,497	419,546	410,118	391,696
Community Center	469,463	160,532	433,100	510,415	0
Library	268,087	411,943	228,955	271,251	270,898
District Court	1,410,689	1,197,498	1,411,786	1,442,845	1,342,845
Planning Commission	6,522	4,976	7,500	8,300	13,000
Community Planning & Developm	30,212	44,621	17,685	15,764	16,825
Motor Pool	2,590	0	0	0	0
General Government	1,636,637	1,186,495	1,410,863	1,780,344	1,412,254
Pension Payments	1,934,781	2,609,309	3,001,743	3,271,475	3,613,011
Retirees Health & Prescriptions	2,489,409	2,911,123	2,935,363	3,187,434	3,126,939
<b>General Fund Expenditures</b>	<b>22,624,087</b>	<b>22,712,641</b>	<b>23,884,468</b>	<b>24,949,723</b>	<b>23,352,647</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>(181,039)</b>	<b>458,389</b>	<b>(297,494)</b>	<b>(73,067)</b>	<b>0</b>

**\*\* FY 2008/09 BUDGET DOES NOT REFLECT RECENT REDUCTIONS IN REVENUE SHARING PASSED BY STATE LEGISLATURE**

**CITY OF LINCOLN PARK  
ADOPTED BUDGET FY 2009/10  
SPECIAL REVENUE FUNDS**

<b>DEPARTMENT</b>	<b>2005/06 ACTUAL</b>	<b>2006/07 ACTUAL</b>	<b>2007/08 ACTUAL</b>	<b>2008/09 BUDGET</b>	<b>2009/10 ADOPTED</b>
<b>REVENUES</b>					
Major Streets	68,392	72,617	59,439	15,000	11,000
Gas & Weight Tax Major	1,783,939	1,763,886	1,734,709	1,485,455	1,595,932
Local Streets	29,967	47,921	7,623	6,063	6,000
Gas & Weight Tax Local	597,399	590,397	580,877	581,454	560,724
Transfer In (Major Rds)	374,555	468,193	494,198	386,380	371,364
<b>Major/Local Total:</b>	<b>2,854,252</b>	<b>2,943,014</b>	<b>2,876,846</b>	<b>2,474,352</b>	<b>2,545,020</b>
<b>EXPENDITURES</b>					
<b>Major Streets</b>					
Transfer Out (Local)	374,555	468,193	444,692	386,380	371,364
Transfer Out (Road Constr. Fund)			0	0	163,127
Surface Maintenance	841,603	661,645	813,148	896,507	702,667
Traffic Control	177,112	141,610	159,039	142,810	95,976
Snow Removal	180,345	153,300	272,675	286,980	205,829
<b>Local Streets</b>					
Surface Maintenance	700,168	652,612	846,586	834,975	816,847
Traffic Control	191,284	133,785	173,800	182,710	137,557
Snow Removal	208,972	173,243	321,624	342,513	280,479
<b>Major/Local Total:</b>	<b>2,674,039</b>	<b>2,384,388</b>	<b>3,031,564</b>	<b>3,072,875</b>	<b>2,773,846</b>
<b>OTHER SPECIAL REVENUE BUDGETS REVENUES</b>					
Cable T.V.	324,796	79,702	86,885	76,600	86,100
Sanitation	1,911,123	1,868,243	1,881,015	1,972,352	2,118,385
Road Construction Fund	1,887,195	25,702	12,490	8,712	166,477
Drug/Forfeiture Fund	0	0	626,489	142,250	141,500
<b>Special Revenues Total:</b>	<b>4,123,114</b>	<b>1,973,647</b>	<b>2,606,879</b>	<b>2,199,914</b>	<b>2,512,462</b>
<b>EXPENDITURES</b>					
Cable T.V.	51,282	55,519	80,217	57,535	49,963
Garbage & Rubbish	1,910,972	1,905,067	1,978,099	2,011,483	2,088,408
Road Construction Fund	1,655,640	178,701	211,585	203,075	164,377
Drug/Forfeiture Fund	0	0	258,071	266,249	262,199
<b>Special Revenue Total:</b>	<b>3,617,894</b>	<b>2,139,287</b>	<b>2,527,972</b>	<b>2,538,342</b>	<b>2,564,947</b>

**CITY OF LINCOLN PARK  
ADOPTED BUDGET FY 2009/10  
ENTERPRISE/INTERNAL SERVICE FUNDS**

<b>DEPARTMENT</b>	<b>2005/06 ACTUAL</b>	<b>2006/07 ACTUAL</b>	<b>2007/08 ACTUAL</b>	<b>2008/09 BUDGET</b>	<b>2009/10 ADOPTED</b>
<b>REVENUES</b>					
<b>Water &amp; Sewer</b>					
Water / Sewage Charges	5,129,023	4,000,398	4,929,670	7,577,963	6,271,051
Judgement Levy/Debt Service	1,581,943	1,474,178	1,471,712	1,454,594	1,493,394
Other Revenues	2,290,278	2,484,300	2,483,337	2,935,579	2,356,834
Transfer In	0	524,755	30,128	0	0
<b>Enterprise Fund Total:</b>	<b>9,001,244</b>	<b>8,483,631</b>	<b>8,914,847</b>	<b>11,968,136</b>	<b>10,121,279</b>
<b>EXPENDITURES</b>					
<b>Water &amp; Sewer</b>					
Retention Basin	580,346	622,022	1,518,469	1,471,451	1,216,366
Water General	3,065,628	3,957,975	3,886,717	4,027,332	1,787,942
Sewer Department	3,745,429	2,472,547	5,348,173	5,252,775	5,066,983
<b>Enterprise Fund Total:</b>	<b>7,391,403</b>	<b>7,052,544</b>	<b>10,753,359</b>	<b>10,751,558</b>	<b>8,071,291</b>
<b>REVENUES</b>					
Motor Vehicle & Equipment	1,339,560	1,076,805	1,216,377	1,350,211	1,241,796
Technology Services	205,814	212,753	212,698	215,872	205,822
<b>Internal Service Funds Total:</b>	<b>1,545,374</b>	<b>1,289,558</b>	<b>1,429,075</b>	<b>1,566,083</b>	<b>1,447,618</b>
<b>EXPENDITURES</b>					
Motor Vehicle & Equipment	742,319	812,631	1,277,632	1,454,121	1,325,291
Technology Services	176,539	171,706	171,781	220,072	203,936
<b>Internal Service Funds Total:</b>	<b>918,858</b>	<b>984,337</b>	<b>1,449,413</b>	<b>1,674,193</b>	<b>1,529,227</b>

**CITY OF LINCOLN PARK  
ADOPTED BUDGET FY 2009/10  
COMPONENT UNITS**

<b>DEPARTMENT</b>	<b>2005/06 ACTUAL</b>	<b>2006/07 ACTUAL</b>	<b>2007/08 ACTUAL</b>	<b>2008/09 BUDGET</b>	<b>2009/10 ADOPTED</b>
<b>REVENUES</b>					
Economic Development Commission	68,713	50,152	47,406	27,577	27,577
Downtown Development Authority	397,017	393,477	453,928	485,659	446,566
Community Development Block Grant	1,008,691	1,320,020	1,168,081	827,462	850,651
<b>Component Unit Revenues:</b>	<b>1,474,421</b>	<b>1,763,649</b>	<b>1,669,415</b>	<b>1,340,698</b>	<b>1,324,794</b>
<b>EXPENDITURES</b>					
Economic Development Commission	30,346	247,393	49,699	95,775	51,750
Downtown Development Authority	144,580	120,934	121,714	472,491	375,911
Community Development Block Grant	1,008,690	1,320,023	1,238,835	1,687,399	1,030,425
<b>Component Unit Expenditures:</b>	<b>1,183,616</b>	<b>1,688,350</b>	<b>1,410,248</b>	<b>2,255,665</b>	<b>1,458,086</b>

**GENERAL FUND BUDGET  
REVENUE DETAIL**

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
CLERKS OFFICE						
101111 494	LICENSES & PERMIT	3,464	5,802	1,600	2,500	2,500
101111 494ABR	ANNUAL BUSINESS REGISTRATION	21,930	20,650	20,000	20,000	20,000
101111 494AWR	AUTO WASH RACK	375	385	385	385	350
101111 494B	BUSINESS LICENSES	1,724	2,458	1,700	1,700	1,700
101111 494BP	BILLIARD PARLOR	195	195	195	195	138
101111 494BWL	BOWLING LANES	205	205	205	205	205
101111 494DMD	DISTR MECH AMUSEMENT DEV	3,610	3,750	3,900	3,900	1,800
101111 494DST	DISTRIBUTORS	6,110	6,625	6,500	6,500	6,500
101111 494DUM	DUMPSTER FEES	12,300	12,750	12,300	12,750	12,750
101111 494FE	FOOD ESTABLISHMENT	330	330	360	390	390
101111 494GRT	GARBAGE TRUCK FEES	1,650	1,600	1,800	1,600	825
101111 494IM	ICE MACHINE	715	630	675	630	630
101111 494JB	JUKE BOX	795	725	800	800	800
101111 494MAD	MECHANICAL AMUSEMENT DEVICE	13,180	11,900	12,250	12,250	11,100
101111 494MS	MOTORCYCLE SALES	150	300	150	150	150
101111 494MT	MASSAGE THERAPY	830	1,370	1,400	1,400	790
101111 494NBR	NEW BUSINESS REGISTRATION	1,895	2,150	1,500	1,500	2,000
101111 494PB	PAWN BROKER	1,500	1,500	1,500	1,500	1,500
101111 494PMG	PRECIOUS METAL & GEMS	100	100	100	100	100
101111 494RL	RESTAURANT	2,540	2,430	2,400	2,400	2,500
101111 494SD	SOFT DRINK	1,560	1,455	1,545	1,500	1,500
101111 494SHG	SECOND HAND GOODS	150	225	225	225	375
101111 494TC	TAXI CABS	1,150	1,000	1,850	1,000	500
101111 494UAD	USED AUTO DEALER	1,350	1,275	1,350	1,350	1,350
101111 494VVD	VIDEO VIEWING DEVICES	1,800	900	1,800	0	0
101111 495	SPECIAL EVENTS	151	2,863	300	300	500
101111 511	DOG LICENSES	27,917	27,247	20,000	25,000	25,000
101111 513	MISCELLANEOUS LICENSE	3,745	3,588	2,047	2,500	2,500
101111 610	BIRTH & DEATH CERTIFICATES	21,250	26,077	19,000	19,000	20,000
101111 697	COPY MACHINE FEES	84	87	50	100	100
TOTAL CITY CLERK		132,755	140,572	117,887	121,830	118,553
ELECTIONS						
101192 611	CLERKS FEE	20,307	36	1,000	17,184	500
TOTAL ELECTION		20,307	36	1,000	17,184	500
ASSESSORS						
101202 443	LATE FEES PROPERTY TRANSFERS	20,131	11,157	7,500	6,000	6,000
TOTAL ASSESSORS		20,131	11,157	7,500	6,000	6,000
POLICE						
101305 570	LIQUOR LICENSES	23,616	21,835	24,000	24,000	24,000
101305 602	DOG POUND FEES	7,185	4,965	25	0	0
101305 605	FALSE ALARM FEES	9,708	9,055	9,000	9,000	9,000

**GENERAL FUND BUDGET  
REVENUE DETAIL**

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101305 615	SUBPOENA FEES	0	304	0	0	0
101305 649	SALE OF USED EQUIPMENT	745	1,307	1,000	1,000	0
101305 670	MISCELLANEOUS	33,404	37,589	22,000	0	500
101305 670R	REPORT FEES	0	0	0	15,000	7,500
101305 670W	WAGE REIMBURSEMENT SCHOOL	46,922	53,216	26,000	12,000	2,500
101305 692GR	GENERAL REIMBURSEMENT	0	6,793	1,520	2,000	2,000
101305 692CP	COMMUNITY POLICING GRANT	25,264	1,873	0	0	0
101305 692CR	REIMB RETIREES CLAIMSPRO	395,830	462,069	0	0	0
101305 693	EMERGENCY RESPONSE FEES	0	0	0	10,000	7,500
TOTAL POLICE		542,675	599,006	83,545	73,000	53,000
FIRE						
101340 465	FIRE SUPPRESSION	830	575	1,200	1,200	1,200
101340 528	ASSISTANCE TO FF GRANT PROGRAM	74,729	0	0	0	0
101340 627	COPY OF REPORTS	215	636	750	750	300
101340 645CO	CERTIFICATE OF OCCUPANCY	3,014	2,072	2,000	2,000	2,000
101340 646	FIRE INSPECTION FEE-RENTAL	1,010	2,760	2,500	2,500	1,000
101340 670	MISCELLANEOUS	200	210	200	200	200
101340 692CR	REIMB RETIREES CLAIMSPRO	239,052	230,175	0	0	0
101340 692CP	CONSTRUCTION PLAN	1,797	2,096	1,500	1,700	1,000
101340 692GR	GENERAL REIMBURSEMENT	29,332	0	0	0	0
TOTAL FIRE		350,179	238,524	8,150	8,350	5,700
BUILDING						
101380 473	REGISTRATION FEES	15,780	12,695	12,000	12,000	12,000
101380 504	BLDG PERMITS	173,826	144,251	165,000	155,000	140,000
101380 504R	BLDG PERMITS RENTALS	65,205	117,692	110,000	110,000	100,000
101380 505	ELECTRICAL PERMITS	30,424	23,307	31,500	31,500	30,000
101380 506	HEATING PERMITS	33,670	31,420	34,300	34,300	32,770
101380 507	PLUMBING PERMITS	23,460	24,478	22,000	22,000	22,000
101380 509	SPECIAL INSPECTION FEE	74,597	55,364	60,000	55,000	60,000
101380 510	RENEWAL FEES	16,880	34,850	20,000	20,000	20,000
101380 608	ZONING BOARD OF APPEALS	2,679	1,658	2,500	3,000	1,500
101380 645CO	CERTIFICATE OF OCCUPANCY	12,174	7,912	9,000	9,000	9,000
101380 645M	PRINTED MATERIALS	200	30	250	100	100
101380 69212	SITE PLAN REVIEWS	2,585	2,223	3,000	2,000	1,750
101380 692CP	CONSTRUCTION PLAN REVIEW	10,191	12,229	9,500	9,500	7,500
101380 697	COPY MACHINE FEES	601	879	800	800	600
TOTAL BUILDING		462,270	468,987	479,850	464,200	437,220
DEPARTMENT OF PUBLIC SERVICES						
101445 466	STORAGE & TOWING FEES	12,000	12,000	12,000	12,000	12,000
101445 512	SIDEWALK & CURB CUTS	192,844	88,699	40,000	25,000	25,000
101445 641	CUTTING WEEDS-CLEANING DEBRIS	87,488	82,411	80,000	85,000	115,000

**GENERAL FUND BUDGET  
REVENUE DETAIL**

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101445 643	SNOW REMOVAL	7,225	2,914	3,000	3,000	3,000
TOTAL DPS		299,556	186,025	135,000	125,000	155,000
PARKS & REC						
101708 555	T.S.A. GRANT	13,756	23,852	13,750	10,000	10,000
101708 651	ENTRY FEES	16,736	13,071	12,000	12,000	12,000
101708 651I	INSTRUCTION PROGRAM FEES	89,046	97,901	96,000	96,000	96,000
101708 651SS	SALE OF SUPPLIES	40	0	200	0	0
101708 677	BUILDING RENTAL	22,930	21,586	23,000	23,000	23,000
101708 678	SR CITIZEN BLDG RENTAL	12,197	11,865	12,000	12,000	12,000
101708 679	BUS TAXI FARES	24,851	25,122	24,000	24,000	24,000
101708 680	PARTYLINE AD INCOME	924	748	750	750	750
101708 683	SENIOR ACTIVITY REIMB.	117	444	500	500	250
101708 691T	TRIP REIMBURSEMENT	4,370	5,230	5,000	5,000	5,000
TOTAL RECREATION		184,967	199,819	187,200	183,250	183,000
COMMUNITY CENTER						
101720 651A	POOL & RINK ADMISSIONS	60,430	497	55,000	55,000	0
101720 651AR	ARENA RENTALS	5,775	200	5,000	5,000	0
101720 651C	CONCESSION SALES	39,230	287	36,000	36,000	0
101720 651F	FIGURE SKATING	6,619	0	3,200	3,200	0
101720 651H	LINCOLN PARK HOCKEY ASSOC	72,125	0	73,800	73,800	0
101720 651L	LOCKER FEES	1,110	0	1,000	1,000	0
101720 651LS	LEARN TO SKATE OR SWIM	52,636	85	49,000	49,000	0
101720 651R	ICE RENTALS	202,380	41,686	197,000	197,000	0
101720 651S	SEASON PASSES	2,065	0	1,800	1,800	0
101720 651ST	SWIM TEAM	10,052	0	10,000	10,000	0
101720 651V	VIDEO RECEIPTS	1,397	0	1,300	1,300	0
TOTAL COMM CTR		453,819	42,755	433,100	433,100	0
LIBRARY						
101735 691	CONTRIBUTIONS FROM OTHER FND	0	0	75,000	0	0
101735 697	COPY MACHINE FEES	3,519	4,461	3,750	3,750	3,750
TOTAL LIBRARY		3,519	4,461	78,750	3,750	3,750
DISTRICT COURT						
101760 555J	STATE GRANT JUDGES SALARY	92,228	91,453	90,998	90,998	90,998
101760 666	ORDINANCE-PARKING FINES	1,465,272	1,887,277	1,450,000	1,450,000	1,450,000
101760 670	MISCELLANEOUS	1,073	140	0	0	0
TOTAL DISTRICT COURT		1,558,573	1,978,870	1,540,998	1,540,998	1,540,998
COMM PLANNING & DEVELOP						
101857 678DDA	ADMIN- DDA	10,000	15,000	0	0	10,000
101857 678EDC	ADMIN- EDC	0	5,000	0	0	2,000
TOTAL COMM PLANNING & DEVELOP		10,000	20,000	0	0	12,000

## GENERAL FUND BUDGET REVENUE DETAIL

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
GENERAL GOVERNMENT						
101923 402	TAX BILLING	10,854,705	11,337,288	11,922,037	14,980,811	14,649,719
101923 402R	TAX RECOVERED PREV. YEAR	17,117	14,110	15,000	30,131	28,000
101923 412	ADMINISTRATION FEE	393,642	379,368	371,128	404,461	399,082
101923 412R	ADMIN FEE RECOVERED PREV YEAR	(1,296)	444	0	1,342	1,500
101923 444	PAYMENT IN LIEU OF TAXES	0	97,763	51,000	51,000	68,000
101923 444V	VICTORIA SQ-PYMNT IN LIEU TAX	19,853	19,470	19,500	19,500	19,500
101923 446	INTEREST ON DELINQUENT TAX	172,327	206,134	115,000	115,000	115,000
101923 449	TRAILER FEES	3,723	3,723	4,305	3,813	3,813
101923 568	RIGHT OF WAY FEES PA 48	6,585	63,543	0	0	0
101923 568C	SALES TAX CONSTITUTIONAL	2,747,026	2,689,945	2,768,671	2,689,945	2,286,453
101923 568S	SALES TAX STATUTORY	2,568,771	2,467,548	2,450,644	2,467,548	2,097,416
101923 615	SUBPOENA FEES	24	0	50	50	50
101923 670	MISCELLANEOUS	4,233	12,917	5,000	5,000	5,000
101923 670M	MARRIAGE FEES	175	435	250	500	500
101923 671	INSURANCE DIVIDEND	147,782	324,211	358,255	200,000	275,000
101923 671P	PRESCRIPTION RIDER - REBATE	28,359	41,810	18,007	18,000	20,000
101923 672	INVESTMENT INCOME	226,811	189,600	190,000	125,000	50,000
101923 676C	CITY CABLE TV FRAN. FEES	360,677	391,231	350,000	350,000	350,000
101923 677R	CELLULAR TOWER RENT	9,100	40,600	30,000	35,000	30,000
101923 678202	ADMIN CHARGEBACK - MAJOR	19,273	28,571	27,145	27,145	27,145
101923 678203	ADMIN CHARGEBACK - LOCAL	28,910	42,857	40,717	40,717	40,717
101923 678592	W & S ADMIN CHARGEBACK	163,046	198,884	315,031	315,031	315,031
101923 682	RIGHT OF WAY FEES	4,015	1,377	1,000	0	0
101923 691	TRANSFERS IN	107,934	6,993	0	0	35,000
101923 692CR	REIMBURSE RETIREES CLAIMSPRO	479,550	150,000	0	0	0
101923 692GR	GENERAL REIMBURSEMENT	19,023	4,481	23,686	5,000	5,000
101923 692R	REIMBURSE - RETIREE HEALTH INS	0	496,725	1,399,568	0	0
101923 693	EMERGENCY RESPONSE FEES	1,353	125	1,000	0	0
101923 697	COPY MACHINE FEES	11,140	7,329	15,000	7,500	7,500
101923 697C	CHECK CASHING FEE	5	5	0	0	0
101923 698	LAND SALES REVENUE	10,435	63,334	22,000	7,500	7,500
TOTAL GENERAL GOVERNMENT		18,404,298	19,280,822	20,513,994	21,899,994	20,836,926
<b>GRAND TOTAL GENERAL FUND REVENUES</b>		<b>22,443,048</b>	<b>23,171,034</b>	<b>23,586,974</b>	<b>24,876,656</b>	<b>23,352,647</b>

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
<b><u>MAYOR &amp; COUNCIL</u></b>						
101101 703C	SALARY MAYOR & COUNCIL	65,423	63,000	63,000	63,000	63,000
101101 715ME	SOCIAL SECURITY ME	5,005	4,820	4,820	4,820	4,820
101101 727	OFFICE SUPPLIES	584	1,183	1,135	1,135	1,000
101101 860	GENERAL EXPENSE, TRAVEL	562	0	250	250	250
101101 901	ADVERTISING	0	500	500	500	500
101101 903	PUBLISH PROCEEDINGS/REC FEE	7,483	6,306	7,500	7,500	7,500
101101 917	WORKERS COMPENSATION	0	105	88	88	97
101101 956	MISCELLANEOUS	354	51	500	500	400
101101 958	MEMBERSHIPS & DUES	2,315	425	2,475	500	500
101101 960	TRAINING-SCHOOL	0	0	300	300	300
<b>TOTAL MAYOR &amp; COUNCIL</b>		<b>81,726</b>	<b>76,389</b>	<b>80,568</b>	<b>78,593</b>	<b>78,367</b>
<b><u>CLERKS</u></b>						
101111 703	SALARY OF ELECTED OFFICIAL	54,000	52,000	52,000	52,000	52,000
101111 706	SALARIES & WAGES	86,290	84,576	84,558	84,558	84,558
101111 709	OVERTIME	874	1,145	1,200	1,000	500
101111 713	DENTAL M.E.	3,176	3,213	3,060	3,213	3,204
101111 715ME	SOCIAL SECURITY ME	11,351	11,152	11,445	11,445	11,265
101111 718	SICK LEAVE PAY	350	1,971	2,958	3,400	3,319
101111 719	HOSPITALIZATION ME	4,560	4,560	4,560	13,745	14,904
101111 719C	PRESCRIPTION RDR-CLAIMS PRO	0	0	0	1,500	1,000
101111 719D	LONG TERM DISABILITY	478	528	558	558	558
101111 719G	VISION INSURANCE	716	600	417	567	624
101111 720	LIFE INSURANCE M.E.	1,013	836	818	883	839
101111 721	LONGEVITY	1,074	1,074	1,074	1,074	1,074
101111 723	VACATION PAY	0	0	2,696	2,696	2,695
101111 727	OFFICE SUPPLIES	3,268	2,955	6,000	5,000	4,500
101111 779CM	CLOTHING MAINTENANCE	450	450	450	450	450
101111 860	GENERAL EXPENSE, TRAVEL	181	0	700	700	700
101111 90001	ORDINANCE AMENDMENTS	1,422	4,775	6,000	6,000	6,000
101111 901	ADVERTISING	473	603	2,000	2,000	2,000
101111 903	PUBLISH PROCEEDINGS/REC FEE	0	60	100	100	100
101111 917	WORKERS COMPENSATION	385	419	359	358	394
101111 934	MAINTENANCE CONTRACTS	1,703	1,588	2,000	2,000	2,000
101111 948	COMPUTER RENTAL	23,511	28,882	5,683	5,683	5,405
101111 958	MEMBERSHIPS & DUES	477	402	366	425	500
101111 960	TRAINING-SCHOOL	344	0	1,600	1,600	1,500
<b>TOTAL CITY CLERKS</b>		<b>196,096</b>	<b>201,788</b>	<b>190,602</b>	<b>200,955</b>	<b>200,089</b>
<b><u>CITY MANAGER</u></b>						
101172 706	SALARIES & WAGES	242,640	234,657	234,270	234,270	228,760
101172 707	PART-TIME TEMPORARY HELP	32,064	29,486	8,000	13,500	0
101172 709	OVERTIME	3,749	104	2,000	1,000	500
101172 713	DENTAL M.E.	3,161	3,105	2,950	3,098	2,940
101172 715ME	SOCIAL SECURITY ME	21,346	20,112	20,390	20,390	18,002
101172 718	SICK LEAVE PAY	4,394	655	1,300	550	2,500

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT DESCRIPTION			2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101172	719	HOSPITALIZATION M.E.	23,165	32,947	25,555	29,634	30,027
101172	719C	PRESCRIPTION RDR-CLAIMS PRO	2,769	80	3,000	3,000	1,500
101172	719D	LONG TERM DISABILITY	780	843	870	870	834
101172	719G	VISION INSURANCE	969	858	663	902	951
101172	720	LIFE INSURANCE M.E.	824	660	640	691	643
101172	721	LONGEVITY	948	948	1,360	1,360	1,360
101172	723	VACATION PAY	4,519	1,766	1,765	1,765	1,765
101172	727	OFFICE SUPPLIES	4,747	3,319	5,500	5,500	5,000
101172	779CM	CLOTHING MAINTENANCE	675	675	675	675	675
101172	819	GRIEVANCE ARBITRATION	667	5,808	0	0	0
101172	855	CELLULAR/PAGING SERVICES	1,127	611	600	500	500
101172	860	GENERAL EXPENSE, TRAVEL	0	0	0	50	50
101172	870	MILEAGE	24	6	50	150	250
101172	901	ADVERTISING	5,320	5,280	4,000	4,000	4,000
101172	908	TESTS	2,590	0	2,000	2,000	2,000
101172	917	WORKERS COMPENSATION	867	926	797	797	877
101172	934	MAINTENANCE CONTRACTS	30	32	0	0	0
101172	946	LEASE EXPENSE	2,318	3,112	3,140	3,140	3,140
101172	948	COMPUTER RENTAL	11,756	14,442	8,977	8,977	8,532
101172	957	PUBLICATIONS	1,000	183	1,000	1,000	750
101172	958	MEMBERSHIPS & DUES	2,307	4,422	2,841	3,553	3,553
101172	960	TRAINING-SCHOOL	201	673	500	500	500
<b>TOTAL CITY MANAGERS</b>			<b>374,956</b>	<b>365,710</b>	<b>332,843</b>	<b>341,872</b>	<b>319,609</b>
<b>ELECTIONS</b>							
101192	706C	EXTRA HELP CLERICAL	0	0	150	150	150
101192	706M	MAINTENANCE MAN	1,609	1,792	3,000	3,000	3,000
101192	709	OVERTIME	5,959	3,635	6,200	6,200	4,200
101192	709M	OVERTIME MAINT MEN	1,848	2,781	4,000	4,000	2,500
101192	713	DENTAL M.E.	192	43	42	0	0
101192	715ME	SOCIAL SECURITY ME	778	628	868	868	850
101192	719	HOSPITALIZATION M.E.	428	91	0	0	0
101192	719D	LONG TERM DISABILITY	46	13	0	0	0
101192	719G	VISION INSURANCE	54	12	0	0	0
101192	720	LIFE INSURANCE M.E.	41	9	0	0	0
101192	725	SALARY-ELEC BOARD&RECOUNT	23,223	18,024	29,000	24,000	23,000
101192	727	OFFICE SUPPLIES	14,137	1,624	25,000	25,000	15,000
101192	778	EQUIPMENT MAINTENANCE	1,116	169	2,000	7,000	7,000
101192	860	GENERAL EXPENSE TRAVEL	80	0	250	250	250
101192	901	ADVERTISING	2,684	1,906	3,000	3,200	3,200
101192	917	WORKERS COMPENSATION	151	159	160	160	176
101192	943	EQUIPMENT RENTAL	0	0	900	900	900
<b>TOTAL ELECTION</b>			<b>52,345</b>	<b>30,886</b>	<b>74,570</b>	<b>74,728</b>	<b>60,226</b>
<b>ASSESSORS</b>							
101202	706	SALARIES & WAGES	74,899	72,125	72,126	72,126	72,126
101202	709	OVERTIME	1,147	1,265	1,500	1,000	500

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101202 713	DENTAL M.E.	1,101	1,082	1,025	1,076	1,068
101202 715ME	SOCIAL SECURITY ME	5,855	5,631	5,694	5,694	5,694
101202 718	SICK LEAVE PAY	0	0	575	290	575
101202 719	HOSPITALIZATION ME	9,301	10,551	8,508	11,298	12,248
101202 719C	PRESCRIPTION RDR-CLAIMS PRO	620	3,712	1,100	1,100	1,100
101202 719D	LONG TERM DISABILITY	235	244	252	265	252
101202 719G	VISION INSURANCE	391	299	232	295	278
101202 720	LIFE INSURANCE M.E.	287	230	224	242	234
101202 721	LONGEVITY	0	0	0	600	600
101202 727	OFFICE SUPPLIES	8,400	5,291	5,000	4,750	4,500
101202 757	OPERATIONAL SUPPLIES	540	5,005	5,000	6,400	1,000
101202 779CM	CLOTHING MAINTENANCE	225	225	225	225	225
101202 800	CONTRACTUAL PART-TIME	9,431	5,425	6,500	6,500	6,500
101202 860	GENERAL EXPENSE, TRAVEL	0	0	150	150	150
101202 901	ADVERTISING	214	366	500	500	500
101202 917	WORKERS COMPENSATION	1,046	890	706	702	772
101202 934	MAINTENANCE CONTRACTS	2,120	2,245	2,500	2,413	2,500
101202 948	COMPUTER RENTAL	5,878	7,221	3,663	3,663	3,482
101202 956	MISCELLANEOUS	0	0	100	0	100
101202 958	MEMBERSHIPS & DUES	280	436	600	600	600
101202 960	TRAINING-SCHOOL	1,272	725	1,000	1,060	1,000
101202 960C	CERTIFICATIONS & LICENSING	175	200	200	388	300
<b>TOTAL ASSESSORS</b>		<b>123,417</b>	<b>123,169</b>	<b>117,380</b>	<b>121,336</b>	<b>116,304</b>
<b>CITY ATTORNEY</b>						
101203 727	OFFICE SUPPLIES	58	175	200	200	200
101203 817L	LABOR NEGOTIATIONS	30,014	57,328	20,000	50,000	60,000
101203 819	GRIEVANCE ARBITRATION	0	0	15,000	7,500	5,000
101203 826	MISCELLANEOUS LEGAL FEES	518	230	1,000	1,000	1,000
101203 826C	CRIMINAL PROSECUTION CHRGS	420	0	1,500	15,000	55,000
101203 826D	PER DIEM & WARRANTS	0	0	5,000	5,000	2,500
101203 826L	GENERAL LEGAL SERVICES	114,791	127,653	106,000	100,000	75,000
<b>TOTAL CITY ATTORNEY</b>		<b>145,801</b>	<b>185,387</b>	<b>148,700</b>	<b>178,700</b>	<b>198,700</b>
<b>FINANCE</b>						
101230 706	SALARIES & WAGES	224,560	169,571	179,565	179,565	179,565
101230 709	OVERTIME	248	646	2,500	1,500	500
101230 713	DENTAL M.E.	5,505	4,100	4,100	4,305	4,273
101230 715ME	SOCIAL SECURITY ME	17,932	14,912	15,092	15,092	14,932
101230 718	SICK LEAVE PAY	950	7,930	4,700	7,070	6,310
101230 719	HOSPITALIZATION M.E.	32,079	26,047	25,000	29,865	41,042
101230 719C	PRESCRIPTION RDR-CLAIMS PRO	2,069	295	2,000	2,000	1,500
101230 719D	LONG TERM DISABILITY	726	1,063	1,186	1,186	1,186
101230 719G	VISION INSURANCE	1,957	1,089	776	1,055	1,161
101230 720	LIFE INSURANCE M.E.	1,823	997	1,039	1,122	1,091
101230 721	LONGEVITY	1,626	750	1,224	1,224	2,424
101230 723	VACATION PAY	474	10,428	5,869	5,869	5,869

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101230 724	DEPT HEADS INLIEU OF OT	2,749	2,749	2,255	2,255	2,255
101230 727	OFFICE SUPPLIES	4,913	4,849	6,000	5,500	5,000
101230 779CM	CLOTHING MAINTENANCE	1,100	875	675	675	675
101230 860	GENERAL EXPENSE, TRAVEL	118	381	300	300	300
101230 917	WORKERS COMPENSATION	7,906	1,487	971	966	1,063
101230 934	MAINTENANCE CONTRACTS	660	34	500	0	0
101230 948	COMPUTER RENTAL	9,947	12,219	9,268	9,268	8,804
101230 957	PUBLICATIONS	0	0	0	600	1,500
101230 958	MEMBERSHIPS & DUES	350	430	430	500	500
101230 960	EDUCATION, TRAINING & WORKSH	814	1,165	2,250	4,250	2,295
<b>TOTAL FINANCE DEPT</b>		<b>318,504</b>	<b>262,017</b>	<b>265,700</b>	<b>274,167</b>	<b>282,245</b>
<b>TREASURERS</b>						
101253 703	SALARY OF ELECTED OFFICIAL	6,231	6,877	9,000	9,000	9,000
101253 706	SALARIES & WAGES	166,867	144,006	122,163	122,163	64,976
101253 709	OVERTIME	6,897	7,420	9,000	7,500	500
101253 713	DENTAL M.E.	4,404	3,923	3,060	3,213	1,602
101253 715ME	SOCIAL SECURITY ME	14,095	12,874	11,564	11,564	6,519
101253 718	SICK LEAVE PAY	4,085	4,085	3,869	4,671	3,006
101253 719	HOSPITALIZATION ME	23,774	24,166	18,877	24,428	18,376
101253 719C	PRESCRIPTION RDR-CLAIMS PRO	7,110	6,934	7,500	7,500	3,000
101253 719D	LONG TERM DISABILITY	980	924	806	806	429
101253 719G	VISION INSURANCE	971	788	602	819	417
101253 720	LIFE INSURANCE M.E.	1,148	832	669	723	351
101253 721	LONGEVITY	600	1,763	1,674	1,674	774
101253 723	VACATION PAY	0	1,611	4,414	2,500	1,625
101253 727	OFFICE SUPPLIES	3,091	2,343	5,000	4,500	4,000
101253 779CM	CLOTHING MAINTENANCE	900	900	675	675	338
101253 818P	PROGRAMMING	958	0	500	500	500
101253 860	GENERAL EXPENSE, TRAVEL	15	287	300	300	300
101253 917	WORKERS COMPENSATION	573	632	429	427	235
101253 934	MAINTENANCE CONTRACTS	2,707	2,617	2,800	2,916	2,916
101253 948	COMPUTER RENTAL	8,591	10,553	7,623	7,623	7,247
101253 958	MEMBERSHIPS & DUES	80	80	80	80	80
101253 960	TRAINING-SCHOOL	868	1,858	200	200	200
101253 962C	CASHIER DIFFERENCE	0	(104)	0	250	250
<b>TOTAL TREASURY</b>		<b>254,944</b>	<b>235,369</b>	<b>210,805</b>	<b>214,032</b>	<b>126,641</b>
<b>BUILDINGS &amp; GROUND</b>						
101263 706	SALARIES & WAGES	154,953	117,272	87,652	87,652	87,652
101263 707	PART-TIME TEMPORARY HELP	4,350	9,984	20,000	15,000	0
101263 709	OVERTIME	15,279	14,096	12,000	8,000	4,000
101263 713	DENTAL M.E.	3,390	2,669	2,040	2,142	2,136
101263 715ME	SOCIAL SECURITY ME	13,437	10,971	9,489	9,489	9,489
101263 718	SICK LEAVE PAY	2,431	514	2,359	2,359	2,359

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101263 719	HOSPITALIZATION ME	22,271	19,014	14,317	22,732	25,005
101263 719C	PRESCRIPTION RDR-CLAIMS PRO	7,503	3,271	4,500	4,500	2,500
101263 719D	LONG TERM DISABILITY	791	682	579	579	579
101263 719G	VISION INSURANCE	888	504	314	567	624
101263 720	LIFE INSURANCE M.E.	897	579	446	482	468
101263 721	LONGEVITY	454	1,142	1,143	908	908
101263 724	DEPT HEADS INLIEU OF OT	299	0	0	0	0
101263 727	OFFICE SUPPLIES	38	0	0	0	0
101263 757	OPERATIONAL SUPPLIES	1,684	1,188	2,000	1,500	1,250
101263 777	CUSTODIAL SUPPLIES	7,602	11,520	12,000	11,000	11,000
101263 778	MAINTENANCE OF EQUIPMENT	125	125	1,000	1,000	1,000
101263 779	CLOTHING LAUNDRY/SHOES	897	860	750	750	750
101263 779CM	CLOTHING MAINTENANCE	225	225	0	0	0
101263 780	SAFETY SHOES	130	150	300	300	300
101263 801	JANITORIAL SERVICE	132,669	129,961	125,000	125,000	125,000
101263 818	CONTRACTUAL SERVICES	3,808	7,895	4,000	4,000	4,000
101263 828	PHYSICALS	50	111	50	50	200
101263 853	TELEPHONE	71,685	90,787	86,650	89,250	89,250
101263 855	CELLULAR/PAGING SERVICES	347	460	825	500	500
101263 917	WORKERS COMPENSATION	4,276	4,432	2,806	2,806	3,087
101263 918	ALARM SYSTEM	4,900	5,385	6,825	6,825	6,825
101263 921	ELECTRIC	116,823	104,726	134,950	137,649	111,100
101263 923	HEAT	97,382	99,314	118,998	121,616	117,976
101263 927	WATER	7,399	5,668	7,500	5,058	5,766
101263 931	MAINTENANCE OF CITY BLDGS	146,961	91,997	125,000	100,000	100,000
101263 934	MAINTENANCE CONTRACTS	208	229	27,908	51,750	7,500
101263 943	EQUIPMENT RENTAL	31,606	34,318	34,318	34,318	28,500
101263 946	LEASE EXPENSE	0	82,263	329,000	329,000	329,000
101263 960	EDUCATION, TRAINING & WORKSH	0	200	300	300	300
101263 983	CAPITAL EXPENDITURES	53,016	0	0	112,900	34,840
<b>TOTAL BLDs &amp; GROUNDS</b>		<b>908,772</b>	<b>852,510</b>	<b>1,175,019</b>	<b>1,289,982</b>	<b>1,113,864</b>
<b>MUSEUM</b>						
101272 700H	HISTORICAL MUSEUM	21,000	17,000	17,000	17,000	17,000
<b>TOTAL MUSEUM</b>		<b>21,000</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>
<b>POLICE</b>						
101305 706	SALARIES & WAGES	2,713,077	2,676,600	2,667,676	2,765,738	2,742,041
101305 706C	EXTRA HELP CLERICAL	374,380	361,023	328,215	328,215	206,598
101305 706CG	CROSSING GUARDS WAGES	100,612	96,260	101,650	101,650	101,650
101305 706CS	ANIMAL CONTROL OFFICERS	90,324	83,664	54,109	125,000	86,091
101305 706R	RETRO PAY	(172,247)	0	0	0	0
101305 709	OVERTIME	227,621	272,392	388,400	390,000	351,000
101305 709C	COURT TIME	72,113	55,568	83,400	80,000	72,000
101305 709CP	OVERTIME-COMM POL	29,633	17,712	20,000	28,000	25,200
101305 709CS	OVERTIME-ANIMAL CONT OFF	5,213	4,365	5,500	5,500	1,000

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101305	709ME M.E. OVERTIME	7,898	7,884	7,000	5,500	500
101305	709S SHIFT DIFFERENTIAL	27,084	25,832	30,000	30,000	30,000
101305	709TE TRAFFIC ENFORCEMENT TEA,	100,983	73,964	20,000	0	0
101305	713 DENTAL M.E.	12,785	11,901	11,220	11,781	7,477
101305	713PF DENTAL - P&F	56,148	54,205	56,053	56,817	51,270
101305	714B BREATHALIZER CERTIF	10,400	10,400	10,400	10,400	10,400
101305	715ME SOCIAL SECURITY ME	46,177	45,106	46,409	43,145	33,716
101305	715PF SOCIAL SECURITY PF	49,049	49,042	48,413	49,972	51,609
101305	717 HOLIDAY PAY	184,475	203,695	215,000	215,000	215,000
101305	718 SICK LEAVE PAY	18,848	21,931	33,129	27,301	27,301
101305	719 HOSPITALIZATION ME	70,395	74,970	73,546	89,481	63,108
101305	719C PRESCRIPTION RDR-CLAIMS PRO	14,189	16,208	15,000	10,000	10,000
101305	719CP CLAIMS PRO-PRESCRIPT P&F	19,040	23,795	60,000	45,000	45,000
101305	719D LONG TERM DISABILITY	2,621	2,877	2,738	2,738	2,215
101305	719DP LONG TERM DIS-P&F	503	520	546	546	0
101305	719G VISION INSURANCE	2,703	2,250	1,915	2,352	1,840
101305	719GP VISION INSURANCE-P&F	14,059	11,211	8,973	12,217	13,694
101305	719PF HOSPITALIZATION P&F	411,396	467,296	505,227	515,489	558,756
101305	720 LIFE INSURANCE M.E.	3,342	2,667	3,026	3,268	2,215
101305	720PF LIFE INSURANCE - P & F	24,661	19,671	18,193	18,884	19,375
101305	721 LONGEVITY	3,852	4,381	18,193	3,706	3,399
101305	721CS LONGEVITY - ANIMAL CONTROL	1,056	528	1,056	528	1,056
101305	721PF LONGEVITY-P&F	23,561	28,667	28,183	21,903	22,574
101305	723 VACATION PAY	5,260	5,111	10,288	10,288	10,288
101305	723PF VACATION PAY P&F	148,586	211,625	144,223	155,000	165,000
101305	724 DEPT HEADS INLIEU OF OT	1,852	1,852	1,852	1,852	1,852
101305	727 OFFICE SUPPLIES	17,557	9,434	18,000	17,000	16,000
101305	732 TERMINATION BENEFITS	0	48,670	134,313	14,830	0
101305	739 GUN ALLOWANCE	104,173	54,803	47,681	50,107	49,607
101305	740 BADGES	477	355	500	500	500
101305	741 PISTOL RANGE EXPENSE	4,461	3,915	4,500	4,500	4,500
101305	746 DOG POUND EXPENSE	12,083	10,659	353	0	0
101305	757 OPERATIONAL SUPPLIES	8,841	8,009	9,500	9,500	9,000
101305	761 MEALS FOR PRISONERS	22,448	15,436	23,000	23,000	23,000
101305	768 UNIFORM MAINT. ALLOW	41,162	39,888	37,600	37,600	39,200
101305	768CG CROSSING GUARD UNIFORMS	6,662	1,940	2,800	6,380	6,680
101305	768E ENVIRONMENTAL OFF. UNFRMS	3,661	3,588	4,500	5,000	4,500
101305	776 DETENTION OFFICERS	132,542	131,281	140,000	140,000	140,000
101305	777 CUSTODIAL SUPPLIES	418	0	0	0	0
101305	779CM CLOTHING MAINTENANCE	1,950	1,950	1,125	1,525	1,300
101305	779P LAUNDRY PRISONERS	8,890	8,932	15,000	15,000	15,000
101305	779R RESERVE OFFICER EXPENSE	3,163	68	2,000	2,000	2,000
101305	779VA VEHICLE ALLOWANCE	4,000	4,000	4,000	4,000	4,000
101305	807 ACTUARIAL FEE	0	620	0	2,500	2,500

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT		DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101305	818	CONTRACTUAL SERVICES	735	0	28,094	28,840	29,705
101305	828	PHYSICALS	8,748	6,618	20,000	20,000	20,000
101305	831	DEPT SERVICES	0	0	0	150	0
101305	841	CRIME PATROL WATCH	5,348	4,474	6,000	6,000	6,000
101305	851	RADIO MAINTENANCE	2,436	4,022	6,000	6,000	6,000
101305	854	LEIN	14,972	14,038	16,000	16,000	16,000
101305	860	GENERAL EXPENSE, TRAVEL	357	604	500	1,000	1,000
101305	867	DETECTIVE EXPENSE	1,250	1,800	1,800	1,800	1,800
101305	917	WORKERS COMPENSATION	75,841	78,134	65,372	63,147	74,460
101305	931P	PISTOL RANGE EX PENSE	0	37	500	500	500
101305	933	MAINTENANCE OF EQUIPMENT	8,771	4,374	6,000	5,400	6,000
101305	934	MAINTENANCE CONTRACTS	12,405	15,703	16,900	16,900	16,900
101305	934C	MAINTENANCE COMPUTER	49,771	15,698	39,845	40,445	40,445
101305	939	MOTOR EQUIP-MAINTENANCE	(108)	0	400	400	400
101305	943	EQUIPMENT RENTAL	375,000	250,000	250,000	250,000	250,000
101305	948	COMPUTER RENTAL	41,398	39,212	84,765	84,765	80,466
101305	955	CROSSING GUARD EXPENSES	0	0	200	200	200
101305	958	MEMBERSHIPS & DUES	564	870	1,680	0	0
101305	956	MISCELLANEOUS	0	7	0	1,680	1,680
101305	960	TRAINING-SCHOOL	8,042	16,698	30,000	29,350	30,000
101305	974	LANDSCAPING	0	0	250	0	0
101305	983	CAPITAL EXPENDITURES	3,272	112,278	75,000	0	0
<b>TOTAL POLICE DEPARTMENT</b>			<b>5,682,941</b>	<b>5,853,283</b>	<b>6,113,711</b>	<b>6,073,290</b>	<b>5,832,568</b>
<b>FIRE</b>							
101340	706	SALARIES & WAGES	1,931,356	1,861,913	1,836,411	1,792,804	1,863,497
101340	706ME	CLERICAL	0	0	38,125	38,125	38,125
101340	706R	RETRO PAY	(103,633)	0	0	0	0
101340	707	PART TIME TEMPORARY HELP	413	0	0	0	0
101340	708	SPECIAL DUTY ALLOWANCE	77,350	79,500	81,050	79,350	81,050
101340	709	OVERTIME	447,444	341,442	400,000	400,000	360,000
101340	709ME	M.E. OVERTIME	1,092	3,128	2,059	2,000	500
101340	713	DENTAL M.E.	1,101	1,082	1,020	1,071	1,068
101340	713PF	DENTAL - P&F	35,230	34,620	32,640	34,272	33,112
101340	715ME	SOCIAL SECURITY ME	3,331	3,246	3,177	3,177	3,024
101340	715PF	SOCIAL SECURITY PF	29,412	27,941	28,950	37,620	37,620
101340	717	HOLIDAY PAY	96,182	153,529	142,300	94,845	96,304
101340	717L	IN LIEU OF HOLIDAY PAY	73,884	19,915	21,026	70,456	71,540
101340	718	SICK LEAVE PAY	6,736	6,049	32,824	28,523	10,658
101340	719	HOSPITALIZATION ME	9,301	10,551	8,508	11,598	12,758
101340	719C	PRESCRIPTION RDR-CLAIMS PRO	609	770	1,500	1,500	1,500
101340	719CP	CLAIMS PRO-PRESCRIPT P&F	28,736	34,006	40,000	40,000	30,000
101340	719D	LONG TERM DISABILITY	236	244	252	265	252
101340	719DP	LONG TERM DIS-P&F	503	520	564	592	0
101340	719G	VISION INSURANCE	391	299	231	315	346
101340	719GP	VISION INSURANCE-P&F	10,022	7,551	6,271	8,424	9,234

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101340 719PF	HOSPITALIZATION P&F	268,230	306,890	305,549	320,826	346,095
101340 720	LIFE INSURANCE M.E.	287	230	223	241	235
101340 720PF	PF LIFE INS	15,306	12,272	11,904	12,856	12,257
101340 721	LONGEVITY	600	600	600	600	600
101340 721PF	LONGEVITY-P&F	26,970	26,251	26,276	18,384	18,345
101340 723PF	VACATION PAY P&F	88,616	85,151	126,906	116,000	100,000
101340 727	OFFICE SUPPLIES	4,512	3,633	4,200	4,000	3,500
101340 730FG	OPER SUPPLIES-FEMA GRANT	7,060	0	0	0	0
101340 732	TERMINATION BENEFITS	0	94,792	27,927	0	0
101340 757	OPERATIONAL SUPPLIES	27,543	33,202	24,224	29,000	28,000
101340 768	UNIFORM MAINT. ALLOW	24,384	25,993	25,600	22,400	24,800
101340 777	CUSTODIAL SUPPLIES	1,888	2,384	2,200	2,200	2,200
101340 778	EQUIPMENT MAINTENANCE	1,000	0	2,000	2,000	2,000
101340 779	CLOTHING LAUNDRY/SHOES	1,987	440	800	800	400
101340 779CM	CLOTHING MAINTENANCE	225	225	225	225	225
101340 807	ACTUARIAL FEE	0	340	0	2,500	2,500
101340 818	CONTRACTUAL SERVICES	0	10,981	10,000	10,000	10,000
101340 828	PHYSICALS	6,453	4,574	9,070	7,500	6,500
101340 851	RADIO MAINTENANCE	3,088	3,984	4,000	4,000	3,000
101340 855	CELLULAR/PAGING SERVICES	1,204	1,470	1,500	1,500	1,500
101340 869	FOOD ALLOWANCE	45,250	50,129	48,993	52,842	53,655
101340 917	WORKERS COMPENSATION	70,671	65,861	58,839	58,839	69,723
101340 931	MAINTENANCE OF BUILDING	2,101	1,796	1,800	1,800	1,000
101340 933	MAINTENANCE OF EQUIPMENT	2,611	2,515	4,346	4,500	4,500
101340 943	EQUIPMENT RENTAL	100,000	100,000	100,000	100,000	100,000
101340 948	COMPUTER RENTAL	28,609	32,287	36,105	36,105	34,247
101340 958	MEMBERSHIPS & DUES	1,441	969	1,416	1,416	1,416
101340 960	TRAINING-SCHOOL	23,005	11,291	15,000	14,000	10,000
101340 960C	CERTIFICATIONS & LICENSING	693	480	600	600	600
101340 981	FURNITURE PURCHASES	3,414	5,571	0	0	0
101340 983	CAPITAL EXPENDITURES	9,554	0	0	0	0
101340 983FG	CAPITAL PURCH-FEMA GRANT	63,307	0	0	0	0
<b>TOTAL FIRE DEPARTMENT</b>		<b>3,479,706</b>	<b>3,470,615</b>	<b>3,527,211</b>	<b>3,470,071</b>	<b>3,487,886</b>
<b>BUILDING DEPT</b>						
101380 706	SALARIES & WAGES	284,358	266,051	299,943	298,043	226,062
101380 709	OVERTIME	621	377	500	500	500
101380 713	DENTAL M.E.	7,670	7,133	7,140	7,497	5,341
101380 715ME	SOCIAL SECURITY ME	23,292	23,367	24,650	24,650	18,440
101380 718	SICK LEAVE PAY	4,879	14,318	4,060	5,021	2,402
101380 719	HOSPITALIZATION M.E.	37,025	38,265	37,296	47,555	28,487
101380 719C	PRESCRIPTION RDR-CLAIMS PRO	4,483	5,772	4,000	4,000	3,000
101380 719D	LONG TERM DISABILITY	1,384	1,640	1,980	1,968	1,466
101380 719G	VISION INSURANCE	1,972	1,617	1,480	1,892	1,458
101380 720	LIFE INSURANCE	2,200	1,609	1,710	1,847	1,324

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101380 721	LONGEVITY	1,793	2,554	2,500	2,500	1,800
101380 723	VACATION PAY	4,124	10,828	2,500	2,500	2,500
101380 724	DEPT HEADS INLIEU OF OT	2,213	2,213	0	2,804	2,804
101380 727	OFFICE SUPPLIES	6,007	4,400	7,000	5,000	4,500
101380 779CM	CLOTHING MAINTENANCE	1,550	1,550	1,350	1,350	1,350
101380 818	CONTRACTUAL SERVICES	2,410	6,079	5,000	6,000	2,500
101380 818L	ANNUAL SOFTWARE LICENSE	1,400	1,440	1,400	1,440	1,520
101380 818P	PROGRAMMING	250	0	250	250	250
101380 822	CONTRACTUAL INSPECT FEES	73,207	58,710	68,000	68,000	68,000
101380 822C	COMPLAINT INSPECTIONS	488	455	400	400	400
101380 855	CELLULAR/PAGING SERVICES	1,833	1,623	1,850	1,850	1,716
101380 860	GENERAL EXPENSE TRAVEL	368	30	500	500	500
101380 902	ZONING BOARD OF APPEALS	0	915	1,000	1,000	1,000
101380 917	WORKERS COMPENSATION	2,690	2,594	2,243	2,243	2,225
101380 934	MAINTENANCE CONTRACTS	40	0	200	200	200
101380 943	EQUIPMENT RENTAL	24,090	37,908	37,908	37,908	27,100
101380 948	COMPUTER RENTAL	14,016	17,218	12,044	12,044	11,435
101380 958	MEMBERSHIPS & DUES	325	275	430	275	275
101380 960	TRAINING-SCHOOL	217	75	500	500	500
101380 960C	CERTIFICATIONS & LICENSING	0	270	0	0	0
<b>TOTAL BUILDING</b>		<b>504,905</b>	<b>509,285</b>	<b>527,834</b>	<b>539,737</b>	<b>419,055</b>
<b>EMERGENCY</b>						
101429 950D	DRANO	31,349	31,349	31,350	0	0
<b>TOTAL EMERG MGT</b>		<b>31,349</b>	<b>31,349</b>	<b>31,350</b>	<b>0</b>	<b>0</b>
<b>ENGINEERING</b>						
101441 703	SALARIES & WAGES	822	0	0	0	0
101441 713	DENTAL ME	22	0	0	0	0
101441 715ME	SOCIAL SECURITY ME	63	0	0	0	0
101441 719	HOSPITALIZATION ME	194	0	0	0	0
101441 719G	VISION INSURANCE	8	0	0	0	0
101441 720	LIFE INSURANCE	9	0	0	0	0
101441 722DB	ICMA RETIREMENT PLAN	(599)				
101441 821	ENGINEERING SURVEYS,	93	0	0	0	0
<b>TOTAL ENGINEERING</b>		<b>612</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>DEPARTMENT OF PUBLIC SERVICES</b>						
101445 706	SALARIES & WAGES	96,623	100,475	0	0	0
101445 707	PART TIME TEMPORARY HELP	30	966	0	0	0
101445 709	OVERTIME	6,681	2,765	0	0	0
101445 713	DENTAL M.E.	2,636	3,103	0	0	0
101445 715ME	SOCIAL SECURITY ME	7,947	8,035	0	35	0
101445 718	SICK LEAVE PAY	0	575	0	0	0
101445 719	HOSPITALIZATION M.E.	18,020	25,080	0	0	0
101445 719C	PRESCRIPTION RDR-CLAIMS PRO	582	485	0	0	0
101445 719D	LONG TERM DISABILITY	238	731	0	0	0

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT DESCRIPTION			2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101445	719G	VISION INSURANCE	603	640	0	0	0
101445	720	LIFE INSURANCE	677	658	0	0	0
101445	721	LONGEVITY	0	0	0	454	0
101445	727	OFFICE SUPPLIES	7,627	3,104	5,000	2,500	2,250
101445	755G	SAFETY GLASSES	138	113	180	234	250
101445	757	OPERATIONAL SUPPLIES	6,934	7,170	9,000	4,500	2,500
101445	779	CLOTHING LAUNDRY/SHOES	551	108	0	0	0
101445	779CM	CLOTHING MAINTENANCE	425	225	0	0	0
101445	780	SAFETY SHOES	0	0	500	500	500
101445	818	CONTRACTUAL SERVICES	69,360	104,600	100,000	0	0
101445	828	PHYSICALS	75	20	150	150	150
101445	855	CELLULAR/PAGING SERVICES	164	279	200	200	200
101445	860	GENERAL EXPENSE TRAVEL	42	10	100	0	0
101445	917	WORKERS COMPENSATION	1,251	1,019	0	0	0
101445	930	REPLACE SIDEWALKS-MAINT	329,217	177,185	50,000	100,000	50,000
101445	934	MAINTENANCE CONTRACTS	728	229	500	250	275
101445	946	LEASE EXPENSE	0	3,342	3,342	3,342	3,342
101445	948	COMPUTER RENTAL	14,016	18,885	24,427	24,427	23,172
101445	956	MISCELLANEOUS	126	400	400	300	300
101445	958	MEMBERSHIP & DUES	483	82	0	0	0
101445	960	TRAINING - SCHOOL	398	1,196	0	0	0
101445	983	CAPITAL EXPENDITURES	2,785	0	0	0	0
<b>TOTAL DPS</b>			<b>568,357</b>	<b>461,478</b>	<b>193,799</b>	<b>136,892</b>	<b>82,939</b>
<b>STREET LIGHTING</b>							
101450	926	STREET LIGHTINGCHARGES	482,455	467,500	490,350	505,060	484,893
<b>TOTAL STREET LIGHTING</b>			<b>482,455</b>	<b>467,500</b>	<b>490,350</b>	<b>505,060</b>	<b>484,893</b>
<b>SOCIAL SERVICES</b>							
101670	850	BOARDING OF PRISONERS	132,949	177,856	157,500	162,225	162,225
<b>TOTAL SOCIAL SERVICES</b>			<b>132,949</b>	<b>177,856</b>	<b>157,500</b>	<b>162,225</b>	<b>162,225</b>
<b>PARKS &amp; FORESTRY</b>							
101704	706	SALARIES & WAGES	123,315	133,586	131,477	131,477	46,426
101704	707	PART-TIME TEMPORARY HELP	58,464	63,423	35,000	50,000	0
101704	709	OVERTIME	43,721	22,217	10,000	9,000	4,500
101704	713	DENTAL M.E.	2,865	3,243	3,192	3,448	1,068
101704	715ME	SOCIAL SECURITY ME	17,699	17,463	15,376	15,376	4,716
101704	718	SICK LEAVE PAY	4,525	7,108	6,837	14,752	2,500
101704	719	HOSPITALIZATION M.E.	19,999	22,666	23,647	26,907	12,248
101704	719C	PRESCRIPTION RDR-CLAIMS PRO	4,360	4,714	5,000	3,500	2,000
101704	719D	LONG TERM DISABILITY	684	739	868	868	307
101704	719G	VISION INSURANCE	649	604	486	617	278
101704	720	LIFE INSURANCE	805	668	715	772	234
101704	721	LONGEVITY	2,495	1,815	1,361	1,361	454
101704	723	VACATION PAY	0	0	0	3,286	3,286

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101704 757	OPERATIONAL SUPPLIES	34,495	37,951	20,000	19,000	17,000
101704 779	CLOTHING LAUNDRY/SHOES	1,243	1,584	1,346	1,346	1,346
101704 780	SAFETY SHOES	1,327	598	1,000	1,000	1,000
101704 828	PHYSICALS	225	149	150	150	175
101704 855	CELLULAR/PAGING SERVICES	276	283	234	234	237
101704 917	WORKERS COMPENSATION	13,328	6,977	5,281	5,281	1,500
101704 918	ALARM SYSTEM	758	813	850	850	850
101704 921	ELECTRIC	10,552	9,147	14,700	7,455	7,828
101704 923	HEAT	9,208	7,196	11,204	7,681	8,065
101704 927	WATER	369	678	650	665	450
101704 933	MAINTENANCE OF EQUIPMENT	2,925	264	3,000	2,500	2,500
101704 935P	MAINTENANCE OF PARK	28,313	16,919	25,000	20,000	20,000
101704 943	EQUIPMENT RENTAL	116,017	43,661	43,661	43,661	41,500
101704 958	MEMBERSHIPS & DUES	185	185	450	450	600
101704 960	TRAINING-SCHOOL	1,219	1,405	1,500	1,500	1,500
<b>TOTAL PARKS &amp; FORESTRY</b>		<b>500,023</b>	<b>406,056</b>	<b>362,985</b>	<b>373,137</b>	<b>182,568</b>
<b>PARKS &amp; REC</b>						
101708 706	SALARIES & WAGES	140,957	108,568	68,581	68,581	70,104
101708 707	PART-TIME TEMPORARY HELP	126,013	117,222	118,000	110,000	103,600
101708 707P	PLAYGROUND HELP-SUMMER	17,745	23,098	32,000	32,000	32,000
101708 709	OVERTIME	1,240	479	2,500	1,000	500
101708 713	DENTAL M.E.	3,296	2,598	1,530	1,606	1,602
101708 715ME	SOCIAL SECURITY ME	22,829	20,765	18,559	18,559	18,674
101708 718	SICK LEAVE PAY	3,411	9,120	590	3,686	2,352
101708 719	HOSPITALIZATION M.E.	7,961	5,771	3,240	3,240	3,360
101708 719C	PRESCRIPTION RDE-CLAIMS PRO	100	86	2,500	2,500	2,000
101708 719D	LONG TERM DISABILITY	730	717	453	453	463
101708 719G	VISION INSURANCE	925	658	347	471	519
101708 720	LIFE INSURANCE	1,077	726	468	505	478
101708 721	LONGEVITY	1,194	1,350	375	375	375
101708 723	VACATION PAY	4,920	9,891	5,856	4,700	3,075
101708 724	DEPT HEADS INLIEU OF OT	2,436	2,436	1,218	1,218	1,280
101708 727	OFFICE SUPPLIES	2,904	4,042	5,000	4,500	4,000
101708 727SC	SUPPLIES -SR CENTER	974	901	2,000	2,000	2,000
101708 755	MEDICAL SUPPLIES	0	0	300	300	300
101708 760	AWARDS	2,358	2,026	3,500	3,000	2,000
101708 760S	RECREATION SUPPLIES	13,546	10,730	18,000	18,000	15,000
101708 762C	SUMMER CONCERT SERIES	8,502	7,354	9,000	9,000	7,500
101708 764	SENIOR CITIZENS CLUB	3,251	1,120	4,000	4,000	2,000
101708 765	SMART BUS	2,550	3,613	5,000	3,600	3,600
101708 779CM	CLOTHING MAINTENANCE	650	425	225	225	225
101708 800	CONTRACTUAL PART-TIME	17,362	24,753	25,000	25,000	25,000
101708 818	CONTRACTUAL SERVICES	11,415	4,531	3,000	3,000	2,000
101708 828	PHYSICALS	1,255	143	500	500	500
101708 855	CELLULAR/PAGING SERVICES	133	482	500	750	750

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT		DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101708	860	GENERAL EXPENSE TRAVEL	243	369	250	250	250
101708	870	MILEAGE	34	249	400	400	400
101708	873	TOURNAMENTS-ENTRY FEE	0	0	1,000	1,000	250
101708	885	SPECIAL EVENTS	(394)	0	0	0	0
101708	901	ADVERTISING	17,000	30,450	30,000	30,000	30,000
101708	917	WORKERS COMPENSATION	5,847	6,154	4,123	4,123	4,535
101708	934	MAINTENANCE CONTRACTS	0	2,107	2,278	2,278	2,278
101708	942	SCHOOL BOARD FEES	770	0	750	795	795
101708	943	EQUIPMENT RENTAL	76,919	37,589	37,589	37,589	37,589
101708	943V	EQUIPMENTRENTAL-VENDOR	1,320	0	1,500	1,500	1,500
101708	948	COMPUTER RENTAL	12,660	15,552	5,294	5,294	4,722
101708	957	PUBLICATIONS	581	1,800	2,400	2,400	2,400
101708	958	MEMBERSHIPS & DUES	78	337	820	820	820
101708	960	TRAINING-SCHOOL	50	285	900	900	900
<b>TOTAL PARKS &amp; REC</b>			<b>514,841</b>	<b>458,497</b>	<b>419,546</b>	<b>410,118</b>	<b>391,696</b>
<b>COMMUNITY CENTER</b>							
101720	707	PART-TIME TEMPORARY HELP	112,936	8,813	0	112,000	0
101720	707C	PART-TIME CONCESSION HELP	16,619	669	0	16,620	0
101720	707M	PART-TIME MAINT MAN	33,678	236	0	34,700	0
101720	709M	OVERTIME MAINT MEN	195	0	0	500	0
101720	715ME	SOCIAL SECURITY ME	12,413	743	0	12,500	0
101720	727	OFFICE SUPPLIES	878	0	0	1,500	0
101720	750	CONCESSION STAND PURCHASES	16,146	0	0	17,000	0
101720	758	POOL & RINK SUPPLIES	4,868	0	0	6,000	0
101720	760	AWARDS	184	0	0	500	0
101720	777	CUSTODIAL SUPPLIES	1,144	0	0	1,000	0
101720	777P	POOL SUPPLIES	5,642	0	0	6,000	0
101720	778	EQUIPMENT MAINTENANCE	13,687	0	0	13,700	0
101720	779	CLOTHING LAUNDRY/SHOES	728	0	0	850	0
101720	800	CONTRACTUAL PART-TIME	24,632	0	0	24,640	0
101720	801	JANITORIAL SERVICE	23,593	0	0	23,600	0
101720	818	CONTRACTUAL SERVICES	0	112,078	433,100	0	0
101720	853	TELEPHONE CHARGES	5,416	379	0	5,775	0
101720	873	TOURNAMENTS-ENTRY FEE	75	0	0	150	0
101720	880C	CONSULTING FEES	1,229	0	0	1,250	0
101720	901	ADVERTISING	12,904	0	0	12,000	0
101720	913	INSURANCE-FLEET & LIABILITY	0	2,875	0	3,519	0
101720	917	WORKERS COMPENSATION	3,863	4,044	0	3,400	0
101720	918	ALARM SYSTEM	1,090	387	0	1,160	0
101720	921	ELECTRIC	88,559	24,533	0	97,415	0
101720	923	HEAT	37,927	3,226	0	41,720	0
101720	927	WATER	15,033	1,982	0	42,091	0
101720	931	MAINTENANCE OF BUILDING	16,195	0	0	15,000	0

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101720 934	MAINTENANCE CONTRACTS	1,524	32	0	0	0
101720 948	COMPUTER RENTAL	15,373	0	0	12,500	0
101720 958	MEMBERSHIPS & DUES	1,454	535	0	1,525	0
101720 960	TRAINING-SCHOOL	175	0	0	500	0
101720 960C	CERTIFICATIONS & LICENSING	1,302	0	0	1,300	0
<b>TOTAL COMM CENTER</b>		<b>469,463</b>	<b>160,532</b>	<b>433,100</b>	<b>510,415</b>	<b>0</b>
<b>LIBRARY</b>						
101735 707	PART-TIME TEMPORARY HELP	5,073	6,336	205	0	0
101735 715ME	SOCIAL SECURITY ME	388	514	0	0	0
101735 727	OFFICE SUPPLIES	298	4	0	0	0
101735 827	COUNTY CHARGES	237,820	385,821	225,339	267,840	267,487
101735 917	WORKER'S COMPENSATION	11	16	0	0	0
101735 946	LEASE EXPENSE	2,342	3,700	3,411	3,411	3,411
101735 948	COMPUTER RENTAL	22,155	15,552	0	0	0
<b>TOTAL LIBRARY</b>		<b>268,087</b>	<b>411,943</b>	<b>228,955</b>	<b>271,251</b>	<b>270,898</b>
<b>DISTRICT COURT</b>						
101760 703	JUDGES SALARIES	1,410,689	1,197,498	1,411,786	1,442,845	155,129
101760 706	WAGES					393,840
101760 707	PART-TIME TEMPORARY HELP					55,006
101760 713	DENTAL					15,725
101760 715ME	SOCIAL SECURITY ME					46,211
101760 719	HOSPITALIZATION M.E.					161,000
101760 719C	PRESCRIPTIONS-CLAIMS PRO					0
101760 719D	LONG TERM DISABILITY					3,500
101760 719G	VISION INSURANCE					2,800
101760 719R	RETIREE HEALTH INSURANCE					123,600
101760 720	LIFE INSURANCE					2,700
101760 722DB	ICMA RETIREMENT PLAN					8,200
101760 722ME	M.E. RETIREMENT					195,154
101760 727	OFFICE SUPPLIES					18,000
101760 778	EQUIPMENT MAINTENANCE					10,000
101760 801	JANITORIAL SERVICES					12,680
101760 808	AUDIT SERVICES					4,500
101760 818	CONTRACTUAL SERVICES					25,000
101760 826	LEGAL FEES					27,000
101760 826I	INTERPRETERS					8,000
101760 826J	JURY FEES					1,000
101760 826W	WITNESS FEES					7,800
101760 850C	COMMUNICATIONS					13,000
101760 860	GENERAL EXPENSE, TRAVEL					4,000
101760 913	INSURANCE					5,200
101760 917	WORKER'S COMPENSATION					3,500
101760 921	ELECTRIC					14,000
101760 923	HEAT					8,000

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101760 927	WATER					700
101760 934C	COMPUTER MAINTENANCE					15,000
101760 957	PUBLICATIONS					0
101760 958	MEMBERSHIPS & DUES					2,600
101760 960	EDUCATION AND TRAINING					0
<b>TOTAL DISTRICT COURT</b>		<b>1,410,689</b>	<b>1,197,498</b>	<b>1,411,786</b>	<b>1,442,845</b>	<b>1,342,845</b>
<b>PLANNING COMMISSION</b>						
101805 727	OFFICE SUPPLIES	731	676	1,900	1,500	1,000
101805 880C	CONSULTING FEES	4,480	3,934	3,600	4,800	10,500
101805 901	ADVERTISING	1,312	366	2,000	2,000	1,500
<b>TOTAL PLANNING COMM</b>		<b>6,522</b>	<b>4,976</b>	<b>7,500</b>	<b>8,300</b>	<b>13,000</b>
<b>COMM DEVELOPMENT</b>						
101857 706	SALARIES & WAGES	21,478	25,191	12,000	9,183	9,183
101857 713	DENTAL M.E.	210	352	210	227	210
101857 715ME	SOCIAL SECURITY ME	1,477	1,965	809	809	809
101857 718	SICK LEAVE PAY	414	544	0	544	544
101857 719	HOSPITALIZATION M.E.	1,716	3,363	1,948	2,227	1,948
101857 719C	PRESCRIPTION RDR-CLAIMS PRO	3,220	5,044	0	50	1,500
101857 719D	LONG TERM DISABILITY	72	116	61	61	61
101857 719G	VISION INSURANCE	57	87	78	78	78
101857 720	LIFE INSURANCE M.E.	76	93	54	58	54
101857 721	LONGEVITY	47	0	95	95	95
101857 723	VACATION PAY	807	0	708	708	708
101857 727	OFFICE SUPPLIES	0	122	0	0	0
101857 779CM	CLOTHING MAINTENANCE	0	0	45	45	45
101857 917	WORKERS COMPENSATION	48	99	37	39	31
101857 948	COMPUTER RENTAL	587	7,165	1,640	1,640	1,559
101857 958	MEMBERSHIPS & DUES		480	0	0	0
<b>TOTAL COMM PLANNING</b>		<b>30,212</b>	<b>44,621</b>	<b>17,685</b>	<b>15,764</b>	<b>16,825</b>
<b>GENERAL GOVERNMENT</b>						
101923 702	ACCRUED WAGES	69,168	62,640	150,000	125,000	65,000
101923 703B	BOARD OF REVIEW	801	600	1,000	1,000	2,000
101923 706	SALARY OF ASSISTANTS	0	7,692	0	0	0
101923 706R	RETRO PAY	(38,207)	0	0	0	0
101923 707	PART-TIME TEMPORARY HELP	0	0	0	2,000	0
101923 713	DENTAL M.E.	(664)	35	0	35	35
101923 715ME	SOCIAL SECURITY ME	(555)	687	0	200	100
101923 715R	RETIRES MEDICARE REIMB	146,934	186,540	209,814	213,955	172,370
101923 719CR	CLAIMS PRO RETIRES	982,290	1,111,761	1,252,165	1,302,252	1,109,794
101923 719	HOSPITALIZATION M.E.	0	158	0		
101923 719R	RETIRES HEALTH INSURANCE	1,507,119	1,799,362	1,683,198	1,885,182	2,017,145

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101923	719D	0	8	0	0	0
101923	719G	0	8	0	0	0
101923	719VB	6,609	4,930	5,323	5,285	5,285
101923	720	0	8	0	0	0
101923	720RET	20,038	14,991	14,995	16,195	17,814
101923	722DB	19,529	18,362	19,346	19,250	19,250
101923	722HI	281,162	0	0	0	0
101923	722ME	619,193	790,759	870,305	926,875	1,055,158
101923	722PF	1,315,588	1,818,550	2,131,438	2,344,600	2,557,853
101923	727	(2,946)	(298)	0	3,000	1,500
101923	730	28,067	27,393	42,000	30,000	30,000
101923	758M	9,696	10,015	10,015	10,386	10,625
101923	807	3,500	1,040	10,000	15,000	15,000
101923	808	58,394	66,475	60,825	72,500	70,000
101923	810C	22,779	34,123	35,000	45,000	45,000
101923	813PS	415	1,104	1,500	1,500	1,500
101923	818	9,845	(450)	11,060	155,000	155,000
101923	818WP	1,315	2,770	1,780	1,900	1,900
101923	826	5,176	2,556	0	3,000	3,000
101923	828	115	229	200	200	200
101923	833	77,424	106,836	82,000	90,000	125,000
101923	855	0	448	0	0	0
101923	880C	20,031	36,867	30,000	30,000	25,000
101923	880CI	341	240	500	500	500
101923	880DB	173	169	100	100	100
101923	880H	0	0	100	100	100
101923	880L	200	200	200	200	200
101923	880S	0	0	100	100	100
101923	880Y	0	0	100	100	100
101923	881	0	22	100	765	100
101923	890	0	0	55,000	50,000	25,000
101923	901	107	0	1,000	750	750
101923	913	439,033	424,947	374,838	388,392	400,044
101923	916	18,064	2,153	18,000	7,500	7,500
101923	917	0	0	0	0	1,624
101923	934	2,712	3,140	3,500	3,500	3,500
101923	946	2,361	2,360	2,337	2,337	2,337
101923	952	735	620	735	735	825
101923	953	2,938	2,478	2,895	2,895	2,895
101923	956	34,261	7,552	7,500	4,800	5,000
101923	961	1,261	789	7,500	7,500	7,500
101923	961G	12,199	(142)	15,000	15,000	15,000
101923	962	239,592	153,374	200,000	180,000	140,000
101923	963	0	0	9,500	77,344	9,500

## GENERAL FUND EXPENDITURE DETAIL

ACCOUNT	DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2009/10 ADOPTED
101923 9632	PAYMENT INLIEU OF SCHOOL	0	0	12,000	88,237	12,000
101923 965226	CONTRIBUTION TO SANITATION	117,100	0	0	97,083	0
101923 975	LAND SALES EXP	26,935	2,824	15,000	12,000	12,000
<b>TOTAL GEN GOVERNMENT</b>		<b>6,060,827</b>	<b>6,706,927</b>	<b>7,347,969</b>	<b>8,239,253</b>	<b>8,152,204</b>
<b>MOTOR POOL</b>						
101932 706	SALARIES & WAGES	1,606	0	0	0	0
101932 713	DENTAL M.E.	88	0	0	0	0
101932 715ME	SOCIAL SECURITY M.E.	123	0	0	0	0
101932 719D	LONG TERM DISABILITY	21	0	0	0	0
101932 720	LIFE INSURANCE	22	0	0	0	0
101932 751	GAS OIL ANTIFREEZE	20	0	0	0	0
101932 778	EQUIPMENT MAINTENANCE	562	0	0	0	0
101932 778V	OUTSIDE VENDOR - PARTS	148	0	0	0	0
<b>TOTAL MOTOR POOL</b>		<b>2,590</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>		<b>22,624,087</b>	<b>22,712,641</b>	<b>23,884,468</b>	<b>24,949,723</b>	<b>23,352,647</b>

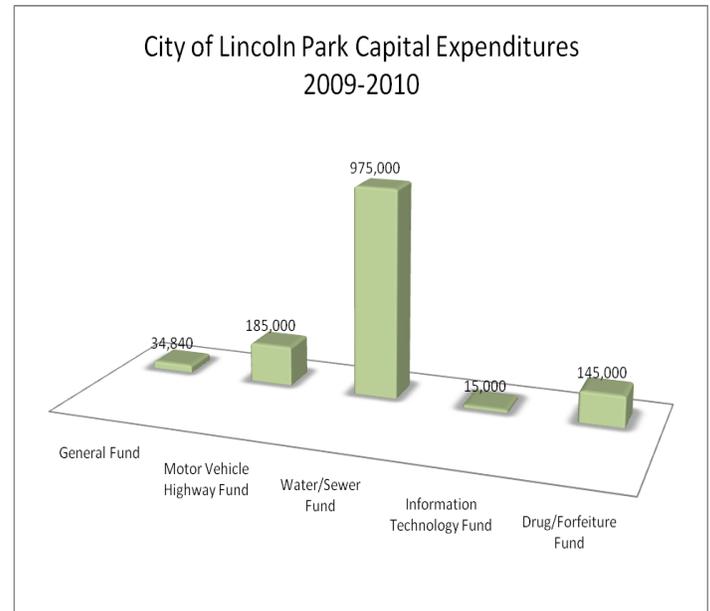


# **CAPITAL IMPROVEMENT PLAN**



## CAPITAL IMPROVEMENT PROGRAM

The City of Lincoln Park has established a five-year capital replacement plan. The Capital Improvement Program section includes capital facilities and equipment purchases greater than \$5,000 in value and of a non-routine nature. It has been the goal of the city to use pay-as-you-go to finance capital purchases in an effort to limit the amount of debt incurred by the City. The City will maintain all its assets at a level adequate to protect the City's capital interest and to minimize future maintenance and replacement costs. The City will determine the least costly financing method for all new projects.



Fixed assets include equipment, computers, and vehicles greater than \$5,000 in value with a life expectancy of 2 years or more. All vehicles are maintained by the Motor Vehicle Fund where depreciation is calculated. Once purchased, all capital items are maintained in the inventory until they are disposed of. The purchasing of fixed assets shall be identified for purchase through the methods of emergency, replacement, or needed new. Each year changes are made to the capital replacement program based upon these three criteria.

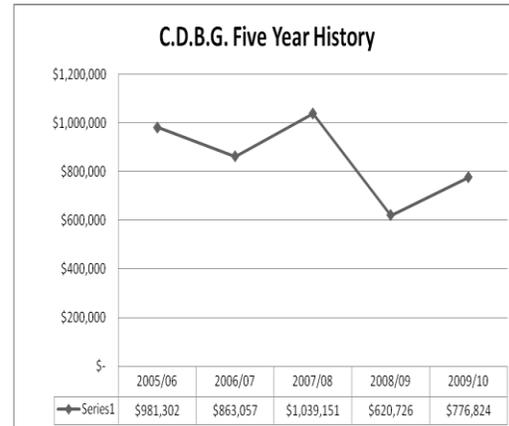
The Operating Budget impacts are shown by program year in the table that follow, and are developed using the best information currently available, then inflated for future years. They will be continually updated to reflect the most current information. These costs could include staffing, operations and maintenance, and capital equipment costs, are identified on each project detail sheet upon project approval and only the total expenditures have been incorporated in the FY 2009-10 Operating Budget. The five year program, which is a consolidation of ongoing projects and projects planned over the next five years, represents future capital improvement commitments consistent with past City Council direction and the City's 2009-10 Fiscal Goal and Plan. When capital improvements are deferred and estimates can be made, the impact on the maintenance costs are reflected and reported in the operating budget.



# CAPITAL IMPROVEMENT PROGRAM

## Community Development Block Grant Fund

The Community Development Block Grant Program utilizes funding directly from the Federal government to many aspects of community public service. In 1974, The Congress of the United States initiated the CDBG program and it replaced numerous categorical programs such as Urban Redevelopment, Model Cities, and Neighborhood Rehabilitation action grants.



The primary function of the Community Development Act is to provide local communities to structure programs to each specific need. In Lincoln Park, the monies under this program have been spent on specific activities, which aid to stabilize public services and revitalize the community while supporting the low and moderate-income persons within the Lincoln Park community.

Examples of activities undertaken in past and the present fiscal year include reconstruction of streets, water and sewer services, Parks and Recreation projects to provide additional quality of life opportunity to low and moderate income persons and Housing stock Improvements in the form of low interest loans.

Annually the City holds separate hearings on the proposed and actual use of CDBG funds and incorporates the recommendations of a citizens advisory committee closely following the program requirements to consider all opinions and concerns for the use of these funds.

For the 2009/10 budget year there is \$776,824 allocated under the CDBG Fund. Of this \$576,824 will be utilized in updated the City's infrastructure and to purchase additional equipment. By using these funds to assist in upgrades and equipment purchases, it allows the City to make upgrades to the infrastructure and purchase equipment that it otherwise may have to delay. The allocation can be broken down as follows:



## CAPITAL IMPROVEMENT PROGRAM

### Community Development Block Grant Fund Projected Capital Projects

Project	2008-09	2009-10
Streets and Utilities	\$ 300,000	\$ 266,869
Streets and Utilities(re-programmed from previous yrs)	-	\$ 183,115
Fire Fighting Equipment	45,000	22,840
Right - of - Way Work	85,726	100,000
Parks & Recreation Projects	25,000	4,000
Housing Stock Improvement Program	70,000	-
Home Rehabilitation Loans	95,000	200,000
<b>Total Capital Outlay</b>	<b>\$ 620,726</b>	<b>\$ 776,824</b>

### COUNTY GRANT FUNDS-

In addition to the above funds, in 2007 the City was awarded a grant from Wayne County, Michigan in the amount of \$100,000 to develop Prop Spinner Park. A second county grant for \$100,000 is currently pending execution of the agreement. Thirty-five Thousand Dollars (\$35,000) of this grant will be utilized at Prop Spinner Park and \$65,000 will be used in developing Lion's Park. The City anticipates using these funds during the summer of 2009.



## CAPITAL IMPROVEMENT PROGRAM

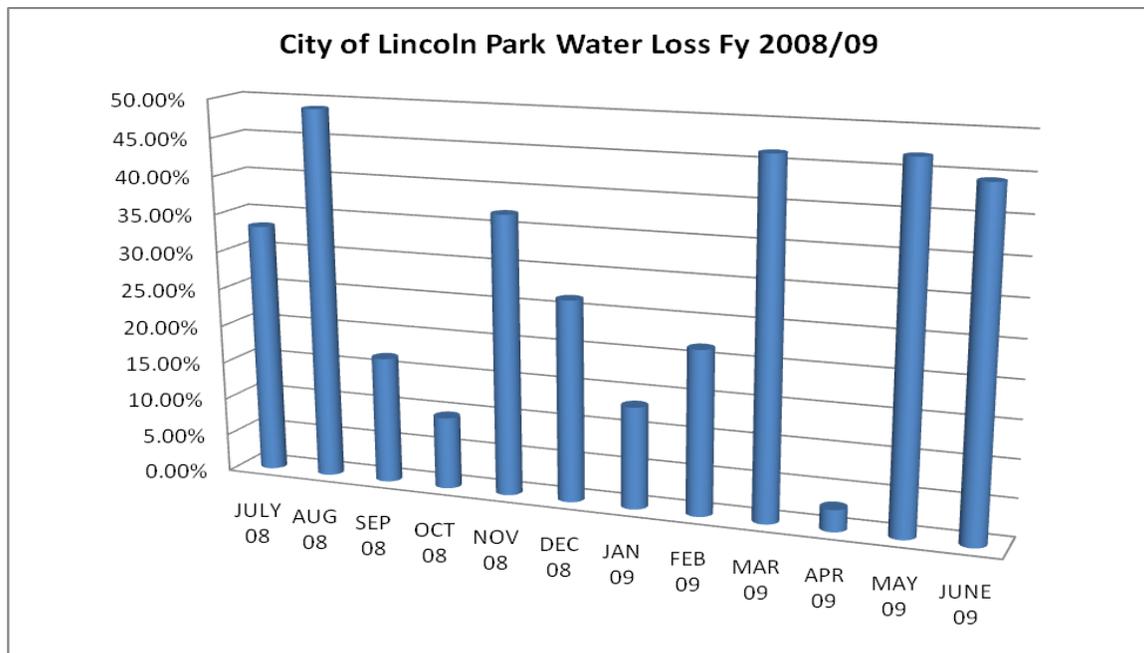
### Impact on Operating Budget

#### Key Notes

This year the City leased out the Community Center to a private organization reducing the City's liability. The City was losing over \$100,000 annually with the Community Center under its operation and this number would have continued to grow. The amount of renovations needed to bring the center up to modern standards far exceeds the City's fiscal capabilities. With a private organization taking it over the City was not forced to close it down to the benefit of the community.

In the upcoming fiscal year, the City of Lincoln Park plans on installing new water mains from the east side of I-75 to the west side of I-75. The potential savings to the City is a decrease of water main breaks in this area and reduced maintenance costs.

The City of Lincoln Park plans on implementing a new water meter reading system along with the additional software to integrate directly into the water office computers. The impact of this will be potentially one less Water Meter Reader in the department and allow the utilization of the Water Clerks to monitor and analyze water readings more thoroughly in order to cut down on potential water theft. The current system is very old and outdated and the City will see reduced water loss of approximately \$350,000 annually per the projections of the OHM Consulting Firm in the 2006 Water Loss Study. As the chart below shows, the City averages 30% of water loss throughout the year.



**CITY OF LINCOLN PARK  
CAPITAL REQUEST SUMMARY FOR 2009/10 BUDGET YEAR**

DEPARTMENT	PROJECT NAME	TYPE	DESCRIPTION OF PROJECT	ESTIMATED COST OF PROJECT	Account	Approved for 2009/10 Budget
Parks & Rec	Community Center Flooring	Project	Remove & replace sports flooring in the front hall, lobby, restrooms and locker rooms	\$63,000	101263	\$0
Parks & Rec	Community Center Boilers	Equip.	Replace boilers at Comm Center to provide sufficient hot water to run operations	\$15,000	101263	0 *
Fire	Apron Replacement	Project	Replace concrete aprons	\$32,000	101263	\$0
Fire	Oven	Equip.	Replace fire dept. oven, stove and grill	\$3,425	101340	\$0
Fire	Refrigerator	Equip.	Replace fire dept. refrigerator and freezer	\$4,485	101340	\$0
Fire	Locker Replacement	Equip.	Replace old lockers with open air equipment racks	\$9,650	101263	\$0
Fire	Storage Unit	Equip.	Purchase mobile storage unit	\$3,400	101340	\$0
D.P.S.	Salt Dome	Project	Repair existing wall and roof and expand storage area	\$100,000	101263	\$0
D.P.S.	Lighting	Equip.	Replace lights at Quandt Park	\$100,000	101263	\$0
D.P.S.	D.P.S. Roof	Project	Replace thin metal roof over Motor Pool parts storage area	\$34,840	101263	\$34,840
Police	In Car Cameras	Equip.	Replace older model cameras in two police units	\$32,000	101305	\$0
Police	Phone Answering System	Equip.	Install automated phone answering system to 10 digit transmission to make a transition to Central Dispatch possible	\$25,000	101305	\$0
Police	Cell block Painting	Project	Seal and paint all 8 cells in the police station and the hallway	\$8,000	101263	\$0
Police	Carport Gutters	Project	Replace gutters and downspouts on carport at the rear of the police station	\$8,000	101263	\$0
Police	Firing Range	Equip.	Replace gun range in basement of the PD	\$70,000	101263	\$0
Police	911 System	Equip.	Downriver wide upgrade of 911 Systems	\$111,111	101305	0 **

**CITY OF LINCOLN PARK  
CAPITAL REQUEST SUMMARY FOR 2009/10 BUDGET YEAR**

DEPARTMENT	PROJECT NAME	TYPE	DESCRIPTION OF PROJECT	ESTIMATED COST OF PROJECT	Account	Approved for 2009/10 Budget
Police	Copier	Equip.	Replace one department copier	\$10,000	101305	\$10,000
Police	Video Arraignment UPS	Equip.	Replace video arraignment equip and outfit to the 25th district court to cable access	\$12,000	101305	\$0
Police	Uninterruptable Power supplies	Equip.	Add uninterruptable power supplies throughout police station	\$2,000	101305	\$2,000
City Clerk	Election Equipment	Equip.	Replace old printer w/laser jet and 12 laptop computers w/network software	\$12,200	101192	\$0
Building Dept	Shelving	Equip.	Install additional shelving to have adequate filing space, current files do not provide enough space	\$4,000	101380	\$0
Community Ctr	Sign	Equip.	Install a new electronic sign at community center	\$76,500	101263	\$0
<b>TOTAL GENERAL FUND REQUESTS</b>				<b>\$736,611</b>		<b>\$46,840</b>
D.P.S.	Riverbank Street Reconstruction	Project	Total removal and replacement of Riverbank from Fort to Wilson	\$377,718	203	\$0
<b>TOTAL MVHF LOCAL ROAD REQUESTS</b>				<b>\$377,718</b>		<b>\$0</b>
Fire	Tool Replacement	Equip.	Replace Hurst tool	\$7,800	249	\$7,800
Fire	SCBA Upgrade	Equip.	Retrofit SCBA Regulators to meet N.F.P.A. Standards	\$15,040	249	\$15,040
D.P.S.	Minnie Street Reconstruction	Project	Total removal and replacement of Minnie St to Hartwick	\$140,071	249	\$140,071
D.P.S.	Harrison Bridge Reconstruction	Project	Total removal and replacement of Harrison St bridge at River Drive	Est. Pending	249	TBD
D.P.S.	Electric Street Reconstruction	Project	Total removal and replacement of Electric St from Cicotte to Montie	\$335,453	249	TBD
<b>TOTAL C.D.B.G. REQUESTS-- TO BE ADJUSTED</b>				<b>\$498,364</b>		<b>\$162,911</b>
D.P.S.	Water Mains Basin & Lift Pump Stations	Project	Install new water main from east side of 75 to west side of 75	\$500,000	592527	\$400,000
D.P.S.	Control Improvements	Project	Update controls at Lincoln Pump house, basin, and lift/pump stations	\$500,000	592500	\$0

**CITY OF LINCOLN PARK  
CAPITAL REQUEST SUMMARY FOR 2009/10 BUDGET YEAR**

DEPARTMENT	PROJECT NAME	TYPE	DESCRIPTION OF PROJECT	ESTIMATED COST OF PROJECT	Account	Approved for 2009/10 Budget
D.P.S.	Outerdrive Watermain	Project	Replace watermain from Fort St. to train over pass	\$750,000	592527	\$0
D.P.S.	Sewer Re-lining Project	Project	Reline sewers according to a rating system	\$200,000	592527	\$0
D.P.S./City Hall	Automated Meter Reading System	Equip/Project	Transition to WI-FI and upgrade and implement city water meter program along with software to the water office Capital Funds to cover any additional projects and/or equipment determined to be necessary throughout the fiscal year	\$975,000	664/592	\$500,000*
D.P.S.	Other	Equip/Project				\$75,000
<b>TOTAL WATER/SEWER REQUESTS</b>				<b>\$2,925,000</b>		<b>\$975,000</b>
D.P.S.	Water Utility Van	Vehicles	Replace existing water van	\$100,000	661932	\$0
D.P.S.	Aerial Truck	Vehicles	Replacement of 84 Unit which has failed safety inspection	\$110,000	661932	\$0
D.P.S.	Arrow Sign Board	Equip.	Replace lighted traffic control sign	\$12,000	661932	\$12,000
D.P.S.	Building Dept. Vehicles (3)	Vehicles	Replace 3 building dept. vehicles with new Ford Focuses	\$40,500	661932	\$0
D.P.S.	Ford Ranger	Vehicles	Replace DPS Supervisor Vehicle	\$19,000	661932	\$0
D.P.S.	Police Dept. Vehicles (4)	Vehicles	Replace 4 police department cars	\$160,000	661932	\$173,000
D.P.S.	Large Dump Truck	Vehicle	Purchase a new 5-7 Yd Dump truck w/ plow and salt equipment	\$95,000	661932	\$0
<b>TOTAL MOTOR POOL REQUESTS</b>				<b>\$536,500</b>		<b>\$185,000</b>
Forfeiture	Surveillance Van	Vehicles	Purchase one surveillance van to be used for special operations	\$45,000	265	\$45,000
Forfeiture	Keyless Entry System	Equip/Project	Install a keyless entry system for the police department replacing key lock entrances w/keyless entry	\$70,000	265	\$100,000
<b>TOTAL FORFEITURE REQUESTS</b>				<b>\$115,000</b>		<b>\$145,000</b>
<b>GRAND TOTAL OF CAPITAL REQUESTS</b>				<b>\$5,189,193</b>		<b>\$1,014,751</b>

\* Replaced in the 2008/2009 Budget Year

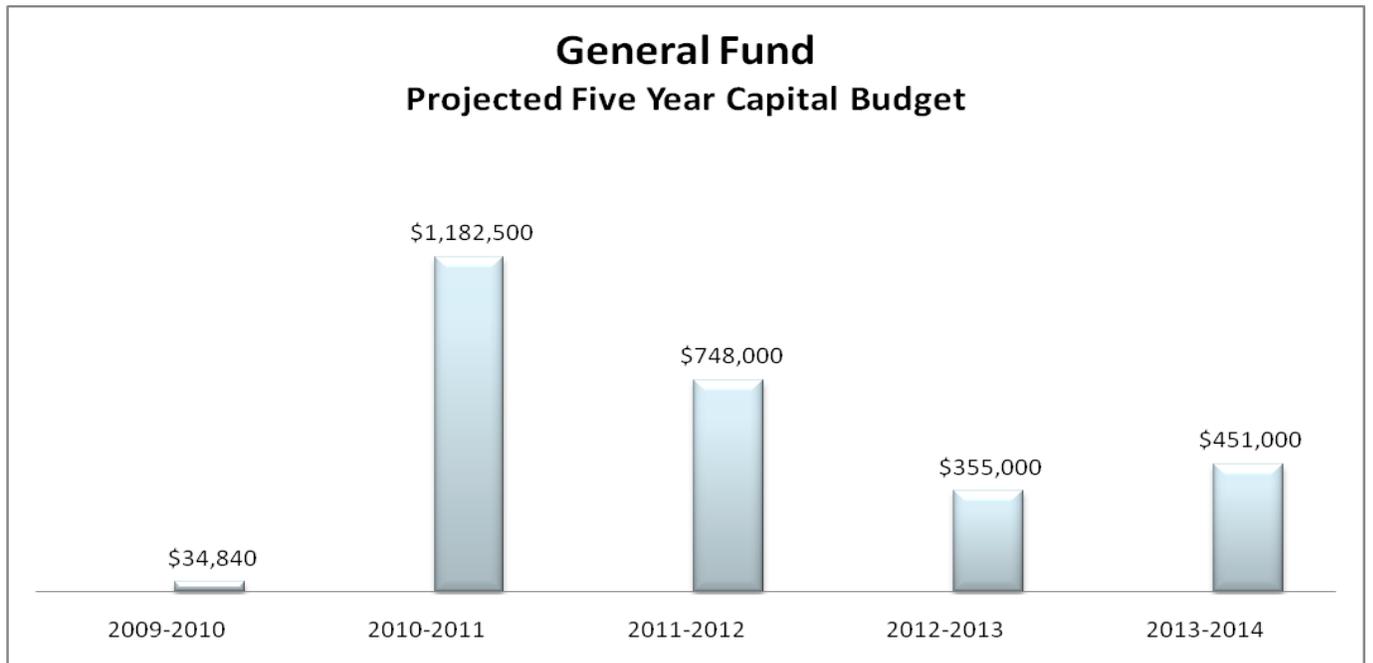
**CITY OF LINCOLN PARK  
CAPITAL REQUEST SUMMARY FOR 2009/10 BUDGET YEAR**

**\*\* Pending decision on movement to Central Dispatch**

**\*\*\* To cover cost of first year implementation and potential revenue bond payment**

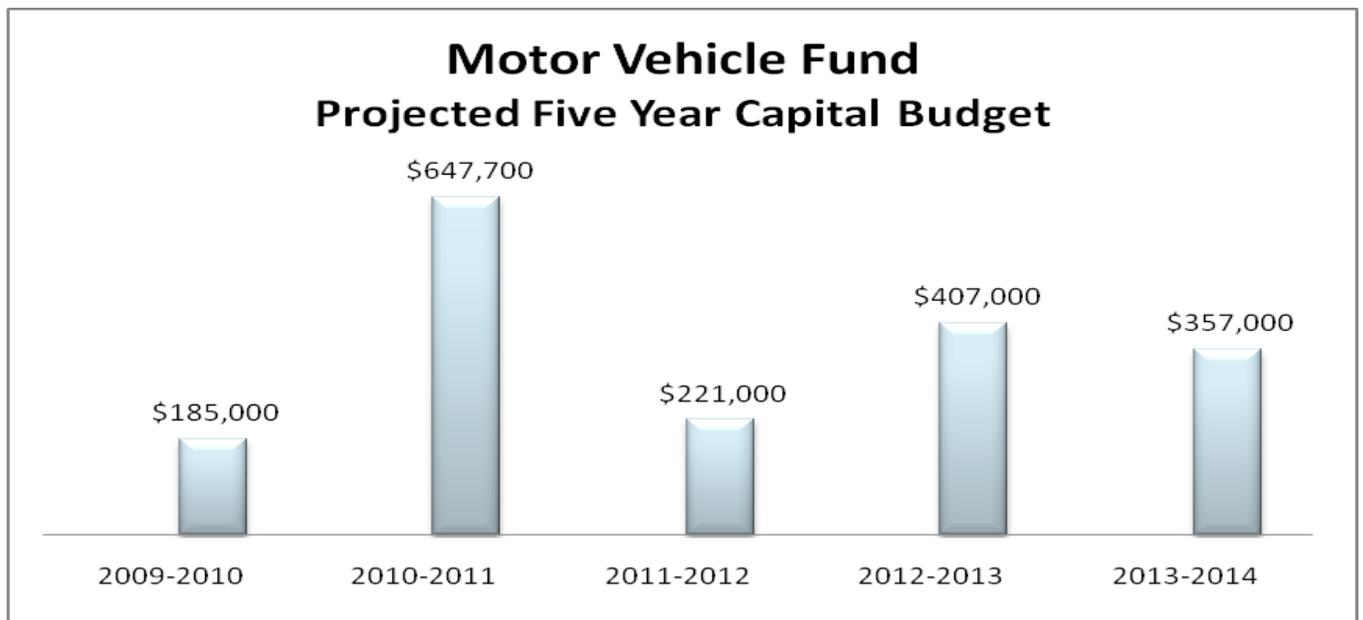
**City of Lincoln Park  
General Fund  
Five Year Projected Capital Outlay Expenditures**

General Fund Department	Forecasted Future Operations				
	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
Building department	\$ -	\$ -	\$ -	\$ -	\$ -
City Assessor	-	-	-	-	-
City Clerk	-	4,500	-	-	-
City Finance Department	-	-	-	-	-
City Manager	-	-	-	-	-
Civil defense	-	-	-	-	-
Community Center	-	-	-	-	-
Department of Public Works	-	209,000	189,000	41,000	251,000
Election Commission	-	-	-	-	-
Fire	-	400,000	-	-	-
General government	-	-	-	-	-
Kennedy Memorial Building	-	-	-	-	-
Library	-	6,000	-	-	-
Motor pool	-	-	-	-	-
Municipal buildings	34,840	200,000	200,000	200,000	200,000
Parks Maintenance	-	-	-	-	-
Personnel and Purchasing	-	-	-	-	-
Police	-	278,000	149,000	114,000	-
Recreation	-	85,000	210,000	-	-
Treasury Department	-	-	-	-	-
<b>Total Capital Outlay</b>	<b>\$ 34,840</b>	<b>\$ 1,182,500</b>	<b>\$ 748,000</b>	<b>\$ 355,000</b>	<b>\$ 451,000</b>



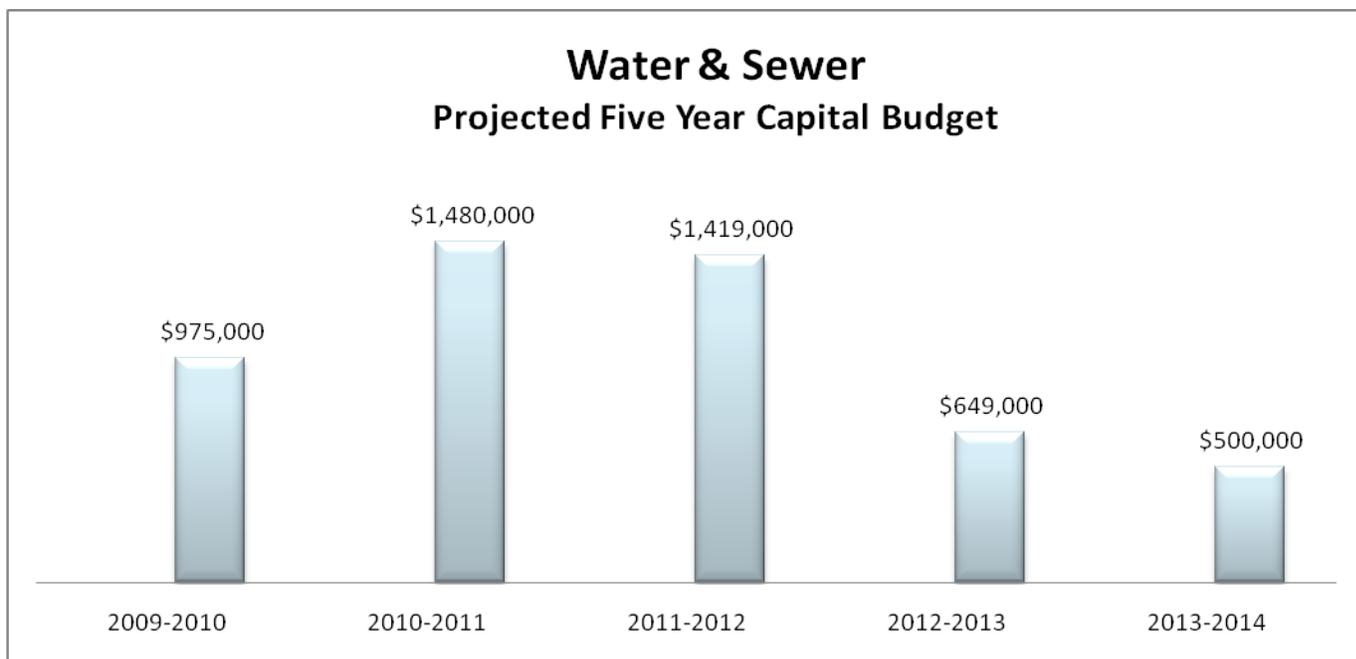
**City of Lincoln Park  
Motor Vehicle Equipment Fund  
Five Year Projected Capital Outlay Expenditures**

Project Name	2009-2010	2010-2011	Forecasted Future Operations		
			2011-2012	2012-2013	2013-2014
Police Cars (2)	\$ -			\$ 72,000	\$ 74,000
Police Cars (4)	173,000	140,000			
Small Dump Truck (1)		55,000		60,000	63,000
Small Dump Truck (2)			120,000		
Large Dump Truck (1)				\$ 100,000	
Large Dump Truck (2)		180,000			
Aerial Truck repair (M-95)		30,000			
Aerial Truck					120,000
Large Flatbed Utility Truck		60,000			
Enclosed Bed Utility Truck		60,000			
Pick up Trucks (2)			80,000		
Skid Steer		40,000			
Milling Attachment (bobcat)		21,000			
Snow Plows (2)		5,700			
Snow Plows (4)		16,000			
Riding Lawn Mowers (2)			21,000		
Riding Lawn Mowers (4)		40,000			
Arrow Sign Boards (2)	12,000				
Street Sweeper				100,000	100,000
Fire Rescue Vehicle				75,000	
<b>Total Capital Outlay</b>	<b>\$ 185,000</b>	<b>\$ 647,700</b>	<b>\$ 221,000</b>	<b>\$ 407,000</b>	<b>\$ 357,000</b>



**City of Lincoln Park  
Water & Sewer Fund  
Five Year Projected Capital Outlay Expenditures**

Project Name	2009-2010	2010-2011	Forecasted Future Operations		
			2011-2012	2012-2013	2013-2014
Kings Hwy Sanitary Sewer	-	\$ 200,000	-	-	
Re-line Water Main Under I-75 @ Champaign St.			\$395,000		
Watermain- Outer Drive (Train Overpass to Fort St.)		\$500,000			
Watermain- Champaign St. Under I- 75	400,000				
Basin - Two Chlorine Tanks		30,000			
Fix Flushing Pond		100,000			
Water & Sewer Building				125,000	
Water Meter Replacement Program	500,000	500,000	500,000	500,000	500,000
City-wide storm sewer projects	75,000	150,000			
Transmission Main Water & Sewer Interceptor Replacement			524,000	24,000	
<b>Total Capital Outlay</b>	<b>\$ 975,000</b>	<b>\$ 1,480,000</b>	<b>\$ 1,419,000</b>	<b>\$ 649,000</b>	<b>\$ 500,000</b>



**CITY OF LINCOLN PARK  
FIXED ASSETS – VEHICLES/EQUIPMENT**

DEPARTMENT ASSIGNED TO	DEPT. #	CITY ID	YEAR	MAKE/MODEL	LIFE	AMOUNT
Public Works	305	M6	2000	Ford Crown Victoria	5	25,234.00
Public Works	932	M28	1999	Ford Pickup	5	24,842.00
Public Works	932	M31	1999	Ford Pickup	5	24,842.00
Public Works	932	M38	2004	Ford Powerstrok 20-pass Bus	5	12,652.20
Public Works	932	M48	1997	Ford Paratransit bus	20	12,000.00
Public Works	932	M50	1999	Ford 15-pass Econo Wagon	20	28,625.00
Public Works	932	M164	1999	Ferris 61' tractor mower	15	6,295
Public Works	932	M167	1997	Excel Hustler tractor	15	21,388
Public Works	932	M168	1999	Ferris 61" tractor mower	15	6,295
Public Works	932	M170	2003	Ferris 61" tractor mower	15	6,999
Public Works	932	M171	1999	Ferris 61" tractor mower	15	6,295
Public Works	932	M172	1993	Woods 90" rotary mower	15	2,518
Public Works	932	M173	1999	Ferris 61" tractor mower	15	6,295
Public Works	932	M2	1999	Mercury Sable LS	5	17,898.00
Public Works	305	M5	2000	Ford Crown Victoria	5	25,234.00
Public Works	932	M14	1999	Ford Crown Victoria	5	24,448.00
Public Works	932	M15	1999	Mercury Sable LS	5	15,790.00
Public Works	932	M30	1999	Ford Pickup	5	24,842.00
Public Works	932	M33	2000	Ford Pickup	5	19,563.00
Public Works	932	M34	1994	GMC Sierra Pickup	5	15,525.00
Public Works	932	M51	2003	Ford 2-Ton Dump Truck	20	62,096.00
Public Works	932	M61	1982	Ford dump truck	20	43,349.00
Public Works	932	M66	1994	Ford 7.3 cu yd dump truck	20	58,298.00
Public Works	932	M67	1994	Ford 7.3 cu yd dump truck	20	58,298.00
Public Works	932	M68	1994	Ford 7.3 cu yd dump truck	20	63,483.00
Public Works	932	M71	1975	Ford flat bed truck	20	27,150.00
Public Works	932	M75	1983	Ford dump truck	20	46,842.00
Public Works	932	M76	1994	Ford semi tractor truck	20	62,590.00
Public Works	932	M76a	2000	Benson Trailer	20	43,900.00
Public Works	932	M82	2004	Elgin Dual Gutterbroom Sweeper	20	118,150.00
Public Works	932	M83	2004	Elgin Single Gutterbroom Sweeper	20	118,150.00
Public Works	932	M84	2004	Elgin Dual Gutterbroom Sweeper	20	118,150.00
Public Works	932	M85	2004	Elgin Single Gutterbroom Sweeper	20	118,150.00
Public Works	932	M95	1984	International Aerial	20	71,599.00
Public Works	932	M96	2000	Ford Aerial	20	103,527.00
Public Works	932	M-47	2000	Ford F750 Van	10	114,223.00
Public Works	932	M-43	2001	Ford E350 Van	10	24,915.00
Public Works	932		2001	VEHICLE	10	113,000.00
Public Works	932	M-73	2001	Ford F750 Dump	10	54,521.00
Public Works	932	M-54	2003	V-W54 2003 DUMP	10	47,631.00
Public Works	932	M-55	2003	V-W55 2003 DUMP	10	47,631.00

**CITY OF LINCOLN PARK  
FIXED ASSETS – VEHICLES/EQUIPMENT**

Public Works	932	M-40	2004	2004 Ford E-250 Super Van	5	14,196.00
Public Works	932	M-26	2004	2004 F-250 Super Duty Pick up	5	14,009.00
Public Works	932	M-27	2004	2004 F-250 Super Duty Pick up	5	14,009.00
Public Works	932	M-25	2006	2006 Ford F-250	5	31,558.00
Public Works	932	M-56	2006	2006 Ford F-350	5	38,617.00
Public Works	340	F-492	2006	2006 Ford F-250	5	22,807.00
Public Works	305		2006	Jeep Grand Cherokee	5	16,090.00
Public Works	932	M-35	2004	2004 F-250 Super Duty Pick up	5	14,009.00
Public Works	932	M-44	2007	2007 Ford E250 Cargo Van	5	19,400.00
Public Works	932	M-45	2007	2007 Ford E250 Cargo Van	5	19,400.00
Public Works	932	4-2	2007	2007 Ford Crown Victoria	5	20,098.00
Public Works	932	M-65	2007	2006 Sterling LT8513 Dump Truck	5	85,120.00
Public Works	932	M-70	2007	2006 Sterling LT8513 Dump Truck	5	85,120.00
Public Works	932		2008	Caterpillar Loader	20	93,574.00
Public Works	932		2008	Case Backhoe	20	63,331.08
Public Works	932		2009	2009 Ford F550 Dump Truck		49,007.00
Public Works	932		2009	2009 Ford Dump Truck		96,704.00
Public Works	932		2009	2009 Ford Dump Truck		96,704.00
Public Safety	340	F451	1998	Sutphen Rescue Pumper	20	255,000.00
Public Safety	340	F452	2003	Sutphen Custom Pumper	20	341,271.00
Public Safety	340	F461	1982	Sutphen Aerial Tower	20	259,116.00
Public Safety	340	F472	1999	McCoy Miller Ambulance	20	88,755.00
Public Safety	340	F481	2002	Ford Windstar Wagon	5	21,722.00
Public Safety	340	F482	2002	Ford Windstar Wagon	5	21,722.00
Public Safety	340	F486	2002	Ford Windstar Wagon	5	21,722.00
Public Safety	305	4-1	2001	Ford Pickup	5	19,885.00
Public Safety	305	4-2	2004	Ford Crown Victoria	5	26,000.00
Public Safety	305	4-3 (was 4-17)	2001	Ford Crown Victoria	5	24,882.00
Public Safety	305	4-16 (WAS 4-4)	2003	Ford Crown Victoria	5	27,184.00
Public Safety	305	4-22	2003	Ford Crown Victoria	5	27,184.00
Public Safety	305		2003	Ford Crown Victoria	5	27,184.00
Public Safety	305	4-8	2002	Ford Expedition	5	28,000.00
Public Safety	305	4-11 (a)	1982	Plymouth Grand Fury	5	8,568.00
Public Safety	305	4-14	2000	Ford Crown Victoria	5	24,980.00
Public Works	932	M8	2001	Ford Crown Victoria	5	24,882.00
Public Safety	305	4-17	2004	Ford Crown Victoria	5	26,000.00
Public Safety	305	4-18	2003	Ford Crown Victoria	5	24,560.00
Public Safety	305	4-19	1998	Ford Taurus	5	12,850.00
Public Safety	305	4-20	1998	Ford Taurus	5	12,850.00
Public Safety	305	4-21	1996	Ford Taurus	5	11,811.00
Public Safety	305	4-22	2001	Ford Crown Victoria	5	24,882.00
Public Safety	305	4-24	2004	Ford Crown Victoria	5	26,000.00
Public Safety	305	4-25	2003	Ford Crown Victoria	5	27,184.00
Public Safety	305	4-26	2004	Ford Crown Victoria	5	26,000.00
Public Safety	305	4-30	1999	Ford Crown Victoria	5	24,448.00
Public Safety	305	4-31	2001	Ford Pickup	5	19,885.00

**CITY OF LINCOLN PARK  
FIXED ASSETS – VEHICLES/EQUIPMENT**

Public Safety	305	4-32	1999	Ford Crown Victoria	5	24,448.00
Public Safety	305	4-4	2006	Ford Crown Victoria (2005)	5	19,600.00
Public Safety	305	4-11	2006	Ford Crown Victoria (2005)	5	19,600.00
Public Safety	305	4-13	2006	Ford Crown Victoria (2005)	5	19,600.00
Public Safety	305	4-15	2006	Ford Crown Victoria (2005)	5	19,600.00
Public Safety	340	F-471	2006	2005 GMC Yukon XL 2500	5	33,691.00
Public Safety	305	CPWT 1	1996	Cargo Trailer	5	1,543.00
Public Safety	305	119	2006	Ford Five-Hundred	5	15,000.00
Public Safety	305	118	2006	Ford Explorer	5	15,000.00
Public Safety	305	4-10	2008	Ford Crown Victoria (2008)	5	32,635.00
Public Safety	305	4-9	2008	Ford Crown Victoria (2008)	5	32,891.00
Public Safety	305	4-6	2008	Ford Crown Victoria (2008)	5	32,891.00
Public Safety	305	4-12	2008	Ford Crown Victoria (2008)	5	32,891.00
Public Safety	305	4-25	2008	Ford Crown Victoria (2008)	5	39,078.00
Public Safety	305	4-7	2008	Ford Crown Victoria (2008)	5	36,323.00
Public Safety	305	4-26	2009	Ford Crown Victoria (2009)	5	33,541.36
Public Safety	305		2009	Ford Crown Victoria (2009)	5	20,497.00
Public Safety	305		2009	Ford Crown Victoria (2009)	5	20,497.00
<b>Total Value Paid for City Vehicles</b>						<b>4,570,839.64</b>



# **DEBT MANAGEMENT PROGRAM**



## DEBT MANAGEMENT PROGRAM

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### City Council Adopted Debt Management Program and Policies

The purpose of the Lincoln Park Debt management program is to manage the debt obligations and maintain the City's ability to incur debt and other long-term obligations at favorable interest rates for capital improvements, facilities, and equipment that are beneficial to the City and necessary for essential services. Analysis of the debt position is important, however with slowed or nominal growth indicates there will be no immediate need for capital financing. The Debt Management Program is based on the principal that resources, as well as needs, should drive the City's debt issuance program.

Proposed long-term financings are linked with the economic, demographic and financial resources expected to be available to pay for that debt. Long-term financing is used only after considering alternative funding sources, such as project revenues, Federal and State grants and special assessments.

The City property tax debt shall be maintained at a level considered manageable by the rating agencies based upon current economic conditions including, among others, population, per capita income and assessed valuation.

The City shall structure all long-term debt with prepayment options except when alternative structures are more advantageous to the City. The City will consider prepaying or decreasing portions of outstanding debt when available resources are identified. For bonds repaid solely with property taxes, the City will strive for a debt service fund balance in an amount not less than the succeeding year's principal and interest requirements. The reserve fund requirements for other bond issues will be set forth in their respective bond covenants. The Department of Finance shall annually verify compliance with the charter debt requirements.

The Lincoln Park city code states the specific borrowing power of the City and it is summarized in the section on finance and taxation. The City of Lincoln Park has no current general obligation debt and no plans to issue general obligation debt.

The City has been named as a defendant in a lawsuit alleging violations of the Clean Water Act occurring in the downriver sewage treatment system. Several other communities, including Wayne County, were also named as defendants. Under terms of the consent decree, the communities are required to undertake construction projects to expand the capacity of the system and eliminate any violations of the Clean Water Act. The estimated total cost of the project is approximately \$300,000,000 with the City's share estimated to be approximately \$14,000,000. To date, the City has issued bonds of approximately \$1,500,000 to approximately \$12,500,000. The bonds are being paid through a court-ordered judgment levy.



## DEBT MANAGEMENT PROGRAM

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Project completion bonds in the amount of \$992,079 were issued in August 2007. Capital improvement bonds in the amount of \$437,575 were approved for issuance by the City Council. The County expects to issue these bonds within the next two fiscal years.

Funds received from a tax levy are restricted for the payment of outstanding Enterprise Fund debt. In addition, restricted assets result from the establishment of debt and operating reserves related to county sewage disposal system bonds. The restricted assets at June 30, 2007 consist of the following:

Cash and cash equivalents:

Ecorse Creek replacement reserve	\$1,000,000
Enterprise Fund debt service	\$ 556,654
Water and sewer capital improvement	\$1,539,896
Engineering and sewer improvement reserve	<u>\$ 648,397</u>
Total cash and cash equivalents	\$3,744,947

Wayne County sewage disposal system:

Assets held at Wayne County for future debt payments	\$1,674,975
Assets held at Wayne County for sewer operations	<u>\$ 896,671</u>
Total restricted assets	<u>\$6,316,593</u>

Current liabilities to be paid from restricted assets of \$1,091,248 at June 30, 2007 consists of the current portion of the Ecorse Creek pollution bonds and the Downriver Sewage Disposal System (Series A&B and State Revolving Fund) bonds, which are to be paid from debt levy revenue.

According to Charter, no loans shall be made by the Council or by its authority exceeding the amounts prescribed in this chapter. For any loans lawfully made, the bonds of the City may be issued bearing a legal rate of interest. A record showing the dates, numbers and amounts of all bonds issued, and when due, shall be kept by the City Finance Director. When deemed necessary by the Council to extend the time of payment, new bonds may be issued in place of former bonds falling due, in such manner as merely to change, but not to increase, the indebtedness of the City. Each bond shall show upon its face the class of indebtedness to which it belongs, and from what fund it is payable.

Every bond issued by the City shall contain on its face a statement specifying the object for which the same is issued, and if issued for the purpose of raising money for any public improvement, the particular public improvement shall also be specified on the face of such bond, and it shall be unlawful for any officer of the City to sign or issue any such bond aforesaid, or to use bonds or the proceeds from the sale thereof, for any other object than that mentioned on the face of such bond, and any such officer who



## DEBT MANAGEMENT PROGRAM

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shall violate any of the provisions of this section shall be deemed guilty of a misdemeanor.

No indebtedness shall be incurred by the issue of bonds or otherwise in any sum which, including existing indebtedness, shall exceed eight percent of the assessed valuation of the real and personal property within the City subject to taxation as shown by the last preceding assessment roll of the City; provided, however, that bonds issued for public improvements in connection with which a special assessment is made to pay therefore and which are a charge upon such district shall not be included in determining the amount of such indebtedness. Moneys on hand in the Sinking Fund, limited to the payment of indebtedness, may be treated as a reduction of such indebtedness to that extent. Whenever the City is authorized to acquire, own, purchase, construct or operate any public utility, it may, for the purpose of acquiring, owning, purchasing, constructing or operating the same, borrow money on the credit of the City. The amount of money which may be borrowed for any such purpose on the credit of the City shall not exceed three percent of the assessed valuation of all real and personal property of the City, and if, as appears by the last preceding United States census, the City shall attain a population in excess of thirty thousand, then such sum shall not exceed two percent of the assessed valuation of all the real and personal property of the City. The City may also, for the purpose of acquiring, owning, purchasing, constructing or operating such public utility, issue mortgage bonds therefore beyond the general limits of bonded indebtedness prescribed by law, provided that such mortgage bonds issued beyond the general limit of bonded indebtedness prescribed by the law shall not impose any liability upon the City, but shall be secured only upon the property and revenue of such public utilities, including a franchise stating the terms upon which, in case of foreclosure, the purchaser may operate the same, which franchise shall in no case extend for a longer period than twenty years from the time of the sale of such utility and franchise on foreclosure. And provided, further, that in case of the issuance of mortgage bonds, a special sinking fund shall be created by setting aside such percentage of the gross or net earnings of the public utility as may be deemed sufficient for the payment of the mortgage bonds at maturity.

The City shall not have power to incur indebtedness or issue bonds of any kind, except for emergency purposes as hereinafter provided, and bonds secured only by mortgage on the property and franchise of the public utility, which shall exceed in the aggregate ten percent of the assessed valuation of all the real and personal property in the City.

Whenever any judgment or decree of any court shall be rendered or decreed against the City of Lincoln Park, and said City shall be unable to meet the payment of such judgment or decree by reason of the limitation of its power of taxation, then and in such case, it shall be lawful for the Council of said City to issue the bonds of such City to an amount not exceeding the sum of such judgment or decree, and the taxed costs arising in the



## **DEBT MANAGEMENT PROGRAM**

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procuring of such judgment or decree, together with the interest thereon, which bonds may be made payable at such times and place and at such rate of interest, not exceeding six percent per annum, as shall be prescribed by the Council, and such bonds shall be sold and disposed of at not less than par value, in such manner as may be deemed advisable by said Council.



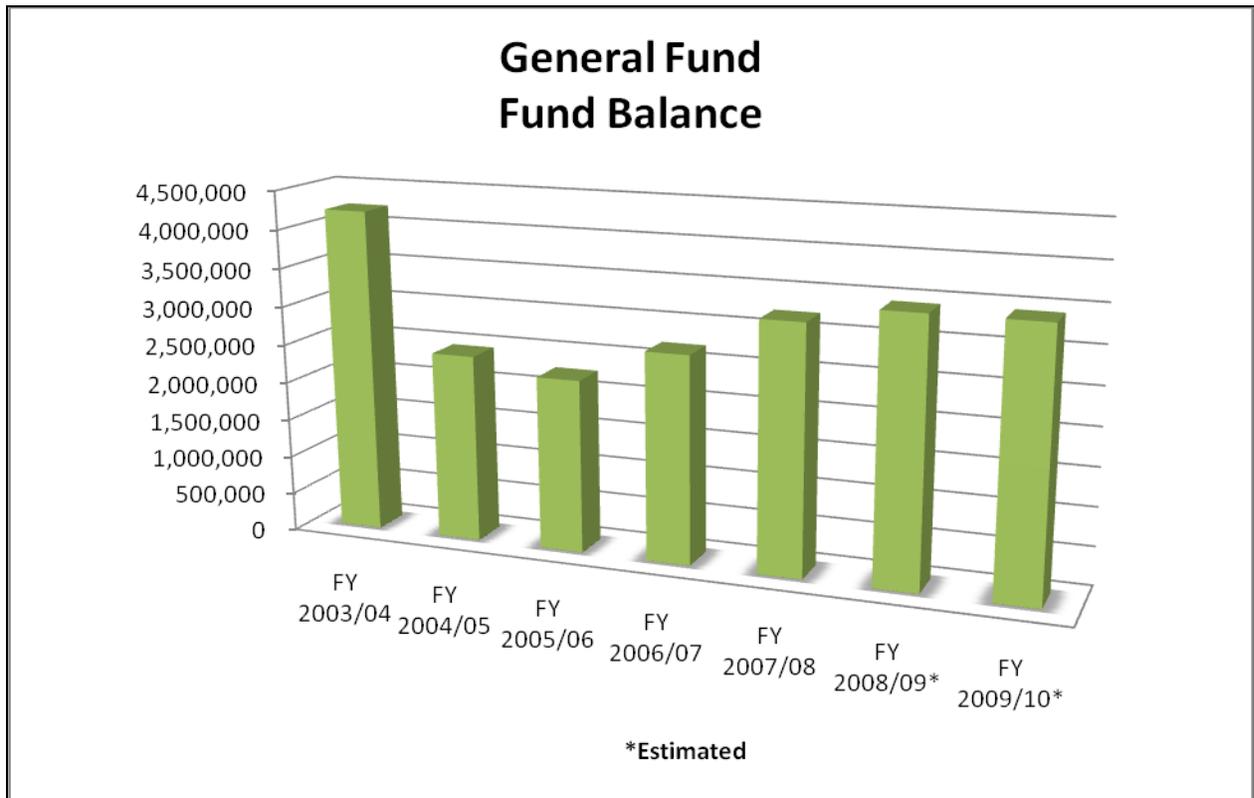
# **SCHEDULES & SUMMARIES**



## USE OF FUND BALANCE

A budgeted use of, or contribution to Fund Balance exists when there is an inequality between budgeted revenues and expenditures in a given fund. If expenditures exceed revenues, a use of Fund Balance is needed to balance the budget. If revenues exceed expenditures, then a contribution to Fund Balance exists.

In 2005, the City used a large portion of Fund Balance reserves to set up three internal service funds. In 2006, the City used nearly \$200,000 but due to strategic financial planning in 2007, there was a small contribution to Fund Balance. The 2008/2009 budget is estimated to have a contribution to Fund Balance in the amount of \$211,000 due to the diligence of the City to live within the Adopted Budget. The 2009/2010 budget year could be the most challenging yet due to declining tax revenues and the likelihood that the State of Michigan will cut revenue sharing once again. We have planned on a 15% cut in revenue sharing for 2009/2010 and have overall reduced the budget by over one million dollars. The City must continually look for new and innovative ways to reduce expenditures as revenues are continuing to decline.



**GENERAL FUND  
CHANGES IN FUND BALANCE**

DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2008/09 ESTIMATE	2009/10 ADOPTED
<b>REVENUES:</b>						
Property Taxes	11,284,020	11,848,443	12,522,497	15,606,058	14,853,772	15,284,614
Federal Sources	14,646	0	0	0	0	0
State Sources	5,463,490	5,336,197	5,390,964	5,273,216	5,271,290	4,498,867
Licenses & Permits	1,738,853	1,367,331	1,448,267	1,077,090	1,077,090	1,072,273
Fines & Forfeits	1,468,791	1,535,064	1,268,188	1,450,000	1,450,000	1,450,000
Interest & Rents	400,148	398,494	531,405	164,656	66,949	92,000
Transfer from Other Funds	107,934	290,312	0	382,893	382,893	429,893
Proceeds from LTD	2,474,524	1,105,476	0	0	0	0
Other	687,400	507,030	991,699	922,743	1,053,733	525,000
<b>TOTAL REVENUES:</b>	<b>23,639,806</b>	<b>22,388,347</b>	<b>22,153,020</b>	<b>24,876,656</b>	<b>24,155,727</b>	<b>23,352,647</b>
<b>EXPENDITURES:</b>						
General Government	3,757,463	4,293,193	7,659,735	10,934,456	10,838,647	10,648,249
Public Safety	13,938,673	14,151,230	11,292,444	11,525,943	11,028,507	11,082,354
Public Works	1,081,275	952,018	676,056	1,023,389	919,300	763,400
Community Development	34,598	53,439	19,670	15,764	17,068	16,825
Recreation & Culture	2,426,475	1,736,412	1,576,619	1,393,923	1,003,943	841,819
Capital Outlay	2,474,524	1,105,476	0	0	0	0
Transfer to Other Funds	117,100	6,993	414,533	97,083	137,083	0
<b>TOTAL EXPENDITURES</b>	<b>23,830,108</b>	<b>22,298,761</b>	<b>21,639,057</b>	<b>24,990,558</b>	<b>23,944,548</b>	<b>23,352,647</b>
		*				
<b>BEGINNING FUND BALANCE</b>	<b>2,449,315</b>	<b>2,615,667</b>	<b>2,705,253</b>	<b>3,219,216</b>	<b>3,219,216</b>	<b>3,430,395</b>
<b>ENDING FUND BALANCE</b>	<b>2,259,013</b>	<b>2,705,253</b>	<b>3,219,216</b>	<b>3,105,314</b>	<b>3,430,395</b>	<b>3,430,395</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(190,302)</b>	<b>89,586</b>	<b>513,963</b>	<b>(113,902)</b>	<b>211,179</b>	<b>0</b>

\* Adjusted

**MAJOR ROADS  
CHANGES IN FUND BALANCE**

DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2008/09 ESTIMATE	2009/10 ADOPTED
<b>REVENUES:</b>						
Federal Grants	0	0	0	0	0	0
State Sources	1,783,939	1,763,886	1,734,709	1,485,455	1,712,420	1,595,932
Interest and Rentals	31,618	62,711	38,675	15,000	4,047	8,500
Other	36,773	9,906	20,764	0	3,471	2,500
<b>TOTAL REVENUE</b>	<b>1,852,330</b>	<b>1,836,503</b>	<b>1,794,148</b>	<b>1,500,455</b>	<b>1,719,938</b>	<b>1,606,932</b>
<b>EXPENDITURES</b>						
Current - Public Works	1,199,058	956,556	1,052,481	1,326,297	930,448	1,004,472
Capital Outlay	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>1,199,058</b>	<b>956,556</b>	<b>1,052,481</b>	<b>1,326,297</b>	<b>930,448</b>	<b>1,004,472</b>
<b>OTHER FINANCING SOURCES (USES)</b>						
Transfer In	0	0	0	0	0	0
Transfer Out	(374,555)	(468,193)	(444,692)	(386,380)	(386,380)	(534,491)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(374,555)</b>	<b>(468,193)</b>	<b>(444,692)</b>	<b>(386,380)</b>	<b>(386,380)</b>	<b>(534,491)</b>
<b>BEGINNING FUND BALANCE</b>	<b>549,925</b>	<b>828,642</b>	<b>1,240,396</b>	<b>1,537,371</b>	<b>1,537,371</b>	<b>1,940,481</b>
<b>ENDING FUND BALANCE</b>	<b>828,642</b>	<b>1,240,396</b>	<b>1,537,371</b>	<b>1,325,149</b>	<b>1,940,481</b>	<b>2,008,450</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>278,717</b>	<b>411,754</b>	<b>296,975</b>	<b>(212,222)</b>	<b>403,110</b>	<b>67,969</b>

**LOCAL ROADS  
CHANGES IN FUND BALANCE**

DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2008/09 ESTIMATE	2009/10 ADOPTED
<b>REVENUES:</b>						
Federal Grants	0	0	0	0	0	0
State Sources	597,399	590,397	580,877	581,454	625,266	560,724
Interest and Rentals	17,367	26,976	18,360	5,000	1,931	5,000
Other	5,984	773	21,302	1,063	4,665	1,000
<b>TOTAL REVENUE</b>	<b>620,750</b>	<b>618,146</b>	<b>620,539</b>	<b>587,517</b>	<b>631,862</b>	<b>566,724</b>
<b>EXPENDITURES</b>						
Current - Public Works	1,093,806	940,627	1,009,013	1,360,198	1,171,613	1,234,883
Capital Outlay	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>1,093,806</b>	<b>940,627</b>	<b>1,009,013</b>	<b>1,360,198</b>	<b>1,171,613</b>	<b>1,234,883</b>
<b>OTHER FINANCING SOURCES (USES)</b>						
Transfer In	374,555	468,193	444,692	386,380	386,380	371,364
Transfer Out	0	0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>374,555</b>	<b>468,193</b>	<b>444,692</b>	<b>386,380</b>	<b>386,380</b>	<b>371,364</b>
<b>BEGINNING FUND BALANCE</b>	<b>651,612</b>	<b>553,111</b>	<b>698,823</b>	<b>755,041</b>	<b>755,041</b>	<b>601,670</b>
<b>ENDING FUND BALANCE</b>	<b>553,111</b>	<b>698,823</b>	<b>755,041</b>	<b>368,740</b>	<b>601,670</b>	<b>304,875</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(98,501)</b>	<b>145,712</b>	<b>56,218</b>	<b>(386,301)</b>	<b>(153,371)</b>	<b>(296,795)</b>

**CABLE T.V. FUND  
CHANGES IN FUND BALANCE**

DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2008/09 ESTIMATE	2009/10 ADOPTED
<b>REVENUES:</b>						
Franchise Fees	324,774	77,156	86,975	75,100	89,479	85,000
Interest and Rentals	0	2,524	0	1,500	789	1,100
Other	21	22	2,162	0	0	0
<b>TOTAL REVENUE</b>	<b>324,795</b>	<b>79,702</b>	<b>89,137</b>	<b>76,600</b>	<b>90,268</b>	<b>86,100</b>
<b>EXPENDITURES</b>						
Current - Cable Operations	51,281	55,519	80,216	51,535	42,153	44,963
Capital Outlay	0	0	0	6,000	0	5,000
<b>TOTAL EXPENDITURES</b>	<b>51,281</b>	<b>55,519</b>	<b>80,216</b>	<b>57,535</b>	<b>42,153</b>	<b>49,963</b>
<b>OTHER FINANCING SOURCES (USES)</b>						
Transfer In	0	0	0	0	0	0
Transfer Out	0	0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BEGINNING FUND BALANCE</b>	<b>0</b>	<b>273,514</b>	<b>297,697</b>	<b>306,618</b>	<b>306,618</b>	<b>354,733</b>
<b>ENDING FUND BALANCE</b>	<b>273,514</b>	<b>297,697</b>	<b>306,618</b>	<b>325,683</b>	<b>354,733</b>	<b>390,870</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>273,514</b>	<b>24,183</b>	<b>8,921</b>	<b>19,065</b>	<b>48,115</b>	<b>36,137</b>

**SANITATION FUND  
CHANGES IN FUND BALANCE**

DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2008/09 ESTIMATE	2009/10 ADOPTED
<b>REVENUES:</b>						
Property Taxes	1,633,203	1,746,600	1,879,779	1,810,571	1,660,226	1,750,173
Composting	158,233	143,777	0	160,000	181,169	366,912
Interest Income	1,882	7,480	0	2,500	1,220	1,300
<b>TOTAL REVENUE</b>	<b>1,793,318</b>	<b>1,897,857</b>	<b>1,879,779</b>	<b>1,973,071</b>	<b>1,842,615</b>	<b>2,118,385</b>
<b>EXPENDITURES</b>						
Contractual Services	1,910,266	1,905,002	1,976,862	2,008,283	1,981,723	2,085,008
Other Charges	0	0	0	3,200	1,282	3,400
Capital Outlay	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>1,910,266</b>	<b>1,905,002</b>	<b>1,976,862</b>	<b>2,011,483</b>	<b>1,983,005</b>	<b>2,088,408</b>
<b>OTHER FINANCING SOURCES (USES)</b>						
Transfer In	117,100	6,993	0	97,083	97,083	0
Transfer Out	0	0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>117,100</b>	<b>6,993</b>	<b>0</b>	<b>97,083</b>	<b>97,083</b>	<b>0</b>
<b>BEGINNING FUND BALANCE</b>	<b>0</b>	<b>152</b>	<b>0</b>	<b>(97,083)</b>	<b>(97,083)</b>	<b>(140,390)</b>
<b>ENDING FUND BALANCE</b>	<b>152</b>	<b>0</b>	<b>(97,083)</b>	<b>(38,412)</b>	<b>(140,390)</b>	<b>(110,413)</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>152</b>	<b>(152)</b>	<b>(97,083)</b>	<b>58,671</b>	<b>(43,307)</b>	<b>29,977</b>

**ROAD FUND  
CHANGES IN FUND BALANCE**

DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2008/09 ESTIMATE	2009/10 ADOPTED
<b>REVENUES:</b>						
Property Taxes	1,860,318	1,505	5,818	7,212	6,221	3,000
Interest Income	25,935	24,122	6,888	1,500	256	350
<b>TOTAL REVENUE</b>	<b>1,886,253</b>	<b>25,627</b>	<b>12,706</b>	<b>8,712</b>	<b>6,477</b>	<b>3,350</b>
<b>EXPENDITURES</b>						
Current - Public Works	1,654,697	178,626	263,809	203,075	201,990	164,377
Other Charges	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>1,654,697</b>	<b>178,626</b>	<b>263,809</b>	<b>203,075</b>	<b>201,990</b>	<b>164,377</b>
<b>OTHER FINANCING SOURCES (USES)</b>						
Transfer In	0	0	0	0	0	163,127
Transfer Out	0	0	0	0	0	0
<b>TOTAL OTHER FINANCINGSOURCES (USES)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>163,127</b>
<b>BEGINNING FUND BALANCE</b>	<b>413,140</b>	<b>644,696</b>	<b>491,697</b>	<b>240,594</b>	<b>240,594</b>	<b>45,081</b>
<b>ENDING FUND BALANCE</b>	<b>644,696</b>	<b>491,697</b>	<b>240,594</b>	<b>46,231</b>	<b>45,081</b>	<b>47,181</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>231,556</b>	<b>(152,999)</b>	<b>(251,103)</b>	<b>(194,363)</b>	<b>(195,513)</b>	<b>2,100</b>

**WATER SEWER  
CHANGES IN FUND BALANCE**

DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2008/09 ESTIMATE	2009/10 ADOPTED
<b>REVENUES:</b>						
Sale of Water	2,602,147	2,528,849	2,480,516	3,403,212	3,403,212	2,988,424
Sewage Disposal Charges	4,089,123	4,093,388	3,928,675	4,506,102	4,506,102	4,445,629
System Maintenance Charge	0	974,815	580,782	0	0	0
Other	908,914	347,015	365,614	765,357	765,357	1,167,332
<b>TOTAL REVENUE</b>	<b>7,600,184</b>	<b>7,944,067</b>	<b>7,355,587</b>	<b>8,674,671</b>	<b>8,674,671</b>	<b>8,601,385</b>
<b>EXPENDITURES</b>						
Cost of Water	1,351,333	1,543,283	1,677,077	1,680,527	1,541,768	1,833,454
Cost of Sewage Disposal	1,853,633	1,966,570	1,980,613	1,954,811	1,954,811	2,092,088
Operations and Maintenance	410,771	472,919	572,236	1,045,542	1,045,542	1,299,015
General and Administrative	1,577,702	1,528,886	1,411,276	2,007,815	2,007,815	1,908,607
Depreciation Expense	1,003,000	982,651	1,045,556	1,051,000	1,051,000	525,000
Other	672,532	650,882	775,016	1,274,191	1,274,191	1,375,000
<b>TOTAL EXPENDITURES</b>	<b>6,868,971</b>	<b>7,145,191</b>	<b>7,461,774</b>	<b>9,013,886</b>	<b>8,875,127</b>	<b>9,033,164</b>
OPERATING GAIN (LOSS)	731,213	798,876	(106,187)	(339,215)	(200,456)	(431,779)
<b>NONOPERATING REVENUE (EXPENSE)</b>						
Property Taxes	1,587,108	1,481,341	1,532,113	1,479,183	1,479,183	1,497,894
Investment Income	156,555	344,321	196,588	125,000	125,000	22,000
Interest Expense	(517,034)	(471,616)	(472,617)	(431,101)	(431,101)	(221,315)
<b>TOTAL NONOPERATING REVENUE</b>	<b>1,226,629</b>	<b>1,354,046</b>	<b>1,256,084</b>	<b>1,173,082</b>	<b>1,173,082</b>	<b>1,298,579</b>
Capital Contributions	(318,132)	435,102	(33,203)	0	0	0
<b>NET ASSETS - BEGINNING OF YEAR</b>	<b>22,491,408</b>	<b>24,131,118</b>	<b>26,719,142</b>	<b>27,835,836</b>	<b>27,835,836</b>	<b>28,808,462</b>
<b>NET ASSETS - END OF YEAR</b>	<b>24,131,118</b>	<b>26,719,142</b>	<b>27,835,836</b>	<b>28,669,703</b>	<b>28,808,462</b>	<b>29,675,262</b>
<b>CHANGE IN NET ASSETS</b>	<b>1,639,710</b>	<b>2,588,024</b>	<b>1,116,694</b>	<b>833,867</b>	<b>972,626</b>	<b>866,800</b>

**MOTOR VEHICLE FUND  
CHANGES IN FUND BALANCE**

DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2008/09 ESTIMATE	2009/10 ADOPTED
<b>REVENUES:</b>						
Rental Revenue	1,469,614	1,169,733	1,580,925	1,344,211	1,380,904	1,235,146
Interest Income	2,422	1,435	0	1,000	396	650
Other	0	0	11,883	5,000	8,686	6,000
<b>TOTAL REVENUE</b>	<b>1,472,036</b>	<b>1,171,168</b>	<b>1,592,808</b>	<b>1,350,211</b>	<b>1,389,986</b>	<b>1,241,796</b>
<b>EXPENDITURES</b>						
Current - Public Works	1,029,259	1,056,018	1,021,107	1,078,421	990,019	1,140,291
Capital Outlay	0	0	0	375,700	384,516	185,000
<b>TOTAL EXPENDITURES</b>	<b>1,029,259</b>	<b>1,056,018</b>	<b>1,021,107</b>	<b>1,454,121</b>	<b>1,374,535</b>	<b>1,325,291</b>
<b>OTHER FINANCING SOURCES (USES)</b>						
Capital Contributions	1,461,228	0	0	0	0	0
Nonoperating Revenue (Expense)	(179,831)	(16,590)	(8,550)	0	0	0
<b>TOTAL OTHER FINANCINGSOURCES (USES)</b>	<b>1,281,397</b>	<b>(16,590)</b>	<b>(8,550)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BEGINNING FUND BALANCE</b>	<b>0</b>	<b>1,724,174</b>	<b>1,822,734</b>	<b>2,385,885</b>	<b>2,385,885</b>	<b>2,401,336</b>
<b>ENDING FUND BALANCE</b>	<b>1,724,174</b>	<b>1,822,734</b>	<b>2,385,885</b>	<b>2,281,975</b>	<b>2,401,336</b>	<b>2,317,841</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>1,724,174</b>	<b>98,560</b>	<b>563,151</b>	<b>(103,910)</b>	<b>15,451</b>	<b>(83,495)</b>

**TECHNOLOGY SERVICES  
CHANGES IN FUND BALANCE**

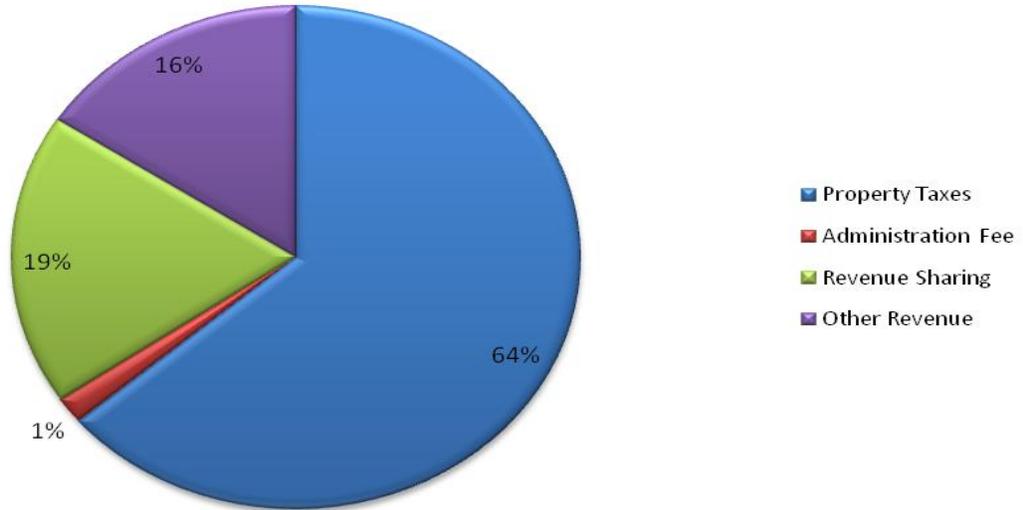
DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2008/09 ESTIMATE	2009/10 ADOPTED
<b>REVENUES:</b>						
Rental Revenue	205,133	212,698	212,699	215,072	215,072	205,072
Interest Income	500	55	0	800	234	750
Other	181	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>205,814</b>	<b>212,753</b>	<b>212,699</b>	<b>215,872</b>	<b>215,306</b>	<b>205,822</b>
<b>EXPENDITURES</b>						
Current - Public Works	171,060	165,080	165,156	200,072	207,019	188,936
Capital Outlay	5,480	6,625	6,626	20,000	19,999	15,000
<b>TOTAL EXPENDITURES</b>	<b>176,540</b>	<b>171,705</b>	<b>171,782</b>	<b>220,072</b>	<b>227,018</b>	<b>203,936</b>
<b>OTHER FINANCING SOURCES (USES)</b>						
Capital Contributions	32,016	0	0	0	0	0
Transfer In	0	0	0	0	0	0
Transfer Out	0	0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>32,016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BEGINNING FUND BALANCE</b>	<b>0</b>	<b>61,290</b>	<b>102,338</b>	<b>143,255</b>	<b>143,255</b>	<b>131,543</b>
<b>ENDING FUND BALANCE</b>	<b>61,290</b>	<b>102,338</b>	<b>143,255</b>	<b>139,055</b>	<b>131,543</b>	<b>133,429</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>61,290</b>	<b>41,048</b>	<b>40,917</b>	<b>(4,200)</b>	<b>(11,712)</b>	<b>1,886</b>

**DRUG/FORFEITURE FUND  
CHANGES IN FUND BALANCE**

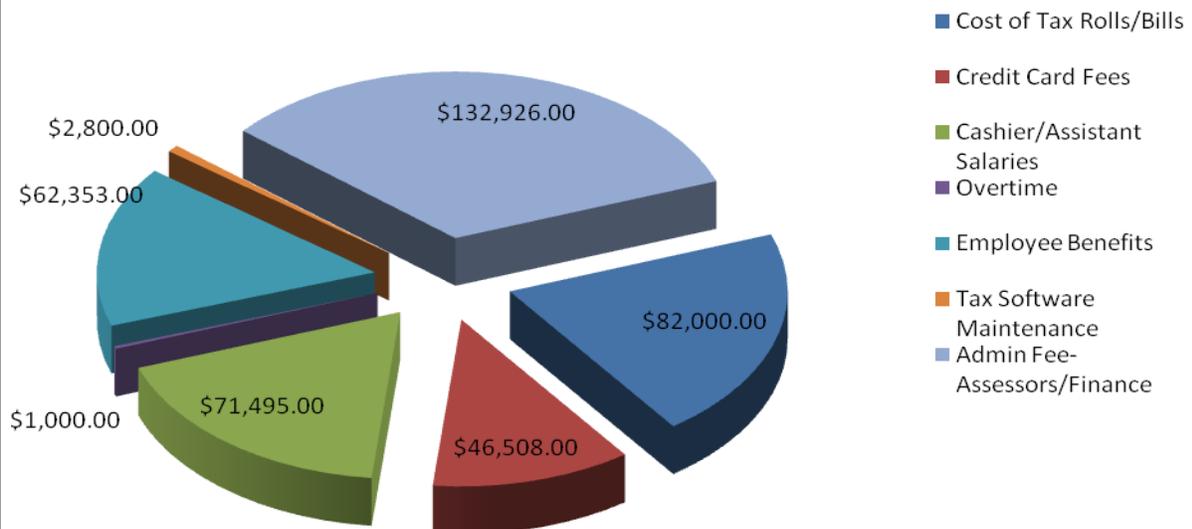
DESCRIPTION	2005/06 ACTUAL	2006/07 ACTUAL	2007/08 ACTUAL	2008/09 BUDGET	2008/09 ESTIMATE	2009/10 ADOPTED
<b>REVENUES:</b>						
Confiscated & Unclaimed	0	0	179,568	140,250	128,266	140,000
Interest Income	0	0	2,410	2,000	1,002	1,250
Other	0	0	0	0	0	250
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>181,978</b>	<b>142,250</b>	<b>129,268</b>	<b>141,500</b>
<b>EXPENDITURES</b>						
Current - Public Works	0	0	215,373	136,249	65,184	104,037
Current-Public Safety	0	0	12,720			
Capital Outlay	0	0	0	130,000	17,785	130,000
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>228,093</b>	<b>266,249</b>	<b>82,969</b>	<b>234,037</b>
<b>OTHER FINANCING SOURCES (USES)</b>						
Transfer In	0	0	414,533	0	0	0
Transfer Out	0	0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>0</b>	<b>0</b>	<b>414,533</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BEGINNING FUND BALANC</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>368,418</b>	<b>368,418</b>	<b>414,717</b>
<b>ENDING FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>368,418</b>	<b>244,419</b>	<b>414,717</b>	<b>322,180</b>
<b>NET CHANGE IN FUND BAL</b>	<b>0</b>	<b>0</b>	<b>368,418</b>	<b>(123,999)</b>	<b>46,299</b>	<b>(92,537)</b>

## REVENUE SUMMARIES

### FY 2009/10 Revenues



### Breakdown of Administration Fee Revenue





**PROPERTY TAX ESTIMATES AND ADOPTED MILLAGE RATES**

TAXABLE VALUE		MILLAGE RATES	TAX DOLLARS	ADMIN FEE
<b>CITY:</b>				
Real	760,457,129	19.3300	\$ 14,699,636.30	\$ 146,996.36
Personal	30,000,000	19.3300	\$ 539,307.00 *	\$ 5,393.07 *
	790,457,129		\$ 15,238,943.30	\$ 152,389.43
<b>DDA CAPTURE:</b>				
	14,362,798	19.3300	\$ 277,632.89	
			\$ 14,961,310.42 **	
<b>REFUSE COLLECTION:</b>				
Real	760,104,044	2.3278	\$ 1,769,370.19	\$ 17,693.70
Personal	31,464,421	2.3278	\$ 68,115.88 *	\$ 681.16 *
	791,568,465		\$ 1,837,486.07	\$ 18,374.86
<b>DDA CAPTURE:</b>				
	14,362,798	2.3278	\$ 33,433.72	
			\$ 1,804,052.35	
<b>SETTING JUDGMENT LEVY:</b>		<u>REQUIRED MILLAGE RATE</u>	<u>AMOUNT OF DEBT</u>	
	788,357	0.9225	\$ 727,297.00	\$ 7,272.97
<b>SETTING RETENTION BOND:</b>				
	788,357	0.9737	\$ 767,630.00	\$ 7,676.30
				\$ 185,713.56
<b>TOTAL MILLAGES:</b>		23.5541		
<i>*Estimating Tax collections for Personal Property at approximately a 93% rate.</i>				
<i>**Adjusted to reflect collections</i>				



## PROPERTY TAX ESTIMATES AND ADOPTED MILLAGE RATES

TAXABLE VALUE	MILLAGE RATES	TAX DOLLARS	ADMIN FEE
<b>County Millages:</b>			
Operating	5.6483		
Jail	0.9381		
Parks	0.2459		
HCMA	0.2146		
WCCC	2.4769		
RESA	0.0965		
RESA ISD	3.3678		
WCTA	0.5900		
ZOO AUTHORITY	0.1000		
DRAINAGE	0.9214		
760,457,129	11.1352	\$ 8,467,842.22	\$ 84,678.42
30,000,000	11.1115	\$ 310,010.85	\$ 3,100.11 *
		\$ 8,777,853.07	\$ 87,778.53
<b>DDA CAPTURE:</b>			
14,362,798	11.1352	\$ 159,932.63	
<b>School Millages:</b>			
<b>School Oper - NH</b>			
164,848,865	17.214	\$ 2,837,708.37	\$ 28,377.08
26,314,614	17.214	\$ 421,271.18	\$ 4,212.71 *
		\$ 3,258,979.55	\$ 32,589.80
State Ed	6.0000		
Debt	5.0000		
Capital Project	1.4470		
760,457,129	12.4470	\$ 9,465,409.88	\$ 94,654.10
30,000,000	12.4470	\$ 347,271.30	\$ 3,472.71 *
		\$ 9,812,681.18	\$ 98,126.81
<b>TOTAL SUMMER/WINTER ADMIN:</b>			<b>\$ 404,208.70 *</b>
*Adjusted to reflect collections			

**CITY OF LINCOLN PARK**  
**2009 CERTIFIED RATES**

**SUMMER (NON-HOMESTEAD)**

**SUMMER (HOMESTEAD)**

<b><u>TAX TYPE</u></b>	<b><u>RATE</u></b>	<b><u>TAX TYPE</u></b>	<b><u>RATE</u></b>
CITY	15.5209	CITY	15.5209
POLICE/FIRE	3.4591	POLICE/FIRE	3.4591
LIBRARY	.3500	LIBRARY	.3500
RUBBISH	2.3278	RUBBISH	2.3278
RET-BOND	0.9737	RET-BOND	0.9737
ST. SCH.	6.0000	ST. SCH.	6.0000
SCH. OPER.	17.9730	SCH. OPER.	17.9730
SCH. DEBT	3.5000	SCH. DEBT.	3.5000
CAPITAL PROJ. (sinking fund)	1.4436	CAPITOL PROJ. (sinking fund)	1.4436
HOMESTEAD CREDIT	0.0000	HOMESTEAD CREDIT	-17.9730
COUNTY OPERATING	5.6483	COUNTY OPERATING	5.6483
<b><i>TOTAL SUMMER</i></b>	<b><i>57.1964</i></b>	<b><i>TOTAL SUMMER</i></b>	<b><i>39.2234</i></b>

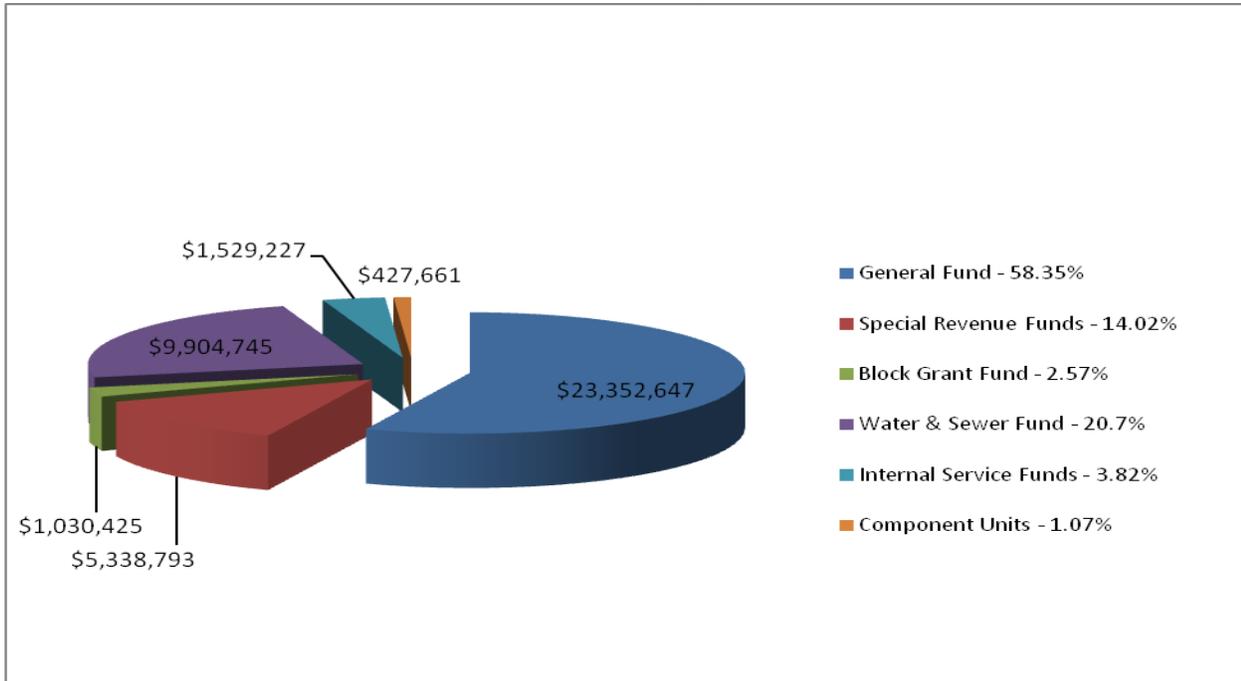
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**COMMERCIAL PP = 45.1964    INDUSTRIAL PP = 33.2234**

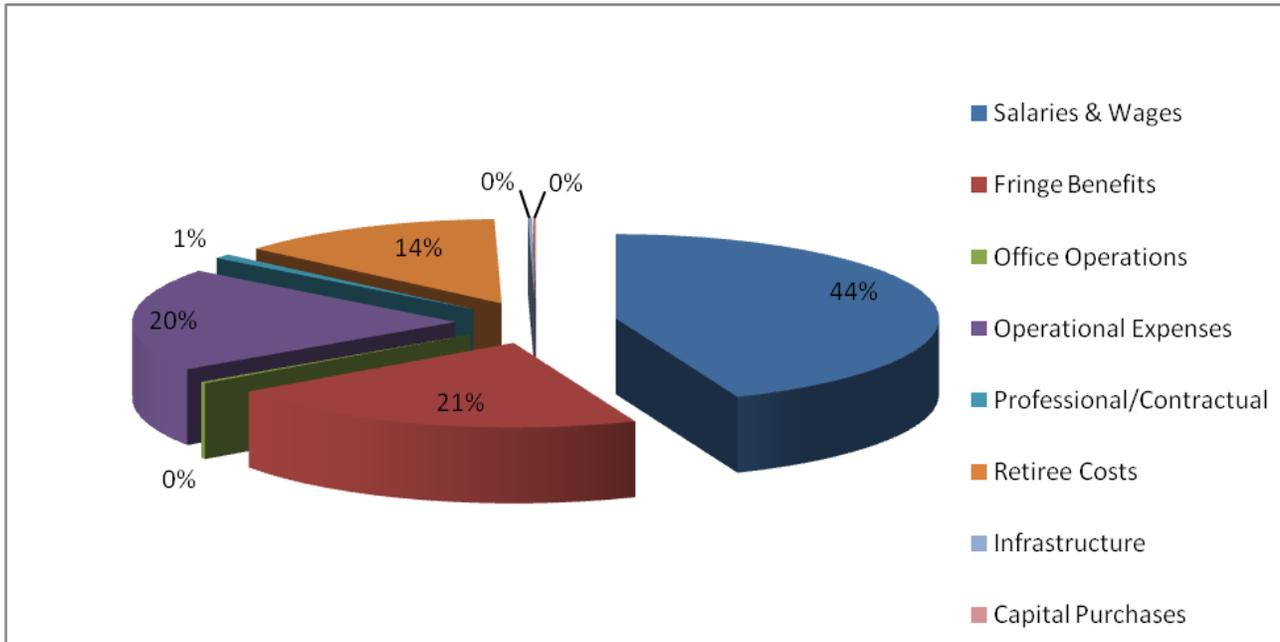
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# BUDGETED FUNDS SUMMARY

## Total of All Budgeted Funds



## GENERAL FUND BREAKDOWN OF EXPENDITURES

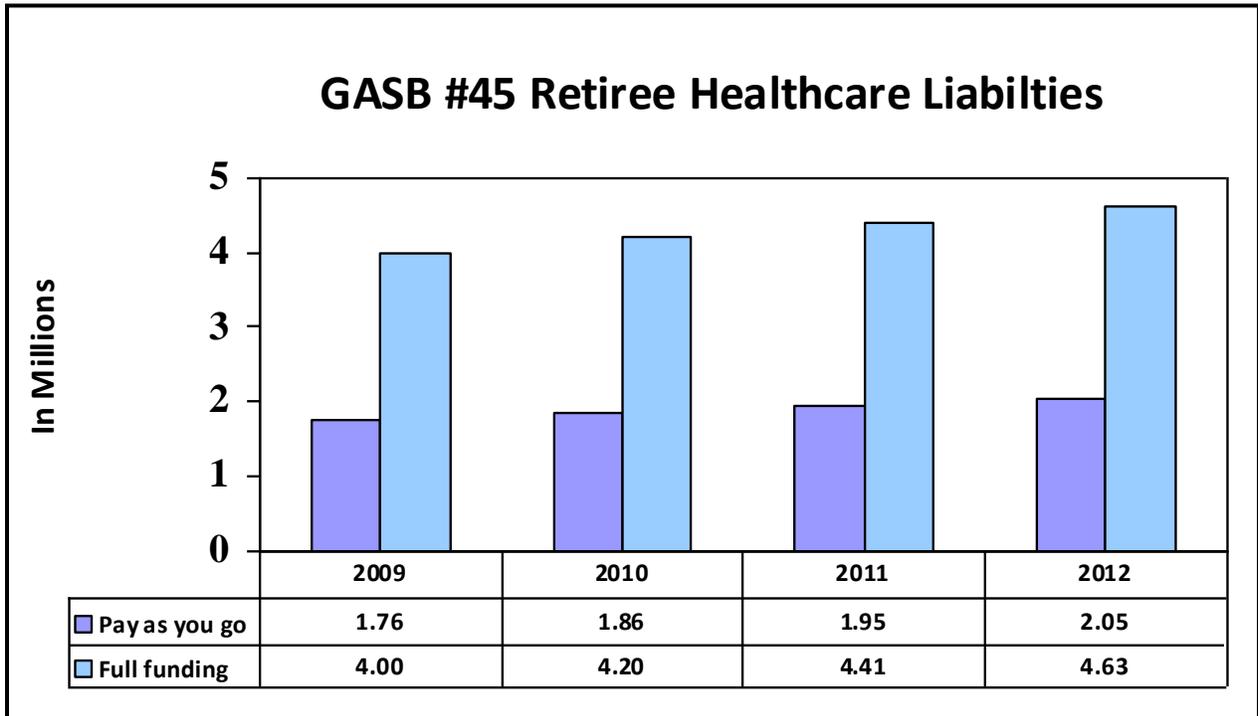




## FIVE-YEAR SUMMARY

### General Fund Five-Year Projection

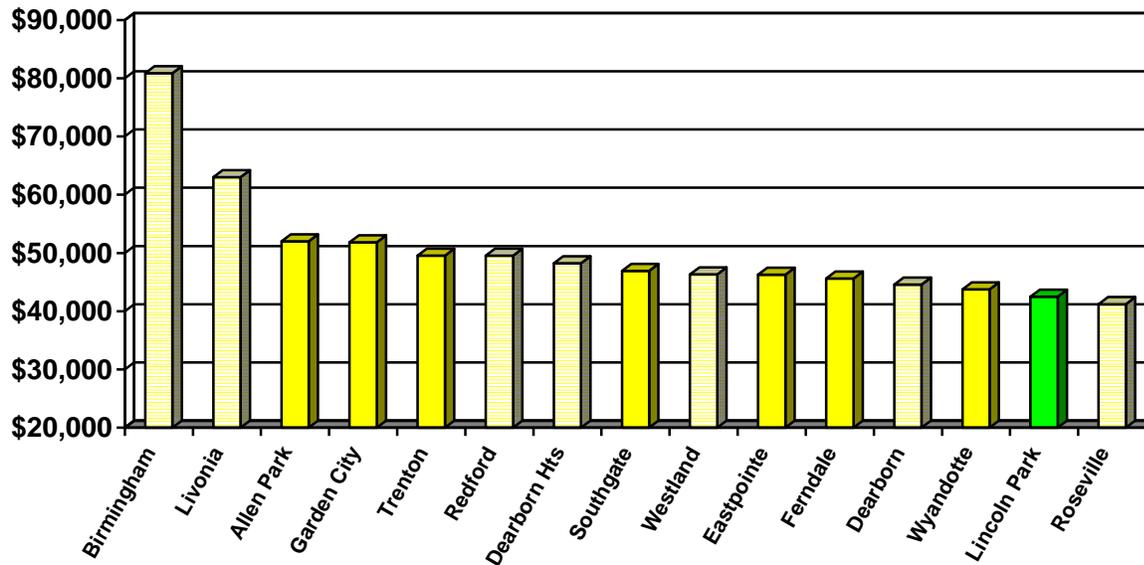
Year	2008-2009 (Budget)	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
<b>Beginning Fund Balance</b>	\$3,219,216	\$3,430,409	\$3,430,409	\$3,430,409	\$1,208,812	(\$1,079,433)
<b>Projected Revenue</b>	\$24,155,726	\$23,352,647	\$24,053,226	\$22,553,226	\$23,229,823	\$23,926,718
<b>Projected Expenditures</b>	\$23,944,533	\$23,352,647	\$24,053,226	\$24,774,823	\$25,518,068	\$26,283,610
<b>Ending Fund Balance</b>	\$3,430,409	\$3,430,409	\$3,430,409	\$1,208,812	(\$1,079,433)	(\$3,436,325)



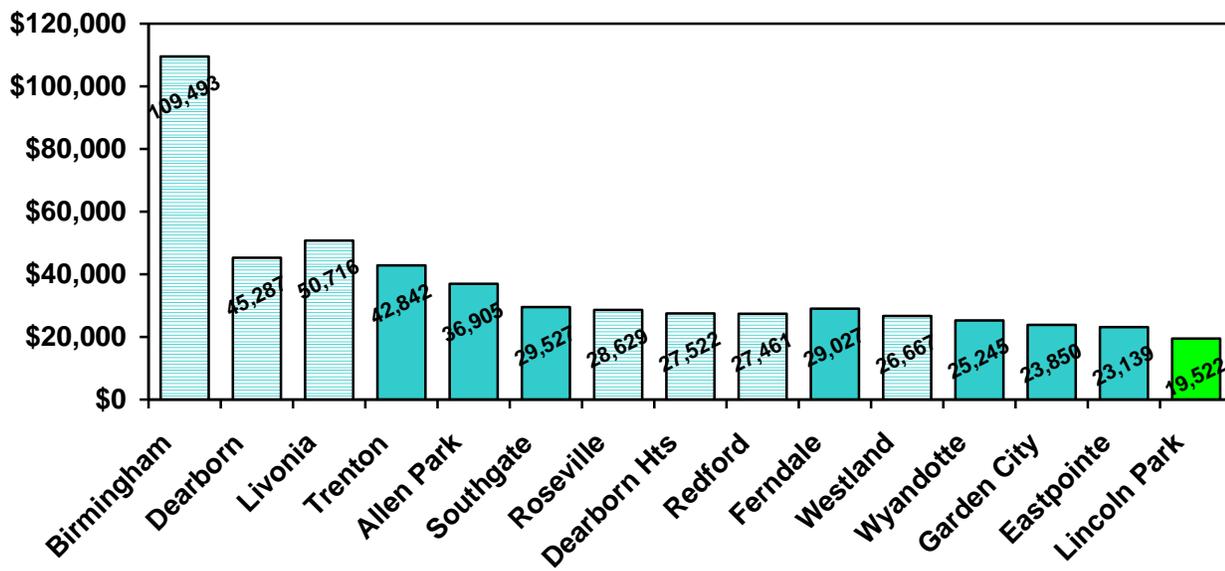


## DEMOGRAPHIC COMPONENTS

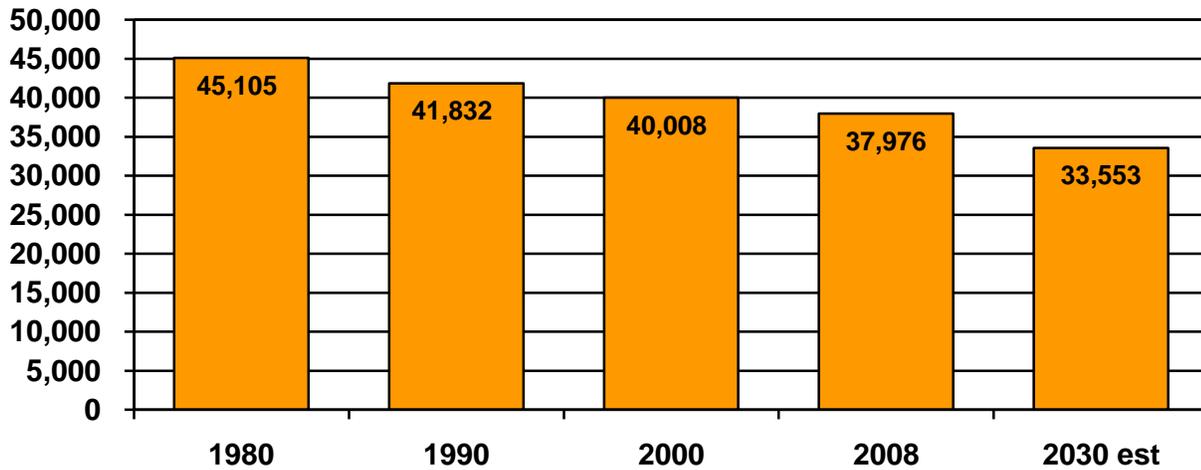
### Median Household Income by Community – 2000 Census



### 2007 taxable value per capita Lincoln Park and comparable communities

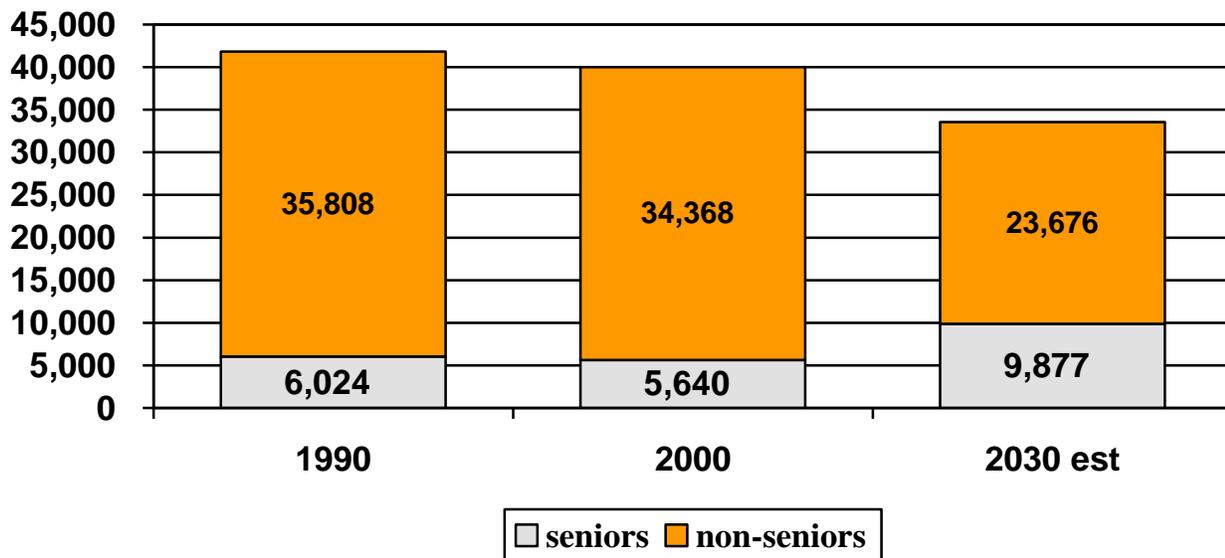


## Population – Actual & Estimated



Estimates per SEMCOG

## Population - actual and estimated Including Senior Population

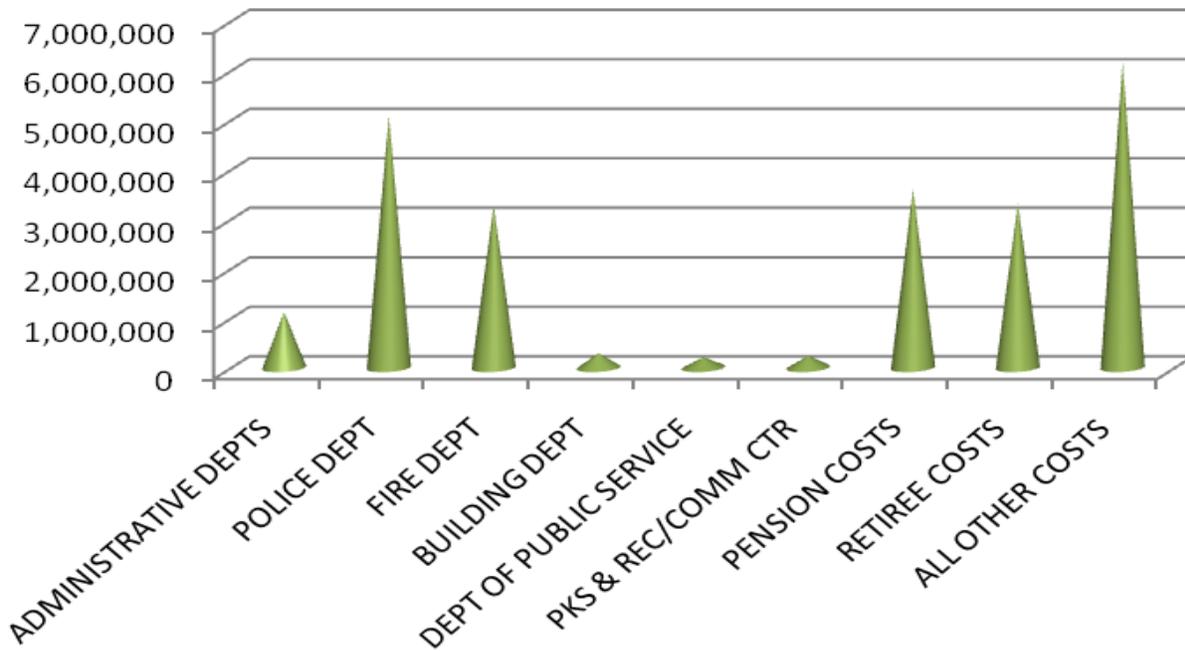
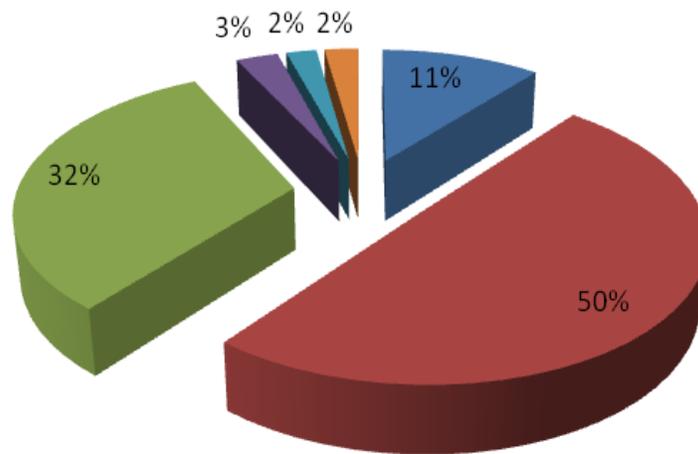


Estimates per SEMCOG

# EMPLOYEE COST SUMMARY

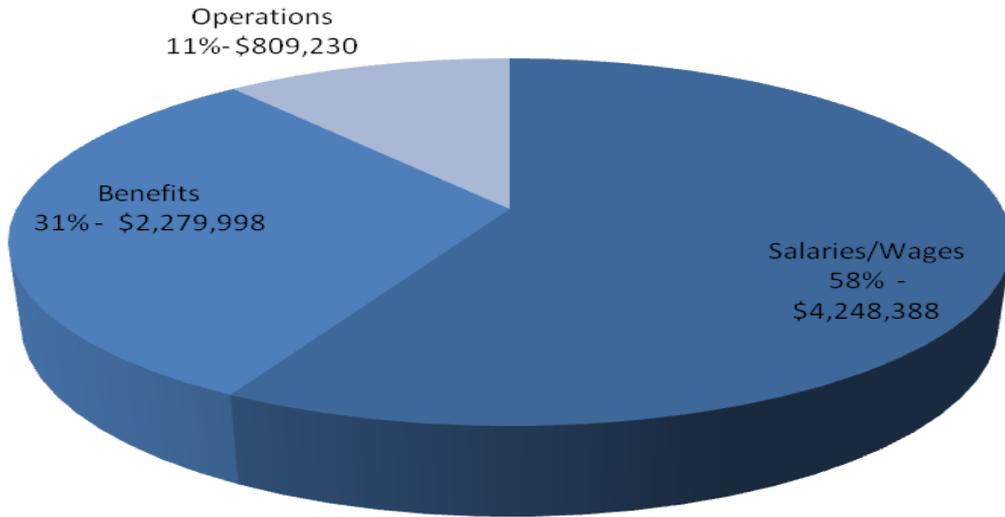
## GENERAL FUND EMPLOYEE COSTS

- ADMINISTRATIVE DEPTS
- POLICE DEPT
- FIRE DEPT
- BUILDING DEPT
- DEPT OF PUBLIC SERVICE
- PKS & REC/COMM CTR

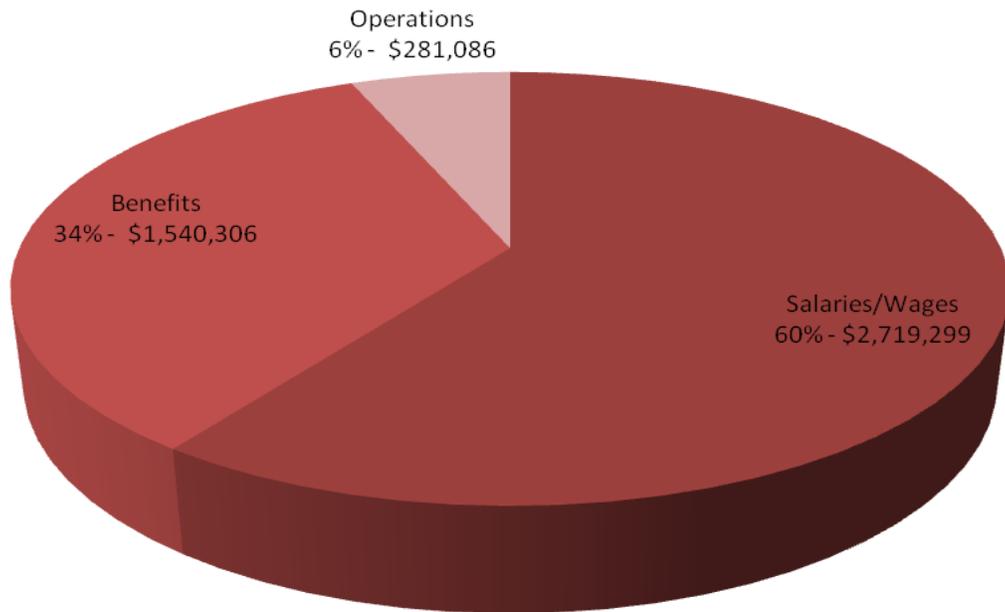


## POLICE/FIRE EXPENDITURES

### Police Department Expenditures



### Fire Department Expenditures



**Includes Retirement Contributions**

## PERSONNEL SUMMARY

DEPARTMENT	FY 2009/10	FY 2006/07		FY 2007/08		FY 2008/09		FY 2009/10	
	BUDGET	BUDGET		BUDGET		BUDGET		PROPOSED	
	ANNUAL WAGE SCALE	FULL TIME	PART TIME						
<b><u>CITY COUNCIL</u></b>									
Mayor	14,500		1	1		1		1	
Council President	8,500		1	1		1		1	
Councilperson	8,000		5	5		5		5	
<b>Totals</b>		<b>0</b>	<b>7</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>7</b>
<b><u>OFFICE OF THE CITY CLERK</u></b>									
City Clerk	52,000	1		1		1		1	
Deputy City Clerk	46,433	1		1		1		1	
Registration Clerk	38,125	1		1		1		1	
<b>Totals</b>		<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>
<b><u>ASSESSORS OFFICE</u></b>									
Assessor	34,000		1		1		1		1
Assessment Clerk	38,125	1		1		1		1	
<b>Totals</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b><u>OFFICE OF CITY MANAGEMENT</u></b>									
City Manager	102,500	1		1		1		1	
Human Resources Specialist	45,913	1		1		1		1	
Purchasing Specialist	45,913	1		1		1		1	
Management Assistant	45,913	1		1		1		1	
<b>Totals</b>		<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>
<b><u>FINANCE DEPARTMENT</u></b>									
Finance Director	56,362	1		1		1		1	
Accounting Budget Coordinator	46,953	1		1		1		1	
Accounts Payable Clerk	38,125	1		1		1		1	
Payroll Clerk	38,125	1		1		1		1	
Account Clerk II	38,125	1		0		0		0	
<b>Totals</b>		<b>5</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>
<b><u>TREASURER'S OFFICE</u></b>									
Treasurer	9,000		1		1		1		1
Deputy Treasurer	45,913	1		1		1		1	
Account Clerks	38,125	3		2		2		1	
<b>Totals</b>		<b>4</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>1</b>

## PERSONNEL SUMMARY

DEPARTMENT	FY 2008/09	FY 2006/07		FY 2007/08		FY 2008/09		FY 2009/10	
	BUDGET	BUDGET		BUDGET		BUDGET		PROPOSED	
	ANNUAL WAGE SCALE	FULL TIME	PART TIME						
<b><u>COMMUNITY DEVELOPMENT</u></b>									
Comm Development Director	30,456	1			1		1		1
Assistant Comm Dev Director	45,913	1		1		1		1	
Rehabilitation Clerk	38,125	1		1		1		1	
<b>Totals</b>		<b>3</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>
<b><u>BUILDING DEPARTMENT</u></b>									
Building Superintendent	72,000	1		1		1		1	
Structural Inspectors	37,856	2		2		2		1	
Rental Inspector	37,856	1		1		1		1	
Building Clerks	38,125	3		3		3		2	
<b>Totals</b>		<b>7</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>5</b>	<b>0</b>
<b><u>POLICE DEPARTMENT</u></b>									
Police Chief	81,283	1		1		1		1	
Lieutenants	66,971	2		2		2		2	
Sergeants	61,889	10		10		10		10	
Senior Lead Officer Detectives	55,956	4		4		4		4	
Senior Lead Officers	53,267	8		8		8		8	
Police Officers	49,070-51,430	25		22		26		25	
<b>Totals</b>		<b>50</b>	<b>0</b>	<b>47</b>	<b>0</b>	<b>51</b>	<b>0</b>	<b>50</b>	<b>0</b>
<b><u>POLICE DEPARTMENT MUNICIPAL</u></b>									
Environmental Officers	41,746	2		2		0		0	
Animal Control Officers	43,306	2		2		0		0	
Environmental Inspectors	41,746-43,306					4		3	
Computer Systems Manager	46,310	1		1		1		1	
Administrative Secretary	45,913	1		1		1		1	
Records Clerks	38,125	4		3		3		2	
Ordinance Enforcement Clerk	38,125	1		1		1		1	
Crossing Guards	3,340-13,359		10		10		10		10
<b>Totals</b>		<b>11</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>8</b>	<b>10</b>

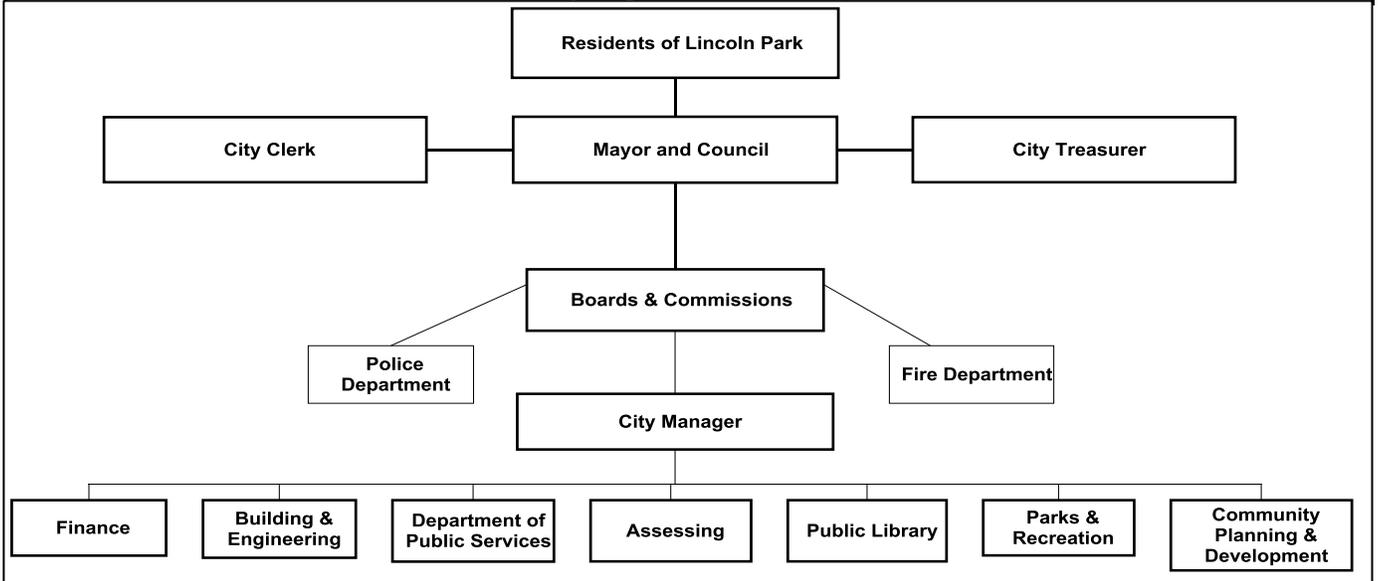
## PERSONNEL SUMMARY

DEPARTMENT	FY 2008/09	FY 2006/07		FY 2007/08		FY 2008/09		FY 2009/10	
	BUDGET	BUDGET		BUDGET		BUDGET		PROPOSED	
	ANNUAL WAGE SCALE	FULL TIME	PART TIME						
<b><u>FIRE DEPARTMENT</u></b>									
Fire Chief	81,283	1		1		1		1	
Fire Inspector	70,637	1		1		1		1	
Captain	69,938	2		2		2		2	
Lieutenants	69,246	4		4		4		2	
Sergeant Training Officer	69,246							2	
Sergeants	63,919	6		6		6		6	
Senior Engineers	54,658	2		2		2		2	
Engineers	52,055	8		8		8		8	
Firefighters	40,247-50,291	8		8		8		8	
<b>Totals</b>		<b>32</b>	<b>0</b>	<b>32</b>	<b>0</b>	<b>32</b>	<b>0</b>	<b>32</b>	<b>0</b>
<b><u>FIRE DEPARTMENT MUNICIPAL</u></b>									
Secretary	38,125	1		1		1		1	
<b>Totals</b>		<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b><u>LIBRARY</u></b>									
Student Assistants	0		2		0		0		0
<b>Totals</b>		<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>RECREATION/SENIOR CENTER</u></b>									
Recreation Director	30,456	1			1		1		1
Secretary	38,125	1		1		1		1	
Senior Coordinator	38,125	1		0		0		0	
Bus Driver	21,312		1		1		1		1
Permanent/Seasonal Pt-Time	6,500-12,000		46		45		45		15
<b>Totals</b>		<b>3</b>	<b>47</b>	<b>1</b>	<b>47</b>	<b>1</b>	<b>47</b>	<b>1</b>	<b>17</b>
<b><u>IT DEPARTMENT</u></b>									
IT Coordinator	52,413	1		1		1		1	
<b>Totals</b>		<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b><u>DEPARTMENT OF PUBLIC SERVICES</u></b>									
Director of Public Services	74,728	1		1		1		1	
DPS Supervisors	45,913	2		2		2		1	
Secretary	38,125	1		1		1		0	
Public Service Adm. Assistant	45,913							1	

## PERSONNEL SUMMARY

DEPARTMENT	FY 2008/09	FY 2006/07		FY 2007/08		FY 2008/09		FY 2009/10	
	BUDGET	BUDGET		BUDGET		BUDGET		PROPOSED	
	ANNUAL WAGE SCALE	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME
Group Leaders Build Maint	43,826-45,905	1		1		1		1	
PSW Building Maintenance	36,754-41,746	1		1		1		1	
Group Leaders Parks & For	43,826-45,905	1		1		1		1	
PSW Parks & Forestry		3		3		2		1	
Laborers-PT	15,600		13		12		12		0
<b>Totals</b>		<b>10</b>	<b>13</b>	<b>10</b>	<b>12</b>	<b>9</b>	<b>12</b>	<b>7</b>	<b>0</b>
<b><u>Motor Pool</u></b>									
Group Leader	43,826	1		1		1		1	
Mechanic	36,754	2		1		1		1	
<b>Totals</b>		<b>3</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>
<b><u>DPS-MAJOR &amp; LOCAL STREETS</u></b>									
Group Leaders	43,826	2		2		2		2	
Public Service Workers	41,746	8		8		9		7	
<b>Totals</b>		<b>10</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>9</b>	<b>0</b>
<b><u>Water &amp; Sewer Department</u></b>									
Water Clerks	38,125	2		2		2		2	
Group Leaders	43,826	2		2		2		2	
Meter Readers	24,960-41,746	2		2		2		1	
Public Service Workers	41,746	6		5		6		10	
<b>Totals</b>		<b>12</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>15</b>	<b>0</b>

### City Organizational Chart





## FEE SCHEDULE

<b>Assessors Office</b>	
Lot Splits/Combinations	Current County Fee Schedule plus 15% admin fee
Copies	\$1 per page

<b>Building Department</b>	
Copies	\$1 per page
Administrative Review - Residential	\$85
Administrative Site Plan	\$330
Variance Review	\$200 Residential/\$400 Commercial & Industrial
Planning Commission Escrow	\$2250
Special Use & Rezoning Escrow	\$ 600
Brownfield Application	\$500
Dangerous Building Residential Inspection	\$110
Dangerous Building Commercial Inspection	\$130
Plan Review Commercial Base Fee	\$80
Plan Review Commercial - Trades	See Permit Fees For Each Trade
<b><u>Certificate of Occupancy Inspections</u></b>	
Up to 2,000 sq. ft.	\$160
2001 – 5,000 sq. ft.	\$210
5001 – 10,000 sq. ft.	\$260
Over 10,000 sq. ft.	\$310
<b><u>Structural Permit Fees</u></b>	
Up to \$1,000	\$30
For every additional \$1,000	\$10
Above Ground Pool	\$35
Inground Pool	\$85
Demolition of Garage	\$25
Demolition of Structure (non-garage)	Base on cubic fee - \$30 starting fee
Land Use Permit	\$30
Sign Permit	\$55
Residential Inspection Prior to Sale	\$100 (one reinspection included)
Reinspection	\$46
<b><u>Contractor Registrations</u></b>	
Residential/Commercial Builder	\$30
Electrical Contractor	\$10
Sign Contractor	\$45
Mechanical Contractor	\$15
Plumbing Contractor	\$10
<b><u>Rental Properties</u></b>	
First unit	\$220
Add'l unit per building	\$60
Fire Inspection (4 or more units w/ common areas)	\$60
Initial Registration	\$25 (first 25 units)
Next 25 units (26-50)	\$10 ea
Next 25 units (51-75)	\$ 5 ea
Next 25 units (76-100)	\$ 3 ea
Each additional unit	\$ 2 ea
Annual Registration – Single Family	\$15
Annual Registration – Two or more units	\$25
***Excluding two-family structures partially owner occupied	



## FEE SCHEDULE

<b><u>Mechanical Permits</u></b>	
Base Fee	\$40
New Single Family Residence	\$250
<i>Air Conditioning Units:</i>	
1-5 HP	\$30
5-20 HP	\$40
Over 20 HP	\$80
<i>Air Handlers, multizone, self-contained units:</i>	
Ventilation & Exhaust Fans	\$30
Residential	\$20
Commercial: 20 & up pr CFM's	\$50
Chimney & Vents (all types)	\$30
<i>Cooling towers with reservoir capacity:</i>	
Capacity under 500	\$35
Over 500	\$65
Dampers	\$25
<i>Distribution Systems:</i>	
Residential	\$25
Commercial	\$50
Electronic Air Cleaner	\$30
<i>Gas Burning Equipment:</i>	
Under 500,000 BTU Input	\$50
Over 500,000 BTU Input	\$80
Rough Pressure Test	\$25
Gas Piping or Re-piping	\$25
Hot Water Tanks – Residential	\$25
Hot Water Tanks – Commercial	\$35
Humidifiers – Residential	\$10
Humidifiers – Commercial	\$20
LPG & Fuel Oil Tanks – Under 500 Gallons	\$40
LPG & Fuel Oil Tanks – Over 500 Gallons	\$60
Oil Burners – Under 5 gal/hr	\$30
Oil Burners – Over 5 gal/hr	\$40
Refrigeration – Commercial (split system_	
Rooftop Combination (heat/ac)	\$100
Solar Equipment (each panel) – Residential	\$25
Solar Equipment (each panel) – Commercial	\$20
<i>Wood Burning Equipment:</i>	
Vent Connectors Under 10 inch	\$40
Vent Connectors Over 10 inch	\$50
Failure to Secure Permit	\$125 (or double permit, whichever is greater)
Re-inspection Fee (not ready or unattainable)	\$30
Rough Inspection	\$30
<b><u>Electrical Permits</u></b>	
Base Fee	\$40
New Single Family Residence	\$250
<i>Circuits:</i>	
Residential	\$8 ea
Commercial	\$10 ea
<i>Fixtures:</i>	
1 <sup>st</sup> 10	\$10
Each additional	\$3
Light Pole Base Inspection	\$10 ea
Power Outlets	\$10 ea



## FEE SCHEDULE

Heating	\$15
Air Conditioning	\$15
Interruptible Air Conditioner	\$20
Air Cleaner or Humidifier	\$5
<b>Services, Subpanel:</b>	
100 amp	\$30
Over 100 – 400 amp	\$40
Over 400 amp	\$50
Sign Connection	\$15
Swimming Pools (any type)	\$30
Fire Alarms	\$10 per connection
Smoke and/or Heat Detectors	\$20 ea circuit
Re-inspection Fee (not ready or unattainable)	\$30
Failure to Secure Permit	\$125 (or double permit, whichever is greater)
Rough Inspection	\$30
<b><u>Plumbing Permits</u></b>	
Base Fee	\$40
New Single Family Residence	\$250
Fixtures	\$15
Hot Water Tank – Residential	\$25
Hot Water Tank – Commercial	\$35
Building Drains: Each 100 Linear Ft	
¾ in	\$30
1 in	\$35
2 in	\$45
3 in	\$60
4 in	\$70
Over 4 in	\$90
Residential/Commercial Sewer Repair or Replace	\$125
Storm or Sanitary Sewers, each 100 linear feet	
Lines 6" to 12" in diameter	\$40
Manhole	\$20
Catch Basins or Inlet	\$20
Chain Crock to Iron	\$30
Failure to Secure Permit	\$125 (or double permit, whichever is greater)
Re-inspection Fee (not ready or unattainable)	\$30
Rough Inspection	\$30
Drain Tile Exterior	\$25
<b><u>Engineering</u></b>	
Preliminary Engineering Review (site plan)	\$500
Grading Plan Review – Commercial/Industrial	\$650
Grading Plan Review – Residential	\$100
Detailed Engineering Review – Commercial/Industrial *	1.50% of estimated site construction costs
Detailed Engineering Review – Residential *	1.50% of estimated site construction costs plus hourly fee for review of plat or condominium plans (if any)
Engineering Escrow for Inspection Services *	5.00% of estimated site construction costs
Municipal Cost Recovery	1.50% will be added to all fees paid to the City's review professionals to recover administrative costs associated with plan reviews
* an opinion of estimated construction costs must be submitted to the city for review & approval. The cost opinion shall be prepared, signed and sealed by the design professional (licensed in the State of Michigan) who prepared the plans detailing construction.	



## FEE SCHEDULE

<b>City Clerk's Office</b>	
Auction	\$200/year or \$50 a day
Billiard/Pool Room	\$50/year & \$5 per table
Bowling Alley	\$35/year & \$5 ea alley
<i>Cabaret</i>	
Establishment	\$350: Renewal \$150 per year
Employee and or Independent Contractors	\$75: Renewal \$50 per year
Christmas Tree Lots	\$100 Deposit/ / \$75 Fee
Garage/Yard Sale Permit	\$3
Garbage & Rubbish Collectors	\$50 each vehicle & inspection fee & \$25 per dumpster
Junk Dealers	\$25/year by wagon or truck plus investigation fee
Junk Yard	\$300/year
Juke Boxes/Musical Devices	\$25/year
Class C Liquor License Application	\$1,500
<i>Massage Parlor:</i>	
Establishment	\$250/year
Per Practitioner	\$20/year
Massage Instructor	\$50/year
Motorcycle Sales	\$150/year
Motorcycle Rental	\$300/year
Pawn Brokers	\$750/year
Precious Metals/Gems Dealer	\$50/year
Public Vehicle License	\$25/year plus investigation fee
Restaurant	\$30/year
Second Hand Goods (resale)	\$75/year
Sidewalk Sales	\$10
Soft Drink (non-alcoholic)	\$15/year
Solicitor/Door to Door	\$75/year plus investigation fee
Tattoo Parlor	\$120/year
Taxi Cabs (motor vehicle for hire)	\$50 per vehicle plus investigation fee
Vacation of Street or Alley	\$175 per application
Vending Machines/Ice	\$35/year
Iterant Vendor	\$75 per week (up to 120 days)
Special Event Permit	\$100 food/bev \$50 non-food/bev
<i>Copies:</i>	
Public Records	\$1 per page
Ordinance Book	\$260 (\$1 per page for updates)
City Charter	\$15
Birth & Death Certificates	\$15 for first copy; \$5 each additional
Birth Certificates Administrative Copies	\$10
<i>Voter Registrations</i>	
Labels per voter	\$.02 plus cost of labels
Walking List	\$.25 per page
Electronic File	\$50
<i>Business Registrations</i>	
New Business	\$35
Annual Renewal	\$30
Duplicate Certificates	\$5
Going Out of Business	\$50 per week
Charitable Solicitation	\$1
Peddler/Hawkers	
By Vehicle	\$250 per year or \$10 1-10 days plus investigation & inspection
On Foot	\$50 per year or \$10 1-10 days plus investigation & inspection



## FEE SCHEDULE

Distributor of Mechanical Device (including juvenile)	\$250/yr & \$25 per device
Mechanical Amusement Device	\$70 ea
Juvenile Mechanical Device	\$50 ea
Film or Video Viewing Device	\$50 ea
Duplicate Licenses	\$5
Auto Dealers (new/used)	\$75/year
Auto Dealers-Parts (new/used)	\$75/year
Auto Wash Rack	\$35/year
Late Charges	Additional 20% if not paid by May 15
Research Fees: Deeds and Vacating Procedures	\$15 for first copy; \$5 for each additional document

<b>Department of Public Services</b>	
<i>Residential Water Service Installation</i>	
1" Service Water Tap (short side)	\$1,850
1" Service Water Tap (long side)	\$2,350
1.5" Service Water Tap (short side)	\$2,350
1.5" Service Water Tap (long side)	\$2,850
2" Service Water Tap (short side)	\$2,750
2" Service Water Tap (long side)	\$3,250
Meter Charge for 1" Service	\$150
Meter Charge for 1.5" Service	\$300
Meter Charge for 2" Service	See note 1
Administrative Charge for all water taps	\$40
Meter Installation 1" Service	\$90
Meter Installation 1.5" Service	\$90
Meter Installation 2" Service	\$90
Hydrant Usage	\$2500 deposit
<i>Meter Test</i>	
¾" to 1" Meter	\$50
2" Meter	Current contractor rates plus 15%
3"	Current contractor rates plus 15%
4" Meter	Current contractor rates plus 15%
6"	Current contractor rates plus 15%
Water Turn on Fee	\$30
Water Valve Fee	N/C during Business Hours, \$60 Weekday after hours, \$90 Weekends or Holidays
Inspection Fee	\$50
Dumping Fees	\$20 per yard

<b>Fire Department</b>	
Fireworks	\$200/year
Fireworks Bond	10% of value – minimum of \$2,000
Fire Suppression System Base Fee	\$50
<i>Suppression heads other than sprinkler head</i>	
Up to 10 nozzles	\$50
Over 10 nozzles	\$5 per nozzle
<i>Sprinkler Heads</i>	
Up to 19	\$35
20 to 49	\$105
50 to 200	\$175
201 to 400	\$245



## FEE SCHEDULE

Over 401	\$315
Plan Review Fee for kitchen and hood systems	\$50
<i>Plan Review Fee for alarm system</i>	
Up to 10 devices	\$35
11 to 50 devices	\$105
Over 50 devices	\$210
Fire Alarm Devices <30 Volts	\$25 base fee plus \$7 ea device
<i>Plan Review Fee for sprinkler systems</i>	
Up to 19	\$35
20 to 49	\$105
50 to 200	\$210
201 and over	\$350
False Alarm Fine	\$100 per incident
Burning Permits	\$25 each occurrence
LP Gas Sales and Storage	\$50 annually
Tar Kettles	\$50 per use
Flammable and Combustible Liquids	\$25 per
UST Over 500 Gallons Annually	
Environmental Review	\$25 file user fee plus clerical assistance of \$20 per hr. (minimum of 1 hr)
Field Inspection	\$100 for 2 inspections
Tents Permits	\$25.00

### Parks & Recreation Department

KMB Room A (Residents)	
	\$350/7 hours
	\$200 Deposit
	\$75/2 hours
	(Meeting Rates)
	\$30/Hour add'l hours
KMB Room A (Nonresidents)	
	\$400/7 hours
	\$200 Deposit
	\$75/2 hours
	(Meeting Rates)
	\$30/hour add'l hours
KMB Room B (Residents)	
	\$65/5hours
	\$75 Deposit
	\$20/2 hours
	(Meeting Rates)
	\$15/hour add'l hours
KMB Room B (Nonresidents)	
	\$90/5 hours
	\$75 Deposit
	\$20/2 hours
	(Meeting Rates)
	\$15/hour add'l hours
KMB Room C (Residents)	
	\$90/5 hours
	\$75 Deposit
	\$20/2 hours (Meeting Rates)
	\$15/hour add'l hours



## FEE SCHEDULE

KMB Room C (Nonresidents)	\$125/5 hours
	\$75 Deposit
	\$20/2 hours
	(Meeting Rates)
	\$15/hour add'l hours
KMB Room D (Residents)	
	\$65/5 hours
	\$75 Deposit
	\$20/2 hours
	(Meeting Rates)
	\$15/hour add'l hours
KMB Room D (Nonresidents)	
	\$90/5 hours
	\$75 Deposit
	\$20/2 hours
	(Meeting Rates)
	\$15/add'l hours
Senior Room (Residents)	
	\$300/7 hours
	\$200 Deposit
	\$75/2 hours
	(Meeting Rates)
	\$30/hour add'l hours
Senior Room (Nonresidents)	
	\$350/7 hours
	\$200 Deposit
	\$75/2 hours
	(Meeting Rates)
	\$30/hour add'l hours
Park Shelters (Residents Only)	\$40/day

Police Department	
Fingerprinting	\$15.00
Incident Reports	\$3 for the 1 <sup>st</sup> page, \$1 add'l page
Accident Reports	\$10.00
Notary Fee	\$5.00
Bike License	\$1.00
Record Check/Background Check	\$10.00
Liquor License	\$250.00
False Alarm Runs	Yearly: 1 <sup>st</sup> 2 runs are free, 3 <sup>rd</sup> is \$50, \$100 per run thereafter
	*Fixed alarms will continue to be waived

Treasurer's Office	
Returned Check Fee	\$35.00
Duplicate Bills (Mortgage & Title Companies Only)	\$10.00

Office of Economic Development / EDC / DDA	
Industrial Development District Application	\$500
Industrial Facilities Tax Abatement Application (IFT or PA 198)	\$500
Obsolete Properties Rehabilitation Act (OPRA or PA 146)	\$500
Brownfield Application	\$500



## FEE SCHEDULE

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Personal Property Tax Relief in Distressed Communities	\$500
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<b>Miscellaneous / Other Fees</b>	
Marriage Ceremony performed by Mayor	\$50
Copy of Lincoln Park Television Program (Council Meeting, Special Event, etc)	\$10



## GLOSSARY

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**ACCRUAL:** Basis of accounting where revenues are recognized when they are measurable and earned. Expenses are recorded when incurred.

**ACTIVITY:** A specific unit of work or service performed.

**APPROPRIATION:** An authorization made by the City Council, which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.

**APPROVED BUDGET:** The revenue and expenditure plan for the City for the fiscal year as reviewed and given final approval by the City Council.

**ASSESSED VALUATION:** The taxable value placed upon property by the City's appraiser as a basis for levying taxes, equal to 50% of market value, as required by state law.

**ASSETS:** Property owned by the City, which has monetary value.

**AUDIT:** A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to:

- ascertain whether financial statements fairly present financial positions and results of operations
- test whether transactions have been legally performed
- identify areas for possible improvements in accounting practices and procedures
- ascertain whether transactions have been recorded accurately and consistently
- ascertain the stewardship of officials responsible for governmental resources

**BALANCED BUDGET:** A budget in which estimated revenues are equal to or greater than estimated expenditures.

**BOND (Debt Instrument):** A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific expenditures.

**BUDGET (Operating):** A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which the City and its departments operate.

**BUDGET CALENDAR:** The schedule of key dates or milestones, which the City follows in the preparation and adoption of the budget.

**BUDGET DOCUMENTATION:** The official written statement prepared by the Finance Directors and supporting staff, which presents the proposed budget to the City Council.

**BUDGET MESSAGE:** A general discussion of the budget document presented in writing as an overview of the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the City Manager.

**CAPITAL ASSETS:** Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.



## GLOSSARY

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**CAPITAL OUTLAY:** Expenditures relating to the acquisition of land, buildings, permanent improvements, equipment, machinery and other fixed assets.

**CAPITAL PROJECTS FUND:** Used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds, special assessment funds and trust funds.)

**CDBG:** Community Development Block Grant funding program of the Department of Housing and Urban Development for improvements to public and private property in eligible communities.

**CONTINGENCY:** A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

**CONTRACTUAL SERVICES:** Items of expenditure from services the City receives from an internal service fund or an outside company. Utilities, rent, and postage are examples of contractual services.

**CURRENT TAX COLLECTIONS:** The City functions as the collection agent for the area schools and county.

**DEBT SERVICE FUNDS:** Used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs. The accounting for this group of funds is the modified accrual method.

**DEFICIT:** (1) The excess of an entity's liabilities over its assets (See Fund Balance). (2) The excess of expenditures or expenses over revenues during a single accounting period.

**DELINQUENT TAXES:** Taxes that remained unpaid on and after the date on which a penalty for nonpayment is attached.

**DEPARTMENT:** A major organizational unit of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area.

**DEPRECIATION:** (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) That portion of the cost of a capital asset, which is charged as an expense during a particular period.

**DOWNTOWN DEVELOPMENT AUTHORITY FUND:** This fund is designed to assist in the economic growth of the central business district by providing road improvement, sidewalks, and curbs and gutters through the capture of increased taxes as a result of the improvements.

**ENTERPRISE FUNDS:** Used to account for the acquisition, operation and maintenance of governmental facilities and services, which are entirely or predominantly self-supporting by user charges. The significant characteristic of Enterprise Funds is that the accounting system must make it possible to show whether the activity is operated at a profit or loss, similar to comparable private enterprises and for which preparation of an income statement is desirable.

**ESTIMATED REVENUE:** The amount of projected revenue to be collected during the fiscal year. The amount of revenue appropriated is the amount approved by Council.



## GLOSSARY

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**EXPENDITURES:** Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered whether cash payment have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

**FISCAL YEAR:** The twelve-month period designated as the operating year for an entity. The fiscal year for the City of Lincoln Park is July 1 to June 30.

**FULL FAITH AND CREDIT:** A pledge of the City's taxing power of a government to repay debt obligations (typically used in reference to General Obligation Bonds or tax-supported debt.)

**FUND:** Independent fiscal entity with a self-balancing set of accounts recording its revenue and expenditures.

**FUND BALANCE:** Excess of revenues and expenditures segregated by fund.

**GAAP (Generally Accepted Accounting Principles):** Accounting standards, revised periodically, to which both private and public organizations within the United States are expected to conform.

**GENERAL FUND:** The fund supported by taxes, fees, and other revenues that may be used for any lawful purpose.

**GENERAL OBLIGATION BONDS:** When the City pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligations bonds. Sometimes the term is also used to refer to bonds, which are to be repaid from taxes and other general revenues.

**INFRASTRUCTURE:** The basic physical framework or foundation of the City, referring to its buildings, roads, bridges, sidewalks, water and sewer systems.

**INTERNAL SERVICE FUNDS:** Internal service Funds are established to finance and account for services and/or commodities furnished by a designated program to other programs within the City. Since the services and commodities are supplied exclusively to programs under the City Jurisdiction, they are distinguishable from those services which are rendered to the public in general and which are accounted for in general, special revenue or enterprise funds.

**INVESTMENT:** Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals or based payments.

**LIABILITY:** Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date. (The terms do not include encumbrances.)

**LOCAL STREET FUND:** Receives all local street money paid to the cities by the State, accounts for all construction, maintenance, traffic services, and snow and ice control on all streets classified as local.

**MAJOR STREET FUND:** Used to account for the financial activity of the streets designated by the State as major thoroughfares and the maintenance contract of the state trunk lines.



## GLOSSARY

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**MICHIGAN UNIFORM ACCOUNTING AND BUDGETING ACT:** Provided for the formulation and establishment of uniform charts of accounts and reports for local units of government; to define local units of government; to provide for the books and accounts of local units of government; to provide for annual financial reports from local units of government; to provide for the administration of this act; to prescribe the powers and duties of the State Treasurer and the Attorney General; to provide penalties for violation of certain requirements of this act; to provide for meeting the expenses authorized by this act; to provide a uniform budgeting system for local units; and to prohibit deficit spending by local unit of government.

**MILL:** A taxation unit equal to one dollar of tax obligation for every \$1,000 of assessed valuation of property.

**MILLAGE:** The total tax obligation per \$1,000 of assessed valuation of property

**PERSONNEL SERVICES:** Items of expenditures in the operating budget for salaries and wages paid for services performed by city employees, as well as the incidental fringe benefit costs associated with city employment.

**PROPOSED BUDGET:** The City's revenue and expenditure plan for the fiscal year as prepared and recommended by the Finance Director for the Mayor and Council consideration.

**RESERVE:** An account used to indicate that a portion of fund equity is legally restricted for a specific purpose.

**REVENUE:** The term designates an increase to a fund's assets which does not increase a liability, does not represent a repayment of an expenditure already made, does not represent a cancellation of certain liabilities, and does not represent an increase in contributed capital.

**SPECIAL REVENUE FUNDS:** Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes.

**STATE EQUALIZED VALUATION (SERV):** The assessed valuation of property in the City as determined by the local assessor and then reviewed and adjusted, if necessary, by the county and state, to assure that it equals 50% of market value, as required by state law.

**TAX LEVY:** The total amount to be raised by general property taxes for operating and debt service purposes specified in the City's Charter.

**TAX RATE:** The amount of tax levied for each \$1000 of assessed valuation.

**TAXABLE VALUE:** The value upon which the property tax is levied. It is determined by multiplying the prior year's taxable value by the current year's cost-of-living index. When the property changes ownership, the SEV becomes the taxable value for that year.

**TIFA (Tax Increment Finance Authority):** Districts within the City designed to provide infrastructure necessary to initiate development through the capture of increased taxes as a result of the improvements made.

**USER FEE SCHEDULE:** The payment of a fee for direct receipt of a public service by the party benefiting from the service.